

*West Central Nebraska Area Agency on Aging*

*Area Plan*

*July 1, 2016 through June 30, 2019*

*Annual Budget*

*July 1, 2016 through June 30, 2017*

*Grantor:*

*State Unit on Aging*

*Division of Medicaid & Long-Term Care*

*Department of Health & Human Services*

*P.O. Box 95026*

*Lincoln, NE 68509*

**AREA AGENCY ON AGING:**

West Central Nebraska Area Agency on Aging

Application to operate a service project for older Nebraskans under the Older Americans Act, as reauthorized and amended for the period beginning July 1, 2016 and ending June 30, 2017 in planning and service area.

AND

Annual application for support for the period beginning July 1, 2016 and ending June 30, 2017

The applicant agrees to comply with all federal state and local rules, regulations and policies as outlined in the Older Americans Act, as amended; the Nebraska Community Aging Services Act, the Nebraska Care Management Act, the Local Long-Term Care Ombudsman Program; policies and/or regulations established by the HHS-State Unit of Aging and all other applicable rules, regulations, assurances and ordinances. This includes assurances included in this document.

**GRANTEE:**

CHAIRMAN of the Area Agency on Aging (or comparable official authorized to sign this document):

Name: West Central Nebraska Area Agency on Aging

Name: Glen Monter

Address: 115 North Vine Street

Address: 604 Smith Avenue

City: North Platte, NE Zip 69101

City: Elwood, NE Zip 68937

Phone: 308-535-8195

Phone: 308-785-8104

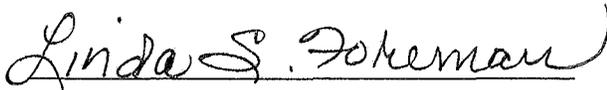
Executive Officer: Linda S. Foreman

APPLICATION FOR FUNDS 7/1/2016 through 6/30/2017

III-B - Supportive Services -(Lines 17a, 17b, 18a & 18b)	<u>\$340,850.00</u>
III-C(1) - Congregate Meals (Lines 17a, 17b, 18a & 18b)	<u>\$399,063.00</u>
III-C(2) - Home-Delivered Meals(Lines 17a, 17b, 18a & 18b)	<u>\$167,308.00</u>
III-D - Disease Prevention & Health Promotion (Lines 17a, 17b, 18a & 18b)	<u>\$14,471.00</u>
III-E - Family Caregivers Support Program (Lines 17a, 17b, 18a & 18b)	<u>\$105,885.00</u>
VII-Ombudsman & Elder Abuse(Lines 17a, 17b, 18a & 18b)	<u>\$0.00</u>
Other Programs (Line 18a)	<u>\$0.00</u>
CASA Only, including Care Management and Senior Companion (Lines 17a, 17b, 18a, 18c)	<u>\$246,599.00</u>
SUBTOTAL	<u>\$1,274,176.00</u>
Area Agency on Aging Composite Match (Lines 14a-15b)	<u>\$933,070.00</u>
Area Agency on Aging Composite Non-Match(Lines 10-12)	<u>\$1,827,356.00</u>
Area Agency on Aging Composite Gross Cost (Line 9)	<u>\$4,034,602.00</u>

I hereby certify that I am authorized to submit this application and plan

Signed:



Director  
West Central Nebraska Area Agency on Aging



Glen Monter  
West Central Nebraska Area Agency on Aging

- 1. This review was made at the Advisory Committee meeting on April 5, 2016
- 2. The Advisory Committee for the West Central Nebraska Area Agency on Aging, has reviewed the Area Plan Application for this Area Agency on Aging and has the following attached comments.

Attach other comments on separate pages(s) as needed.

None

- 3. Specify groups and/or agencies which have been involved in the development of this plan.

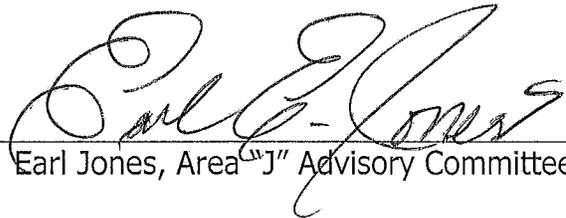
Attach additional page(s) as needed.

Area "J" Advisory Committee, WCNAAA Governing Board, WCNAAA Staff, Area "J" Meal Sites, Satellites, Senior Center Directors, Boards and Clients, Nebraska State Unit on Aging

The West Central Nebraska Area Agency on Aging Advisory Committee recommends that the DHHS State Unit on Aging approve the FY 2017-19 Area Plan.

YES       NO

Signed:



Earl Jones, Area "J" Advisory Committee Chairperson

Date:

4-5-16 (2016)

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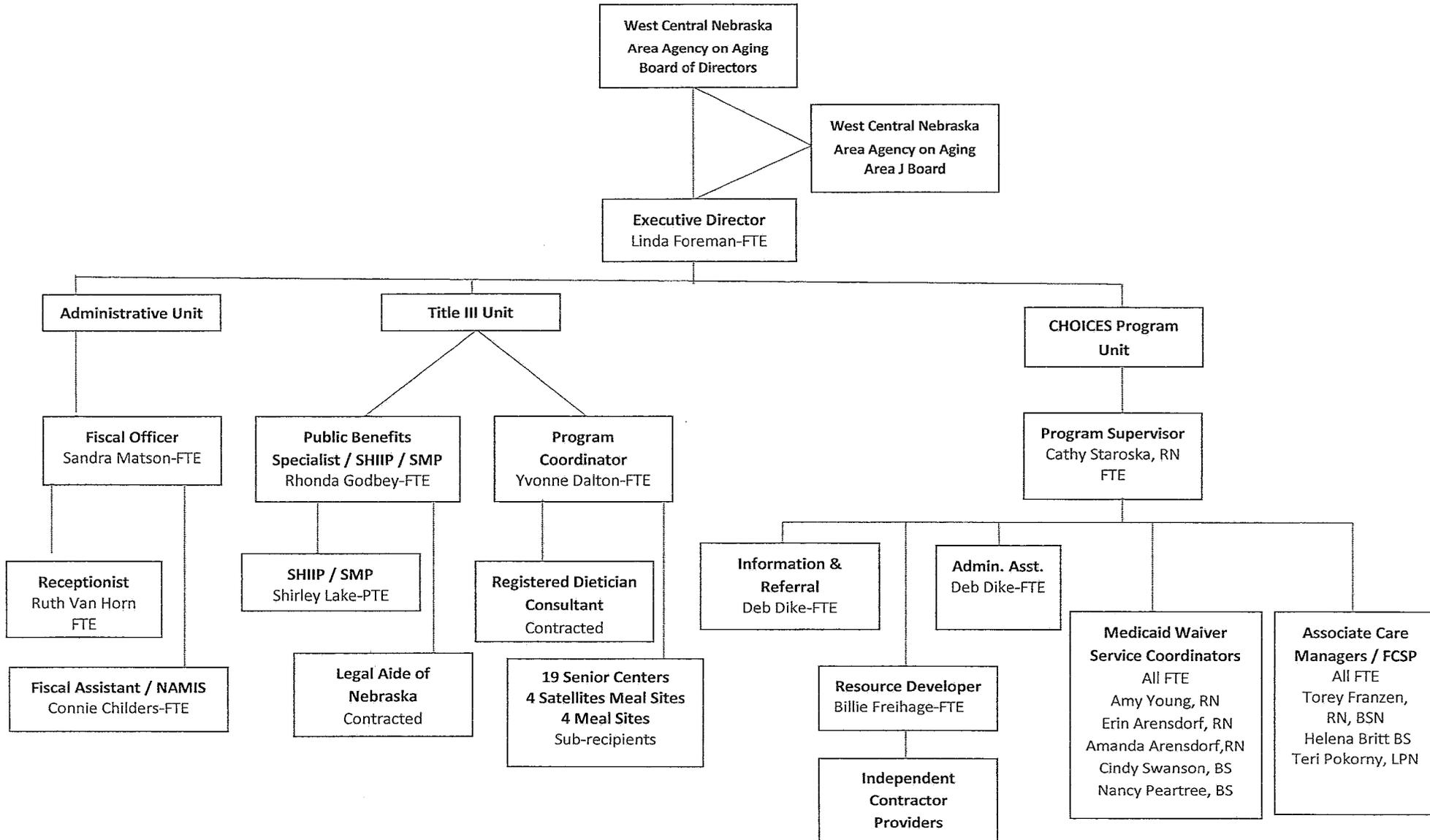
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**SECTION A**

**Administrative**

**WEST CENTRAL NEBRASKA AREA AGENCY ON AGING**

**ORGANIZATIONAL CHART**



## DESCRIPTION OF WCNAAA STAFF

### Full-Time Employees

Executive Director	Linda Foreman, CSW
Fiscal Officer	Sandra Matson
Fiscal Assistant/NAMIS	Connie Childers
Receptionist	Ruth Van Horn
Programs Coordinator	Yvonne Dalton
Public Benefits Specialist/SHIP/SMP Rep.	Rhonda Godbey
CHOICES Supervisor	Cathy Staroska, RN
CHOICES Waiver Service Coordinator	Cindy Swanson, BS
CHOICES Waiver Service Coordinator	Erin Arensdorf, RN
CHOICES Waiver Service Coordinator	Amy Young, RN
CHOICES Waiver Service Coordinator	Amanda Arensdorf, RN
CHOICES Waiver Service Coordinator	Nancy Peartree, BS
CHOICES Assoc. Care Manager/FCSP	Torey Franzen, RN, BSN
CHOICES Assoc. Care Manager	Teri Pokorny, LPN
CHOICES Assoc. Care Manager	Helena Britt, BS
CHOICES Resource Developer	Billie Friehege
CHOICES I & R/Adm. Asst.	Debra Dike

### Part-Time Employees

SHIP/SMP	Shirley Lake
----------	--------------

## Governing Board

### ARTHUR COUNTY

**RON JAEGLER**  
105 N. HWY 61  
Arthur, NE 69121  
308-764-2362  
(W 308-764-2367)

### DUNDY COUNTY

**SCOTT HOGELAND**  
3418 Rd. 705  
Benkelman, NE 69021  
308-423-5660

### GRANT COUNTY

**DAN VINTON**  
41287 Buffalo Head Lane  
Whitman, NE 69366  
308-544-6503  
308-544-6593

### KEITH COUNTY

**W.E. (BILL) O'CONNOR**  
2193 Keystone/Sarben N. Rd.  
Paxton, NE 69155  
308-726-5465

### MCPHERSON COUNTY

**HAROLD ARENSDORF-V.CH**  
PO Box 67  
Tryon, NE 69167  
308-587-2300

### CHASE COUNTY

**DAVID HOGSETT**  
73161 317 AVE  
Champion, NE 69023  
308-883-4983

### FRONTIER COUNTY

**J.R. HOUSER**  
PO Box 392  
Eustis, NE 69028  
308-486-5200

### HAYES COUNTY

**WAYNE CHRISTNER**  
35252 Rd 732 A  
Wauneta, NE 69045  
308-883-0229

### LINCOLN COUNTY

**DUANE DETERDING- TREAS**  
802 East 11<sup>th</sup>  
North Platte, NE 69101  
308-530-0200

### PERKINS COUNTY

**SID COLSON**  
75660 Rd. 344  
Elsie, NE 69134  
308-228-2257

### DAWSON COUNTY

**P.J. JACOBSON**  
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308-784-2662  
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### GOSPER COUNTY

**GLEN MONTER –CHAIR**  
604 Smith Ave.  
Elwood, NE 68937  
308-785-8104

### HITCHCOCK COUNTY

**PAUL NICHOLS**  
71590 Dr. 369  
Culbertson, NE 69024  
308-278-2784

### LOGAN COUNTY

**LEE WONCH**  
306 Gandy Haskell Ave  
Stapleton, NE 69163

### THOMAS COUNTY

**LEWIS HERBAUGH**  
PO Box 1  
Thedford, NE 69166  
308-645-2276

## AREA "J" ADVISORY COUNCIL

**Rose Marie Whiteley**  
Dundy Co. Senior Center  
822 Huron  
Benkelman, NE 69021  
308-423-2439

**Mary Nichelson**  
Eustis Senior Center  
304 E. Railroad St.  
Eustis, NE 69028  
308-486-3741

**Virginia Deaver**  
Perkins Co. Senior Center  
P.O. Box 593  
Grant, NE 69140-0593  
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**Jack Wilson**  
Imperial Community Center  
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**Joey Large** (Myra)  
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308-394-5350

**Ruth Jurgens**  
Area Senior Center  
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Curtis, NE 69025  
308-367-4690

**Ruth Ann Hess**  
Farnam Senior Center  
40746 RD 743  
Farnam, NE 69029  
308-569-2580

**Vacant**  
Hayes Co. Senior Center

**Barbara Wegner**  
Lexington Grand Gen. Center  
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Cozad, NE 69130  
402-499-3459

**Bill Jividen** (Vera)  
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Stapleton, NE 69163  
308-636-2302

**John Anderson**  
McCook Senior Center  
PO Box 56  
McCook, NE 69001

**Dixie Dreher**  
Gosper Co. Senior Center  
408 Smith Ave.  
Elwood, NE 68937  
308-785-2860

**Sandy Widholm**  
Gothenburg Senior Center  
1147 Ave I  
Gothenburg, NE 69138  
308-537-3015

**Ken Niedan** (Connie)  
Hershey Senior Center  
P.O. Box 459  
Hershey, NE 69143  
308-368-5541

**Betty Brown**  
Keith Co. Senior Center  
P.O. Box 414  
Paxton, NE 69155  
308-239-4388

**Earl Jones** (Patty)  
Sutherland Senior Center  
1211 North Co. RD  
Sutherland, NE 69165  
308-386-4881

3/3/2016 yd

May 1 2016

**West Central Nebraska Area Agency on Aging  
Provision of Services to Senior Citizens  
Sub Award FY 2017**

THIS Sub Award is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2016 by and between the **WEST CENTRAL AREA AGENCY ON AGING, 115 North Vine Street, North Platte, Nebraska 69101**, an intergovernmental agency serving the Nebraska counties of Arthur, Chase, Dawson, Dundy, Frontier, Gosper, Grant, Hayes, Hitchcock, Hooker, Keith, Lincoln, Logan, McPherson, Perkins, Red Willow, Thomas and hereinafter called the AGENCY, and **CHASE COUNTY SENIOR SERVICES, INC.**, with the following mailing address: **P.O. Box 639, 900 Wellington Street., Imperial, Nebraska 69033**, hereinafter called the Sub Recipient for the purpose of defining and specifying the separate and mutual responsibilities of each in the management, operation, support, monitoring, and evaluation of the Sub Recipient's comprehensive, coordinated service system for older persons hereinafter called 'Program'.

WHEREAS, the Agency has been designated by the Nebraska Department of Health and Human Services, Division on Aging as the Agency responsible for the on-going planning, development, coordination, monitoring, evaluation and partial support of a comprehensive, coordinated service system for older persons in the seventeen county area; and

WHEREAS, the Sub Recipient has demonstrated an interest and ability to perform as the service provider through its previous contracts with the Agency and/or its operations of other Federal, State, and locally funded programs, and has in existence an advisory council/committee/board comprised for the majority of senior citizens, who review, comment, and advise on the program; and

WHEREAS, the Agency has been awarded funds from the Older Americans' Act for Fiscal year 2017 as specified in its State approved Area Plan for the support of specified services and activities in the seventeen county area and

WHEREAS, it is agreed and understood by both parties that this Sub Award is dependent upon Federal and State funding and in the event that such funding is decreased or eliminated this Sub Award is null and void.

NOW THEREFORE, the parties to this Sub Award jointly agree as follows:

**SECTION ONE:**

The Agency shall provide the Sub Recipient the following:

- A. Technical assistance with the planning, establishment, monitoring, and operations of the Center and with other matters affecting and concerning older citizens; and
- B. Remit to Sub Recipient earned funds in the following manner:
  1. Only Title III-C certifiable meals are eligible for payment; and

May 1, 2016

2. These meals must be accompanied by supportive services in the ratio of one unit of supportive service for every three claimed meals; and
3. This combination reflects a minimum acceptable level of supportive service; and
4. Payments from the Older Americans' Act and/or Community Aging Services Act based on the fee schedule specified below:

<b>0</b>	<b>- 3,000 meal units</b>	<b>\$2.80</b>
<b>3,001</b>	<b>- 6,000 meal units</b>	<b>\$2.65</b>
<b>6,001</b>	<b>- 15,000 meal units</b>	<b>\$2.45</b>
<b>Over</b>	<b>15,001 meal units</b>	<b>\$2.05</b>

**CHASE COUNTY SENIOR SERVICES, INC.**

**FY 16-17 Allocation of Funding**

**Allocation of AOA Supportive Services and Meals**

<b><u>CFDA #</u></b>		<b>Allotted Meals</b>	<b>Dollars</b>
93.044	Title IIIB Supportive Services-Access	-	\$
93.044	Title IIIB Supportive Services-Community Service	-	\$
93.045	Title IIIC1 Congregate Meals		\$
93.045	Title IIIC2 Home Delivered Meals		\$

**Total AOA**

**Allocation of Nutrition Services Incentive Program (NSIP)**

<b><u>CFDA #</u></b>		<b>Allotted Meals</b>	<b>Rate</b>	<b>Dollars</b>
93.053	Title IIIC1 Congregate Meals		\$0.70	\$
93.053	Title IIIC2 Home Delivered Meals		\$0.70	\$

**Total NSIP**

**Total AOA and NSIP Funding for FY 16-17** **\$**

Any meal units served over **the above allotted amount** will be reimbursed only as funds are available. In general, the Sub Recipient shall be paid on a monthly basis and only after necessary documentation and reporting has been completed and approved by the Agency.

- C. Orientation and training of Sub Recipient staff and various boards as needed and required as related to this Sub Award and Program; and
- D. Support and assistance in the coordination of other agencies' and organizations' programs of services with those of the Program.

Overall:

1. It appears that everyone is going through Care Management or caregiver programs. Are these the only "point of entry" into programs? **Yes**
2. Please Replace LB-42 reference with care management. **Completed**
3. Please number the bullet points. **Completed**

For the following pages, please see questions and edits.

<u>Page 7</u>	<ol style="list-style-type: none"> <li>1. Section 2, Item A; change <i>assessable</i> to <i>accessible</i>. <b>Completed and changed on all contracts</b></li> </ol>
<u>Page 13</u>	<ol style="list-style-type: none"> <li>1. Congregate Meals: projected number of meals for FY16. Please word to cover the entire 3 year plan period in the description. <b>Projected number of meals added to include FY17-19</b></li> <li>2. Congregate Meals: The last sentence: please clarify, your numbers are showing growth but the description says "There continues to downward trend..." <b>Last sentence deleted due to telephone conversation and clarification with Erik</b></li> </ol>
<u>Page 14</u>	<ol style="list-style-type: none"> <li>1. Nutrition Education: Do you have plans to provide brochures with nutrition information to Hooker &amp; Thomas counties? <b>Yes, RD approved written material will be mailed semi-annually to the Care Management and Family Caregiver Support Program clients in Hooker and Thomas counties.</b></li> </ol>
<u>Page 15</u>	<ol style="list-style-type: none"> <li>1. Health Clinic: KUDOS on health promotion for having a Doctor and PA available!</li> <li>2. Self-Directed Care: Are grants available to others outside of care management clients? <b>No</b></li> <li>3. Self-Directed Care: If you are authorizing and coordinating the services, it is not self-directed care. <b>Coordinating was removed from description and Service Narrative</b></li> <li>4. Self-Directed Care: Are you paying the provider directly, or reimbursing the client? <b>Giving the client a grant as indicated in Self-Directed Care Service Narrative, page 44</b></li> </ol>
<u>Page 17</u>	<ol style="list-style-type: none"> <li>1. Self-Directed Care III-E: Same questions as III-B Care Management, p. 15.</li> <li>2. Self-Directed Care: Are grants available to others outside of III-E clients? <b>No</b></li> <li>3. Self-Directed Care: If you are authorizing and coordinating the services, it is not self-directed care. <b>Coordinating was removed from description and Service Narrative</b></li> <li>4. Self-Directed Care: Are you paying the provider directly, or reimbursing the client? <b>Giving the client a grant as indicated in Self-Directed Care Service Narrative, page 50</b></li> </ol>
<u>Page 18</u>	<ol style="list-style-type: none"> <li>1. KUDOS for including the disabled in your objectives!</li> <li>2. Goal 1 Measurements: Please add some quantitative and baseline values; such as how many public presentations will be made, etc. <b>Completed</b></li> </ol>
<u>Page 19</u>	<ol style="list-style-type: none"> <li>1. Goal 2 Measurement #4: How will this be measured? Include items such as the number of presentations, brochures and participations. <b>Completed</b></li> </ol>
<u>Page 25</u>	<ol style="list-style-type: none"> <li>1. Planning process: Item #4 bullet 1: You mention "continued decline" of congregated meals; but service units are showing a slight incline. Please update the description. <b>No changes made due to telephone clarification with Erik</b></li> </ol>
<u>Page 26</u>	<ol style="list-style-type: none"> <li>1. Item #7 bullet 2: Update to reflect FY17. To cover the 3 year plan, possibly expand the description to include FY18 &amp; FY19 plans.</li> </ol>

