



North Carolina Department of Health and Human Services

Pat McCrory
Governor

Richard O. Brajer
Secretary

Suzanne P. Merrill, Director
Division of Aging and Adult Services

February 24, 2016

DAAS Administrative Letter No. 16-02

To: AAA Directors

Subject: SFY 14-15 County Aging Services Data and SFY 16-17 County Budget Instructions

Each year the Aging County Data Package is released for use by local committees in recommending a funding plan for the Home and Community Care Block Grant (HCCBG). The explanation of the State and County Expenditure Report for State Fiscal Year (SFY) 2014-2015, as well as the expenditure reports by county, agency, and service can be accessed at <http://www.ncdhhs.gov/divisions/daas/data-reports>. The Area Agency on Aging (AAA) will provide these reports to the lead planning agency for the Home and Community Care Block Grant in the county by March 1, 2016. The AAA's will also share the information with Chairs of the County Boards of Commissioners, County Managers and Local Aging Services Providers. The AAA can forward this Administrative Letter and/or develop its own correspondence.

The SFY 2016-17 Home and Community Care Block Grant (HCCBG) Budget Instructions, along with HCCBG formats are available through the Division's website at <http://www.ncdhhs.gov/document/home-and-community-care-block-grant-hccbg-county-budget-instructions-documents>. HCCBG instructions are unchanged from last year. Effective cost development for services should continue to be emphasized. Potential service providers must give lead agencies service cost-computation worksheets and labor distribution schedules along with their service summaries, as specified on page 16 of the HCCBG Budget Instructions.

The Division of Aging and Adult Services (DAAS) reviews current demographics related to the HCCBG Intrastate Funding Formula with Area Agencies on Aging and will allocate the funding to counties upon receipt of the full FY 2015 Title III funding through the U.S. Administration for Community Living. Until the new HCCBG allocations are received, SFY 2015-16 funding should be a satisfactory planning estimate for next SFY.

Sincerely,

A handwritten signature in cursive script that reads "Suzanne P. Merrill".

Suzanne P. Merrill
Director

SPM/JB:sr

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