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SFY 2019 AREA PLAN UPDATE SYNOPSIS

SFY 2018 – 2021 AREA PLAN ON AGING

Iowa Commission on Aging - June 12, 2018

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SFY 2019 AREA PLAN UPDATE REVIEW

Iowa Commission on Aging Area Plan Duties

Per Iowa Code 231.14(1)(a) and Iowa Administrative Code (IAC) 17-6.2(231), the Iowa Commission on Aging approves all new area plans and amendments to approved area plans. All six Area Agencies on Aging are operating under approved four-year Area Plans on Aging (SFY 2018 – 2021). No agency submitted an amendment to its approved area plan.

Per IAC 17-6.2(231), AAAs must submit an annual area plan update to the Iowa Department on Aging (IDA) for approval. Updates must be completed according to the format prescribed by IDA and procedures identified. This synopsis includes an overview of the six State Fiscal Year (SFY) 2019 Area Plan updates submitted and approved by IDA.

SFY 2019 Area Plan Update Contents

On November 15, 2017, IDA issued Area Plan on Aging Update instructions to the AAAs. The AAAs were directed to submit an SFY 2019 Area Plan Update that identified accomplishments, initiatives implemented, or changes that have occurred at the agency since the submission and approval of its SFY 2018 – 2021 Area Plan on Aging.

As part of their Area Plan Update, agencies also submitted to IDA a single fiscal year (SFY 2019) projected Area Plan budget for services included in their plan. The Area Plan budget report consists of projected expenditures for administration and each service, projected number of consumers to be served by service, and project number of units to be provided by service. The projected consumer information also includes projected number of consumers in the target populations to be served by service (total 60+, 60+ minority, 60+ minority & poverty, 60+ poverty, and 60+ rural).

Together, the area plan narrative and the area plan budget report provide valuable information on planned service provision to older lowans, adults living with disabilities, veterans, and caregivers.

Refer to Attachment A for Area Agency on Aging Planning and Service Area (PSA) map and contact information.

IDA's SFY 2019 Area Plan Update Review

IDA reviewed the SFY 2019 Area Plan Updates upon submission according to the process and review tool shared with the AAAs. (Refer to Attachment B: IDA SFY 2019 Area Plan Update Evaluation Tool.)

All six SFY 2019 Area Plan Updates provided information as requested. The Update information ranged from thorough to minimal. IDA will be working closely with AAAs that provided updates with minimal information to ensure more robust SFY 2020 area plan updates.

In order to understand shifts in service delivery or funding, IDA staff compared the consumer, unit, and expenditure projections in the SFY 2019 Area Plan Budget Report to those in the SFY 2018 Area Plan Budget Report. IDA staff focused comparisons on services that:

1. Represent a significant portion of the agency's budget (greater than 3% for General Aging services or 5% for Caregiver services).
OR
2. Align with the plan's prioritized service gaps.

IDA requested explanations for significant change (greater than 10%) in consumers, units, or expenditures from the agency's most recent SFY 2018 Area Plan Budget Report. Agency explanations ranged from ambiguous (previous projections inaccurate) to informative (changes to provider sub-contracts due to poor provider performance). The most frequently cited causes for projection changes were:

- Inaccurate projections in FY2018.
- Changes in cost allocations / more accurate tracking for staff time.
- Loss of funding (Elderly Services; Local Funds).

■ SFY 2019 AAA AREA PLAN UPDATE

PLANNING & SERVICE AREA 1: ELDERBRIDGE AREA AGENCY ON AGING

Counties Served: Audubon, Buena Vista, Calhoun, Carroll, Cerro Gordo, Clay, Crawford, Dickinson, Emmet, Floyd, Franklin, Greene, Guthrie, Hamilton, Hancock, Humboldt, Kossuth, Lyon, Mitchell, O'Brien, Osceola, Palo Alto, Pocahontas, Sac, Sioux, Webster, Winnebago, Worth and Wright

Director: Shelly Sindt

Area Plan Update Items of Note: Elderbridge's Area Plan Update provided a clear summary of activities completed to date and activities planned for SFY2019. IDA noted an interest in the following activities and accomplishments highlighted in the update:

- Expansion of Client Safety Teams for Elder Abuse Prevention and Awareness activities.
- Partner outreach to banking community and domestic violence agencies for Elder Abuse Prevention and Awareness activities.
- The Benefits Enrollment Center collaborative project with NEI3A and County Social Services.
- Increase in Evidence-Based Health Activities (Tai Chi for Arthritis and Matter of Balance).
- Effort to target to non-Medicaid/pre-Medicaid populations and goal of expanding services through Elderbridge Alliance.
- Expansion of caregiver support groups and plan to explore volunteer respite programs.

Direct Service Request: Elderbridge affirmed all approved direct service waivers remain current and did not request direct service waivers for additional services.

Request for Fund Transfer: Elderbridge did not request fund transfers for SFY 2019.

PLANNING & SERVICE AREA 2: NORTHEAST IOWA AREA AGENCY ON AGING (NEI3A)

Counties Served: Allamakee, Black Hawk, Bremer, Buchanan, Butler, Chickasaw, Clayton, Delaware, Dubuque, Fayette, Grundy, Hardin, Howard, Jackson, Marshall, Poweshiek, Tama and Winneshiek

Director: Donna Harvey

Area Plan Update Items of Note: NEI3A's Area Plan Update provided a general overview of the agency's accomplishments and challenges. The update reflected the focus on business development activities in SFY 2018. IDA noted the following challenges highlighted in the update:

- Uncertainty in future County Social Services funding to reach adults experiencing mental health issues.
- Estimates of serving approximately 35,000 fewer meals in SFY 2019.

Direct Service Request: NEI3A affirmed all approved direct service waivers remain current and did not request direct service waivers for additional services.

