



DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF AGING AND ADULT SERVICES

ROY COOPER
GOVERNOR

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SECRETARY

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DIRECTOR

DAAS ADMINISTRATIVE LETTER NO. 17-02

To: Area Agencies on Aging Directors

From: Suzanne P. Merrill, Director *SM*

Subject: SFY 15-16 County Aging Services Data and
SFY 17-18 County Budget Instructions

Date: February 20, 2017

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) 2015-2016, 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, 2017. 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. Please contact Swarna Reddy (Swarna.Reddy@dhhs.nc.gov) at 919-855-3442 if you have any questions.

The SFY 2017-18 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. Please contact Annette Bagwell (Annette.Bagwell@dhhs.nc.gov) at 919-855-3446 for any questions.

SPM:sr