	<p><b>Addressed to include FY17-19</b></p> <p>2. Item #8 bullet 3: You mention "Congregate meals have declined"; but service units are showing a slight incline. Please update the description.  <b>Per telephone conversation with Erik the description has been updated</b></p>
<u>Page 28</u>	<p>1. Item 10 bullet 1: Expand on how you are handling in home service providers.  <b>Consultation with Renee per telephone. Agency will seek legal consultation concerning in-home providers.</b></p> <p>2. Remove the 2<sup>nd</sup> bullet. <b>Completed</b></p>
<u>Page 29</u>	<p>1. Section C Services Composite: Taxonomy #19, 21, 38 actual units don't match the NAMIS report. Please update.  <b>2 units added to Actual Units of Service, Service Narrative #19 Health Clinic-2 units added to Projected Units, page 69</b>  <b>2 units added to Actual Units of Service, Service Narrative #21 Health Promotion/Disease Prevention-2 units added to Projected Units, page 69</b>  <b>Units changed from clients (31) to contacts (146) on Actual Units of Service, Service Narrative #38 III E Access Assistance-35 units changed to 300 Projected Units, page 70</b></p> <p>1. Taxonomy #11 does not appear to include projected units of service for law school clinic. Units of service for law school clinic are to be projected at 20 and total projected units should be updated accordingly.  <b>Twenty units added to Projected Units on page 29 to include law clinic in fall 2016.</b>  <b>Twenty units added to Project Units on page 66.</b></p>
<u>Page 33</u>	<p>1. Transportation: Care management units are counted as self-directed care. Please see our notes for page 15.  <b>Transportation-Service Narrative #10-Any reference to Care Management has been removed from page 10 and page 33 as this is at the senior center level and does not involve Care Management or III E clients.</b></p>
<u>Page 35</u>	<p>1. Hooker and Thomas county—what nutrition education are you providing? What are your plans for providing education? Same issue as page 14.  <b>Yes, RD approved written material will be mailed semi-annually to the Care Management and Family Caregiver Support Program clients in Hooker and Thomas counties.</b></p>
<u>Page 39</u>	<p>1. ERS: Again, is the only access via the Care Management program?  <b>ERS are provided through Care Management and through III E Supplemental Services as indicated Service Narrative, #14- III E Supplemental Services, page 49</b></p>
<u>Page 42</u>	<p>1. Remove "before the end of the fiscal year". Define which fiscal year, such as FY17.  <b>FY 15-16</b></p>
<u>Page 44</u>	<p>1. Self-Directed Care: Again, is the only access via Care Management clients. See notes from pg 15.  <b>Yes</b>  <b>Self-Directed Care is available to Care Management and III E Family Caregiver Support Program clients as indicated in Service Narrative, #42-III E Self-Directed Care, page 50</b></p>
<u>Page 50</u>	<p>1. III Self Directed Care: Refer to page 17, 15  <b>Coordinate was removed from the definition and Service Narrative #42</b></p> <p>2. Please update narrative to fit the definition of self-directed care.  <b>Coordinate was removed from the definition and Service Narrative #42</b></p>
<u>Page 53</u>	<p>1. The total cost of UNL Law Clinic should be estimated at \$3,000 rather than \$2,500.</p>

	<p>Per 5/24/16 telephone conversation with Madhavi, it was decided not to adjust cost as the cost is unknown at this time. A budget revision will be done in November 2016 when actual cost is known.</p>
<u>Page 61</u>	<p>1. Nutritional education: Should this be all 17 counties? Previous nutrition education omitted 2 counties (page 35). Please update.  <b>Yes, Nutrition education will be provided in all seventeen counties in PSA "J".</b></p>
<u>Page 66</u>	<p>1. The budget for law school clinic should be estimated at \$3,000 instead of \$2,500. Budget for "Contractual" should be revised accordingly. Per 5/24/16 telephone conversation with Madhavi, it was decided not to adjust cost as the cost is unknown at this time. A budget revision will be done in November 2016 when actual cost is known.</p>
<u>Page 67</u>	<p>2. The units for congregate meals need to include <i>all</i> not just <i>eligible</i> congregate units. <b>Projected Units for Congregate meals changed from 154,044 eligible to 179,836 total meals on page 67</b></p>
<u>Page 68</u>	<p>1. Home delivered meals: meals need to include <i>all</i> not just <i>eligible</i> home delivered units. <b>Projected Units for Home Delivered meals changed from 60,652 eligible to 88,976 total meals on page 68</b></p>
<u>Page 80</u>	<p>1. Should this be all 17 counties? Previous nutrition education omitted 2 counties (page 35). Please update.  <b>Yes, Nutrition education will be provided in all seventeen counties in PSA "J".</b></p>

**SECTION TWO:**

The Sub Recipient shall provide for the Agency the following:

- A. Arrange for the provision of an appropriate, safe, and accessible senior service facility;
- B. Provide qualified and appropriate staff for the daily management of the Program;
- C. Provide necessary time and conditions for the training of Program staff, specifically those trainings sponsored by the Agency and are part of the Agency's overall training program; and
- D. Provide necessary local match funds and in-kind services;
- E. Operate and manage the Program as outlined in the Senior Center Services Manual supplied to the Sub Recipient by the Agency, including compliance with all local, state, and federal laws, including, but not limited to the Nebraska Community Aging Services Act and the Federal Older Americans Act;
- F. Assure that the monthly fiscal reports will be received by the Agency no later than the fifth (5<sup>th</sup>) working day of the month; and,
- G. Operate and manage the Program and the facilities utilized in the program in compliance with all local, state, and federal laws and regulations, including, but not limited to the Nebraska Community Aging Services Act and the Federal Older Americans Act.
- H. Record-keeping - The Sub Recipient shall establish and maintain such program services, activity and accounting records, systems and procedures as are needed to control and support all program services, activities and fiscal activities under this Sub Award. The Sub Recipient assures the maintenance and inspection by the Agency of such records, accounts and supporting documents of Sub Award and Program related services, activities and fiscal activities in such form as would provide for an accurate and expeditious determination of the performed output and status of the Project funds at any time.
- I. Reporting - The Sub Recipient shall prepare and submit reports of Sub Award Program services, activities and fiscal activities of the Program to the Agency according to the established schedule, in such form, and containing such information as the Agency shall require. The Sub Recipient shall maintain the records on file and shall afford reasonable access thereto as the Agency may find necessary to assure correctness and verification of such reports.

**SECTION THREE:**

Project Funds - Project funds shall be all public grant, allotment, or subsidy revenues of all fees, donations, or generated by said funds and which are received by and for the purpose of the Program services and activities specified and designated in this Sub Award whether by appropriation, reimbursement of service, sale of Program crafts and articles, contribution, or donation. Project funds shall be considered public and subject to accounting, review and inspection, and audit of such that individual contributions shall not be open to public inspection as per the confidentiality requirements of the Older Americans' Act as amended.

replaced Jun. '16  
7

**SECTION FOUR:**

The Older Americans Act Amendments of 2000 (Public Law 106-501) reauthorized the Nutrition Program for the Elderly. This law changed the basis for funding from a per meal reimbursement to a grant based on prior year's meal service. The program's name was changed to the "Nutrition Services Incentive Program" (NSIP).

NSIP funds are to be used for United States agricultural commodities and other food for nutrition projects. OAA Sec. 311 (d)(2) defines food criterion. If a Sub Recipient chooses to purchase an item that is not a United States grown food such as bananas Non-NSIP funds (such as Title III C or match, etc.) may be used to purchase them.

**SECTION FIVE:**

Claims of Third Parties - The Sub Recipient shall indemnify the Agency and hold the Agency harmless from any and all claims of third parties arising from the conduct or the management of the business of the senior service center organization by the Sub Recipient, or otherwise arising by reason of any alleged negligence of Sub Recipient, Sub Recipient's agents or employees.

**SECTION SIX:**

The Agency reserves the right to review, comment, and/or modify any sub-contracts involving services and funds under this Sub Award for conformance with the terms and conditions of this Sub Award.

**SECTION SEVEN:**

Sub Award Performance Monitoring, Review, and Evaluation - In carrying out its responsibilities under the Older Americans' Act to monitor and periodically evaluate the performance of all Sub Recipients under Area Plan, the Agency will make occasional site visits and require routine and special reports to monitor the on-going daily performance and will conduct periodic assessments with written reports to evaluate performance of the Sub Recipient and the effectiveness of the Program.

**SECTION EIGHT:**

Termination - This Sub Award may be terminated at any time upon mutual written consent by both parties. If the Sub Recipient is in default of this Sub Award as determined by the Agency, then, and in that event, the Agency may give the Sub Recipient a thirty (30) day notice of termination by regular mail at the Sub Recipient's address indicated above, describing the default and the steps necessary to remedy the default, if such remedy is possible. If the default is not remedied within thirty (30) days of the mailing of the notice by the Agency, this Sub Award shall terminate on the 30<sup>th</sup> day after the notice was sent. This Sub Award shall automatically terminate if the Agency no longer has access to the local, state, or federal funding which supports this contract.

**SECTION NINE:**

Distribution of Assets Upon Termination - Upon termination of this Sub Award, all monies paid by the parties to the Sub Award and all property purchased with Project funds, shall remain the property of the Sub Recipient if all Federal and State requirements have first been met. If it is determined by the Agency that all Federal and State requirements have not been complied with by the Sub Recipient, the Agency may at its option retain title to and take physical possession of all property purchased with Agency funds and the Sub Recipient will return any moneys received by Agency which have not been expended.

**SECTION TEN:**

Term - This Sub Award upon execution by both parties shall be in full force and effect for the period beginning July 1, 2016 and ending June 30, 2017.

**LB 403 Sub Award Provisions**

**New Employee Work Eligibility Status**

The Sub Recipient is required and hereby agrees to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

**Conflicts of Interest**

**In the performance of this program the sub-recipient shall avoid all conflicts of interest and all appearances of conflicts of interest. The sub-recipient shall not acquire an interest either directly or indirectly which will conflict in any manner or degree with performance and shall immediately notify the Agency in writing of any such instances encountered.**

EXECUTED this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by

Attest: West Central Nebraska Area Agency on Aging  
"Agency"

\_\_\_\_\_  
Witness Chairman of the Board

Attest: Chase County Senior Services, Inc.  
"Sub Recipient"

\_\_\_\_\_  
Witness Chairman of the Board

May 1, 2016

Section A.3. Administrative

Only submit these documents if they have changed since the Area Plan FY16, or 5-Year Plan submissions:

- a. Governing Board and Advisory Board by-laws
- b. Conflict of Interest Statement / Declaration for Board Members
- c. Advisory members, Staff, and volunteers
- d. A sample Senior Center disaster plan
- e. Disaster Plan for the Area Agency on Aging
- f. Sample contract/s used with services not directly provided by employees and volunteers of the agency.

<b>Section A. 3.</b>	<b>Document Title</b>	<b>Most Recent Submission</b>	<b>No Change / Included</b>
A.3.a.1.	Governing Board by-laws	FY 2016	No Change
A.3.a.2.	Advisory Board by-laws	FY 2016	No Change
A.3.b.1.	Conflict of Interest Statement	FY 2016	No Change
A.3.b.2.	Declaration for Board Members	FY 2016	Included
A.3.c.1.	Advisory members list	FY 2016	Included
A.3.c.2.	Staff list	FY 2016	Included
A.3.c.3.	Volunteers list	FY 2016	No Change
A.3.d.	Sample Senior Center disaster plan	FY 2016	No Change
A.3.e.	Disaster Plan for the Area Agency on Aging	FY 2016	No Change
A.3.f.	Sample contract	FY 2016	Included

**SECTION B**

**Goals, Objectives, Strategies**

## SECTION B

### Description of West Central Nebraska Area Agency on Aging

#### Agency Mission and History

##### Mission

West Central's mission is to develop community focal points designed to provide comprehensive and coordinated delivery systems for supportive and nutritional services. The goal of the system is to assist older Nebraskans in: 1) attaining maximum independence in a home environment; 2) removing individual and social barriers to economic and personal independence; 3) maintaining and enhancing the quality of life; 4) eliminating premature institutionalization; and 5) providing for the at-risk older population.

##### Organizational History

The *Older Americans Act of 1965* was the first comprehensive legislation for older people. The focus of this Act was on nursing homes and other institutionalized 24-hour care. In 1971, the White House Conference on Aging dealt with a broader range of services which allowed older people to stay in their own homes as long as possible. Subsequently, the *Older Americans Act* was revised emphasizing the need to provide the supportive services necessary to allow for older persons to live in their own homes with the greatest amount of dignity and independence possible. This change in emphasis was brought about because of the statistical awareness that an overwhelming percentage of older people in this country live independently. Only a small percentage of individuals live in a nursing or other group care facility.

The revision of the *Older Americans Act* in 1973 provided for the establishment of state units on aging and the designation of area agencies on aging throughout the various states. The legal authority for the establishment of area agencies on aging all across the Nation derives from Title III of the *Older Americans Act Comprehensive Service Amendment*. These grass root organizations helped establish needed aging services.

The West Central Nebraska Area Agency on Aging was established in 1978 to develop and coordinate services for senior citizens in a seventeen county area of West Central Nebraska. The goal of the Agency is to improve quality of life of older Nebraskans, which in turn increases independence in their own homes. Programs are funded with the support of Federal, State and Local government funds and contributions made by older Nebraskans.

In 1982, the Nebraska Legislature passed legislation providing State funding for aging services in Nebraska. Likewise in 1989, the Legislature passed LB-42 authorizing the provision of long-term care services. In 1998, West Central joined with the other area agencies on aging in the State and implemented the Senior Care Options program within the seventeen counties served. In 1998, West Central, in cooperation with the Nebraska Health and Human Services System, assumed the administration of the Aged and Disabled Medicaid Waiver program.

## Demographics

West Central's service area consists of seventeen counties located in the sand hills of Nebraska. The counties include: Arthur, Chase, Dawson, Dundy, Frontier, Grant, Gosper, Hayes, Hitchcock, Hooker, Keith, Logan, Lincoln, McPherson, Perkins, Red Willow and Thomas. All counties participate in the service area except: Hooker and Red Willow. However, the City of McCook participates in the program. Limited service is provided in the non-participating areas. The majority of PSA "J" is rural in nature and as with most rural areas; the senior population is growing, requiring additional services.

### 2010 Census Information

According to the 2010 Census information the seventeen county PSA has experienced a total overall population decline of approximately 1% between 2000 and 2010. However, the over 60 population has experienced an approximate 3% overall population increase between 2000 and 2010. The seventeen county service area has 23% over 60 population. There has been a 45% increase of the minority 60+ population from 559 in 2000 to 1009 in 2010

## Agency Services

WCNAAA has designated nineteen full service Senior Centers, as community focal points along with four meal sites and six satellite sites. In order to be a full service Senior Center, a center must provide meals five days a week and provide a wide array of supportive services. Satellite sites and Meal sites alone are not counted as focal points.

### 4. Home Delivered Meals

The Home Delivered Nutrition program is intended to help those individuals who are homebound and may not eat adequate nutritious meals because of incapacitation or disability due to accident, illness, or frailty and an inability to prepare meals. Also, considered is the limited physical mobility, the inability to safely prepare meals, psychological and/or mental impairment, or lack of knowledge and/or skills to prepare well balanced meals which comply with the established meal pattern and dietary guidelines and provides a minimum of 33 1/3% of the current daily recommended dietary intake. The provision of meals to homebound eligible individuals is a vital service which in many cases facilitates the individual's ability to remain independent and in their own home. This prevents premature institutionalization and its associated costs. West Central makes low cost, nutritionally sound home delivered meals available five days a week to eligible participants. The Agency provides this service through contracting with senior centers and meal sites to provide a noon meal a minimum of five days per week. Not all senior centers or meal sites provide home delivered meals. Home Delivered meals are experiencing a 1% increase due to former Congregate Meal participants aging and becoming more frail and unable to attend the Senior Centers and increased awareness about the program. Home Delivered meals are not provided in five counties; three meal sites do not provide Home Delivered meal as well as two counties do not have meal programs. *Contracted services provided in Chase, Dawson, Dundy, Frontier, Gosper, Hayes, Hitchcock, Keith, Lincoln, Logan, Perkins and Red Willow counties.*

## 6. Care Management

Case Management is funded by Care Management, CASA and Local funds. The program assesses 60+ individuals who are less fragile than those requiring nursing home care. Upon receiving a referral, a care manager contacts the client, arranges a meeting, completes an assessment, determines eligibility of client for program, determines needs and with the client develops a care plan and in-home services to meet those needs to remain in their home. Services are funded through a variety of sources including the Agency's In-Home and Self-Directed Care programs. Once services are established, the care manager monitors the client on a routine basis and assesses the effectiveness of the service. Clients remain on the program until they no longer need or want the service, their needs cannot be met and/or safety becomes an issue. If the client's needs become greater than the program or safety is an issue, the client is reassessed and the care manager attempts to find a more appropriate program to meet the client's needs. *Provided in all seventeen counties in PSA "J".*

## 7. Congregate Meals

The Agency contracts with fourteen counties and one city to provide congregate meal at 19 Senior Centers, 6 satellite sites and 4 Meal sites to provide noon meals five days a week. Not only do the centers and sites provide a meal that meets all of the established requirements with meal pattern and dietary Guidelines for Americans and provide a minimum of 33 1/3% of the current Daily Recommended Dietary Intake, they also provide an opportunity for socialization for seniors. Two counties in PSA "J" do not have meal programs. Projected number of meals for FY17 show less than a 1% increase which is due to budgeting an increase in meals to allow meal program growth in FY. FY 16 meal total for Congregate is projected to be 152,922 meals and increased to 154,044 allow program growth. It would be anticipated meals stabilize with 462,132 meals being projected for FY17-19. *Contracted services provided in Arthur, Chase, Dawson, Dundy, Frontier, Gosper, Grant, Hayes, Hitchcock, Keith, Lincoln, Logan, McPherson, Perkins and Red Willow counties.*

## 10. Transportation

Transportation is provided at the Senior Center level. Transportation services are provided by most senior centers, it is counted per one way trip with transportation from one location to another and does not include assistance. Volunteers also provide transportation. This a vitally need service in every community. *Contracted services provided in all seventeen counties in PSA "J".*

## 11. Legal Assistance

The Agency contracts with Legal Aid of Nebraska to support the ElderAccess Line toll-free number to make legal services available in the seventeen county PSA. Per the ElderAccess Line, an attorney provides brief legal consultation free of charge and refers on to the local office if more in-depth services are required. Legal Aid provides monthly and quarterly reports on the number of people accessing the service and the hours of service provided. Legal Aid occasionally provides public presentations at senior centers. The Agency has partnered with universities during the past two years to provide two very successful law clinics for the 60+ and plans to continue this service annually. The Agency's Public Benefits Specialist provides public education programs at the senior center and community level. *Contracted service provided in all seventeen counties in PSA "J".*

**12. Nutrition Education**

The Agency's Program Coordinator provides nutrition education informational materials written or approved by a registered dietician to be distributed to clients of congregate and home delivered meal programs at all senior centers, satellites and meal sites and to Care Management and Family Caregiver Support Program clients in Hooker and Thomas Counties. Center and site directors are encouraged to bring in local dietary professionals for information and presentations. *Contracted service provided in all seventeen counties in PSA "J".*

**13. Information & Assistance**

The service is a combination of services provided by the Agency and the Senior Centers. A service for older individuals that (A) provides the individuals with current information on opportunities and services available in their communities (B) links individuals to available services (C) to the maximum extent practicable, establishes adequate follow-up procedures. *Contracted service provided in all seventeen counties in PSA "J".*

**14. Outreach**

This service is provided by the Agency and Senior Centers. Agency service coordinators, care managers, intake and referral staff, as well as senior center directors provide outreach to clients one to one in person and per telephone. Senior Center directors frequently identify potential client who are need of an intervention and provide the person with information about Agency services or refer that person to a care manager for consultation while the care manager is visiting the center. Outreach is primarily providing information about available Agency and Senior Center services to potential clients and connecting clients with services to meet their needs with particular attention being paid to those who have the greatest social-economic need, poverty and minorities. *Contracted service provided in all seventeen counties in PSA "J".*

**15. Health Education**

The service is provided both by the Agency and Senior Centers. Health programs may include educational programs on current health topics and exercise presented by the senior center director or a health professional. *Contracted service provided in Arthur, Chase, Dawson, Dundy, Frontier, Gosper, Grant, Hayes, Hitchcock, Keith, Lincoln, Logan, McPherson, Perkins and Red Willow counties.*

**16. Emergency Response System**

Emergency Personal Response system is a component of the IIIB In-Home service program. Referrals are received from various sources such as hospitals, home health agencies, friends, families and potential clients themselves. A care manager contacts the client, arranges a meeting, assesses the client to determine clients, coordinates and implements service to meet the client's needs with the client's agreement. When a client meets criteria, this program is provided on a sliding scale fee system which ranges from clients' paying privately to the Agency paying the entire monthly amount. This program provides reassurance the client may remain at home with the ability to summon assistance in an emergency. *Contracted service provided in all seventeen counties in PSA "J".*

**17. Information Services – III B**

This was previously called Public Information. The dissemination of information to the public at large, not specific individuals. Items counted as Information services would include publications, television and radio commercials, brochures, and billboard signs. This is a new service definition for the Agency and will replace some of the public information previously put in other services. *Contracted service provided in all seventeen counties in PSA "J".*

**19. Health Clinic**

This services is provided by licensed health care professionals and designed to identify, prevent or treat physical or mental health problems. Service must include individualized health intervention provided by a health professional in an effort to promote the identification, prevention and treatment of current and potential health problems. Senior centers provide monthly foot care clinics, B/P screenings, hearing screenings, etc. Area health fairs provide one on one screenings and consultations. One senior center has a doctor or PA available monthly for individualized consultations. This service is individualized and facilitated at each senior center and not arranged through the Agency. Not all centers offer Health Clinics. *Contracted service provided in Chase, Dawson, Dundy, Frontier, Gosper, Hitchcock, Keith, Lincoln, Perkins and Red Willow counties.*

**21. Health Promotion/Disease Prevention**

Evidence-based health promotion program, led by a trained instructor, including programs related to the prevention and mitigation of the effects of chronic disease (including osteoporosis, hypertension, obesity, diabetes and cardiovascular disease), alcohol and substance abuse reduction, smoking cessation, weight loss and control, stress management, falls prevention, physical activity and improved nutrition. Current programs are Tai Chi and Powerful Tools for Caregivers. Currently Evidence-based health promotion programs are provided in the four counties. *Contracted service provided in Dundy, Frontier, Keith, Lincoln and Perkins counties.*