Request for Fund Transfer: NEI3A did not request fund transfers for SFY 2019.

PLANNING & SERVICE AREA 3: AGING RESOURCES OF CENTRAL IOWA

Counties Served: Boone, Dallas, Jasper, Madison, Marion, Polk, Story and Warren

Director: Joel Olah

Area Plan Update Items of Note: Aging Resource's Area Plan Update provided a clear summary of activities completed to date and activities planned for SFY2019. IDA noted an interest in the following activities and accomplishments highlighted in the update:

- Partnership with Des Moines Fire Department for Elder Abuse Prevention and Awareness activities.
- Elder Abuse Prevention and Awareness outreach to Iowa State University and Des Moines Area Community College classes and public transportation placards.
- Adding disability agency representatives to LifeLong Links advisory council.
- Increase meal site attendance in Pella as a result of increased social activities.
- Collaboration with Iowa Dept. of Public Health on Fall Prevention programs.
- Agency offers caregiver services to family caregiver of older individuals, grandparent caregivers of grandchildren under age 18, and older relative caregivers of adults with disabilities.
- Other initiatives highlighted:
 - Partnership with Iowa Geriatric Education Center on training for substance abuse screening for older adults.
 - Grant funding from Delta Dental on nutrition services.

Direct Service Request: Aging Resources affirmed all approved direct service waivers remain current and did not request direct service waivers for additional services.

Request for Fund Transfer: Aging Resources requested the following fund transfers for SFY 2019:

- \$320,000 from IIIC(1) Congregate Meal (represents 35% of allotment) to IIIC(2) Home-Delivered Meals.

PLANNING & SERVICE AREA 4: THE HERITAGE AREA AGENCY ON AGING

Counties Served: Benton, Cedar, Iowa, Johnson, Jones, Linn and Washington

Interim Co-Directors: Kellie Elliott-Kapparos & Jill Sindt

Area Plan Update Items of Note: Heritage's Area Plan Update provided a good report on activities completed and barriers addressed. IDA noted an interest in the following activities and accomplishments highlighted in the update:

- GIS mapping of meal site and target populations to identify need for new meal sites. New meal sites in Central City and Marion with grant support.
- Expanded nutrition education to caregivers.
- Based on feedback from partner agencies, Heritage is expanding Chore and Transportation services into Johnson County.
- SAGE certification to better serve older Iowans who are LGBT.
- Participation in Elder Abuse Network task force.
- Expansion of Senior Tote program into additional rural areas.
- Rural outreach to caregivers with Powerful Tools for Caregivers.

Direct Service Request: Heritage affirmed all approved direct service waivers remain current and did not request direct service waivers for additional services.

Request for Fund Transfer: The Heritage AAA requested the following fund transfer for SFY 2019:

- \$232,518 from IIIC(1) Congregate Meal (represents 40% of allotment) into IIIC(2) Home-Delivered Meals.
- \$144,509 from IIIB Supportive Services (represents 30% of allotment) into IIIC(2) Home-Delivered Meals.

PLANNING & SERVICE AREA 5: MILESTONES AREA AGENCY ON AGING

Counties Served: Appanoose, Clinton, Davis, Des Moines, Henry, Jefferson, Keokuk, Lee, Louisa, Lucas, Mahaska, Monroe, Muscatine, Scott, Van Buren, Wapello and Wayne

Director: Becky Passman

Area Plan Update Items of Note: Milestones' Area Plan Update provided a good overview on activities completed and barriers addressed. IDA noted an interest in the following activities and accomplishments highlighted in the update:

- Elder Abuse Prevention and Awareness outreach to Fire Departments and Emergency Management Systems in targeted counties.
- Budget Benefits Program to expand payee and substitute decision maker services under a fee for service model.
- Planned focus on developing a stronger volunteer management team.
- Planned expansion of evidence-based health activities programs: Chronic Disease Self-Management (CDSMP) and falls prevention programs.
- Implementation of evening caregiver support groups to accommodate working caregivers.
- Planned effort to identify in-home care providers for respite care in rural communities.

Direct Service Request: Milestones affirmed all approved direct service waivers remain current and did not request direct service waivers for additional services.

Request for Fund Transfer: Milestones did not request fund transfers for SFY 2019.

PLANNING & SERVICE AREA 6: CONNECTIONS AREA AGENCY ON AGING

Counties Served: Adair, Adams, Cass, Cherokee, Clarke, Decatur, Fremont, Harrison, Ida, Mills, Monona, Montgomery, Page, Plymouth, Pottawattamie, Ringgold, Shelby, Taylor, Union and Woodbury

Director: Kelly Butts-Elston

Area Plan Update Items of Note: Connection's Area Plan Update provided a general overview on activities completed and barriers addressed. IDA noted an interest in the following activities and accomplishments highlighted in the update:

- Varied Elder Abuse Prevention and Awareness training and education efforts with community partners and to targeted consumers.
- New avenues of caregiver outreach with events at the Women's Night Out and Kids Fest.
- Promotion of evening meals at six congregate meal locations.
- Ongoing care transitions project with Jennie Edmundson hospital.
- Growth of the Evidence-Based Health Activities programs: Tai Chi for Arthritis and Chronic Disease Self-Management Program for diabetes.

Direct Service Request: Connections affirmed all approved direct service waivers remain current and did not request direct service waivers for additional services.

Request for Fund Transfer: Connections did not request fund transfers for SFY 2019.



