

SANDY FUNDING CRITERIA WORKSHEET

State Department:	
Department of Human Services, Division of Aging Services (DoAS)	
Name of Expenditure Program:	
Aging Services Recovery: (1) Home Repair and Advocacy; (2) Senior Nutrition Program; and (3) Education and Training on Protecting Adults from Financial Exploitation	
Amount:	
Total	\$8,809,692
Home Repair and Advocacy	\$8,392,000
Senior Nutrition Program	\$117,692
Education/Training on Financial Exploitation	\$300,000

Overview:	
<p>The funds will be used to address the economic impact and emotional hardships that seniors and adults with physical disabilities are confronting due to Super Storm Sandy. SSBG funds will be used to pay for or reimburse expenses that are not covered by FEMA or personal insurance reimbursements. Below are the program components for the funding:</p> <ol style="list-style-type: none"> 1. <u>Home Repair and Advocacy (\$8,392,000)</u> <ol style="list-style-type: none"> a. Home Repair Component --The State funded Senior Safe Housing and Transportation Program (SHTP) will be expanded to ensure the health, safety and welfare of older adults and adults with physical disabilities who sustained damage/loss due to Sandy—those who were not covered by FEMA or personal insurance. Home repairs or replacement may include, but not limited to: interior wall boards, mold remediation, heating/cooling systems, electrical repairs, roofing, cutting/removing trees, removal of debris, and replacement of major home appliances. The program will establish a cap up to \$5,000 per participant. In the event of an extreme circumstance, the AAA may ask DoAS for a one-time waiver with documentation from the Home Repair Coordinator, justifying the cap increase. Approval may or may not be granted and will be evaluated on a case by case basis. b. Coordination Component -- Funds will be used to hire Residential Service Coordinators to review and approve contractor quotes and if necessary work with homeowners and contractors to ensure work is completed on time and within cost proposals. The Temporary Employee Service (TES) workers will have proven experience in home repairs, contracting, and/or housing code enforcement to work with counties to review, approve and coordinate home repairs due to damage caused by Super Storm Sandy. 2. <u>Senior Nutrition Program (\$117,692)</u> – Funds will distributed to pay for the total cost of emergency meals/shelf stable meals distributed prior and after Hurricane Sandy (\$192,692) that were not covered by the National Disaster Relief Grant from the US Administration for Community Living (ACL) in the amount of \$75,000. 3. <u>Education and Training on Protecting Adults from Financial Exploitation (\$300,000)</u> – The goal is to foster recognition of post-disaster elder economic exploitation activity across a variety of settings, from predatory home repair contracting to caregivers who force the turnover of FEMA checks for improper purposes. 	
Federal Department of Origin:	
<p>U.S. Dept. of Health and Human Services, Administration for Children and Families, Office of Community Services – The Disaster Relief Appropriations Act, 2013, (P. L. 113-2); “Hurricane Sandy Supplemental Funds” to address necessary expenses resulting from Hurricane Sandy, including social, health, and mental health services for individuals, and for repair, renovation and rebuilding of health care facilities (including mental health facilities), child care facilities, and other social services facilities.</p>	

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Federal Requirements / Restrictions:
<ul style="list-style-type: none"> • Meets the federal definition of SSBG housing services. • Limited to necessary expenses related to the consequences of Hurricane Sandy. Cannot duplicate services received under other programs for post-Sandy Assistance, including but not limited to FEMA assistance. • US Citizenship or Legal Alien status is a required eligibility criterion.
Eligibility Standards:
Adults 60 years and older who meet the Older Americans Act target populations or persons ages 21-64 with disabilities determined by the US Social Security Administration or the NJ Division of Medical Assistance and Health Services (DMAHS).
Implementation/Timeline:
<ul style="list-style-type: none"> • As soon as the funding is released, the DoAS can begin implementing the three program components. • Hiring of TES staff will need to be done. • The funding will be allocated to New Jersey's 21 AAAs through the existing Area Plan Contract, which is an agreement between DoAS and the County Government of the 21 AAAs, for both the Home Repair and Advocacy and Senior Nutrition Components. • There will be an amendment to an existing Adult Protective Services training contract with Rutgers University for the Education/Training on Financial Exploitation component.
IT Requirements:
<p>For Home Repair and Advocacy Component</p> <ul style="list-style-type: none"> • The Social Assistance Management System (SAMS), DoAS' client-tracking system, will be modified to add a new funding stream to its database. This will enable the division to identify and track all individuals who received services (residential repairs/advocacy), the units of service or number of contacts, the provider agency or contractor who completed the repairs, and the cost of the repairs. • Separate Integrated Program Summary's (IPS's) will become part of the Area Plan Contract in SAGE, the Division's contract management system. On each IPS, the AAAs will indicate the allocation code, service taxonomy code along with the amount of funding, name of the provider and the projected number of units and clients that will be served with the SSBG Sandy funding. The SAMS database will be used to track individual participants, services and costs. • The AAA must send quarterly utilization data to the DoAS.