**22. Durable Medical Equipment**

This service is facilitated at the Senior Center level with the centers receiving inquiries from participants and families in the community who are unable to afford to purchase medical equipment or would be using the equipment for a short period of time. Families frequently donate medical equipment to the centers. The equipment is loaned out for no charge or a donation can be made. *Contracted service provided in all seventeen counties in PSA "J".*

**24. Self-Directed Care**

Grants are provided to Care Management clients encouraging client-directed services in the hiring of independent contractors to provide personal care, homemaker services, assisted transportation, and transportation services. Referral are received from various sources such as hospitals, home health agencies, friends/families and potential clients themselves. Clients are contacted by the Care Management staff, a meeting is arranged, and assessment completed and client needs determined by the care manager and the client. The care manager authorizes and monitors the services. Grants are provided to clients and the client then hires and independent contractor of their choice, sets the pay rate and hours of service. The Agency does provide a list of providers that have been signed up and had background checks done, but it is ultimately the client's choice as whom to hire. A monthly calendar is kept by the client and signed by both the

client and provider and sent to the Agency. If the cost is higher than the amount provided by the grant, the client is the responsible to pay the difference. *Contracted service provided in all seventeen counties in PSA "J".*

### **35. Supportive Services**

This service primarily includes the number of hours each Senior Center is open to the public. Supportive Services would include those activities that are common to the centers, such as; quilting, playing pool, playing cards, socializing, exercise programs not counted under IIID, parties, dances, speakers, holiday celebrations, television, computer utilization, video games, etc. The center should be staffed by either a director or volunteers during the hours it is open to the public. *Contracted service provided in all seventeen counties in PSA "J".*

### **37. Information Services IIIIE**

Information is provided in several different mediums such as; public speaking, newspaper, television and radio advertising. Mass mailings are facilitated when there are updates on information or programs available for caregivers. Individual packets are sent out when a potential caregiver client is identified or requested by the public. Senior information fairs are held throughout the PSA. *Contracted service provided in all seventeen counties in PSA "J".*

### **38. Access Assistance IIIIE**

A designated Family Caregiver care manager provides the majority of service with two other Agency care managers also providing some services. The clients are identified in the same way care management client are. When a referral is received, a care manager schedules a home visit with the care giver and care receiver to perform an assessment of their situation and needs. The care manager and caregiver identify the needs and agree upon a care plan to address the needs and relieve stress for the caregiver. The care manager monitors the progress of the caregiver and if the services have helped to improve their situation and relieved their stress. *Contracted service provided in all seventeen counties in PSA "J".*

### **40. Respite Care IIIIE**

The program provides assistance to primary caregiver to allow them the opportunity to care for themselves. The program provides relief and assistance for those caregivers so that the potential for burnout by the caregivers can be decreased or avoided. This allows the caregiver and care receiver to remain at home as long as possible. Providers may go into the home to provide respite or the care receiver may be admitted to a long-term care facility for a short period of to allow the caregiver a break from caregiving. *Contracted service provided in all seventeen counties in PSA "J".*

### **41. Supplement Services IIIIE**

The majority of this service is emergency response systems provided for Family Caregiver clients with the intent of providing an additional safety measure for the care receiver therefore reducing stress for the caregiver. In addition to the ERS the Agency also occasionally provides supplies, such as briefs, nutritional supplements and durable medical supplies. On rare occasion the Agency has provided minimal funding for home improvements needed so that the care receiver can become more independent or that care is less stressful for the caregiver. *Contracted service provided in all seventeen counties in PSA "J".*

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#### **42. Self-Directed Care IIIE**

Referrals are received from various sources such as hospital, home health agencies, friends/family and potential clients themselves. Clients are contacted by a care manager, an in-home meeting is arranged, an assessment is completed and client need determined by the care manager and the client. The care manager authorizes and monitors the client and services. Grants are provided to the client and the client hires an independent contractor of their choice to provide the designated services. The Agency does provide a list of providers that have been signed-up and background checks have been completed. A monthly calendar is kept by the client and signed by both the client and provider. A cost higher than the approved grant amount is the responsibility of the client. *Contracted service provided in all seventeen counties in PSA "J".*

#### **SHIIP**

The Agency's Public Benefits Specialist has established an agency-wide volunteer network to provide insurance information, counseling, and assistance partly underwritten by a grant from SHIIP. A great portion of time and funds are committed to the Medicare Part D Prescription Drug Program with outreach, education and enrollment. *Provided in all seventeen counties in PSA "J".*

#### **SMP**

The Agency began participating in this program in 2010 through an SMP Expansion Grant. This program is also facilitated by the Agency's Public Benefits Coordinator recruiting and training program specific volunteers and providing public awareness programs about Medicare fraud and waste. *Provided in all seventeen counties in PSA "J".*

#### **Senior Care Options**

The Agency contracts with the Nebraska Department of Health and Human Services to provide this service. Medicaid and Medicaid eligible clients that have pending nursing facility admissions are screened by Agency staff to ensure they meet nursing facility level of care. The client is also provided information about alternatives to nursing facility care. *Provided in all seventeen counties in PSA "J".*

#### **Medicaid Waiver**

The Agency contracts with the Nebraska Department of Health and Human Services to provide this service. Persons 65 years of age and older that meet nursing facility level of care and have pending nursing facility admissions and are eligible for Medicaid are provided information about alternatives to nursing facility admission. If they prefer a less restriction setting and choose to accept supportive services, participate in a needs assessment and can be safely placed in an assisted living facility or remain at home they can be accepted into the program and are assigned a service coordinator. *Provided in all seventeen counties in PSA "J".*

## Federal Goals

### ACL Strategic Goals:

#### Goal 1: Advocacy

Advocate to ensure the interests of people with disabilities, older adults, and their families are reflected in the design and implementation of public policies and programs.

##### Objective:

Involvement in the process at the Federal, State and local level to ensure the needs of the public with disabilities, older adults and their families are known and addressed in the agencies services.

##### Strategies:

1. Involvement in public meetings to listen to and address the needs of the disabled, aging and their families.
2. Being an active participant in the Nebraska Association on Agencies on Aging.
3. Work with the Nebraska State Unit on Aging to promote public awareness concerning the needs of the disabled, aging and their families.
4. Help to bring awareness and issues to the Nebraska Legislative so they can attend to the needs of the disabled, aging and their families.

##### Measurements:

1. Evidenced by the participation in 1 Needs Assessment survey in conjunction with NE4A, SUA, AARP or other collaborative partners during the next three years.
2. Evidenced by participation annually with in-put into legislation affecting Agency services and programs through NE4A.
3. Evidenced by promoting public awareness of the Agency annually through 2 public presentations at new locations and partnerships within the seventeen county service area with a period of question and answer sessions to learn of community issues and needs following the presentation.

#### Goal 2: Protect Rights and Prevent Abuse

Protect and enhance the rights; and prevent the abuse, neglect, and exploitation of older adults and people with disabilities.

##### Objective:

Enhance awareness and outreach to protect the rights of all older Nebraskans, including their rights to be free from abuse, neglect and financial exploitation.

##### Strategies:

1. Provide public education presentations annually about protecting, detecting and reporting fraud, abuse and financial exploitation. Senior Medicare Patrol Program volunteer network with events such as Shred-it Day and health fairs.

new 6/16

2. Provide educational programs at senior centers and for service providers to inform older Nebraskans about legal services.
3. Distribute material and conduct educational programs for senior centers, service providers and civic group about the toll-free ElderAccess Line available throughout the state to provide legal service for the 60+ population.
4. Provide information about rights and abuse to all Agency clients when initial assessment is completed.

Measurements:

1. Evidenced by the increased number of presentations and events by 1% annually.
2. Evidenced by the increased number of people attending events by 1% annually.
3. Evidenced by the increased number of units reported for the usage of the ElderAccess Line from the PSA by 1% annually.
4. Evidenced by increased client awareness by Care Managers providing Elder Abuse brochures and covering the material in the brochure with all new clients and with current clients at their annual review.

**Goal 3: Individual Self-Determination & Control**

Work with older adults and people with disabilities as they fully engage and participate in their communities, make informed decisions, and exercise self-determination and control about their independence, well-being, and health.

Objective:

To provide education, information and support to enable consumer to make informed choices.

Strategies:

1. Continue to provide grants to clients for consumer directed services through the Care Management and Family Caregiver Programs. Using a mutually agreed upon authorized care plan, consumers are to determine such things as the Agency approved provider of their choice for services, client scheduling time of those services, and budget control over the hourly rate paid for authorized services..
2. Provide updated training for Agency staff concerning options and resources for consumer driven services.
3. Make available a variety of programs for consumers to choose participation, including evidenced based programs..
4. Encourage congregate meal providers to provide more open dining to increase consumers' choice of when they eat.

Performance Measurements:

1. Evidenced by increasing Care Management and FCSP client by 1% annually.
2. Evidenced by staff resource updates 1 time monthly.
3. Evidenced by increased program participation at the senior center level by 1 % annually.
4. Evidenced by an increase in Evidence-Based units of 1% annually.
5. Evidenced by an increase of meal providers providing open dining of 5% annually.

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**Goal 4: Long-Term Services and Supports**

Enable people with disabilities and older adults to live in community through the availability of, and access to high-quality long-term services and supports, including supports for families and caregivers.

Objective:

Assist seniors in accessing home and community based services, which can delay entry into nursing homes and providing support for family caregivers.

Strategies:

1. Provide outreach, information & assistance, legal and case management (through the Care Management and Family Caregiver Support Programs).
2. Aid high risk individuals in identifying sources of assistance as well as navigating the eligibility process of these support services (through the Care Management and Family Caregiver Support Programs).
3. Maintain a comprehensive directory of available public and private resources that includes formal and informal community based services for use in referral activities for the Care Management and Family Caregiver Programs.
4. Work with state and community leaders towards the development of coordinated transportation systems within our PSA.
5. Provide continuing education for providers and focal points on assisting senior in accessing services.
6. Providing community focal points through multipurpose senior centers for nutritional meals, health programs and socialization.

Performance Measures:

1. Evidenced by continuing to solicit the legislature for a minimum of 2% funding annually for the Care Management Program.
2. Evidence by increasing the number of Care Management clients by 1% annually.
3. Evidence by increasing the number of Family Caregiver Support Program clients by 1% annually.
4. Evidenced by increasing the number of clients participating at senior centers 1% annually.
5. Evidenced by increasing the number of clients participating at health programs at the senior center level 1% annually.

**Goal 5: Effective and Responsive Management**

Implement management and workforce practices that support the integrity and efficient operations of programs serving people with disabilities and older adults and ensure stewardship of taxpayers' dollars.

Objective:

To ensure sound management and business practices that provide for good stewardship of both financial and human resources.

Strategies:

1. Routinely review and update policies and procedures as needed.
2. Continue in-depth assessments of contract providers annually and require corrections of deficiencies.
3. Provide routine staff trainings on all agencies programs and operations.
4. Update technology as needed to ensure staff have the tools available to do their job to the best of their ability.
5. Consult with contracted professionals to ensure a clear understanding of audit and legal guidelines are adhered to.

Performance Measures:

1. Evidenced by no or minimal finding to the annual audit.
2. Evidenced by avoidance of legal difficulties.
3. Evidenced by quarterly staff trainings and updates on agencies services and changes.
4. Evidenced by replacing and acquiring technology as needed or to improve services and staff efficiency.

### **Planning Process**

West Central has a planning process which involves the general public, clients, client surveys, contractors, collaborating agencies and organizations, the PSA "J" Advisory Board and the Governing Board. The Agency program staff seeks input from all of the above mentioned resources in planning, developing and implementing programs. All input is evaluated in designing and implementing programs which are then approved by the PSA "J" Advisory Board and the Governing Board before being implemented into the Area Plan and Budget.

The agency as part of the Nebraska Associate of Agencies on Aging has participated in cooperative efforts with the National Association of Agencies on Aging, the State Unit on Aging, the gerontology department at UNO, AARP and Legal Aid of Nebraska to participate in needs assessments, surveys and focus groups to determine the needs across the state and specifically in the Area J PSA.

The Senior Centers have been identified as the focal points of their local communities and the surrounding area. Primary outreach starts at these focal points by providing brochures, current and pertinent information, newsletters, educational programs, local media advertising, community events, health fairs, senior information fairs as well as one on one contact. Programs from West Central are then organized and designed to reach and benefit the older individuals and their families. Several of the centers also provide services to satellite meal sites in nearby smaller communities. The Agency works to identify and encourage outreach and serves to those with low income, the greatest social and economic needs and minorities in the PSA.

Through the efforts of the Care Management and In-Home programs the Agency strives to assess, identify and meet the needs of those with self-care limitations as well as those with low income and the greatest social and economic need. The Agency does request a client contribution for its Care Management service and the In-Home services are provided on a sliding scale according to the client's ability to pay. An increased number of communities in the PSA

“J” have an increased number of minority populations. To reach the minority population we have Spanish brochures available, work to provide information and educational programs to minority organizations such as NAF. If unable to meet the needs of a low-income and/or the minority individual, the Agency has developed collaborative relationships and partnerships with other agencies to assist in meeting those unmet needs both socially and financially. In working with the rural population one of the greatest resources is the indigenous volunteers and community members who are relied on to identify and refer clients to the senior center and the Agency.

For the elder population in the PSA “J” the majority of programs offered by the Agency could be considered to assist in delaying institutionalization for those at risk. The SCO and Medicaid Waiver programs provide appropriate placement and offer the choice of a lesser level of care in assisted living or remaining independent at home with appropriate services. The Care Management and In-Home program provide services to maintain independence and delay institutionalization. The Family Caregiver Support Program provides respite for the caregiver to maintain their physical and emotional well-being so that they can continue to care for their loved ones at home. As well as providing lifelines so that at risk elders can continue to remain independent. The Agency’s congregate meal program not only meets nutritional needs, but also provides socialization for those folks at risk for social isolation. The Home-Delivered Meal program helps to enable clients that are at risk of institutionalization remain in their own homes with their nutritional needs being met. Most generally we find it is not just a single program, but a combination of several programs provided by the Agency that best meets the needs of the client.

The Agency has developed cooperative efforts with many area and community organizations. Within the Agency, much effort has been spent to bring together the central office and senior centers in the seventeen county PSA as one seamless organization. Care Managers and Service Coordinators visit centers to develop relationships and talk with potential clients. Senior center directors have been and will continue to be educated about Agency services and identifying potential referral clients within their community

Agency staff is involved and sit on the boards of; RSVP (community senior volunteer program) also hosting a volunteer permanently in-house and utilizing several volunteers for special projects; Home Health and Hospice services. Strong partnerships were developed and continue with Social Security, Extension offices and local community professionals in association with Medicare Part D. A close working relationship continues with local and area DHHS staff.

The Agency has developed a partnership with the area public health offices to offer flu and pneumonia immunizations to staff and seniors through clinics located at designated senior centers as well as providing health information programs at the senior centers.

Due to the Medicare Modernization Act through the Agency hosted SHIP program many staff/volunteer hours and financial resources are devoted to the Medicare Part D Prescription Drug Program. The Agency has organized and leads a coalition in the Area “J” PSA with a goal to ensure that all qualified seniors, with a focus on low income individuals were provided and assisted with an opportunity to enroll in the program. Strong partnerships have been developed

with the Social Security Administration, AARP, Senior Centers and area organizations to accomplish the goal. The Agency will continue this effort to the best of our ability with severely limited resources.

**1. Older individuals who have the greatest economic need:**

- Increased outreach to those that might qualify for the Low Income Subsidy for the Medicare Part D Prescription Drug Plan and those identified through the client intake forms that identify poverty.
- Senior Center and community members help to provide referrals of low income clients.
- Care Management and Family Caregiver Support Program assessment help to identify low income clients that can be referred to other resources such as Medicaid.
- Developing partnerships and offering education programs to minority groups to help identify the needs of that population and those with limited English proficiency. Developing and distributing Agency brochures in Spanish to reach the increasing minority population in the PSA. Contracting with translators as needed.
- Increased public awareness of Agency services through public presentations and events with an emphasis on the most rural areas.
- Potential clients are informed of Agency services that are available to them and other community and state resources. If needed, assistance is provided by the senior center director or Agency staff to enable the potential client to access whatever services they might need.

**2. Older individuals who have the greatest social need:**

- Identifying potential clients living alone through the client intake forms.
- Special attention is given to those clients that receive Home Delivered meals that are homebound.
- Developing partnerships and offering education programs to minority groups to help identify the needs of that population and those with limited English proficiency.
- Developing and distributing Agency brochures in Spanish to reach the increasing minority population in the PSA. Contracting with translators as needed.
- Increased public awareness of Agency services through public presentations and events with an emphasis on the most rural areas.
- Local contacts in the rural area are many times the best resource for identifying those at risk of isolation and/or institutionalization.
- Increased effort to reach those individuals at risk for institutional placement the frailest and oldest of the old, the 85+ population through the local Senior Centers, the community focal point, community members and public education.
- Senior Center directors are provided with educational programs to help them identify this population in their communities. They are encouraged to provide one on one communication with potential clients to inform them of the services available.

- Care managers and Service Coordinators visit senior centers quarterly to provide outreach for any potential client that has been identified by the director or any potential client that might want to meet with them.
- We currently have one client that is Native American and no additional funding is received. Services are provided through the Medicaid Waiver Program.
- Family, friends and neighbors many times identify those with self-care limitations. Referrals are received from a variety of sources; hospitals, DHHS, the community in general, self-referral, family, friends, law enforcement, senior directors, etc.
- Public presentations, brochures, Senior Center directors, Care Management and IIIIE Family Caregiver Support Program assessment. Family, friends and neighbors many times identify those with Alzheimer's disease or related disorders.
- The Powerful Tools program has also increased public awareness.
- Most clients in the FCSP are caring for a loved one with dementia, respite care is greatly encouraged, but seldom used.
- Dementia can be a single qualifying factor on the assessment.
- The client/family and care manager develop a care plan to meet the client's needs.
- If needed the client/family is provided with grant funding through Self-Directed Care (transportation, assisted transportation, homemaker and personal care) funding so they might purchase the needed services.
- Potential clients are informed of Agency services that are available to them and other community and state resources. If needed, assistance is provided by the senior center director or Agency staff to enable the potential to access whatever services they might need.

**3. Describing how the agency establishes priorities and when the need arises, how the shift of priorities would occur:**

- Client priorities are establish by identifying those clients with the greatest economic and social need. If it is found that a potential client is in an immediate crisis situation financially or socially, they become a high priority and are scheduled for assessment as soon as possible. Program criteria has been developed for decreased resources resulting in decreased client services.
- The Agency establishes priorities for both limited funding and staff resource allocation in several ways. In relationship to the central office and staff resources, operational expenses are held to essential expenses. Staff travel and education is limited to within the state and only attendance of essential meetings. If the need would arise staffing, central office expenses and travel would be evaluated with providing client services taking priority.
- Care Management clients are becoming more frail and requiring additional funding and services as are Family Caregiver Support program clients. Care managers are educated on outside funding resources (Medicaid, Block grant, DPFS, etc.) and In-Home and Self-Directed Care funds are the last to be accessed if outside funding is unsuccessful. This has resulted in a lower usage of funding dollars and an increase in the numbers of clients the Agency is able to provide services for. The Lifespan Respite program has become a mainstay funding

resource for qualifying clients and preserves IIIIE funding for expanded services for additional clients.

4. WCNAAA has been able to maintain a stable funding balance and has not deemed it necessary to reallocated resources in funding or staffing. A conservative agency charged with allocating funds and resources efficiently.

**4. Describe how current service utilization is integrated into your agency's planning process:**

1. Program utilization is evaluated each year, for instance the Agency has seen a steady decline in the utilization of congregate meals over the past several years and over the past couple of years we have seen a steady increase in Home Delivered Meals. During the planning process these numbers are assessed, decrease or increase as needed and additional CASA funding for the Congregate Meals has decreased and CASA funding for the Home Delivered Meal programs has increased as needed. Also, with the continued decline of Congregate Meals the Agency has been able to increase the amount reimbursed to contractors for both Congregate and Home Delivered Meals.
2. Programs are evaluated annually for utilization and are adjusted accordingly.

**5. Describe your Area Agency on Aging's efforts regarding coordinating Title III (starting in Section 301) programs with Title VI Native American programs (starting in Section 601), including potential opportunities for coordination with the Indian Health Services:**

The Agency does not receive Title VI funding. The 2010 census for Nebraska shows 1.3% Native American population and the agency shows an average of .68% for the area, which would be statistically insignificant. The agency has one Native American client whose needs are being met, including cultural sensitivities. The agency will work with the State Unit on Aging and the Department of Indian Affairs to ensure needed services and resources are available for any potential Native American clients.

**6. Describe how your Area Agency on Aging is strengthening and/or expanding Title III and Title VII (starting in OAAA Section 701) services:**

1. Increased reimbursement for Congregate and Home Delivered meals.
2. Provide additional annual grant funding in IIIB, IIIC1 and IIIC2 to senior centers and meal sites to help ensure they are able to continue to provide services.
3. Providing presentations on SHIP, SMP, Legal and Elder Rights annually in all seventeen counties and requesting courthouses.
4. Participating in annual state Elder Rights Seminars.
5. Promoting the ElderAccess Line throughout the seventeen PSA.
6. Review taxonomy to ensure NAMIS reporting is accurate.
7. Provided training and worked monthly with contractors to ensure they are reporting their units of service correctly.
8. Reviewed taxonomy with staff and contractors to ensure accuracy in reporting.