SFY 2019 CONSUMER & EXPENDITURE PROJECTIONS

General Aging Services – SFY 2019 Projections

PROJECTED GENERAL AGING CONSUMERS – REGISTERED

General Aging Projected Consumers		
Congregate Meals	17,888	
Information & Assistance	13,124	
Nutrition Education	10,964	
Home Delivered Meals	10,870	
Health Promotion & Disease Prevention	5,332	
Transportation	4,230	
Options Counseling	2,117	
Material Aide	1,295	
Assisted Transportation	1,164	
Homemaker	842	
Evidence Based Health Activities	828	
Chore	573	
Case Management	508	
EAPA Assessment & Intervention	406	
EAPA Consultation	340	
Adult Daycare	269	
Personal Care	231	
EAPA Non-Consumer Consultation	222	
Nutrition Counseling	158	

PROJECTED EXPENDITURES – ALL GENERAL AGING SERVICES

General Aging Services - By Budgeted Expenditure		
Home Delivered Meals	\$10,325,120	
Congregate Meals	\$8,891,753	
Transportation	\$1,666,182	
Information & Assistance	\$1,366,750	
Options Counseling	\$1,036,802	
Case Management	\$952,947	
Assisted Transportation	\$915,011	
Homemaker	\$822,212	
Adult Daycare	\$698,498	
Outreach	\$619,695	
Chore	\$539,501	
Legal Assistance	\$427,687	
Training & Education	\$423,739	
Material Aid	\$406,020	
EAPA Assessment & Intervention	\$282,117	
Evidence Based Health Activities	\$278,469	
Health Promotion & Disease Prevention	\$271,173	
Personal Care	\$269,080	
EAPA Consultation	\$146,480	
EAPA Non-Consumer Consultation	\$110,291	
Nutrition Education	\$97,460	
EAPA Training & Education	\$96,225	
Nutrition Counseling	\$28,086	

Caregiver Projections – SFY 2019 Projections

PROJECTED CAREGIVER CONSUMERS – REGISTERED SERVICES

Caregiver Projected Consumers	
CG Access Assistance	2,860
CG Options Counseling	883
CG Counseling	624
CG Respite	411
CG Supplemental Services	298
GO Access Assistance	135
CG Home Delivered Meals	77
GO Counseling	50
GO Supplemental Services	50
GO Respite	12
GO Home Delivered Meals	5
GO Options Counseling	5

CG means family or informal caregiver of a person aged 60 or older.
GO means Grandparent Caregiver of children under age 18 or Older Caregiver of an adult child with a disability aged 18 -59.

PROJECTED EXPENDITURES – ALL CAREGIVER SERVICES

Caregiver Services - By Budgeted Expenditure	
CG Respite	\$795,382
CG Access Assistance	\$563,119
CG Options Counseling	\$426,297
CG Information Services	\$255,452
CG Supplemental Services	\$122,481
CG Counseling	\$118,279
CG Home Delivered Meals	\$78,916
GO Respite	\$29,228
GO Counseling	\$27,148
GO Access Assistance	\$13,705
GO Supplemental Services	\$11,896
GO Home Delivered Meals	\$5,828
GO Options Counseling	\$3,657
GO Information Services	\$2,601

CG means family or informal caregiver of a person aged 60 or older.
GO means Grandparent Caregiver of children under age 18 or Older Caregiver of an adult child with a disability aged 18 -59.

SFY 2019 AAA BUDGET

Budget Summary

The budget summary for each AAA is included in Attachment C: AAA SFY 2019 Budget Overview. The budget summary contains the IDA allocation and other funds dedicated to support the area plan services. The summary includes a break-down by funding type.

- The Prior Yr. Resources column lists unexpended funds available from the prior fiscal year.
- The Current Year Resources column lists the current SFY allocation from IDA and other funds received or reported by the AAA.
- The Total Resources column equals the sum of the Prior Yr. Resources and Current Year Resources.
- The Total Expenditure column contains the amount used to purchase goods or provide services for the current SFY year.
- The Balance column equals the difference between Total Resources and Total Expenditures.
- The Total Expenditures column and Balance column in the budget cover sheets provided demonstrate that each AAA budgeted all resources available or known.

About Fund Transfer(s)

Area Agencies on Aging may request transfers, within a designated percentage of their allocation, between the following funding sources:

- Title IIIB - Supportive Services and Title IIIC – Congregate and Home Delivered meals (max. 30% of allocation)
- Title IIIC(1) Congregate Meals and Title IIIC(2) Home Delivered Meals (max. 40% of allocation)

Refer Attachment C: AAA SFY 2019 Budget Overview for compiled fund transfers for SFY 2019 and previous fund transfer requests.

■ ATTACHMENT A: AAA PSA MAP AND CONTACT INFORMATION

PLANNING & SERVICE AREA 2: Northeast Iowa Area Agency on Aging (NEI3A)

Counties Served:	Allamakee, Black Hawk, Bremer, Buchanan, Butler, Chickasaw, Clayton, Delaware, Dubuque, Fayette, Grundy, Hardin, Howard, Jackson, Marshall, Poweshiek, Tama and Winneshiek		
Director:	Donna Harvey		
Contact Information:	Waterloo Office 2101 Kimball Ave., Ste. 320 Waterloo, IA 50702 (319) 272-2244 (800) 779-8707 Fax: (319) 272-2455	Decorah Office 808 River St. Decorah, IA 52101 (563) 382-2941 (800) 233-4603 Fax: (563) 382-6248	Dubuque Office 2728 Asbury Road Fountain Park - Springs Bldg. Dubuque, IA 52001 (563) 588-3970 (888) 238-0831 Fax: (563) 588-1952
Email:	nei3a@nei3a.org		
Website:	www.nei3a.org		

PLANNING & SERVICE AREA 3: Aging Resources of Central Iowa

Counties Served:	Boone, Dallas, Jasper, Madison, Marion, Polk, Story and Warren
Director:	Joel Olah
Contact Information:	5835 Grand Ave., Ste. 106 Des Moines, IA 50312-1444 (515) 255-1310 (800) 747-5352 Fax: (515) 255-9442
Email:	info@agingresources.com
Website:	www.agingresources.com