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<p>For Senior Nutrition Component N/A</p> <p>For Education/Training on Financial Exploitation Components N/A</p>
Tracking/Monitoring:
<p>For Home Repair and Advocacy and the Senior Nutrition Components:</p> <ul style="list-style-type: none"> • Each AAA will have the responsibility of oversight and accountability for the SSBG Sandy funding received through their Area Plan Contract. • On-site programmatic monitoring will be mandatory and must be performed by a member of the AAA Monitoring Team. • The quality oversight procedure must include a uniform monitoring tool to assure that each of the components and minimum standards of Service Taxonomy are met. • The DoAS will monitor the AAA’s management of the program components and the fiscal operations through a yearly Performance Standards process that is currently in place for all programs and services under the Area Plan Contract. • DoAs will hire the following TES to track and monitor: <ul style="list-style-type: none"> ○ One Quality Assurance Program Specialist to assist the Program Manager to oversee the grant activities, monitor grant activities, and ensure AAAs meet program guidelines. ○ One Accountant to assist the lead grants management officer for AAA administration to oversee the SSBG Home Repair Program for the AAAs. This worker will help to monitor and evaluate the expenditures of the AAA offices to ensure compliance with grant, state and federal guidelines. <p>For Education/Training on Financial Exploitation Components</p> <ul style="list-style-type: none"> • There will be an amendment to an existing Adult Protective Services training contract with Rutgers University. • The amended scope of services will identify deliverables, costs for each deliverable, timeframes, number of sessions to be conducted, outcome measures and evaluation process for which DoAS will be responsible. • One Education Program Development Specialist (TES) will be hired to assist the Public Guardian in the design, production, and delivery of curricula, training, program improvement, and related education services for Financial Abuse of the Elderly and Disabled to ensure achievement of mandated goals.

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Reporting Requirements:
<p>For Home Repair and Advocacy and the Senior Nutrition Components:</p> <p>Policy Communication</p> <ul style="list-style-type: none"> Detailed instruction will be communicated to the 21 County Based AAAs at the time the funding is to be distributed. The mechanism for the communication is the Policy Memorandum System. This is a numbered system (similar to Med Com’s) that has been used by the Division of Aging Services for over 30 years and is recognized as the official communication. <p>Fiscal Accountability</p> <ul style="list-style-type: none"> Each AAA and provider will follow the Standard Operating Procedure for all funds under the Area Plan Contract as outlined in the Administrative Requirements and Supplemental Provisions of the Area Plan Contract. Quarterly reports will be filed with the AAA. The AAA will likewise file quarterly reports with the DoAS. <p>For Education/Training on Financial Exploitation Component:</p> <ul style="list-style-type: none"> There will be an amendment to an existing Adult Protective Services training contract with Rutgers University. DoAS will work with faculty who have expertise in elder economic exploitation to formulate a targeted “Issue-Identification and Response Training” for those who come into contact with the elderly in the nine counties. The amended scope of services will identify deliverables, costs for each deliverable, timeframes, number of sessions to be conducted, outcome measures and evaluation process.
Allocation Formula:
<p>For Home Repair and Advocacy Component</p> <ol style="list-style-type: none"> See attachment for distribution of funds. They will be distributed based on a formula that includes the county population of 60+ and the number of housing units with major/severe damage in each of the 9 hardest hit counties. See attachment for distribution of funds. <ol style="list-style-type: none"> <u>First Calculation for distribution of funds:</u> 25% of the total funds (\$1,964,047) will be distributed to the 21 AAAs via a funding formula that is based on the county population of 60+ only. <u>Second Calculation for the 9 hardest hit counties:</u> 75% base amount (\$5,892,143) of the total funds available will be added to the initial allocation for the nine AAAs (Atlantic, Bergen, Monmouth, Middlesex, Ocean, Union, Cape May, Essex and Hudson) – again using a formula that uses the county population of 60+ and the number of housing units with major or severe damage as indicated by the FEMA housing stock damage chart. Each of the factors is weighted 50% of the overall formula to distribute funds. <u>Final Grant Awards:</u> prior to awarding SSBG allocations, DoAS will request each AAA to analyze county demand for home repairs/advocacy and confirm that the funds will be fully utilized or propose a revised budget that will be spent by September 2015. The unallocated funds will be held by the DoAS and

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reallocated to those counties with increased demand.

- d. Budget Modifications: In January 2014 DoAS will modify the AAAs Area Plan Contracts to reflect actual expenditures to date and projected costs through September 2015 for Sandy Funding.

For Senior Nutrition Component

- The Division of Aging Services (DoAS) requested AAAs to submit reports detailing the actual costs for shelf stable or prepared meals that were provided to program participants during the period of Super Storm Sandy, as well as after the storm when power was out for a long period of time. The total cost was \$192,692.
- In accordance with national reporting requirements, AAAs must document the number of individuals/meals served and on a quarterly bases report to DoAS on the number of meals served.
- DoAS applied to the US Administration on Aging for Disaster Relief and received \$75,000 towards the actual costs. Based on their actual expenditures DoAS distributed the federal funds to the AAAs.
- The DoAS has reviewed and certified the number of emergency meals served by each AAA. Since the federal award was \$75,000, but the actual cost of the meals totaled \$192,692, DoAS will base each AAA's allocations on the proportion of meals served. The SSBG funds will pay the difference between AoA funding and the total cost of the meals, which is \$117,692.

For Education/Training on Financial Exploitation Components

N/A