- 7. Describe how your Area Agency on Aging is integrating Title III and VII with the following AoA Discretionary Grant initiatives: ADRC, Evidenced Based Disease Prevention Programs, Lifespan Respite:**
1. The Agency is not currently designated as an ADRC but functions in a similar format as an ADRC providing no wrong door assistance. Staff have been educated in resources for the elderly and the disabled so that anyone soliciting services or information can be directed to the appropriate contact and service.
  2. Evidence Based Disease Prevention Programs-The Agency currently offers Tai Chi "Moving for Better Balance" at four sites. The intent for FY17-19 is to increasing training opportunities and expand the Tai Chi program to include a minimum of ten sites offering the program. If the funding becomes available the Agency will like to host a training session for interested AAAs. The Agency has four staff and senior center directors trained and plan to offer 2 programs annually in FY17-19. If the funding becomes available the Agency will like to host a training session for interested AAAs.
  3. Lifespan Respite-The Agency's FCSP coordinator attends the board meetings. The Lifespan Respite coordinator provides routine staff education programs and provider lists are shared. Care managers help clients with the Lifespan Respite application if they feel they will qualify for increased funding.
- 8. Describe the strategies your Area Agency on Aging will use in planning for the population increase of older adults and the recommended action that will be needed to meet the needs of older persons living in your services area:**
1. The Nebraska Association of Area Agencies on Aging has developed a statewide elder needs assessment to help identify the needs of the growing older population.
  2. As noted previously, while the general population of the PSA declined approximately 1%; the 60 and older population has increased by approximately 6.5% according to the 2010 census.
  3. Senior Centers are evaluating their community needs; specifically the younger 60+ population's need for services. Providers are working to make meal sites welcoming to a new generation of 60+ year olds, putting more focus on consumer choices, educational and health related programs. The IIICII Home Delivered meal program has grown as previous CI participants are now disabled and not attending the congregate program and there are younger 60+ year old participant in poor health required Home Delivered meals.
  4. Increasing public awareness of available services.
  5. Promoting Health and Wellness programs to enable the growing older population to remain independent. More resources are allocated to the educational and health related programs at the Senior Center level. Transportation continues to be a major barrier to services in the rural area with an increasing older population requiring services.

- The Evidence Based Disease Prevention Programs are an ever growing part of Agency programming, supported by additional grant funding under IIID Health Prevention and Promotion.
- Working toward increased involvement as a part of the Aged and Disabled Resource Center in the future. The Agency has many informal relationships with community and area agencies that work together to provide a seamless experience for clients.
- Developing strong partnerships with other community resources, such as hospitals, long-term care facilities and the VA for early identification of the older population needing services and intervening before institutionalization is needed and follow-up services upon discharge to prevent readmission to facilities.
- Through collaboration with the MFP program providing the qualifying older adult the opportunity to live independently.
- Continuation of SMP which has been a great success in reaching the older population concerning Medicare fraud and waste.
- Collaborated with AARP to host round table discussions concerning hunger issues.

**9. Describe planned efforts to support consumer control and choice in Title III programs, e.g., consumer choice in providers, and/or use of vouchers. In addition, outline planned activities to promote consumer control and choice in non-OAAA programs such as Veterans Directed Home and Community Based Services such as Money Follows the Person:**

- The Agency will continue to support the consumer driven Self-Directed Care in the Care Management and IIIE Family Caregiver Support program that was implemented several years ago. Once services are determined by the care manager and the client, the client is given a grant to fund the needed services and list of approved providers who are independent contractors. The client contacts the providers, choose the provider, sets the hours of service, directs that service and the pay rate is determined by the client and provider. The provider is paid by the client. Consumer controlled choices are also strongly adhered to with Medicaid Waiver program.
- At the senior center level several of the centers have gone to open dining and provide an approximately two hour window of time for consumers to choose when they would like to eat the noon meal. The Agency will continue to encourage more centers to provide this option to consumers.
- The Agency currently does not offer a voucher option, but continue to discuss that possibility in the future.
- The Agency would be open to discussion with the Veterans' Directed Home program, which has not been an option in the past.
- The Agency will continue to collaborate with the Money Follows the Person program to provide consumer choices about their living arrangements.

**10. Describe changes in response to the Fair Labor Standards Act, as it relates to overtime.**

1. The NE4A hired a legal consultant to review the exempt and nonexempt designations for their individual agencies. As a result of the review all agency positions except for executive director, fiscal officer and Choices supervisor were given non-exempt status and were changed from salaried to hourly. A time clock was installed. Overtime is strongly discouraged and supervisor approval is needed to work any overtime. If overtime does occur it is paid or the employees is encouraged to take comp. time if possible.

Medicaid Waiver in-home service providers come under the supervision of DHHS Medicaid/LTC which has gone to weekly billing for providers to better identify overtime hours. Care Management and IIIIE in-home providers are independent contractors and we do not track their weekly total hours as it is generally 6 hours or less per month per client. At this time it is felt by the NE4A clarification which will be pursued, is still required concerning this issue. The Agency will seek legal consultation concerning this area.

new 6/16

**SECTION C**

**Services**

Taxonomy #	Service Name	Units of Service				Change (%) (yellow indicates a new narrative is required for that service)
		07/01/15 - 12/31/15 (Actual)	01/01/16 - 06/30/16 (Projected)	07/01/15 - 06/30/16 (Combined)	07/01/16 - 06/30/17 (Projected)	
1.	Personal Care (Hour)					0.00%
2.	Homemaker (Hour)					0.00%
3.	Chore (Hour)					0.00%
4.	Home Delivered Meals (Meal)	43,488	43,488	86,976	88,976	2.30%
	<i>Eligible Home Delivered Meals</i>	29,960	29,960	59,920	60,652	1.22%
5.	Case Management - IIIB (Hour)					0.00%
6.	Care Management - CASA (Hour)	1,372	1,655	3,027	3,314	9.48%
7.	Congregate Meals (Meal)	89,418	89,418	178,836	179,836	0.56%
	<i>Eligible Congregate Meals</i>	76,461	76,461	152,922	154,044	0.73%
8.	Nutrition Counseling (Session per Participant)					0.00%
9.	Assisted Transportation (1-way Trip)					0.00%
10.	Transportation (1-way Trip)	6,703	6,703	13,406	14,500	8.16%
11.	Legal Assistance (Hour)	146	146	292	320	9.59%
12.	Nutrition Education (Session per Participant)	20	20	40	40	0.00%
13.	Information & Assistance (Contact)	2,462	2,462	4,924	5,250	6.62%
14.	Outreach (Contact)	3,213	3,213	6,426	6,500	1.15%
15.	Health Education (Contact)	1,998	1,998	3,996	4,000	0.10%
16.	Emergency Response System (Client-Month)	632	632	1,264	1,300	2.85%
17.	Information Services - IIIB (Activity)	-	-	-	10	0.00%
18.	Financial Counseling (Contact)					0.00%
19.	Health Clinic (Contact)	4,301	4,000	8,301	8,350	0.59%
20.	Reserved					0.00%
21.	Health Promotion/Disease Prevention (Contact)	1,812	1,750	3,562	1,560	-56.20%
22.	Durable Medical Equipment (Contact)	356	356	712	715	0.42%
24.	Self-Directed Care (1 Placement)	188	20	208	225	8.17%
26.	Respite-Home (Hour)					0.00%
27.	Ombudsman					0.00%
28.	Reserved					0.00%
29.	Volunteerism (Hour)					0.00%
30.	Volunteerism/Stipend (Hour)					0.00%
31.	Reserved					0.00%
32.	Reserved					0.00%
33.	Reserved					0.00%
34.	Reserved					0.00%
35.	Supportive Services (Hour)	17,097	17,097	34,194	34,194	0.00%
36.	Reserved					0.00%
37.	III-E Information Services (Activity)	3	5	8	4	-50.00%
38.	III-E Access Assistance (Contact)	146	146	292	300	2.74%
39.	III-E Counseling (Session per Participant)					0.00%
40.	III-E Respite Care (Hour)	49	25	74	75	2.04%
41.	III-E Supplemental Services (Activity)	73	73	146	150	2.74%
42.	III-E Self-Directed Care (Placement)	19	1	20	20	0.00%

4. HOME DELIVERED MEALS (1 MEAL) – A meal provided to a qualified individual in his/her place of residence. The meal is served in a program administered by SUAs and/or AAAs and meets all of the requirements of the Older Americans Act and State/Local laws. Meals provided to individuals through programs such as Medicaid waiver, Title XX, or state-funded programs are **excluded** from the NSIP meals. It is done in a one-on-one setting. This should be entered as a Registered Service in NAMIS. For caregivers that receive Home Delivered Meals, see the Caregiver – Supplemental Services listing on how to document.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: Chase, Dawson, Dundy, Frontier, Gosper, Hayes, Hitchcock, Keith, Lincoln, Logan, Logan, Perkins, the City of Lexington and the City of McCook.

The Home Delivered Nutrition program is intended to help those individuals who are homebound and may not eat adequate nutritious meals because of incapacitation or disability due to accident, illness, or fragility and an inability to prepare meals. A Home-Delivered Meal assessment is completed during a face to face meeting. Considered is the limited physical mobility, the inability to safely prepare meals, psychological and/or mental impairment, or lack of knowledge and/or skills to prepare well balanced meals which comply with the established meal pattern and dietary guidelines and provides a minimum of 33 1/3% of the current daily recommended dietary intake. The provision of meals to homebound eligible individuals is a vital service which in many cases facilitates the individual's ability to remain independent and in their own home. This prevents premature institutionalization and its associated costs. West Central makes low cost, nutritionally sound home delivered meals available five days a week to eligible participants. The Agency provides this service through contracting with senior centers, counties and one 501 (3). All home delivered meals in the PSA "J" are provided by volunteers. During the face to face assessment. It is hoped that any other unmet needs the client may have can be identified and addressed if the client chooses to do so.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

[Empty box for detailed explanation of increase/decrease of service units]

WCNAAA  
Goal: 1-2-3-4  
Objective: 1-1-1-1  
Strategy: 1-4-1-1, 2, 3

Service Narrative  
Care Management

FY17-19  
Taxonomy #6

6. CARE MANAGEMENT - CASA (1 HOUR) – State program that requires a more comprehensive assessment of an older person. It is similar to Case Management, but requires a uniform assessment form, covering areas like support information, health, housing information, assistive devices, cognitive and mental health assessments, legal/financial assistance, nutrition, ADL, and IADL assessments. It is done in a one-on-one setting. This should be entered as a Registered Service in NAMIS.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: All seventeen counties in PSA "J"

Case Management is funded by CASA, LB-42, and local funds. The program assesses 60+ individuals who are less fragile than those requiring nursing home care. Upon receiving a referral, a care manager contacts the client, arranges a meeting, completes an assessment, determines eligibility of client for program, determines needs and with the client develops a care plan and in-home services to meet those needs to remain in their home. Services are funded through IIIB services: Access, In-Home and Self-Directed Care. Once services are established, the care manager monitors the client on a routine basis and assesses the effectiveness of the service. Clients remain on the program until they no longer need or want the service, their needs cannot be met and/or safety becomes an issue. If the client's needs become greater than the program or safety is an issue, the client is reassessed and the care manager attempts to find a more appropriate program to meet the client's needs.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

7. CONGREGATE MEALS (1 MEAL) – A meal provided to a qualified individual in a congregate or group setting. The meal as served meets all of the requirements of the Older Americans Act and State/Local laws. Meals provided to individuals through means-tested programs such as Medicaid Waiver and Title XX meals, or other state-funded programs are **excluded** from the NSIP meals. It is done in a group setting. This should be entered as a Registered Service in NAMIS.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: Arthur, Chase, Dawson, Dundy, Frontier, Gosper, Grant, Hayes, Hitchcock, Keith, Lincoln, Logan, McPherson, Perkins, the City of Lexington and the City of McCook in Red Willow County. Hooker and Red Willow Counties are non-participating counties. Thomas County does not have a meal program per their choice.

The Agency contracts with seventeen senior centers, two cities, three counties and one 501 (3) C organization to provide congregate meals at nineteen senior centers, six satellite sites and four meal sites to provide noon meals five days a week. Not only do the centers and sites provide a meal that meets all of the established requirements with meal pattern and dietary Guidelines for Americans and provide a minimum of 33 1/3% of the current Daily Recommended Dietary Intake, they also provide an opportunity for socialization for seniors. The nineteen senior centers most generally prepare the meal on site, the satellite site meals are most generally prepared at a senior center and transported to the satellite location. The meal sites are restaurants the counties have contracted with to provide the noon meal.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

10. TRANSPORTATION (1 ONE-WAY TRIP) – Transportation from one location to another. Does not include any other activity or assistance in getting to or out of the vehicle. It can be done in a one-on-one setting or in a group setting. This should be entered as group utilization in NAMIS.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: All seventeen counties in PSA "J"

Transportation is provided at the senior center level. Transportation services are provided by most senior centers, it is counted per one way trip with transportation from one location to another and does not include assistance. Volunteers also provide transportation. This a vitally need service in every community.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

WCNAAA  
Goal: 1-2  
Objective: 1-1  
Strategy: 2, 3, 4-2, 3

Service Narrative  
Legal Assistance

FY17-19  
Taxonomy #11

11. LEGAL ASSISTANCE (1 HOUR) – Legal advice, counseling and representation by an attorney or other person acting under the supervision of an attorney. Community education presentations made by an attorney are to be counted as Legal Assistance (for example, a presentation on legal issues made to a group of people should be counted as one unit of service). It can be done in a one-on-one setting or in a group setting. This should be entered as group utilization in NAMIS.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: All seventeen counties in PSA "J"

The Agency contracts with Legal Aid of Nebraska to support the ElderAccess Line toll-free number to make legal services available in the seventeen county PSA. Per the ElderAccess Line, an attorney provides brief legal consultation free of charge and refers on to the local office if more in-depth services are required. Legal Aid provides monthly and quarterly reports on the number of people accessing the service and the hours of service provided. Legal Aid occasionally provides public presentations at senior centers. The Agency's Public Benefits Specialist provides public education programs at the senior center and community level. Law clinics are being provided annually by law students to answer questions and prepare simple legal documents such as wills, POA and Living Wills.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

WCNAAA  
Goal: 3-4  
Objective: 1-1  
Strategy: 3-5, 6

Service Narrative  
Nutrition Education

FY17-19  
Taxonomy #12

**12. NUTRITION EDUCATION (1 SESSION PER PARTICIPANT)** – A program to promote better health by providing accurate and culturally sensitive nutrition, physical fitness, or health (as it relates to nutrition) information and instruction to participants and caregivers in a group or individual setting overseen by a dietitian or individual with comparable expertise. It can be done in a one-on-one setting or in a group setting. This should be entered as group utilization in NAMIS.

Example: If you hold 2 nutrition education seminars, and you have 21 people participate between both seminars, then you would document the Quantity as 2 in NAMIS, the Number Served would be 21. It is important to gather both numbers so that the effectiveness can be gauged.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: Provided in all seventeen counties in PSA "J"

Also provided directly by Agency staff.

The Agency's Program Coordinator provides nutrition education informational materials written or approved by a registered dietician to be distributed to clients of congregate and home delivered meal programs at all senior centers, satellites and meal site and for Care Management and Family Caregiver Support Program clients in Hooker and Thomas counties as there are no meal sites in the two counties. The Registered Dietician occasionally provides nutrition programs at centers, meal sites and satellites. Center and site directors are encouraged to bring in local dietary professionals for information and presentations.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

Goal: 4

Objective: 1

Strategy: 1, 2, 3

13. INFORMATION AND ASSISTANCE (1 CONTACT) – A service that:

- Provides individuals with information on services available within the communities.
- Links individuals to the services and opportunities that are available within the communities.
- To the maximum extent practicable, establishes adequate follow-up procedures.

Internet web site "hits" are to be counted only if information is requested and supplied.

This would include any SHIIP and Medicare Part D activities. It is done in a one-on-one setting. This should be entered as group utilization in NAMIS.

Note: that this service specifies adequate follow-up procedures. These could include that following instructions from a client for "no follow-up" is deemed adequate follow-up by the agency.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: All seventeen counties in PSA "J"

The service is a combination of services provided by the Agency and the senior centers. All Agency staff provide information and assistance, but it primarily the designated Information and Assistance staff member that takes telephone calls, meets with potential clients, make telephone calls for information, provides clients with referral information if needed and mails out information packets. Senior center directors also fulfill this same role at the local level as well referring potential clients on to the Agency.

The Senior Health Insurance Information Program (SHIIP) numbers are included in this service. Through a regional (SHIIP) representative and volunteers throughout the PSA assistance is provide for Medicare and Long-Term care insurance. SMP units are also included in this service.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

14. OUTREACH (1 CONTACT) – Intervention with individuals initiated by an agency or organization for the purpose of identifying potential clients (or their caregivers) and encouraging their use of existing services and benefits.

NOTE: The service units for information and assistance and for outreach are individual, one-on-one contacts between a service provider and an elderly client or caregiver. An activity that involves contact with multiple current or potential clients or caregivers (e.g., publications, publicity campaigns, and other mass media activities) should not be counted as a unit of service. Such services might be termed Information Services and reported on the Information Services III-B or III-E category. It is done in a one-on-one setting. This should be entered as group utilization in NAMIS.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: All seventeen counties in PSA "J"

This service is provided by the Agency and Senior Centers. Agency service coordinators, care managers, intake and referral staff, as well as senior center directors provide outreach to clients one to one in person and per telephone. Senior center directors frequently identify potential client needs and provide the person with information about Agency services or refer that person to a care manager for consultation while the care manager is visiting the center. Outreach is primarily providing information about available Agency and Senior Center services to potential clients and connecting clients with services to meet their needs with particular attention being paid to those who have the greatest social-economic need, poverty and minorities.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

15. HEALTH EDUCATION (1 CONTACT) – Any other health related education that does not fall under “Nutrition Education”. This can include Alzheimer’s, depression, dementia, and holiday stress. It is done in a group setting. This should be entered as a group utilization in NAMIS.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: Arthur, Chase, Dawson, Dundy, Frontier, Gosper, Grant, Hayes, Hitchcock, Hooker, Keith, Lincoln, Logan, McPherson, Perkins, City of Lexington and the City of McCook.

Also provided by directly by Agency staff.

The service is provided both by the Agency and Senior Centers. Health programs may include educational programs on current health topics and exercise presented by the senior center director or a health professional. In addition to the routine health education programs, also included are Legal and educational programs about Agency services presented by Agency staff at the centers and community organizations.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

16. EMERGENCY RESPONSE SYSTEM (1 CLIENTMONTH) – Direct action to make available emergency response system for persons who are frail or at risk of loss of independence and who can benefit from the security provided by such a system. System must be a formal emergency response system. *Formal Emergency Response System. Must be an "electronic notification system."* This should be entered as group utilization in NAMIS.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: All seventeen counties in PSA "J"

Emergency Personal Response system is a component of the IIB In-Home service program and utilized through the Care Management program. Referrals are received from various sources such as hospitals, home health agencies, friends, families and potential clients themselves. A care manager contacts the client, arranges a meeting, assesses the client, coordinates and implements service to meet the client's needs with the client's agreement. When a client meets criteria (dementia, deficit in two ADLs and/risk for falling) this program is provided on a sliding scale fee system which ranges from clients' paying privately to the Agency paying the entire monthly amount. This program provides reassurance the client may remain at home with the ability to summon assistance in an emergency.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

17. INFORMATION SERVICES – III B (1 ACTIVITY) – This was previously called Public Information. The dissemination of information to the public at large, not specific individuals. Items counted as Information services would include publications, television and radio commercials, brochures, and billboard signs. This should be entered as a group utilization in NAMIS.

Example: If you are doing an aging PSA in the newspaper, each time it runs is 1 Activity. If it runs 4 times, and the newspaper circulates 1,000 papers a day. You would enter Quantity of 4, and 1000 for Numbers Served.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

**Contract Centers/Counties:** All seventeen counties in PSA "J"

Information is provided in several different mediums such as; newspaper, television and radio advertising, public presentations with brochure distribution, brochures disseminated to community partners and senior centers and mass mailings. Individual packets are sent out when a potential client is identified or requested by the public. Senior information fairs are held throughout the PSA.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

**100% increase as this is a new service category for the Agency.**

19. HEALTH CLINIC (1 CONTACT) – Services provided by licensed health care professionals that are designed to identify, prevent or treat a physical or mental health problem. Service must include individualized health intervention provided by a health professional (example: blood pressure, hearing screening, foot clinic, cholesterol screening.) It is done in a one-on-one setting. This should be entered as a group utilization in NAMIS.

Example: This would include health fairs if individualized services (blood pressure, hearing screening, etc.) were provided by a licensed health care professional.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: Chase, Dawson, Dundy, Frontier, Gosper, Hitchcock, Keith, Lincoln, Perkins City of Lexington and the City of McCook.

This services is provided by licensed health care professionals and designed to identify, prevent or treat physical or mental health problems. Service must include individualized health intervention provided by a health professional in an effort to promote the identification, prevention and treatment of current and potential health problems. Senior centers provide monthly foot care clinics, B/P screenings, hearing screenings, etc. Area health fairs provide one on one screenings and consultations. One senior center has a doctor or PA available monthly for individualized consultations. This service is individualized and facilitated at each senior center and not arranged through the Agency.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

21. HEALTH PROMOTION/DISEASE PREVENTION (1 CONTACT) – As of July 1, 2016, all programs using the Title IID funds will have to meet these criteria:

- Demonstrated through evaluation to be effective for improving the health and wellbeing or reducing disease, disability, and/or injury among older adults; and
- Proven effective with older adult population, using experimental or quasi-experimental design\*; and
- Research results published in a peer review journal; and
- Fully translated\*\* in one or more community site(s); and Includes developed dissemination products that are available to the public.

\* Experimental designs use random assignment and a control group. Quasi-experimental designs do not use random assignment.

\*\* For purposes of the Title III-D definitions, being “fully translated in one or more community sites” means that the evidence-based program in question has been carried out at the community level (with fidelity to the published research) at least once before. Sites should only consider programs that have been shown to be effective within a real world community setting.