PLANNING & SERVICE AREA 4: The Heritage Area Agency on Aging

Counties Served:	Benton, Cedar, Iowa, Johnson, Jones, Linn and Washington
Director:	Kellie Elliott-Kapparos & Jill Sindt (interim co-directors)
Contact Information:	6301 Kirkwood Blvd. SW Cedar Rapids, IA 52406 (319) 398-5559 (800) 332-5934 Fax: (319) 398-5533
Email:	kellie.elliott-kapparos@kirkwood.edu jill.sindt@kirkwood.edu
Website:	www.heritageaaa.org

PLANNING & SERVICE AREA 5: Milestones Area Agency on Aging

Counties Served:	Appanoose, Clinton, Davis, Des Moines, Henry, Jefferson, Keokuk, Lee, Louisa, Lucas, Mahaska, Monroe, Muscatine, Scott, Van Buren, Wapello and Wayne		
Director:	Becky Passman		
Contact Information:	Davenport Office 935 E 53rd St. Davenport, IA 52807-2664 (563) 324-9085 (855) 610-6222 Fax: (563) 324-9384	Ottumwa Office 623 Pennsylvania Ave. Ottumwa, IA 52501 (641) 682-2270 (855) 610-6222 Fax: (641) 682-2445	Burlington Office 509 Jefferson St. Burlington, IA 52601-5427 (319) 752-5433 (855) 610-6222 Fax: (319) 754-7030
Email:	info@milestonesaaa.org		
Website:	www.milestonesaaa.org		

PLANNING & SERVICE AREA 6: Connections Area Agency on Aging

Counties Served:	Adair, Adams, Cass, Cherokee, Clarke, Decatur, Fremont, Harrison, Ida, Mills, Monona, Montgomery, Page, Plymouth, Pottawattamie, Ringgold, Shelby, Taylor, Union and Woodbury		
Director:	Kelly Butts-Elston		
Contact Information:	Council Bluffs Office 300 W Broadway, Ste. 240 Council Bluffs, IA 51503 (712) 328-2540 (800) 432-9209 Fax: (712) 328-6899	Creston Office 109 N Elm St. Creston, IA 50801 (641) 782-4040 (800) 432-9209 Fax: (641) 782-4519	Sioux City Office 2301 Pierce St. Sioux City, IA 51104 (712) 279-6900 (800) 432-9209 Fax: (712) 233-3415
Email:	info@connectionsaaa.org		
Website:	www.connectionsaaa.org		

 **ATTACHMENT B: IDA SFY 2019 AREA PLAN UPDATE
REVIEW**



SFY2019 Area Plan Update – Review

OAA Sec.305(a)(1)(c) and 307(a)(1); Iowa Code 231.23(2); IAC 17-2.3 and 6.2(2)

In accordance with the federal Older Americans Act, Sections 305(a)(1)(c) and 307(a)(1), Iowa Code 231.23(2), and Iowa Administrative Code (IAC) 17-2.3, the Iowa Department on Aging (IDA) has reviewed SFY 2018-2021 Area Plan on Aging

REQUIRED INFORMATION

If an item is marked “No”, the omission will be noted and, where appropriate, the agency must provide the required information by the specified date.

Item	Yes/No
Area Plan Amendment Needed? <i>IAC 17-6.2(6)</i>	
Area Plan Budget <i>IAC 17-6.2(5)b</i>	
Submitted electronically on time? <i>IAC 17-5.9(1) and (2)c; IAC 6.2(2)(b); IAC 17-6.2(5)(b)</i>	
IDA received signed budget cover sheet on time? <i>IAC 17-5.9(1) and (2)c</i>	
Transfers (list and compare to previous years):	
Area Plan Update Narrative	
Submitted on time? <i>IAC 17-5.9(1) and (2)c; IAC 6.2(2)(b)</i>	
Electronically? <i>IAC 17-5.9(1) and (2)c; IAC 6.2(2)(b)</i>	
In accessible format? <i>IAC 17-5.9(1) and (2)b; IAC 6.2(2)(b);</i>	
Followed template, formatting, and edited for clarity? <i>IAC 17-5.9(1) and (2)b; IAC 6.2(2)(b);</i>	
Form 3A-1 provided in plan (Performance and Service Projections section)? <i>IAC 6.2(5)(c)</i>	
Verification of Agency Intent and Compliance: digital signatures provided? <i>Iowa Code 231.32(4)</i>	
Direct Service Waivers	

Item	Yes/No
Were any new Requests for Direct Service made? <i>IAC 17-6.12(1)</i>	
If yes, Public Hearing for new direct service requests? <i>IAC 17- 6.2(7)</i>	
If yes, was appropriate form submitted?	
For which services are direct service waivers requested? <i>IAC 17-6.12(1)</i>	
Are reasons identified valid? <i>IAC 17- 6.12(2)</i>	
Signed by Executive Director? <i>IAC 17-5.9(1) and (2)b; IAC 6.2(2)(b)</i>	
Authorized signatures provided?	
Governing Body <i>Iowa Code 231.33(19); IAC 17—6.7(231)</i>	
Was the Governing Board membership information updated?	
Is Board membership representative of the geographic PSA? <i>IAC 17-6.7(2)</i>	
Did the Board Chair sign the verification of agency intent and compliance & authorized signature documents?	
Advisory Council <i>Iowa Code 231.33(6); IAC 17-6.8 (231)</i>	
Was the Advisory Council membership information updated?	
Did agency indicate whether all composition criteria are met? <i>IAC 17-6.8(1)</i>	
Did Advisory Council Chair sign the verification of agency intent and compliance? <i>IAC 17-6.2(7)(b)(2)</i>	
LLL Advisory Council Updated?	
Grievance procedure information updated? <i>IAC 17-6.10(5)</i>	
If yes, provided?	
Did agency assure that provider information is up to date in SAMS?	
Did agency describe how a focal point is identified in the PSA? <i>Iowa Code 231.33(10)</i>	
Emergency preparedness planning and plan update needed? <i>Iowa Code 231.33(18); IAC 6.9(231)</i>	