It is done in a group setting. This should be entered as a group utilization in NAMIS.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: City of Lexington, Frontier, Lincoln, Perkins

Also provided directly by Agency staff.

Tai Chi “Moving for Better Balance” is facilitated at four centers and the Powerful Tools for Caregivers has been facilitated at one location with another location being anticipated before the end of FY 15-16. The Tai Chi and Powerful Tools for Caregivers are Evidence-based programs facilitated by trained leaders. The Agency is looking at ways to expand the programs with the main barrier being having an increased number of trained leaders. The current programs are facilitated by Agency staff, senior center staff and volunteers.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

**The Agency would expect to see a significant decrease (56%) in this service due to FROGS previously being counted as a service and it no longer qualifies.**

22. DURABLE MEDICAL EQUIPMENT (1 CONTACT) – The provision of goods to an individual at no cost or at a reduced cost which will directly support the health and independence of the individual with an assessed need.

Goods are adaptive devices or assistive technology to be used by an individual. This should be entered as group utilization in NAMIS.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: All seventeen counties in PSA "J"

This service is facilitated at the Senior Center level with the centers receiving inquiries from participants, participants' families and other families in the community who are unable to afford to purchase medical equipment or would be using the equipment for a short period of time. Families frequently donate medical equipment to the centers. The equipment is loaned out for no charge or a donation can be made.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

24. SELF-DIRECTED CARE (1 PLACEMENT) – This was previously called Cash and Counseling. An approach to providing services (including programs, benefits, supports, and technology) under this Act intended to assist an individual with activities of daily living, in which

- Such services (including the amount, duration, scope, provider, and location of such services) are planned, budgeted, and purchased under the direction and control of such individual;
- Such individual is provided with such information and assistance as are necessary and appropriate to enable such individual to make informed decisions about the individual's care options;
- The needs, capabilities, and preferences of such individual with respect to such services, and such individual's ability to direct and control the individual's receipt of such services, are assessed by the area agency on aging (or other agency designed by the area agency on aging involved);
- Based on the assessment made, the area on aging (or other agency designated by the area agency on aging) develops together with such individual and the individual's family, caregiver, or legal representative—
  - a plan of services for such individual that specifies which services such individual will be responsible for directing;
  - a determination of the role of family members (and others whose participation is sought by such individual) in providing services under such plan; and
  - a budget for such services; and
- The area agency on aging or State agency provides for oversight of such individual's self-directed receipt of services, including steps to ensure the quality of services provided and the appropriate use of funds under this Act. From Section 102(46) of the Older Americans Act of 1965, as amended.

This covers the range of services provided or paid for through allowance, vouchers, or cash which provided to the client so that the client can obtain the supportive services which are needed. Note that the definition does not require reporting of service units, but does require reporting of the unduplicated number of persons served. It is done in a one-on-one setting. This should be entered as a Registered Service in NAMIS.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: All seventeen counties in PSA "J"

Grants are provided to Care Management clients encouraging client-directed services in the hiring of independent contractors to provide personal care, homemaker services, assisted transportation, and transportation services. Referral are received from various sources such as hospitals, home health agencies, friends/families and potential clients themselves. Clients are contacted by the Care Management staff, a meeting is arranged, and assessment completed and client needs determined by the care manager and the client. The care manager authorizes and monitors the services. Grants are provided to clients and the client then hires and independent contractor of their choice, sets the pay rate and hours of service. The Agency does provide a list of providers that have been signed up and had background checks done, but it is ultimately the client's choice as whom to hire. A monthly calendar is kept by the client and signed by both the client and provider and sent to the Agency and grant funds are provided to the client to pay the provider. If the cost is higher than the amount provided by the grant, the client is the responsible to pay the difference.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

35. SUPPORTIVE SERVICES (1 HOUR) – Provision of a broad spectrum of services; including but not limited to health, socialization, educational opportunities, recreation, general information, interpretation / translation for the older person. This should be entered as group utilization in NAMIS.

Note: The unit reflects the hours of operation at multipurpose senior centers.

A multipurpose senior center is a community facility for the organization and provision of a broad spectrum of services, which shall include provision of health (including mental health), social, nutritional, and educational services and the provision of facilities for recreational activities for older individuals.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: Chase, Dawson, Dundy, Frontier, Gosper, Hayes, Hitchcock, Keith, Lincoln, Perkins, the City of Lexington and the City of McCook.

This service primarily includes the number of hours each senior center is open to the public. Supportive Services would include those activities that are common to the centers, such as; quilting, playing pool, playing cards, socializing, exercise programs not counted under IIID, parties, dances, speakers, holiday celebrations, television, computer utilization, video games, etc. The center should be staffed by either a director or volunteers during the hours it is open to the public.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

WCNA  
Goal: 1-2-3-4  
Objective: 1-1-1-1  
Strategy: 3-3-6-5

Service Narrative  
III-E Information Services

FY17-19  
Taxonomy #37

37. III-E INFORMATION SERVICES (1 ACTIVITY) – A service for caregivers that provides the public and individuals with information on resources and services available to the individuals within their communities.

NOTE: Service units for information services are for activities directed to large audiences of current or potential caregivers such as disseminating publications, conducting media campaigns, and other similar activities.

Example: A publication of a brochure:

1 Activity; a health fair = 1 Activity; a Public Service Announcement = 1 Activity.

The Quantity should reflect the activity, the Number Served reflects the number of participants. This should be entered as group utilization in NAMIS.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Contract Centers/Counties: All seventeen counties in PSA "J"

Information is provided in several different mediums such as; public speaking, newspaper, television and radio advertising. Mass mailings are facilitated when there are updates on information or programs available for caregivers. Individual packets are sent out when a potential caregiver client is identified or requested by the public. Senior information fairs are held throughout the PSA.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

**50% decrease in this service due to the addition of the new IIIB Information Services and more activities being dedicated to it.**

38. III-E ACCESS ASSISTANCE (1 CONTACT) – A service that assists caregivers in obtaining access to the services and resources that are available within their communities. To the maximum extent practicable, it ensures that the individuals receive the services needed by establishing adequate follow-up procedures.

NOTE: Information and assistance to caregivers is an access service, i.e., a service that:

- provides individuals with information on services available within the communities;
- links individuals to the services and opportunities that are available within the communities;
- to the maximum extent practicable, establishes adequate follow-up procedures.

Internet web site "hits" are to be counted only if information is requested and supplied. This service includes information and assistance for caregivers as well as Case Management services for caregivers. It is done in a one-on-one setting. This should be entered as group utilization in NAMIS.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

**Contract Centers/Counties:** All seventeen counties in PSA "J"

A designated Family Caregiver care manager provides the majority of service with two other Agency care managers also providing some services. The clients are identified in the same way care management client are, but with the focus on the caregiver as a client. When a referral is received, a care manager schedules a home visit with the caregiver and care receiver to perform an assessment of their situation and needs. The care manager and caregiver identify the needs and agree upon a care plan to address the needs and relieve stress for the caregiver. The care manager monitors the progress of the caregiver and if the services have helped to improve their situation and relieved their stress. The funding for the services is provided through the III-E Respite, III-E Supplemental Services and III-E Self-Directed Care programs.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

[Empty box for explanation of increase/decrease of service units]

40. III-E RESPITE CARE (1 HOUR) – Services which offer temporary, substitute supports or living arrangements for care recipients in order to provide a brief period of relief or rest for caregivers. Care Recipient must be unable to perform at least 2 ADLs without substantial human assistance or has a cognitive or other mental impairment.

Respite Care includes:

- In-home respite (personal care, homemaker, and other in-home respite)
- Respite provided by attendance of the care recipient at a senior center or other on-residential program
- Institutional respite provided by placing the care recipient in an institutional setting such as a nursing home for a short period of time as a respite service to the caregiver for Grandparents caring for children (i.e., summer camps)

It is done in a one-on-one setting. This should be entered as a Registered Service in NAMIS.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

**Contract Centers/Counties:** All seventeen counties in PSA "J"

The program provides assistance to primary caregivers to allow them the opportunity to care for themselves. The program provides relief and assistance for those caregivers so that the potential for burnout by the caregivers can be decreased or avoided. This allows the caregiver and care receiver to remain at home as long as possible. Providers may go into the home to provide respite or the care receiver may be admitted to a long-term care facility for a short period of to allow the caregiver a break from caregiving.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

41. III-E SUPPLEMENTAL SERVICES (1 UNIT OF ACTIVITY) – Services provided on a limited basis to complement the care provided by caregivers to a care recipient. A care recipient is someone who is unable to perform at least 2 ADLs without substantial human assistance or has a cognitive or other mental impairment. Examples of supplemental services include, but are not limited to, home modifications, assistive technologies, emergency response systems, and incontinence supplies.

NSIP meals also include home delivered meals provided as Supplemental Services under the National Family Caregiver Support Program (Title III-E) to caregivers.

It is done in a one-on-one setting. This should be entered as a Registered Service in NAMIS.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

**Contract Centers/Counties:** All seventeen counties in PSA "J"

The majority of this service is emergency response systems provided for Family Caregiver clients with the intent of providing an additional safety measure for the care receiver therefore reducing stress for the caregiver. In addition to the ERS the Agency also occasionally provides supplies, such as briefs, nutritional supplements and durable medical supplies. On rare occasion the Agency has provided minimal funding for home improvements needed so that the care receiver can become more independent or that care is less stressful for the caregiver.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

42. III-E SELF-DIRECTED CARE (PLACEMENT) – This was previously called Cash and Counseling. An approach to providing services (including programs, benefits, supports, and technology) under this Act intended to assist an individual with activities of daily living, in which

- Such services (including the amount, duration, scope, provider, and location of such services) are planned, budgeted, and purchased under the direction and control of such individual;
- Such individual is provided with such information and assistance as are necessary and appropriate to enable such individual to make informed decisions about the individual’s care options;
- The needs, capabilities, and preferences of such individual with respect to such services, and such individual’s ability to direct and control the individual’s receipt of such services, are assessed by the area agency on aging (or other agency designed by the area agency on aging involved);
- Based on the assessment made, the area on aging (or other agency designated by the area agency on aging) develops together with such individual and the individual’s family, caregiver, or legal representative—
  - a plan of services for such individual that specifies which services such individual will be responsible for directing;
  - a determination of the role of family members (and others whose participation is sought by such individual) in providing services under such plan; and
  - a budget for such services; and
- The area agency on aging or State agency provides for oversight of such individual’s self-directed receipt of services, including steps to ensure the quality of services provided and the appropriate use of funds under this Act. From Section 102(46) of the Older Americans Act of 1965, as amended.

This covers the range of services provided or paid for through allowance, vouchers, or cash which provided to the client so that the client can obtain the supportive services which are needed. Note that the definition does not require reporting of service units, but does require reporting of the unduplicated number of persons served. It is done in a one-on-one setting. This should be entered as a Registered Service in NAMIS.

**Explanation of increase/decrease of service units:** Based upon the Service Unit Composite Page, if the service units increased or decreased by 10% or more, please provide a detailed explanation for the increase or decrease. This should include the areas (counties, cities, and senior centers) that are anticipating the increase/decrease and reasons explaining why.

Contract Centers/Counties: All seventeen counties in PSA "J"  
Referrals are received from various sources such as hospital, home health agencies, friends/family and potential clients themselves. Caregivers are contacted by a care manager, an in-home meeting is arranged, an assessment is completed and caregiver and care receiver needs determined by the care manager and the caregiver. The care manager coordinates services and monitors the caregiver and services. Grants are provided to the caregiver and the client hires an independent contractor of their choice to provide the designated services. The Agency does provide a list of providers that have been signed-up and background checks have been completed. A monthly calendar is kept by the client and signed by both the client and provider. The client sends the calendar to the Agency and the grant funds are provided for the client to pay the provider. A cost higher than the approved grant amount is the responsibility of the client.

**Detailed description of how service is provided:** Please include whether service is contracted/sub-granted to other agencies/service providers or provided directly by employees of the Area Agency on Aging. Include information for services that will differ and or remain constant.

Narrative Addendum – FY 2017 - 2019

SERVICE: LEGAL SERVICES

1. Does your Agency have a contract with a private attorney/entity to provide Title III B legal services?

Yes

If Yes, explain the service model used.

Legal Services are provided throughout the PSA through WCNAAA's partnering with six other AAAs through the Nebraska Association of Area Agencies on Aging and contracting with Nebraska Legal Aid to support the ElderAccess Line providing access to 60+ clients to free legal consultation.

No

If No, please describe how legal assistance including legal advice, counseling and representation by an attorney is provided by your Agency.

2. List specific activities planned to market the statewide Elder Access Line (EAL) in your PSA (check all that apply):

Disseminate EAL brochures

Presentation(s) on legal issues

Newsletter article(s) on Elder Access Line

Outreach with community partners serving rural, minority, immigrants, etc.

Coordinate referrals and issues resolution with other Title III B provider(s)

Other, describe \_\_\_\_\_

3. Describe your outreach efforts to serve targeted population in your PSA.

Public presentations at Senior Centers, Meal sites, Courthouses, community organizations, television interviews and radio interviews and material distribution.

4. List the top five (5) Priority Issues in your PSA.

Collections, Wills, Estates, Advance Directives, Divorces and Guardianships

5. Describe any challenges or setbacks experienced in implementing the Statewide Legal Services Standards including serving target populations, addressing priority legal issues, coordinating services with the Elder Access Line and other legal resources or integrating legal services in your aging network.

Identifying and accessing minority groups for presentations

6. List three strategies related to enhancing Legal Services planned for FY 2017 - 2019. Examples may include developing new partnerships and working agreements with other organizations such as consumer protection agency, EEOC, APS, etc., expanding the continuum of services to meet system gaps and remove barriers to access and; providing education and training to professionals, volunteers and older persons on elder rights and specific laws.

1. Develop relationships with minority organizations to increase access to minority groups for education presentations

2. Develop relationships with professional organizations to increase educational and training opportunities with law enforcement, Emergency personnel, social workers and nurses

3. Increase relationships in rural communities for distribution of materials and educational presentations

7. A Statewide annual report is issued annually. Please comment on how the annual report is distributed and used by your agency.

Comments:

Annual report is reviewed by staff and priority services and gaps in service areas, such as; rural and minority communities will be targeted

<b>CONTRACTORS PROVIDING ANY SERVICE TO OLDER INDIVIDUALS</b>					
<b>Contractor, list consecutively</b>	<b>Service Number</b>	<b>Total Cost of Contract</b>	<b>Minority Contractor Y/N</b>	<b>Non-Gov. Entity Contractor Y/N</b>	<b>Provided Service Paid with any OAA Funds Y/N</b>
<b>Nebraska Legal Aid</b> ElderAccess Line	11	\$3,000	N	N	Y
<b>University of Nebraska</b> Law Clinic	11	\$2,500	N	N	Y
<b>Heidi Wietjes</b> Nutrition Consultant	4 & 7	\$1,800	N	Y	Y
<b>Arthur County Meal Site</b> (Arthur)	7	\$8,248	N	N	Y
<b>Imperial Community Center</b>	4	\$18,052	N	N	Y
	7				Y
	35				Y
<b>Haymaker Grand Generation Center</b> (Cozad)	4	\$27,767	N	N	Y
	7				Y
	10				Y
	12				Y
	13				Y
	14				Y
	15				Y
	19				Y
	22				Y
	35				Y
*WCNAAA pays (1) IIB unit per every (3) meals					

<b>CONTRACTORS PROVIDING ANY SERVICE TO OLDER INDIVIDUALS</b>					
<b>Contractor, list consecutively</b>	<b>Service Number</b>	<b>Total Cost of Contract</b>	<b>Minority Contractor Y/N</b>	<b>Non-Gov. Entity Contractor Y/N</b>	<b>Provided Service Paid with any OAA Funds Y/N</b>
<b>Area Senior Citizens Center (Curtis)</b>	4	\$14,613	N	N	Y
	7				Y
	15				Y
	19				Y
	35				Y
<b>Dundy County Senior Center (Benkelman)</b>	4	\$19,628	N	N	Y
	7				Y
	10				Y
	12				Y
	13				Y
	14				Y
	15				Y
	19				Y
	22				Y
	35				Y

<b>CONTRACTORS PROVIDING ANY SERVICE TO OLDER INDIVIDUALS</b>					
<b>Contractor, list consecutively</b>	<b>Service Number</b>	<b>Total Cost of Contract</b>	<b>Minority Contractor Y/N</b>	<b>Non-Gov. Entity Contractor Y/N</b>	<b>Provided Service Paid with any OAA Funds Y/N</b>
<b>Eustis Senior Center</b>	4	\$16,813	N	N	Y
	7				Y
	13				Y
	15				Y
	19				Y
	21				Y
	35				Y
<b>Farnam Senior Center</b>	4	\$12,215	N	N	Y
	7				Y
	10				Y
	13				Y
	14				Y
	22				Y
	35				Y

<b>CONTRACTORS PROVIDING ANY SERVICE TO OLDER INDIVIDUALS</b>					
<b>Contractor, list consecutively</b>	<b>Service Number</b>	<b>Total Cost of Contract</b>	<b>Minority Contractor Y/N</b>	<b>Non-Gov. Entity Contractor Y/N</b>	<b>Provided Service Paid with any OAA Funds Y/N</b>
<b>Gosper County Senior Center (Elwood)</b>	4	\$22,514	N	N	Y
	7				Y
	10				Y
	12				Y
	15				Y
	19				Y
	22				Y
	35				Y
<b>Gothenburg Senior Center (Brady Satellite Site)</b>	4	\$45,383	N	N	Y
	7				Y
	10				Y
	12				Y
	13				Y
	14				Y
	15				Y
	19				Y
	22				Y
	35				Y

<b>CONTRACTORS PROVIDING ANY SERVICE TO OLDER INDIVIDUALS</b>					
<b>Contractor, list consecutively</b>	<b>Service Number</b>	<b>Total Cost of Contract</b>	<b>Minority Contractor Y/N</b>	<b>Non-Gov. Entity Contractor Y/N</b>	<b>Provided Service Paid with any OAA Funds Y/N</b>
<b>Grant County Senior Meal Site (Hyannis)</b>	7	\$5,220	N	N	Y
<b>Hayes County Senior Center (Hayes Center)</b>	4	\$7,134	N	N	Y
	7				Y
	19				Y
	35				Y
<b>Hershey Senior Center</b>	7	\$10,350	N	N	Y
	19				Y
	35				Y
<b>Keith County Senior Center (Ogallala) Brule Satellite Site and Paxton Meal Site</b>	4	\$47,472	N	N	Y
	7				Y
	10				Y
	13				Y
	14				Y
	15				Y
	19				Y
	22				Y
	35				Y

<b>CONTRACTORS PROVIDING <u>ANY</u> SERVICE TO OLDER INDIVIDUALS</b>					
<b>Contractor, list consecutively</b>	<b>Service Number</b>	<b>Total Cost of Contract</b>	<b>Minority Contractor Y/N</b>	<b>Non-Gov. Entity Contractor Y/N</b>	<b>Provided Service Paid with any OAA Funds Y/N</b>
<b>Lemoyne Senior Center</b>	7	\$12,963	N	N	Y
	15				Y
	19				Y
	21				Y
	35				Y
<b>Grand Generation Center (Lexington)</b>	4	\$45,813	N	N	Y
	7				Y
	10				Y
	19				Y
	21				Y
	22				Y
	35				Y
<b>Heritage Senior Center (McCook)</b>	4	\$67,020	N	N	Y
	7				Y
	10				Y
	12				Y
	14				Y
	19				Y
	35				Y

<b>CONTRACTORS PROVIDING ANY SERVICE TO OLDER INDIVIDUALS</b>					
<b>Contractor, list consecutively</b>	<b>Service Number</b>	<b>Total Cost of Contract</b>	<b>Minority Contractor Y/N</b>	<b>Non-Gov. Entity Contractor Y/N</b>	<b>Provided Service Paid with any OAA Funds Y/N</b>
<b>McPherson County Meal Site (Tryon)</b>	7	\$9,316	N	N	Y
<b>North Platte Senior Center</b>	4	\$96,802	N	N	Y
	7				Y
	10				Y
	13				Y
	14				Y
	15				Y
	19				Y
	21				Y
	22				Y
	35				Y
<b>Perkins County Senior Center (Grant) Madrid Satellite Site and Venango Meal Site</b>	4	\$15,454	N	N	Y
	7				Y
	15				Y
	19				Y
	21				Y
	36				Y

<b>CONTRACTORS PROVIDING ANY SERVICE TO OLDER INDIVIDUALS</b>					
<b>Contractor, list consecutively</b>	<b>Service Number</b>	<b>Total Cost of Contract</b>	<b>Minority Contractor Y/N</b>	<b>Non-Gov. Entity Contractor Y/N</b>	<b>Provided Service Paid with any OAA Funds Y/N</b>
<b>Stapleton Meal Site</b>	4	\$17,470	N	N	Y
	7				Y
	19				Y
<b>Hitchcock County Senior Center (Stratton)</b>	4	\$12,715	N	N	Y
	7				Y
	10				Y
	13				Y
	14				Y
	19				Y
	22				Y
	35				Y
<b>Sutherland Senior Center</b>	4	\$9,250	N	N	Y
	7				Y
	15				Y
	19				Y
	35				Y
<b>Wauneta Senior Center</b>	4	\$18,766	N	N	Y
	7				Y
	35				Y

In accordance with Section 307 (a) (8)(A) and 306 (b) of the Older Americans Act, the West Central Nebraska Area Agency on Aging requests delivery of the following services:

Service	Location (Cities/Counties)
Health Promotion/Disease Prevention	All 17 counties in PSA "J"
Health Education	All 17 counties in PSA "J"
Nutrition Education	All 17 counties in PSA "J"

Justification/Reason for Request (must select one):

- 1. Assure an Adequate Supply of Services (Supporting documentation included)
- 2. Services Related to the Area Agency on Aging's Administrative Function (A written explanation included)
- 3. Provide Services of Comparable Quality More Economically (Supporting documentation included)
- 4 The waiver request is ongoing from year to year. A Request for Proposal was issued Date RFP published

Approval of the 2017-2019 Area Plan includes granting of the requested waiver.

DIRECT SERVICE PROVISION

Service Number	Area Agency on Aging	Max. Cost	Provide Service Paid by OAA Y/N
21	WCNAAA		Y
15	WCNAAA		Y
12	WCNAAA		Y

**SECTION D**

**One Year Budget**

**FUND TRANSFER**

**In this Application and Plan the following transfers of funds between funding categories are included. This represents changes to the reservation table.**

- Title III-B to Title III-C(1)	.....	\$	-
- Title III-B to Title III-C(2)	.....	\$	-
- Title III-C(1) to Title III-B	.....	\$	-
- Title III-C(1) to Title III-C(2)	.....	\$	-
- Title III-C(2) to Title III-C(1)	.....	\$	-
- Title III-C(2) to Title III-B	.....	\$	-

**COMMENTS:**

**None required.**

**NOTE: ONLY THE ABOVE MENTIONED FUNDS CAN BE TRANSFERRED.**

**APPROVAL OF THE AREA PLAN FOR FISCAL YEAR 2016  
INCLUDES APPROVAL OF THIS REQUEST.**

FY 2017 BUDGET - GRAND TOTAL									
	TITLE III-B & CASA	TITLE III-C(1) & CASA	TITLE III-C(2) & CASA	TITLE III-D & CASA	TITLE III E & CASA	CASA Only	Other Programs (not funded by SUA)	Title VII	TOTAL
<b>COST CATEGORIES</b>									
1. Personnel	\$ 42,360.00	\$ 65,800.00	\$ 40,247.00	\$ 6,574.00	\$ 83,101.00	\$ 236,905.00	\$ 501,954.00	\$ -	\$ 976,941.00
2. Travel	\$ 5,250.00	\$ 5,950.00	\$ 5,125.00	\$ 1,650.00	\$ 6,050.00	\$ 14,500.00	\$ 33,210.00	\$ -	\$ 71,735.00
3. Print & Supp.	\$ 375.00	\$ 600.00	\$ 500.00	\$ 300.00	\$ 700.00	\$ 2,050.00	\$ 6,725.00	\$ -	\$ 11,250.00
4. Equipment	\$ 325.00	\$ 150.00	\$ 200.00	\$ 100.00	\$ 700.00	\$ 400.00	\$ 3,050.00	\$ -	\$ 4,925.00
5. Build Space	\$ 3,200.00	\$ 4,490.00	\$ 3,240.00	\$ 690.00	\$ 5,130.00	\$ 11,544.00	\$ 35,940.00	\$ -	\$ 64,234.00
6. Comm. & Utilit.	\$ 2,325.00	\$ 1,450.00	\$ 1,140.00	\$ 225.00	\$ 1,585.00	\$ 4,050.00	\$ 11,200.00	\$ -	\$ 21,975.00
7. Other	\$ 3,575.00	\$ 6,175.00	\$ 4,770.00	\$ 3,406.00	\$ 7,265.00	\$ 6,500.00	\$ 26,315.00	\$ -	\$ 58,006.00
8a. Raw Food	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8b. Contractual	\$ 577,964.00	\$ 1,448,372.00	\$ 785,200.00	\$ 4,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 2,825,536.00
<b>9. GROSS COST</b>	<b>\$ 635,374.00</b>	<b>\$ 1,532,987.00</b>	<b>\$ 840,422.00</b>	<b>\$ 16,945.00</b>	<b>\$ 114,531.00</b>	<b>\$ 275,949.00</b>	<b>\$ 618,394.00</b>	<b>\$ -</b>	<b>\$ 4,034,602.00</b>
<b>NON-MATCHING</b>									
10. Other Funding	\$ 9,133.00	\$ 12,775.00	\$ - 9,585.00	\$ -	\$ 6,583.00	\$ 29,100.00	\$ 23,000.00	\$ -	\$ 90,176.00
11a. Title XX/Medicaid	\$ -	\$ 38,500.00	\$ 135,500.00	\$ -	\$ -	\$ -	\$ 595,394.00	\$ -	\$ 769,394.00
11b. NSIP	\$ -	\$ 107,830.00	\$ 42,456.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,286.00
12a. Income Cont./Fees	\$ -	\$ 615,500.00	\$ 201,750.00	\$ -	\$ -	\$ 250.00	\$ -	\$ -	\$ 817,500.00
<b>12b. TOTAL NON MATCH</b>	<b>\$ 9,133.00</b>	<b>\$ 774,605.00</b>	<b>\$ 389,291.00</b>	<b>\$ -</b>	<b>\$ 6,583.00</b>	<b>\$ 29,350.00</b>	<b>\$ 618,394.00</b>	<b>\$ -</b>	<b>\$ 1,827,356.00</b>
<b>13. ACTUAL COST</b>	<b>\$ 626,241.00</b>	<b>\$ 758,382.00</b>	<b>\$ 451,131.00</b>	<b>\$ 16,945.00</b>	<b>\$ 107,948.00</b>	<b>\$ 246,599.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,207,246.00</b>
<b>MATCH</b>									
14a. Local Public (Cash)	\$ 123,826.00	\$ 163,958.00	\$ 101,713.00	\$ 2,474.00	\$ 2,063.00	\$ -	\$ -	\$ -	\$ 394,034.00
14b. Local Public (In-Kind)	\$ 35,813.00	\$ 35,815.00	\$ 35,815.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 107,443.00
15a. Local Other (In-Kind)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15b. Local Other-Cash	\$ 125,752.00	\$ 159,546.00	\$ 146,295.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 431,593.00
<b>16a. TOTAL LOCAL MATCH</b>	<b>\$ 285,391.00</b>	<b>\$ 359,319.00</b>	<b>\$ 283,823.00</b>	<b>\$ 2,474.00</b>	<b>\$ 2,063.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 933,070.00</b>
<b>16b. Cost Less Match</b>	<b>\$ 340,850.00</b>	<b>\$ 399,063.00</b>	<b>\$ 167,308.00</b>	<b>\$ 14,471.00</b>	<b>\$ 105,885.00</b>	<b>\$ 246,599.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,274,176.00</b>
<b>FUNDING</b>									
17a. CASA	\$ 145,289.00	\$ 141,879.00	\$ 67,287.00	\$ 5,020.00	\$ -	\$ 87,773.00	\$ -	\$ -	\$ 417,248.00
17b. CASA (Used as Match)	\$ -	\$ -	\$ -	\$ -	\$ 28,099.00	\$ -	\$ -	\$ -	\$ 28,099.00
18a. Reservation	\$ 195,561.00	\$ 257,184.00	\$ 100,021.00	\$ 9,451.00	\$ 77,786.00	\$ -	\$ -	\$ -	\$ 640,003.00
18b. Special Award	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18c. Care Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 158,826.00	\$ -	\$ -	\$ 158,826.00
<b>18d. TOTAL SUA COST</b>	<b>\$ 340,850.00</b>	<b>\$ 399,063.00</b>	<b>\$ 167,308.00</b>	<b>\$ 14,471.00</b>	<b>\$ 105,885.00</b>	<b>\$ 246,599.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,274,176.00</b>

FY 2017 BUDGET - Title III-B and CASA

[Taxonomy #, Service, Unit Measure]	ACCESS SERVICES						Access Services SubTotal
	5. Case Management III-B (1 hour)	9. Assist Transport (1 way trip)	10. Transportation (1 way trip)	13. Info & Assist (1 contact)	14. Outreach (1 contact)	18. Financial Counseling (1 contact)	
<b>COST CATEGORIES</b>							
1. Personnel			\$1,600	\$2,140	\$1,070		\$4,810
2. Travel			\$350	\$200	\$100		\$650
3. Print & Supp.			\$40	\$20	\$15		\$75
4. Equipment			\$40	\$20	\$15		\$75
5. Build Space			\$400	\$160	\$80		\$640
6. Comm. & Utilit.			\$100	\$50	\$25		\$175
7. Other			\$300	\$150	\$50		\$500
8a. Raw Food			\$0	\$0	\$0		\$0
8b. Contractual			\$69,088	\$29,755	\$14,953		\$113,796
<b>9. GROSS COST</b>	\$0	\$0	\$71,918	\$32,495	\$16,308	\$0	\$120,721
<b>NON-MATCHING</b>							
10. Other Funding			\$1,422	\$729	\$365		\$2,516
11a. Title XX/Medicaid			\$0	\$0	\$0		\$0
11b. NSIP			\$0	\$0	\$0		\$0
12a. Income Cont./Fees			\$0	\$0	\$0		\$0
<b>12b. TOTAL NON-MATCH</b>	\$0	\$0	\$1,422	\$729	\$365	\$0	\$2,516
<b>13. ACTUAL COST</b>	\$0	\$0	\$70,496	\$31,766	\$15,943	\$0	\$118,205
<b>MATCH</b>							
14a. Local Public (Cash)			\$20,751	\$8,175	\$4,087		\$33,013
14b. Local Public (In-Kind)			\$4,931	\$3,158	\$1,579		\$9,668
15a. Local Other (In-Kind)			\$0	\$0	\$0		\$0
15b. Local Other-Cash			\$20,393	\$8,706	\$4,353		\$33,452
<b>16a. TOTAL LOCAL MATCH</b>	\$0	\$0	\$46,075	\$20,039	\$10,019	\$0	\$76,133
<b>16b. Cost Less Match</b>	\$0	\$0	\$24,421	\$11,727	\$5,924	\$0	\$42,072
<b>FUNDING</b>							
17a. CASA			\$5,596	\$4,157	\$2,080		\$11,833
17b. CASA (Used as Match)			\$0	\$0	\$0		\$0
18a. Reservation			\$18,825	\$7,570	\$3,844		\$30,239
18b. Special Award			\$0	\$0	\$0		\$0
18c. Care Management			\$0	\$0	\$0		\$0
<b>18d. TOTAL SUA COST</b>	\$0	\$0	\$24,421	\$11,727	\$5,924	\$0	\$42,072

Projected Units		0	14,500	5,250	6,500	0
Gross Cost Per Unit (9)	#DIV/0!	#DIV/0!	\$ 4.96	\$ 6.19	\$ 2.51	#DIV/0!
Match Per Unit (16b)	#DIV/0!	#DIV/0!	\$ 3.18	\$ 3.82	\$ 1.54	#DIV/0!
Total SUA Per Unit (18d)	#DIV/0!	#DIV/0!	\$ 1.68	\$ 2.23	\$ 0.91	#DIV/0!

FY 2017 BUDGET - Title III-B :

[Taxonomy #, Service, Unit Measure]	IN-HOME SERVICES						In-Home Services Sub Total
	1. Personal Care (1 hour)	2. Homemaker (1 hour)	3. Chore (1 hour)	16. Emer Resp Sys (Client Month)	22. Dur Med Equip (1 contact)	26. Respite-Home 1 hour)	
<b>COST CATEGORIES</b>							
1. Personnel				\$4,000	\$1,192		\$5,192
2. Travel				\$35	\$15		\$50
3. Print & Supp.				\$25	\$25		\$50
4. Equipment				\$50	\$25		\$75
5. Build Space				\$500	\$140		\$640
6. Comm. & Utilit.				\$200	\$100		\$300
7. Other				\$300	\$150		\$450
8a. Raw Food				\$0	\$0		\$0
8b. Contractual				\$33,000			\$33,000
<b>9. GROSS COST</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$38,110</b>	<b>\$1,647</b>	<b>\$0</b>	<b>\$39,757</b>
<b>NON-MATCHING</b>							
10. Other Funding				\$0	\$0		\$0
11a. Title XX/Medicaid				\$0	\$0		\$0
11b. NSIP				\$0	\$0		\$0
12a. Income Cont./Fees				\$0	\$0		\$0
<b>12b. TOTAL NON-MATCH</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>13. ACTUAL COST</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$38,110</b>	<b>\$1,647</b>	<b>\$0</b>	<b>\$39,757</b>
<b>MATCH</b>							
14a. Local Public (Cash)				\$0	\$0		\$0
14b. Local Public (In-Kind)				\$0	\$0		\$0
15a. Local Other (In-Kind)				\$0	\$0		\$0
15b. Local Other-Cash				\$0	\$0		\$0
<b>16a. TOTAL LOCAL MATCH</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>16b. Cost Less Match</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$38,110</b>	<b>\$1,647</b>	<b>\$0</b>	<b>\$39,757</b>
<b>FUNDING</b>							
17a. CASA				\$8,110	\$449		\$8,559
17b. CASA (Used as Match)				\$0	\$0		\$0
18a. Reservation				\$30,000	\$1,198		\$31,198
18b. Special Award				\$0	\$0		\$0
18c. Care Management				\$0	\$0		\$0
<b>18d. TOTAL SUA COST</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$38,110</b>	<b>\$1,647</b>	<b>\$0</b>	<b>\$39,757</b>

Projected Units	0	0	0	1,300	715	0
Gross Cost Per Unit (9)	#DIV/0!	#DIV/0!	#DIV/0!	\$ 29.32	\$ 2.30	#DIV/0!
Match Per Unit (16b)	#DIV/0!	#DIV/0!	#DIV/0!	\$	\$	#DIV/0!
Total SUA Per Unit (18d)	#DIV/0!	#DIV/0!	#DIV/0!	\$ 29.32	\$ 2.30	#DIV/0!

FY 2017 BUDGET - Title III-B :

[Taxonomy #, Service, Unit Measure]	Legal	Supportive	Self-Directed		Volunteer		Admin	TOTAL
	11. Legal Assistance (1 hour)	35. Supportive Services (1 hour)	24. Self Directed Care (1 placement)	27. Ombudsman (1 activity)	29. Volunteerism (1 hour)	30. Volunteerism/ Stipend (1 hour)	Area Plan Admin	
<b>COST CATEGORIES</b>								
1. Personnel	\$2,081	\$12,370	\$13,669				\$4,238	\$42,360
2. Travel	\$0	\$1,500	\$700				\$2,350	\$5,250
3. Print & Supp.	\$0	\$50	\$150				\$50	\$375
4. Equipment	\$0	\$75	\$50				\$50	\$325
5. Build Space	\$0	\$640	\$640				\$640	\$3,200
6. Comm. & Utilit.	\$0	\$175	\$1,425				\$250	\$2,325
7. Other	\$0	\$1,500	\$450				\$675	\$3,575
8a. Raw Food	\$0	\$0	\$0				\$0	\$0
8b. Contractual	\$5,500	\$307,668	\$118,000				\$0	\$577,964
<b>9. GROSS COST</b>	<b>\$7,581</b>	<b>\$323,978</b>	<b>\$135,084</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,253</b>	<b>\$635,374</b>
<b>NON-MATCHING</b>								
10. Other Funding	\$0	\$5,442	\$1,175				\$0	\$9,133
11a. Title XX/Medicaid	\$0	\$0	\$0					\$0
11b. NSIP	\$0	\$0	\$0					\$0
12a. Income Cont./Fees	\$0	\$0	\$0					\$0
<b>12b. TOTAL NON-MATCH</b>	<b>\$0</b>	<b>\$5,442</b>	<b>\$1,175</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,133</b>
<b>13. ACTUAL COST</b>	<b>\$7,581</b>	<b>\$318,536</b>	<b>\$133,909</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,253</b>	<b>\$626,241</b>
<b>MATCH</b>								
14a. Local Public (Cash)	\$0	\$88,750	\$0				\$2,063	\$123,826
14b. Local Public (In-Kind)	\$0	\$26,145	\$0				\$0	\$35,813
15a. Local Other (In-Kind)	\$0	\$0	\$0				\$0	\$0
15b. Local Other-Cash	\$0	\$92,300	\$0				\$0	\$125,752
<b>16a. TOTAL LOCAL MATCH</b>	<b>\$0</b>	<b>\$207,195</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,063</b>	<b>\$285,391</b>
<b>16b. Cost Less Match</b>	<b>\$7,581</b>	<b>\$111,341</b>	<b>\$133,909</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,190</b>	<b>\$340,850</b>
<b>FUNDING</b>								
17a. CASA	\$3,670	\$37,868	\$83,359				\$0	\$145,289
17b. CASA (Used as Match)	\$0	\$0	\$0				\$0	\$0
18a. Reservation	\$3,911	\$73,473	\$50,550				\$6,190	\$195,561
18b. Special Award	\$0	\$0	\$0				\$0	\$0
18c. Care Management	\$0	\$0	\$0				\$0	\$0
<b>18d. TOTAL SUA COST</b>	<b>\$7,581</b>	<b>\$111,341</b>	<b>\$133,909</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,190</b>	<b>\$340,850</b>

new 6/16

Projected Units	320	34,194	225	0	0	0	0
Gross Cost Per Unit (9)	\$ 23.69	\$ 9.47	\$ 600.37	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Match Per Unit (16b)	\$	\$ 6.06	\$	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Total SUA Per Unit (18d)	\$ 23.69	\$ 3.26	\$ 595.15	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

FY 2017 BUDGET - Congregate Meals Title III-C(1) and CASA

[Taxonomy #, Service, Unit Measure]	7. Congregate Meals (1 meal)	8. Nutrition Counseling (1 session / participant)	12. Nutrition Education (1 session / participant)						Area Plan Admin	TOTAL
<b>COST CATEGORIES</b>										
1. Personnel	\$59,487		\$2,075						\$4,238	\$65,800
2. Travel	\$3,600		\$0						\$2,350	\$5,950
3. Print & Supp.	\$550		\$0						\$50	\$600
4. Equipment	\$100		\$0						\$50	\$150
5. Build Space	\$3,850		\$0						\$640	\$4,490
6. Comm. & Utilit.	\$1,200		\$0						\$250	\$1,450
7. Other	\$5,500		\$0						\$675	\$6,175
8a. Raw Food	\$0		\$0						\$0	\$0
8b. Contractual	\$1,448,372		\$0						\$0	\$1,448,372
<b>9. GROSS COST</b>	<b>\$1,522,659</b>	<b>\$0</b>	<b>\$2,075</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,253</b>	<b>\$1,532,987</b>
<b>NON-MATCHING</b>										
10. Other Funding	\$12,775		\$0						\$0	\$12,775
11a. Title XX/Medicaid	\$38,500		\$0						\$0	\$38,500
11b. NSIP	\$107,830		\$0						\$0	\$107,830
12a. Income Cont./Fees	\$615,500		\$0						\$0	\$615,500
<b>12b. TOTAL NON-MATCH</b>	<b>\$774,605</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$774,605</b>
<b>13. ACTUAL COST</b>	<b>\$748,054</b>	<b>\$0</b>	<b>\$2,075</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,253</b>	<b>\$758,382</b>
<b>MATCH</b>										
14a. Local Public (Cash)	\$161,895		\$0						\$2,063	\$163,958
14b. Local Public (In-Kind)	\$35,815		\$0						\$0	\$35,815
15a. Local Other (In-Kind)	\$0		\$0						\$0	\$0
15b. Local Other-Cash	\$159,546		\$0						\$0	\$159,546
<b>16a. TOTAL LOCAL MATCH</b>	<b>\$357,256</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,063</b>	<b>\$359,319</b>
<b>16b. Cost Less Match</b>	<b>\$390,798</b>	<b>\$0</b>	<b>\$2,075</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,190</b>	<b>\$399,063</b>
<b>FUNDING</b>										
17a. CASA	\$141,879		\$0						\$0	\$141,879
17b. CASA (Used as Match)	\$0		\$0						\$0	\$0
18a. Reservation	\$248,919		\$2,075						\$6,190	\$257,184
18b. Special Award	\$0		\$0						\$0	\$0
18c. Care Management	\$0		\$0						\$0	\$0
<b>18d. TOTAL SUA COST</b>	<b>\$390,798</b>	<b>\$0</b>	<b>\$2,075</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,190</b>	<b>\$399,063</b>

New 6/1/16  
67

Projected Units	179,836.00	-	40.00	-	-	-	-	-	-
Gross Cost Per Unit (9)	\$ 8.47	#DIV/0!	\$ 51.88	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Match Per Unit (16b)	\$ 1.99	#DIV/0!	\$	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Total SUA Per Unit (18d)	\$ 2.17	#DIV/0!	\$ 51.88	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

**FY 2017 BUDGET - Home-Delivered Meals Title III-C(2) and CASA**

[Taxonomy #, Service, Unit Measure]	4. Home Delivered Meals (1 meal)									Area Plan Admin	TOTAL
<b>COST CATEGORIES</b>											
1. Personnel	\$36,009									\$4,238	\$40,247
2. Travel	\$2,775									\$2,350	\$5,125
3. Print & Supp.	\$450									\$50	\$500
4. Equipment	\$150									\$50	\$200
5. Build Space	\$2,600									\$640	\$3,240
6. Comm. & Utilit.	\$890									\$250	\$1,140
7. Other	\$4,095									\$675	\$4,770
8a. Raw Food	\$0									\$0	\$0
8b. Contractual	\$785,200									\$0	\$785,200
<b>9. GROSS COST</b>	<b>\$832,169</b>	<b>\$0</b>	<b>\$8,253</b>	<b>\$840,422</b>							
<b>NON-MATCHING</b>											
10. Other Funding	\$9,585									\$0	\$9,585
11a. Title XX/Medicaid	\$135,500										\$135,500
11b. NSIP	\$42,456										\$42,456
12a. Income Cont./Fees	\$201,750										\$201,750
<b>12b. TOTAL NON-MATCH</b>	<b>\$389,291</b>	<b>\$0</b>	<b>\$389,291</b>								
<b>13. ACTUAL COST</b>	<b>\$442,878</b>	<b>\$0</b>	<b>\$8,253</b>	<b>\$451,131</b>							
<b>MATCH</b>											
14a. Local Public (Cash)	\$99,650									\$2,063	\$101,713
14b. Local Public (In-Kind)	\$35,815									\$0	\$35,815
15a. Local Other (In-Kind)	\$0									\$0	\$0
15b. Local Other-Cash	\$146,295									\$0	\$146,295
<b>16a. TOTAL LOCAL MATCH</b>	<b>\$281,760</b>	<b>\$0</b>	<b>\$2,063</b>	<b>\$283,823</b>							
<b>16b. Cost Less Match</b>	<b>\$161,118</b>	<b>\$0</b>	<b>\$6,190</b>	<b>\$167,308</b>							
<b>FUNDING</b>											
17a. CASA	\$67,287									\$0	\$67,287
17b. CASA (Used as Match)	\$0									\$0	\$0
18a. Reservation	\$93,831									\$6,190	\$100,021
18b. Special Award	\$0									\$0	\$0
18c. Care Management	\$0									\$0	\$0
<b>18d. TOTAL SUA COST</b>	<b>\$161,118</b>	<b>\$0</b>	<b>\$6,190</b>	<b>\$167,308</b>							

Projected Units	88,976.00	-	-	-	-	-	-	-	-	-
Gross Cost Per Unit (9)	\$ 9.35	#DIV/0!								
Match Per Unit (16b)	\$ 3.17	#DIV/0!								
Total SUA Per Unit (18d)	\$ 1.81	#DIV/0!								