Item	Yes/No
<p>If yes, provided?</p> <ul style="list-style-type: none"> • Did agency summarize activities as they relate to emergency preparedness planning and plan activation? • Did agency describe collaboration with other entities, including partners and contractors, as well as emergency response agencies, relief organizations, government agencies or other institutions, when carrying out these activities? 	
<p>Public Hearing <i>Iowa Code 231.33(9); IAC 17-6.2(7)</i></p>	
<p>Public hearing needed? <i>IAC 17-6.2(7)(a)</i></p>	
<p>IF YES:</p>	
<p>Did agency provide a text copy of the public hearing notice & a list of groups to whom the notice was sent and dates? <i>IAC 17-6.2(7)(a)(2)</i></p>	
<p>Was the hearing notice distributed to known groups of older individuals, PSA public officials and other interested parties?</p>	
<p>Did the notice include the time, date, and location of the public hearing?</p>	
<p>Was the notice given 14 business days prior to hearing?</p>	
<p>Did agency provide a copy of the agenda that includes the date, time, and location of the hearing?</p>	
<p>Did agenda include a distinct agenda item for priority services? <i>IAC 17-6.2(7)(a)</i></p>	
<p>If the agency is requesting to provide direct services, did agenda include a distinct agenda item to consider direct services requests? <i>IAC 17-6.2(7)(a)</i></p>	
<p>Did agency provide a list of people present at the hearing?</p>	
<p>Did agency provide a written summary of the public hearing, including comments specific to the services proposed for direct service provision? <i>IAC 17-6.2(7)(a)(3)</i></p>	
<p>Is there any indication the hearing location would not have been fully accessible? <i>IAC 6.2(7)(1)</i></p>	

Area Plan Update Evaluation (Comprehensive & Coordinated Delivery System)

OAA Sect. 306(a)(1); Iowa Code 231.33(1);(2);(5);(17)

Use these questions to evaluate whether the agency is implementing strategies and making progress toward area plan priorities. The area plan must reflect a coordinated service delivery system, be comprehensive enough to guide agency activity during the four-year period, and include effective strategies and measures to evaluate performance in serving older Iowans and Iowans with disabilities.

Plan Clarity

Was the plan edited for clarity and readability?

Update Summary

1. Does the update summary provide an overview of accomplishments, initiatives, or changes that have occurred at the agency since the submission and approval of its SFY 2018 - 2021 Area Plan on Aging?

Progress to Date

- a. Changes related to service delivery, staffing, and/or priorities that impact the implementation of the area plan (if any).
 - b. Accomplishments/Results to Date.
 - c. New, Unexpected Challenges.
 - d. Rationale for modifications to service gaps (if any).
2. Does the summary preview activities, initiatives, or events planned for FY 2019?
Planned for FY 2019:
 - a. Did agency briefly describe major initiatives, activities, or events planned for FY 2019 to address identified service gap.
 3. Did agency provide other information pertinent to educate stakeholders on activities or issues impacting service delivery, the plan, agency, or PSA customers?

Section 1: Update on Strategies to Achieve 2018-2021 Goals

Prioritized Service Gaps:

1. Did agency include brief descriptions of methods used to identify and select service gaps from the approved area plan?
2. Did agency conduct new assessment activities that resulted in changes to prioritized service gaps?
 - a. If yes, did agency describe activities and why the new service gap was deemed to be a higher priority than the previously identified service gap?
 - b. Did agency explain how the decision was made to add or replace and why.

Reports of Progress and Strategies Implementation:

1. Service Gap: Is agency retaining service gap from approved plan?
 - a. If yes, was service gap from your approved plan?

- b. If no, is new service an actual gap (description of difference between current situation and desired situation) that impacts consumers? Or, is it a strategy? Is it measurable? Was rationale for changing included in the Prioritized Service Gaps section?
- 2. Indicators to gauge progress in addressing service gap:
 - a. Did agency list indicators used to evaluate progress on addressing the identified service gap? (Indicators may be a combination of qualitative and quantitative items.)
 - b. Do the indicators relate to the outcome or expected result of the strategies instead of the activities related to the strategy? (For example, the number of referrals from a target population vs. the number of outreach events to the target population.)
- 3. Strategies to Address Service Gap:
 - a. Were strategies from approved plan in each row under the Current Strategies column?
 - b. Did agency add, revise, or remove strategies?
 - i. If yes:
 - 1. Were the strategy changes discussed in the Strategy Activities to Date section?
 - 2. Do the strategies relate to the identified service gaps?
 - 3. Do strategies appear as though they will result in progress toward impacting the service gap?
 - 4. Are there any evident conflicts between strategies and requirements in contracts or rule?
 - ii. Did agency insert the status of the strategy: Not Started, In Progress, Stalled, or Completed?
- 4. Strategy Activities to Date:
 - a. Does the information indicate that agency is making progress on area plan activities and on addressing identified service gaps?
 - b. For strategies in progress or completed, did agency summarize activities that have occurred or will occur this fiscal year (SFY 2018)?
 - c. For strategies not started or stalled, did agency address causes?
- 5. Strategy Activities Planned for SFY 2019:
 - a. Did agency list the strategy activities planned for SFY 2019?
 - b. Does the information indicate that agency is working toward area plan activities and addressing identified service gaps?

Funding Alignment:

- 1. Do service and funding projections align with priorities and strategies?

Performance and Service Projections

Performance Measures & Fiscal Year Target

1. Do targets appear reasonable, achievable, and set a high standard for consumer outcome?
2. Did agency describe activities impacting performance on target to date?
3. Did agency increase / decrease target by [#%]? If yes, did agency indicate reason for change?

Projected Older Americans Act Consumers and Service Units:

1. Is the estimated number of individuals to be served realistic/adequate?
2. Do service projections to members of the target population(s) appear realistic/adequate?
3. How do consumer projections compare with past consumer projections and with actual consumers served?
4. Is the estimated number of units to be provided realistic/adequate?
5. How do unit projections compare with past unit projections and with actual units provided?
6. Does projected funding appear adequate to serve projected number of individuals/units?
7. How does funding projections compare with past projections and with actual expenditures?
8. Compare mandatory service and funding projections. Do the service and funding projections for mandatory services indicate a consumer will have consistent access to the services across the state?

Service Coverage & Wait List Information:

1. Compare service/county coverage information. If changed, did agency provide information regarding service coverage changes?
2. Did agency provide requested waiting list information?
3. Did agency adequately describe approaches used to track waiting list / unmet needs?

Service and Funding Projections

1. Compare service and funding projections for all services across agencies. Which services are not offered statewide? Which services have a wide projections gap among agencies? (Note: Good reasons for service exclusions and variations in service projections may exist; this comparison informs IDA staff on service availability.)

Quality Management

1. Did agency indicate changes to quality management activities? If yes, was updated information provided?

Public Input / Authorized Signatures

1. Refer to the Required Information checklist above.

Grievance Procedures

1. Did agency indicate that it updated the information on how members of the public may obtain the grievance procedures related service provision? If yes, does the updated process appear adequate / accessible to the public?

Nutrition Services, Service Providers, and Senior Center/ Focal Points

1. Did agency assure that nutrition service information is up to date in SAMS?
 - a. Any questions or issues with nutrition service information?
2. Did agency assure that provider information is up to date in SAMS?
 - a. Any questions or issues with service contract providers identified?
 - b. Compare SAMS provider list with services in service coverage by county.
 - c. Compare with direct service waiver request, was contractor listed for service not provided directly?
3. Did agency assure that senior center / focal point information is up to date in SAMS?
4. Did agency update information on how a focal point is identified in the PSA?

Emergency Plan Summary

1. Did agency update emergency preparedness information in plan? If yes, is emergency planning, plan activation, and collaboration information appear to be thorough enough to inform a useful emergency plan?

Final Recommendations

Area Plan Strengths / Items of Interest

List innovative strategies, best practices, or other noteworthy items.

Information Requiring Corrections or Clarifications

List missing required information, corrections, or revisions that must be addressed in order for agency to approve.

Technical Assistance

List potential technical assistance issues or topics.

 **ATTACHMENT C: AAA SFY 2019 BUDGET OVERVIEW**

Grand Total	Prior Yr Resources	Current Yr Resources	Total Resources	Total Expenditures	Balance
Resources - IDA					
100 : AAA Admin					
110 : Elderly Services General		1,404,673	1,404,673	1,404,673	
115 : HCBS Unmet Needs					
116 : LifeLong Links		107,143	107,143	107,143	
123 : Elder Abuse Prevention Awareness Pgm		77,089	77,089	77,089	
180 : Title IIIB Supportive Services		681,526	681,526	681,526	
190 : Title IIIC(1) Congregate Meals		822,443	822,443	822,443	
200 : Title IIIC(2) HD Meals		368,160	368,160	368,160	
215 : Title IIIE Caregiver Support		258,161	258,161	258,161	
216 : Title IIIE Grandparent/Older Relative					
220 : Title IIID Preventive Health		61,577	61,577	61,577	
221 : Title IIID Preventive Health Med Mgmt					
250 : NSIP Cash Estimate		328,549	328,549	328,549	
Sub-Total - IDA		4,109,321	4,109,321	4,109,321	
Resources - Non-IDA					
280 : Federal Non-IDA					
290 : State Non-IDA		7,900	7,900	7,900	
300 : Local Public Funds		357,527	357,527	357,527	
310 : Other Local Cash		172,658	172,658	172,658	
320 : Non-Cash		401,220	401,220	401,220	
330 : Pgm Inc IIIB Supportive Svcs		35,000	35,000	35,000	
340 : Prog Inc IIIC(1) Congregate Meals		700,901	700,901	700,901	
350 : Prog Inc IIIC(2) HD Meals		620,613	620,613	620,613	
363 : Prog Inc IIIE Caregiver Support					
364 : Prog Inc IIIE Grandparent/Older Relative					
365 : Prog Inc IIID Preventive Health					
366 : Prog Inc IIID Preventive Health Med Mgmt					
370 : Program Income Other		15,100	15,100	15,100	
Sub-Total - Non-IDA		2,310,919	2,310,919	2,310,919	
TOTAL		6,420,240	6,420,240	6,420,240	