89  
new 6/16

FY 2017 BUDGET - Title III-D								
[Taxonomy #, Service, Unit Measure]	15. Health Ed (1 contact)	19. Health Clinic (1 contact)	21. Health Promotion / Disease Prevention (1					TOTAL
<b>COST CATEGORIES</b>								
1. Personnel	\$620		\$5,954					\$6,574
2. Travel	\$150		\$1,500					\$1,650
3. Print & Supp.	\$50		\$250					\$300
4. Equipment	\$50		\$50					\$100
5. Build Space	\$50		\$640					\$690
6. Comm. & Utilit.	\$50		\$175					\$225
7. Other	\$50		\$3,356					\$3,406
8a. Raw Food	\$0		\$0					\$0
8b. Contractual	\$0	\$4,000	\$0					\$4,000
<b>9. GROSS COST</b>	<b>\$1,020</b>	<b>\$4,000</b>	<b>\$11,925</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$16,945</b>
<b>NON-MATCHING</b>								
10. Other Funding	\$0		\$0					\$0
11a. Title XX/Medicaid	\$0		\$0					\$0
11b. NSIP	\$0		\$0					\$0
12a. Income Cont./Fees	\$0		\$0					\$0
<b>12b. TOTAL NON-MATCH</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>13. ACTUAL COST</b>	<b>\$1,020</b>	<b>\$4,000</b>	<b>\$11,925</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$16,945</b>
<b>MATCH</b>								
14a. Local Public (Cash)	\$0	\$0	\$2,474					\$2,474
14b. Local Public (In-Kind)	\$0	\$0	\$0					\$0
15a. Local Other (In-Kind)	\$0	\$0	\$0					\$0
15b. Local Other-Cash	\$0	\$0	\$0					\$0
<b>16a. TOTAL LOCAL MATCH</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,474</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,474</b>
<b>16b. Cost Less Match</b>	<b>\$1,020</b>	<b>\$4,000</b>	<b>\$9,451</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$14,471</b>
<b>FUNDING</b>								
17a. CASA	\$1,020	\$4,000	\$0					\$5,020
17b. CASA (Used as Match)	\$0	\$0	\$0					\$0
18a. Reservation	\$0	\$0	\$9,451					\$9,451
18b. Special Award	\$0	\$0	\$0					\$0
18c. Care Management	\$0	\$0	\$0					\$0
<b>18d. TOTAL SUA COST</b>	<b>\$1,020</b>	<b>\$4,000</b>	<b>\$9,451</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$14,471</b>

Projected Units	4,000.00	8,350.00	1,560.00	-	-	-	-
Gross Cost Per Unit (9)	\$ 0.26	\$ 0.48	\$ 7.64	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Match Per Unit (16b)	\$ -	\$ -	\$ 1.59	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Total SUA Per Unit (18d)	\$ 0.26	\$ 0.48	\$ 6.06	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

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9/1/07  
new

FY 2017 BUDGET - Social Services Title III-E and CASA										
[Taxonomy #, Service, Unit Measure]	37. III-E Information Services (1 activity)	38. III-E Access Assistance (1 contact)	39. III-E Counseling (1 session per participant)	40. III-E Respite Care (1 hour)	41. III-E Supplemental Services (1 activity)	42. III-E Self Directed Care (1 placement)			Area Plan Admin	TOTAL
<b>COST CATEGORIES</b>										
1. Personnel	\$7,355	\$71,508		\$0	\$0	\$0			\$4,238	\$83,101
2. Travel	\$1,200	\$2,500		\$0	\$0	\$0			\$2,350	\$6,050
3. Print & Supp.	\$150	\$500		\$0	\$0	\$0			\$50	\$700
4. Equipment	\$150	\$500		\$0	\$0	\$0			\$50	\$700
5. Build Space	\$640	\$3,850		\$0	\$0	\$0			\$640	\$5,130
6. Comm. & Utilit.	\$175	\$1,160		\$0	\$0	\$0			\$250	\$1,585
7. Other	\$3,740	\$2,850		\$0	\$0	\$0			\$675	\$7,265
8a. Raw Food	\$0	\$0		\$0	\$0	\$0			\$0	\$0
8b. Contractual	\$0	\$0		\$1,500	\$2,500	\$6,000			\$0	\$10,000
<b>9. GROSS COST</b>	<b>\$13,410</b>	<b>\$82,868</b>	<b>\$0</b>	<b>\$1,500</b>	<b>\$2,500</b>	<b>\$6,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,253</b>	<b>\$114,531</b>
<b>NON-MATCHING</b>										
10. Other Funding	\$1,168	\$5,415		\$0	\$0	\$0			\$0	\$6,583
11a. Title XX/Medicaid	\$0	\$0		\$0	\$0	\$0			\$0	\$0
11b. NSIP	\$0	\$0		\$0	\$0	\$0			\$0	\$0
12a. Income Cont./Fees	\$0	\$0		\$0	\$0	\$0			\$0	\$0
<b>12b. TOTAL NON-MATCH</b>	<b>\$1,168</b>	<b>\$5,415</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,583</b>
<b>13. ACTUAL COST</b>	<b>\$12,242</b>	<b>\$77,453</b>	<b>\$0</b>	<b>\$1,500</b>	<b>\$2,500</b>	<b>\$6,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,253</b>	<b>\$107,948</b>
<b>MATCH</b>										
14a. Local Public (Cash)	\$0	\$0		\$0	\$0	\$0			\$2,063	\$2,063
14b. Local Public (In-Kind)	\$0	\$0		\$0	\$0	\$0			\$0	\$0
15a. Local Other (In-Kind)	\$0	\$0		\$0	\$0	\$0			\$0	\$0
15b. Local Other-Cash	\$0	\$0		\$0	\$0	\$0			\$0	\$0
<b>16a. TOTAL LOCAL MATCH</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,063</b>	<b>\$2,063</b>
<b>16b. Cost Less-Match</b>	<b>\$12,242</b>	<b>\$77,453</b>	<b>\$0</b>	<b>\$1,500</b>	<b>\$2,500</b>	<b>\$6,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,190</b>	
<b>FUNDING</b>										
17a. CASA	\$0	\$0		\$0	\$0	\$0			\$0	\$0
17b. CASA (Used as Match)	\$1,956	\$26,143		\$0	\$0	\$0			\$0	\$28,099
18a. Reservation	\$10,286	\$51,310		\$1,500	\$2,500	\$6,000			\$6,190	\$77,786
18b. Special Award	\$0	\$0		\$0	\$0	\$0			\$0	\$0
18c. Care Management	\$0	\$0		\$0	\$0	\$0			\$0	\$0
<b>18d. TOTAL SUA COST</b>	<b>\$12,242</b>	<b>\$77,453</b>	<b>\$0</b>	<b>\$1,500</b>	<b>\$2,500</b>	<b>\$6,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,190</b>	<b>\$105,885</b>
19. Amount of Federal Funds Lines 18a. & 18b. expended for services to grandparents & relative caregivers										\$0

Projected Units	4.00	300.00	-	75.00	150.00	20.00	-	-	-
Gross Cost Per Unit (9)	\$ 3,352.50	\$ 276.23	#DIV/0!	\$ 20.00	\$ 16.67	\$ 300.00	#DIV/0!	#DIV/0!	#DIV/0!
Match Per Unit (16b)	\$	\$	#DIV/0!	\$	\$	\$	#DIV/0!	#DIV/0!	#DIV/0!
Total SUA Per Unit (18d)	\$ 3,060.50	\$ 258.18	#DIV/0!	\$ 20.00	\$ 16.67	\$ 300.00	#DIV/0!	#DIV/0!	#DIV/0!

new 6/16

FY 2017 BUDGET - CASA Only

[Taxonomy #, Service, Unit Measure]	6. Care Management - CASA (1 hour)	SHIP							Area Plan Admin	TOTAL
<b>COST CATEGORIES</b>										
1. Personnel	\$152,167	\$84,738								\$236,905
2. Travel	\$12,500	\$2,000								\$14,500
3. Print & Supp.	\$1,200	\$850								\$2,050
4. Equipment	\$150	\$250								\$400
5. Build Space	\$7,050	\$4,494								\$11,544
6. Comm. & Utilit.	\$2,350	\$1,700								\$4,050
7. Other	\$3,500	\$3,000								\$6,500
8a. Raw Food	\$0	\$0								\$0
8b. Contractual	\$0	\$0								\$0
<b>9. GROSS COST</b>	<b>\$178,917</b>	<b>\$97,032</b>	<b>\$0</b>	<b>\$275,949</b>						
<b>NON-MATCHING</b>										
10. Other Funding	\$0	\$29,100								\$29,100
11a. Title XX/Medicaid	\$0	\$0								\$0
11b. NSIP	\$0	\$0								\$0
12a. Income Cont./Fees	\$250	\$0								\$250
<b>12b. TOTAL NON-MATCH</b>	<b>\$250</b>	<b>\$29,100</b>	<b>\$0</b>	<b>\$29,350</b>						
<b>13. ACTUAL COST</b>	<b>\$178,667</b>	<b>\$67,932</b>	<b>\$0</b>	<b>\$246,599</b>						
<b>MATCH</b>										
14a. Local Public (Cash)	\$0	\$0								\$0
14b. Local Public (In-Kind)	\$0	\$0								\$0
15a. Local Other (In-Kind)	\$0	\$0								\$0
15b. Local Other-Cash	\$0	\$0								\$0
<b>16a. TOTAL LOCAL MATCH</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>16b. Cost Less Match</b>	<b>\$178,667</b>	<b>\$67,932</b>	<b>\$0</b>	<b>\$246,599</b>						
<b>FUNDING</b>										
17a. CASA	\$19,841	\$67,932								\$87,773
17b. CASA (Used as Match)	\$0	\$0								\$0
18a. SUA Grants	\$0	\$0								\$0
18b. Special Award	\$0	\$0								\$0
18c. Care Management	\$158,826	\$0								\$158,826
<b>18d. TOTAL SUA COST</b>	<b>\$178,667</b>	<b>\$67,932</b>	<b>\$0</b>	<b>\$246,599</b>						

Sen. Comp. units are reported under volunteerism/stipend in NAMIS

Projected Units	3,314.00	-	-	-	-	-	-	-	-
Gross Cost Per Unit (9)	\$ 53.99	#DIV/0!							
Match Per Unit (16b)	\$ -	#DIV/0!							
Total SUA Per Unit (18d)	\$ 53.91	#DIV/0!							

**FY 2017 BUDGET - Other Programs (not funded by SUA)**

	SMP	Medicaid Waiver	SCO							TOTAL
<b>COST CATEGORIES</b>										
1. Personnel	\$18,325	\$468,615	\$15,014							\$501,954
2. Travel	\$1,410	\$30,600	\$1,200							\$33,210
3. Print & Supp.	\$150	\$6,500	\$75							\$6,725
4. Equipment	\$0	\$3,000	\$50							\$3,050
5. Build Space	\$800	\$34,500	\$640							\$35,940
6. Comm. & Utilit.	\$200	\$10,750	\$250							\$11,200
7. Other	\$2,115	\$23,500	\$700							\$26,315
8a. Raw Food		\$0	\$0							\$0
8b. Contractual		\$0	\$0							\$0
<b>9. GROSS COST</b>	<b>\$23,000</b>	<b>\$577,465</b>	<b>\$17,929</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$618,394</b>
<b>NON-MATCHING</b>										
10. Other Funding	\$23,000	\$0	\$0							\$23,000
11a. Title XX/Medicaid	\$0	\$577,465	\$17,929							\$595,394
11b. NSIP	\$0	\$0	\$0							\$0
12a. Income Cont./Fees	\$0	\$0	\$0							\$0
<b>12b. TOTAL NON-MATCH</b>	<b>\$23,000</b>	<b>\$577,465</b>	<b>\$17,929</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$618,394</b>
<b>13. ACTUAL COST</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>MATCH</b>										
14a. Local Public (Cash)	\$0	\$0	\$0							\$0
14b. Local Public (In-Kind)	\$0	\$0	\$0							\$0
15a. Local Other (In-Kind)	\$0	\$0	\$0							\$0
15b. Local Other-Cash	\$0	\$0	\$0							\$0
<b>16a. TOTAL LOCAL MATCH</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>16b. Cost Less Match</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>FUNDING</b>										
17a. CASA	\$0	\$0	\$0							\$0
17b. CASA (Used as Match)	\$0	\$0	\$0							\$0
18a. Reservation	\$0	\$0	\$0							\$0
18b. Special Award	\$0	\$0	\$0							\$0
18c. Care Management	\$0	\$0	\$0							\$0
<b>18d. TOTAL SUA COST</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Projected Units	-	-	-	-	-	-	-	-	-
Gross Cost Per Unit (9)	#DIV/0!								
Match Per Unit (16b)	#DIV/0!								
Total SUA Per Unit (18d)	#DIV/0!								

**FY 2017 AREA PLAN ADMINISTRATION NARRATIVE**

\$6,190 III-B Budgeted Amount

\$6,190 III-C(1) Budgeted Amount

\$6,190 III-C(2) Budgeted Amount

\$6,190 III-E Budgeted Amount

**Description of area plan administration:**

The Area Plan is administered per AOA and CASA guidelines and regulations. Policies and procedures are in place to ensure efficient administration. Sufficient fiscal control and accounting procedures are maintained to assure proper disbursement of and accounting for funds. Records are maintained which identify adequately the source and application of funds for grant or subgrant support activities. Providers of services under the Area Plan operated fully in conformance with applicable Federal, State, and local fire, health, safety and sanitation and other standards as prescribed in law and regulation. Annual program assessments and evaluations are performed to ensure compliances are met. Technical support is provided to subrecipients per telephone, computer and/or in person. Procedures are in place for safeguarding confidential information. Required reports and evaluations are provided to meet Federal and State compliance. All program and activities are accessible to handicapped persons. Services are provided in a non-discriminatory manner. The programs are focused on addressing the needs of older individuals with the greatest social and economic needs. As much as possible services and resources are coordinated with other public and private agencies and organizations. The Area Plan, budget, reports and policies are made available to the public during office hours for review.

**SECTION E**

**Centers**

AAA	County	City	Center Name	Address	Zip	Phone	Days / Hours Site Manager/Center Director	E-Mail	Congregate Meals	Home Delivered Meals	Bilingual staff?
West Central Nebraska Area Agency on Aging	Arthur	Arthur	Bunkhouse Bar & Grill	306 Fir Street	69121	(308) 764-2601	M-F 11:30 Tracy Bowlin Becky Swanson	<a href="mailto:becky.swanson@nebraska.gov">becky.swanson@nebraska.gov</a>	Yes	No	No
West Central Nebraska Area Agency on Aging	Chase	Wauneta	Wauneta Senior Center	231 N Tecumseh Ave	69045	(308) 394-6333	M-F 7:00-1:30 Myra Large	<a href="mailto:wxc@bwtelcom.net">wxc@bwtelcom.net</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	Gosper	Elwood	Gosper county Senior Center	406 Ripley	68937	(308) 785-2500	M-F 8:00-3:00 Lana Bennett	<a href="mailto:lanaben1976@yahoo.com">lanaben1976@yahoo.com</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	Grant	Hyannis	Grant County Meal Site Whisperin-Angel-Inn	101 South Manderson Ave.	69350	(308) 458-2488	M-F 11:30 Marilyn Glassgow Christee Haney	<a href="mailto:Christee.haney@nebraska.gov">Christee.haney@nebraska.gov</a>	Yes	No	No
West Central Nebraska Area Agency on Aging	Hayes	Hayes Center	Hayes county Senior Center	509 Tate Street	69032	(308) 286-3233	M-F 8:30-2:30 Sheri Hamilton	<a href="mailto:lynn52@wirelessnet.net">lynn52@wirelessnet.net</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	Hitchcock	Startton	Hitchcock County Senior Center	903 Bailey Street	69043	(308) 276-2661	M-F 8:00-4:00 Denise Willhite	<a href="mailto:granview@gpcom.net">granview@gpcom.net</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	Keith	Brule	Brule senior Meal Site	700 S Oak Street	69127	(308) 284-6740	M-F 11:30 Marcia Gustin	<a href="mailto:keithcoseniors@gwestoffice.net">keithcoseniors@gwestoffice.net</a>	No	Yes	No
West Central Nebraska Area Agency on Aging	Keith	Ogallala	Keith County Senior Center	202 W First	69153	(308) 284-6740	M-F 8:00-4:00 Marcia Gustin	<a href="mailto:keithcoseniors@gwestoffice.net">keithcoseniors@gwestoffice.net</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	Keith	Lemoine	Lemoine Senior Center	720 W Highway 92	69146	(308) 355-6000	M-F 11:30 Burdette Cooley	<a href="mailto:lesc@lakemac.net">lesc@lakemac.net</a>	Yes	No	No
West Central Nebraska Area Agency on Aging	Keith	Paxton	Paxton senior Meal Site Ole's Swedes Café	117 N Oak	69155	(308) 239-4459	Wed and Fri 11:30 Marcia Gustin	<a href="mailto:keithcoseniors@gwestoffice.net">keithcoseniors@gwestoffice.net</a>	Yes	No	No
West Central Nebraska Area Agency on Aging	Lincoln	Hershey	Hershey Senior Center	326 N Lincoln	69143	(308) 368-7744	M-F 8:30-2:00 Janice Burris	<a href="mailto:hershevscc@hershvetel.net">hershevscc@hershvetel.net</a>	No	Yes	No
West Central Nebraska Area Agency on Aging	Lincoln	North Platte	North Platte Senior Center	900 E 10th Street	69101	(308) 532-6544	M-F 8:00-4:30 Shawna Tatman	<a href="mailto:s_tatman@hotmail.com">s_tatman@hotmail.com</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	Lincoln	Sutherland	Sutherland Senior Center	1120 2nd Street	69165	(308) 386-2224	M-F 9:00-1:00 Alberta Weaver	<a href="mailto:ssc@gpcom.net">ssc@gpcom.net</a>	No	Yes	No
West Central Nebraska Area Agency on Aging	Logan	Stapleton	Stapleton Senior Meals Sara's Place	503 3rd Street	69163	(308) 636-2526	M-F 11:00-12:30 Bill Jividen	<a href="mailto:ddandja@wildblue.net">ddandja@wildblue.net</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	McPherson	Tryon	McPherson County Senior Meal Site Aunt Bea's Café	Highway 92	69167	(308) 587-2399	M-F 12:30 Sanford Neal Sherin Munson	<a href="mailto:mcsmunson@yahoo.com">mcsmunson@yahoo.com</a>	Yes	No	No
West Central Nebraska Area Agency on Aging	Perkins	Grant	Perkins County Senior center	420 Central Ave.	69140	(308) 352-4236	M-F 9:00-4:00 Trish Stever	<a href="mailto:pcsenior@gpcom.net">pcsenior@gpcom.net</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	Perkins	Venango	Venango Meal Site The Tin Can Diner	116 S Pennsylvania Ave.	69168	(308) 352-4236	M-F 11:30 Trish Stever	<a href="mailto:pc-senior@hotmail.com">pc-senior@hotmail.com</a>	Yes	No	No
West Central Nebraska Area Agency on Aging	Red Willow	McCook	Heritage Senior Center	1312 West 5th St.	69001	(308) 345-1760	M-F 8:30-4:30 Beth Siegried	<a href="mailto:chioman@cityofmccook.com">chioman@cityofmccook.com</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	Chase	Imperial	Imperial Community Senior Center	900 Wellington St.	69033	(308) 882-5343	M-F 8:00-2:00 Bill Sharp	<a href="mailto:imperialSeniors@hotmail.com">imperialSeniors@hotmail.com</a>	Yes	Yes	No

AAA	County	City	Center Name	Other Services Provided
West Central Nebraska Area Agency on Aging	Arthur	Arthur	Bunkhouse Bar & Grill	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Chase	Wauneta	Wauneta Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Gosper	Elwood	Gosper county Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Grant	Hyannis	Grant County Meal Site Whisperin-Angel-Inn	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Hayes	Hayes Center	Hayes county Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Hitchcock	Startion	Hitchcock County Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Keith	Brule	Brule senior Meal Site	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Keith	Ogallala	Keith County Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Keith	Lemoine	Lemoine Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Keith	Paxton	Paxton senior Meal Site Ole's Swedes Café	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Lincoln	Hershey	Hershey Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Lincoln	North Platte	North Platte Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Lincoln	Sutherland	Sutherland Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Logan	Stapleton	Stapleton Senior Meals Sara's Place	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	McPherson	Tryon	McPherson County Senior Meal Site Aunt Bea's Café	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Perkins	Grant	Perkins County Senior center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Perkins	Venango	Venango Meal Site The Tin Can Diner	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Red Willow	McCook	Heritage Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education
West Central Nebraska Area Agency on Aging	Chase	Imperial	Imperial Community Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education, Health Clinic