Grand Total	Prior Yr Resources	Current Yr Resources	Total Resources	Total Expenditures	Balance
Resources - IDA					
100 : AAA Admin					
110 : Elderly Services General		1,412,180	1,412,180	1,412,180	
115 : HCBS Unmet Needs					
116 : LifeLong Links		107,143	107,143	107,143	
123 : Elder Abuse Prevention Awareness Pgm		77,089	77,089	77,089	
180 : Title IIIB Supportive Services		724,593	724,593	724,593	
190 : Title IIIC(1) Congregate Meals		874,416	874,416	874,416	
200 : Title IIIC(2) HD Meals		391,427	391,427	391,427	
215 : Title IIIE Caregiver Support		274,478	274,478	274,478	
216 : Title IIIE Grandparent/Older Relative					
220 : Title IIID Preventive Health		35,061	35,061	35,061	
221 : Title IIID Preventive Health Med Mgmt					
250 : NSIP Cash Estimate		275,987	275,987	275,987	
Sub-Total - IDA		4,172,374	4,172,374	4,172,374	
Resources - Non-IDA					
280 : Federal Non-IDA					
290 : State Non-IDA		634	634	634	
300 : Local Public Funds		171,284	171,284	171,284	
310 : Other Local Cash		55,091	55,091	55,091	
320 : Non-Cash		560,159	560,159	560,159	
330 : Pgm Inc IIIB Supportive Svcs		4,000	4,000	4,000	
340 : Prog Inc IIIC(1) Congregate Meals		252,233	252,233	252,233	
350 : Prog Inc IIIC(2) HD Meals		328,092	328,092	328,092	
363 : Prog Inc IIIE Caregiver Support					
364 : Prog Inc IIIE Grandparent/Older Relative					
365 : Prog Inc IIID Preventive Health					
366 : Prog Inc IIID Preventive Health Med Mgmt					
370 : Program Income Other		2,500	2,500	2,500	
Sub-Total - Non-IDA		1,373,993	1,373,993	1,373,993	
TOTAL		5,546,367	5,546,367	5,546,367	

Grand Total	Prior Yr Resources	Current Yr Resources	Total Resources	Total Expenditures	Balance
Resources - IDA					
100 : AAA Admin					
110 : Elderly Services General		1,140,104	1,140,104	1,140,104	
115 : HCBS Unmet Needs					
116 : LifeLong Links		107,143	107,143	107,143	
123 : Elder Abuse Prevention Awareness Pgm		77,090	77,090	77,090	
180 : Title IIIB Supportive Services	38,167	750,747	788,914	788,914	
190 : Title IIIC(1) Congregate Meals	68,287	585,974	654,261	654,261	
200 : Title IIIC(2) HD Meals	28,892	725,553	754,445	754,445	
215 : Title IIIE Caregiver Support	7,487	284,385	291,872	291,872	
216 : Title IIIE Grandparent/Older Relative					
220 : Title IIID Preventive Health	600	11,394	11,994	11,994	
221 : Title IIID Preventive Health Med Mgmt					
250 : NSIP Cash Estimate	25,457	402,262	427,719	427,719	
Sub-Total - IDA	168,890	4,084,652	4,253,542	4,253,542	
Resources - Non-IDA					
280 : Federal Non-IDA		328,209	328,209	328,209	
290 : State Non-IDA		252,370	252,370	252,370	
300 : Local Public Funds		2,109,002	2,109,002	2,109,002	
310 : Other Local Cash		387,289	387,289	387,289	
320 : Non-Cash					
330 : Pgm Inc IIIB Supportive Svcs		76,024	76,024	76,024	
340 : Prog Inc IIIC(1) Congregate Meals		293,216	293,216	293,216	
350 : Prog Inc IIIC(2) HD Meals		589,242	589,242	589,242	
363 : Prog Inc IIIE Caregiver Support					
364 : Prog Inc IIIE Grandparent/Older Relative					
365 : Prog Inc IIID Preventive Health					
366 : Prog Inc IIID Preventive Health Med Mgmt					
370 : Program Income Other		128,045	128,045	128,045	
Sub-Total - Non-IDA		4,163,397	4,163,397	4,163,397	
TOTAL	168,890	8,248,049	8,416,939	8,416,939	

Grand Total	Prior Yr Resources	Current Yr Resources	Total Resources	Total Expenditures	Balance
Resources - IDA					
100 : AAA Admin					
110 : Elderly Services General		817,323	817,323	817,323	
115 : HCBS Unmet Needs					
116 : LifeLong Links		107,143	107,143	107,143	
123 : Elder Abuse Prevention Awareness Pgm		77,090	77,090	77,090	
180 : Title IIIB Supportive Services	19,927	337,188	357,115	357,115	
190 : Title IIIC(1) Congregate Meals		348,777	348,777	348,777	
200 : Title IIIC(2) HD Meals	32,857	637,239	670,096	670,096	
215 : Title IIIE Caregiver Support		182,467	182,467	182,467	
216 : Title IIIE Grandparent/Older Relative					
220 : Title IIID Preventive Health		12,904	12,904	12,904	
221 : Title IIID Preventive Health Med Mgmt					
250 : NSIP Cash Estimate		234,797	234,797	234,797	
Sub-Total - IDA	52,784	2,754,928	2,807,712	2,807,712	
Resources - Non-IDA					
280 : Federal Non-IDA		44,856	44,856	44,856	
290 : State Non-IDA		75,859	75,859	75,859	
300 : Local Public Funds		287,405	287,405	287,405	
310 : Other Local Cash		986,963	986,963	986,963	
320 : Non-Cash		713,558	713,558	713,558	
330 : Pgm Inc IIIB Supportive Svcs		4,874	4,874	4,874	
340 : Prog Inc IIIC(1) Congregate Meals					
350 : Prog Inc IIIC(2) HD Meals					
363 : Prog Inc IIIE Caregiver Support		11,400	11,400	11,400	
364 : Prog Inc IIIE Grandparent/Older Relative					
365 : Prog Inc IIID Preventive Health					
366 : Prog Inc IIID Preventive Health Med Mgmt					
370 : Program Income Other		572,583	572,583	572,583	
Sub-Total - Non-IDA		2,697,498	2,697,498	2,697,498	
TOTAL	52,784	5,452,426	5,505,210	5,505,210	

Grand Total	Prior Yr Resources	Current Yr Resources	Total Resources	Total Expenditures	Balance
Resources - IDA					
100 : AAA Admin					
110 : Elderly Services General		1,197,366	1,197,366	1,197,366	
115 : HCBS Unmet Needs					
116 : LifeLong Links		107,143	107,143	107,143	
123 : Elder Abuse Prevention Awareness Pgm		77,089	77,089	77,089	
180 : Title IIIB Supportive Services		692,923	692,923	692,923	
190 : Title IIIC(1) Congregate Meals		836,196	836,196	836,196	
200 : Title IIIC(2) HD Meals		374,319	374,319	374,319	
215 : Title IIIE Caregiver Support		262,476	262,476	262,476	
216 : Title IIIE Grandparent/Older Relative					
220 : Title IIID Preventive Health		39,970	39,970	39,970	
221 : Title IIID Preventive Health Med Mgmt					
250 : NSIP Cash Estimate		262,287	262,287	262,287	
Sub-Total - IDA		3,849,769	3,849,769	3,849,769	
Resources - Non-IDA					
280 : Federal Non-IDA					
290 : State Non-IDA					
300 : Local Public Funds		8,500	8,500		
310 : Other Local Cash					
320 : Non-Cash		314,461	314,461	314,461	
330 : Pgm Inc IIIB Supportive Svcs		7,000	7,000	7,000	
340 : Prog Inc IIIC(1) Congregate Meals		320,000	320,000	320,000	
350 : Prog Inc IIIC(2) HD Meals		266,621	266,621	266,621	
363 : Prog Inc IIIE Caregiver Support					
364 : Prog Inc IIIE Grandparent/Older Relative					
365 : Prog Inc IIID Preventive Health					
366 : Prog Inc IIID Preventive Health Med Mgmt					
370 : Program Income Other					
Sub-Total - Non-IDA		916,582	916,582	908,082	
TOTAL		4,766,351	4,766,351	4,757,851	

Grand Total	Prior Yr Resources	Current Yr Resources	Total Resources	Total Expenditures	Balance
Resources - IDA					
100 : AAA Admin					
110 : Elderly Services General		1,063,472	1,063,472	1,063,472	
115 : HCBS Unmet Needs					
116 : LifeLong Links		107,143	107,143	107,143	
123 : Elder Abuse Prevention Awareness Pgm		77,090	77,090	77,090	
180 : Title IIIB Supportive Services		559,807	559,807	559,807	
190 : Title IIIC(1) Congregate Meals		675,551	675,551	675,551	
200 : Title IIIC(2) HD Meals		302,403	302,403	302,403	
215 : Title IIIE Caregiver Support		212,063	212,063	212,063	
216 : Title IIIE Grandparent/Older Relative					
220 : Title IIID Preventive Health		40,113	40,113	40,113	
221 : Title IIID Preventive Health Med Mgmt					
250 : NSIP Cash Estimate		168,517	168,517	168,517	
Sub-Total - IDA		3,206,159	3,206,159	3,206,159	
Resources - Non-IDA					
280 : Federal Non-IDA					
290 : State Non-IDA		150,651	150,651	150,651	
300 : Local Public Funds		221,347	221,347	221,347	
310 : Other Local Cash		58,754	58,754	58,754	
320 : Non-Cash		409,275	409,275	409,275	
330 : Pgm Inc IIIB Supportive Svcs		44,094	44,094	44,094	
340 : Prog Inc IIIC(1) Congregate Meals		231,728	231,728	231,728	
350 : Prog Inc IIIC(2) HD Meals		155,967	155,967	155,967	
363 : Prog Inc IIIE Caregiver Support		16,290	16,290	16,290	
364 : Prog Inc IIIE Grandparent/Older Relative					
365 : Prog Inc IIID Preventive Health					
366 : Prog Inc IIID Preventive Health Med Mgmt					
370 : Program Income Other		3,630	3,630	3,630	
Sub-Total - Non-IDA		1,291,736	1,291,736	1,291,736	
TOTAL		4,497,895	4,497,895	4,497,895	

FY 2019 Area Plan Transfers

	IIIB-Supp Svcs	IIIC(1)-Cong Meals	IIIC(2)-HD Meals
Elderbridge Area Agency on Aging [PSA-1]			
Northeast Iowa Area Agency on Aging [PSA-2]			
Aging Resources of Central Iowa [PSA-3]		(320,000)	320,000
Heritage Area Agency on Aging [PSA-4]	(144,509)	(232,518)	377,027
Milestones Area Agency on Aging [PSA-5]			
Connections Area Agency on Aging [PSA-6]			
Total Transfer Amounts	\$ (144,509.00)	\$ (552,518.00)	\$ 697,027.00
Elderbridge Area Agency on Aging [PSA-1]			
Northeast Iowa Area Agency on Aging [PSA-2]			
Aging Resources of Central Iowa [PSA-3]		-35.3%	78.9%
Heritage Area Agency on Aging [PSA-4]	-30.0%	-40.0%	144.9%
Milestones Area Agency on Aging [PSA-5]			
Connections Area Agency on Aging [PSA-6]			
Total Transfer Percentages	-3.7%	-11.8%	33.2%
Elderbridge Area Agency on Aging [PSA-1]	681,526	822,443	368,160
Northeast Iowa Area Agency on Aging [PSA-2]	724,593	874,416	391,427
Aging Resources of Central Iowa [PSA-3]	750,747	905,974	405,553
Heritage Area Agency on Aging [PSA-4]	481,697	581,295	260,212
Milestones Area Agency on Aging [PSA-5]	692,923	836,196	374,319
Connections Area Agency on Aging [PSA-6]	559,807	675,551	302,403
Total Allotments	3,891,293	4,695,875	2,102,074