AAA	County	City	Center Name	Address	Zip	Phone	Days / Hours Site Manager/Center Director	E-Mail	Congregate Meals	Home Delivered Meals	Bilingual staff?
West Central Nebraska Area Agency on Aging	Dawson	Farnam	Farnam Senior Center	214 Main Street	69029	(308) 569-2359	M-F 8:00-1:30 Brenda Oberg	<a href="mailto:farnamsrctr@yahoo.com">farnamsrctr@yahoo.com</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	Dawson	Gothenburg	Gothenburg Senior Center	410 20th Street	69138	(308) 537-7465	M-F 8:00-4:00 Angie Barkmeier	<a href="mailto:gothenburgseniorcenter@gmail.com">gothenburgseniorcenter@gmail.com</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	Dawson	Cozad	Grand Generation Center	410 W 9th Street	69130	(308) 784-2474	M-F 8:00-4:00 Tamie Thum	<a href="mailto:grandgenerationcenter@cozadtel.net">grandgenerationcenter@cozadtel.net</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	Dawson	Lexington	Grand Generation Center	407 East 6th	68850	(308) 324-2498	M-F 8:00-5:30; Susan Bennett	<a href="mailto:ggc@cityofflex.com">ggc@cityofflex.com</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	Dundy	Benkelman	Dundy County Senior Center	710 Chief Street	69021	(308) 423-5454	M-F 8:00-3:00 Jann Clark	<a href="mailto:dcseniors1@bwtelcom.net">dcseniors1@bwtelcom.net</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	Frontier	Curtis	Curtis Area Senior Citizen Center	119 Center Ave.	69025	(308) 367-4173	M-F 8:00-2:30 Carla Meyers	<a href="mailto:C@meyers@hotmail.com">C@meyers@hotmail.com</a>	Yes	Yes	No
West Central Nebraska Area Agency on Aging	Frontier	Eustis	Eustis Senior Center	111 N Main	69028	(308) 486-3471	M-Th 6:00-4:00; F 6:00-3:00 Cindy Schurr	<a href="mailto:escenter1984@hotmail.com">escenter1984@hotmail.com</a>	Yes	Yes	No

AAA	County	City	Center Name	Other Services Provided
West Central Nebraska Area Agency on Aging	Dawson	Famam	Famam Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education, Health Clinic
West Central Nebraska Area Agency on Aging	Dawson	Gothenburg	Gothenburg Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education, Health Clinic
West Central Nebraska Area Agency on Aging	Dawson	Cozad	Grand Generation Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education, Health Clinic
West Central Nebraska Area Agency on Aging	Dawson	Lexington	Grand Generation Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education, Health Clinic
West Central Nebraska Area Agency on Aging	Dundy	Benkelman	Dundy County Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education, Health Clinic
West Central Nebraska Area Agency on Aging	Frontier	Curtis	Curtis Area Senior Citizen Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education, Health Clinic
West Central Nebraska Area Agency on Aging	Frontier	Eustis	Eustis Senior Center	Care Management, Transportation, Legal Aid, Nutrition Education, Information & Assistance, Health Education, Health Clinic

**SECTION F**

**Disaster Plans**

Section A.3. Administrative

Only submit these documents if they have changed since the Area Plan FY16, or 5-Year Plan submissions:

- a. Governing Board and Advisory Board by-laws
- b. Conflict of Interest Statement / Declaration for Board Members
- c. Advisory members, Staff, and volunteers
- d. A sample Senior Center disaster plan
- e. Disaster Plan for the Area Agency on Aging
- f. Sample contract/s used with services not directly provided by employees and volunteers of the agency.

Section A. 3.	Document Title	Most Recent Submission	No Change / Included
A.3.a.1.	Governing Board by-laws	FY 2016	No Change
A.3.a.2.	Advisory Board by-laws	FY 2016	No Change
A.3.b.1.	Conflict of Interest Statement	FY 2016	No Change
A.3.b.2.	Declaration for Board Members	FY 2016	Included
A.3.c.1.	Advisory members list	FY 2016	Included
A.3.c.2.	Staff list	FY 2016	Included
A.3.c.3.	Volunteers list	FY 2016	No Change
A.3.d.	Sample Senior Center disaster plan	FY 2016	No Change
A.3.e.	Disaster Plan for the Area Agency on Aging	FY 2016	No Change
A.3.f.	Sample contract	FY 2016	Included

**SECTION G**

**Supporting Documentation**

# West Central Nebraska Area Agency on Aging

115 North Vine Street

North Platte, NE 69101

(308) 535-8195 • 1-800-662-2961 • Fax (308) 535-8190

February 23, 2016

Ms. Cynthia Brammeier  
State Unit on Aging  
P.O. Box 95026  
Lincoln, NE 68509-5026

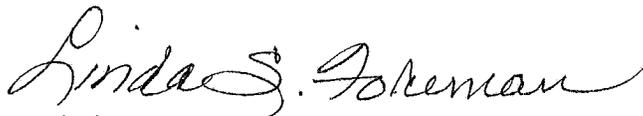
Dear Cynthia;

Please find the enclosed requested materials in reference to West Central Nebraska Area Agency on Aging's request for a Direct Delivery Service Waiver for FY 2017-2019:

- Agenda, Sign-in sheet and minutes from the Public Meeting
- Completed FY 2016-19 Direct Delivery Service Waiver Form
- Copy of Public Notice
- Record of PSA newspapers publishing Public Meeting Notice
- Record of notification process

If you have any questions or require any further materials, please do not hesitate to contact me.

Best regards,



Linda S. Foreman  
Executive Director

In accordance with Section 307 (a) (8)(A) and 306 (b) of the Older Americans Act, the West Central Nebraska Area Agency on Aging requests delivery of the following services:

Service	Location (Cities/Counties)
Health Promotion/Disease Prevention	All 17 counties in PSA "J"
Health Education	All 17 counties in PSA "J"
Nutrition Education	All 17 counties in PSA "J"

Justification/Reason for Request (must select one):

- 1. Assure an Adequate Supply of Services (Supporting documentation included)
- 2. Services Related to the Area Agency on Aging's Administrative Function (A written explanation included)
- 3. Provide Services of Comparable Quality More Economically (Supporting documentation included)
- 4 The waiver request is ongoing from year to year. A Request for Proposal was issued Date RFP published

Approval of the 2017-2019 Area Plan includes granting of the requested waiver.

DIRECT SERVICE PROVISION

Service Number	Area Agency on Aging	Max. Cost	Provide Service Paid by OAA Y/N
21	WCNAAA		Y
15	WCNAAA		Y
12	WCNAAA		Y

January 25, 2016

To Whom It May Concern:

Please publish in your newspaper the following "legal notice" one time on or before February 5, 2016.

*A public hearing will be conducted by West Central Nebraska Area Agency on Aging for the purpose of receiving public comment concerning options in the community for providing delivery of Health Promotion and Disease Prevention, Health Education and Nutrition Education Programs. The West Central Nebraska Area Agency on Aging provides these services directly to assure an adequate supply of services are provided throughout the planning and service area for 2017-2019.*

*The hearing will be held on Thursday, February 11, 2016 at 1:30 p.m. CST at the agency's office located at 115 N. Vine St., North Platte, Nebraska at which time all persons interested may be heard. Written comments should be sent to the West Central Nebraska Area Agency on Aging's office located at, 115 North Vine St., North Platte, Nebraska 69101. Comments must be received by February 10, 2016 to become part of the hearing record.*

*Linda S. Foreman  
Executive Director*

Please provide proof of publication and invoice the agency directly at 115 N. Vine St., North Platte, NE 69101. Do not hesitate to call if you have any questions.

Sincerely,

Linda S. Foreman  
Executive Director

**AFFIDAVIT OF PUBLICATION**

**STATE OF NEBRASKA**

**SS**

**COUNTY OF ARTHUR**

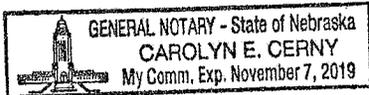
I, Karen Szej, being first duly sworn depose and say that I am the publisher of THE ARTHUR ENTERPRISE; a legal newspaper published at Arthur, Arthur County, Nebraska, and that the notice as per clipping attached, was published weekly in the regular issue of said newspaper, for one (1) consecutive weeks, commencing with the issue of Jan. 28, 2016 and ending with the issue of Jan. 28, 2016

Karen Szej

Subscribed in my presence and sworn to before me this 1st day of February, 2016

Carolyn E. Cerny  
Notary Public

My Commission expires 11-7-2019



Printer's Advertising Fee \$ 12.60

THE ARTHUR ENTERPRISE THURSDAY, JANUARY 28, 2016

**Legal Notice**

A public hearing will be conducted by West Central Nebraska Area Agency on Aging for the purpose of receiving public comment concerning options in the community for providing delivery of Health Promotion and Disease Prevention, Health Education and Nutrition Education Programs. The West Central Nebraska Area Agency on Aging provides these services directly to assure an adequate supply of services are provided throughout the planning and service area for 2017-2019.

Thursday, February 11, 2016 at 1:30 p.m. CST at the agency's office located at 115 N. Vine St., North Platte, Nebraska at which time all persons interested may be heard. Written comments should be sent to the West Central Nebraska Area Agency on Aging's office located at 115 North Vine St., North Platte, Nebraska 69101. Comments must be received by February 10, 2016 to become part of the hearing record.

Linda S. Foreman  
Executive Director

The hearing will be held on Published: Jan. 28, 2016

RECEIVED  
FEB 03 2016

BY: \_\_\_\_\_

PUBLISHER'S AFFIDAVIT

THE STATE OF NEBRASKA }  
County of Chase } ss.

I Amanda Jo Courter, being first duly sworn, deposes and says that she is the office manager of The Imperial Republican, a weekly legal newspaper having a bona fide circulation of more than 300 copies published in Imperial, Nebraska and said newspaper has been published for at least 52 consecutive weeks prior to publication of attached notice; that said publication is of general circulation; that attached notice was published one time(s) on

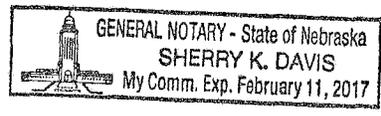
January 28, 2016  
date(s)

Amanda Courter  
(signature)

Subscribed in my presence and sworn to before me this 3 day of February, 2016.

Sherry K Davis  
Notary Public

Cost of publication \$ 14.40



A public hearing will be conducted by West Central Nebraska Area Agency on Aging for the purpose of receiving public comment concerning options in the community for providing delivery of Health Promotion and Disease Prevention, Health Education and Nutrition Education Programs. The West Central Nebraska Area Agency on Aging provides these services directly to assure an adequate supply of services are provided throughout the planning and service area for 2017-2019. The hearing will be held on Thursday, February 11, 2016 at 1:30 p.m. CST at the agency's office located at 115 N. Vine St., North Platte, Nebraska at which time all persons interested may be heard. Written comments should be sent to the West Central Nebraska Area Agency on Aging's office located at 115 North Vine St., North Platte, Nebraska 69101. Comments must be received by February 10, 2016 to become part of the hearing record.  
Linda S. Foreman  
Executive Director  
Publish: Jan. 28, 2016 ZNEZ

RECEIVED  
FEB 04 2016

BY: \_\_\_\_\_ & 3



West Central Agency

Proof of Publication  
State of Nebraska  
County of Frontier

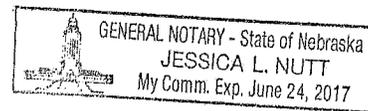
Tori Willis, being that duly sworn and deposes and says she is the Publisher of the Frontier County Enterprise, a weekly legal newspaper having a circulation of more than 1300 copies published in Curtis, Nebraska, and said newspaper has been published for at least 52 consecutive weeks prior to publication of the attached notice: that said, publication is of general circulation: that attached notice was published \_\_\_\_\_ time(s) on

January 28, 2016  
(Dates)  
Tori Willis  
(Signature)

Subscribed to in my presence and sworn to before me on 1st day of February, 2016

Jessica Nutt  
(Notary Public)

Publication Fee \$ 17.88



supply of services are provided throughout the planning and service area for 2017-2019.

The hearing will be held on Thursday, February 11, 2016 at 1:30 p.m. CST at the agency's office located at 115 N. Vine St., North Platte, Nebraska at which time all persons interested may be heard. Written comments should be sent to the West Central Nebraska Area Agency on Aging's office located at 115 North Vine St., North Platte, Nebraska 69101. Comments must be received by February 10, 2016 to become part of the hearing record.

Linda S. Foreman  
Executive Director  
ZNEZ..... 4R

**LEGAL NOTICE**

A public hearing will be conducted by West Central Nebraska Area Agency on Aging for the purpose of receiving public comment concerning options in the community for providing delivery of Health Promotion and Disease Prevention, Health Education and Nutrition Education Programs. The West Central Nebraska Area Agency on Aging provides these services directly to assure an adequate

RECEIVED  
FEB 03 2016

BY: \_\_\_\_\_

**Legal Notice**

A public hearing will be conducted by West Central Nebraska Area Agency on Aging for the purpose of receiving public comment concerning options in the community for providing delivery of Health Promotion and Disease Prevention, Health Education and Nutrition Education Programs. The West Central Nebraska Area Agency on Aging provides these services directly to assure an adequate supply of services are provided throughout the planning and service area for 2017-2019.

The hearing will be held on Thursday, February 11, 2016 at 1:30 p.m. CST at the agency's office located at 115 N. Vine St., North Platte, Nebraska at which time all persons interested may be heard. Written comments should be sent to the West Central Nebraska Area Agency on Aging's office located at 115 North Vine St., North Platte, Nebraska 69101. Comments must be received by February 10, 2016 to become part of the hearing record.

Linda S. Foreman  
Executive Director  
1/27 ZNEZ

Affidavit of Publication

State of Nebraska  
County of Furnas

Gayle Schutz, being first duly sworn, deposes and says she is the Co-Publisher of the Elwood Bulletin, a weekly legal newspaper having a bona fide circulation of more than 300 copies published in Gosper County, and said newspaper has been published for at least 52 consecutive weeks prior to publication of attached notice, that said publication is of general circulation; that attached notice was published

1 times on

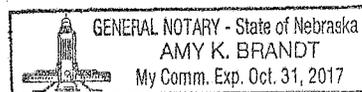
1-27-2016

Gayle Schutz  
Signature

Subscribed to in my presence and sworn to before me this

27th day of January, 2016

Amy K. Brandt  
Notary Public



Publication Fee \$ 11.48

RECEIVED  
FEB 01 2016

BY: \_\_\_\_\_

Thursday,  
February 4, 2016

## Notice of Public Hearing

A public hearing will be conducted by West Central Nebraska Area Agency on Aging for the purpose of receiving public comment concerning options in the community for providing delivery of Health Promotion and Disease Prevention, Health Education and Nutrition Education Programs. The West Central Nebraska Area Agency on Aging provides these services directly to assure an adequate supply of services are provided throughout the planning and service area for 2017-2019.

The hearing will be held on Thursday, February 11, 2016 at 1:30 p.m. CST at the agency's office located at 115 N. Vine St., North Platte, Nebraska at which time all persons interested may be heard. Written comments should be sent to the West Central Nebraska Area Agency on Aging's office located at, 115 North Vine St., North Platte, Nebraska 69101. Comments must be received by February 10, 2016 to become part of the hearing record.

Linda S. Foreman  
Executive Director

**PUBLISH: 2-4-16 ZNEZ**

# PUBLISHER'S AFFIDAVIT

THE STATE OF NEBRASKA }  
COUNTY OF HAYES } :ss.

RITA STUPKA

Being first duly sworn on oath deposes and says that she is the  
**Typesetter**

of The HAYES CENTER TIMES - REPUBLICAN, a Legal Newspaper, published and printed weekly in HAYES CENTER, HAYES, NEBRASKA, and of general circulation in said County that said Newspaper has a bona fide circulation of more than 300 copies each issue, and has been published and printed weekly for more than fifty-two consecutive weeks immediately prior to date of the first insertion of notice attached hereto, in an office maintained in HAYES County, Nebraska, and is printed wholly in the English language; that the annexed notice marked "Exhibit A" was correctly published in the regular and entire edition of said HAYES County News, and not in a supplement

for 1 consecutive week(s), the first publication being:  
28 day of Jun, 2016

and the remaining publications being on the:

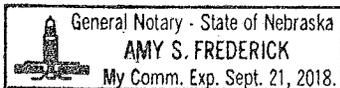
- \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_, the
- \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

(Signed) Rita M. Stupka

Subscribed in my presence and sworn to before me

this 1 day of February, 2016

(Signed) Amy S. Frederick  
Notary Public



PUBLICATION FEE: \$

15.46

## EXHIBIT "A"

### PUBLIC HEARING NOTICE

A public hearing will be conducted by West Central Nebraska Area Agency on Aging for the purpose of receiving public comment concerning options in the community for providing delivery of Health Promotion and Disease Prevention, Health Education and Nutrition Education Programs. The West Central Nebraska Area Agency on Aging provides these services directly to assure an adequate supply of services are provided throughout the planning and service area for 2017-2019.

The hearing will be held on Thursday, February 11, 2016 at 1:30 p.m. CST at the agency's office located at 115 N. Vine St., North Platte, Nebraska at which time all persons interested may be heard. Written comments should be sent to the West Central Nebraska Area Agency on Aging's office located at 115 North Vine St., North Platte, Nebraska 69101. Comments must be received by February 10, 2016 to become part of the hearing record.

Linda S. Foreman, Executive Director  
Published: January 28, 2016; TR:ZNEZ

RECEIVED  
FEB 8 2016

BY: \_\_\_\_\_

# PUBLISHER'S AFFIDAVIT

THE STATE OF NEBRASKA }  
COUNTY OF HITCHCOCK } :-ss.

Rita Stupka

Being first duly sworn on oath deposes and says that she is the  
**Typesetter**

of The HITCHCOCK COUNTY NEWS, a Legal Newspaper, published and printed weekly in TRENTON, HITCHCOCK, NEBRASKA, and of general circulation in said County that said Newspaper has a bona fide circulation of more than 300 copies each issue, and has been published and printed weekly for more than fifty-two consecutive weeks immediately prior to date of the first insertion of notice attached hereto, in an office maintained in HITCHCOCK County, Nebraska, and is printed wholly in the English language; that the annexed notice marked "Exhibit A" was correctly published in the regular and entire edition of said HITCHCOCK County News, and not in a supplement

for 1 consecutive week(s), the first publication being:  
4 day of Feb, 2016

and the remaining publications being on the:

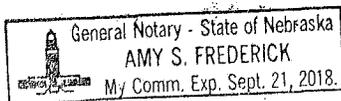
\_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_, the  
\_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

(Signed) Rita M. Stupka

Subscribed in my presence and sworn to before me

this 22 day of February, 2016

(Signed) Amy S. Frederick  
Notary Public



PUBLICATION FEE: \$ 1870

## EXHIBIT "A"

### Public Hearing Notice

A public hearing will be conducted by West Central Nebraska Area Agency on Aging for the purpose of receiving public comment concerning options in the community for providing delivery of Health Promotion and Disease Prevention, Health Education and Nutrition Education Programs. The West Central Nebraska Area Agency on Aging provides these services directly to assure an adequate supply of services are provided throughout the planning and service area for 2017-2019.

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Linda S. Foreman  
Executive Director  
Publish February 4, 2016, hcn:ZNEZ

RECEIVED  
FEB 26 2016

**--- Public Notice ---**

A public hearing will be conducted by West Central Nebraska Area Agency on Aging for the purpose of receiving public comment concerning options in the community for providing delivery of Health Promotion and Disease Prevention, Health Education and Nutrition Education Programs. The West Central Nebraska Area Agency on Aging provides these services directly to assure an adequate supply of services are provided throughout the planning and service area for 2017-2019.

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Linda S. Foreman  
Executive Director  
Publish Hooker County Tribune February 4, 2016 ZNEZ

**Proof of Publication**

State of Nebraska }  
County of... Hooker } ss.  
Gerri Peterson, being first duly  
(name)  
sworn, deposes and says... she is  
the (he or she)  
Publisher of Hooker County Tribune  
(position) (name of publication)  
a... weekly legal newspaper having a bona  
(weekly, daily, etc.)  
fide circulation of more than 300 copies published in  
Mullen  
(name of town)

Nebraska; and said newspaper has been published for at least 52 consecutive weeks prior to publication of attached notice; that said publication is of general circulation; that attached notice was published ..... 1 ..... time(s) on

Feb. 4, 2016  
(dates)  
Gerri Peterson  
(signature)

Subscribed to in my presence  
and sworn to before me this  
4 day of February, 2016  
Dee Sulth  
Notary Public

Publication Fee \$.....



RECEIVED  
FEB 26 2016

BY: .....

**PUBLISHER'S CERTIFICATE**

State of Nebraska }  
County of Keith } ss

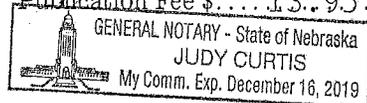
Susan Corfield .....being duly sworn, on oath deposes and says that ...She..... is the .clerk.. of the Keith County News, a semi-weekly newspaper, printed in whole or in part in an office maintained at Ogallala, in the County of Keith, and State of Nebraska, and that said Keith County News has a bona fide circulation of over three hundred copies each issue, and has been published within said Keith County for fifty-two weeks prior to the publication of the annexed notice: that said Keith County News is a legal newspaper published in conformity with the law, and that the annexed notice has been published .one..... consecutive weeks in said newspaper, the first publication thereof having been made on the .27.th.... day of .January....., 20 16.. and the last publication on the ...27.th.... day of January....., 20 16.

*Susan Corfield*

Scribed and sworn to before me this ...28 th.. day of ..January....., 20 16..

*Judy Curtis*  
Notary Public

Publication Fee \$... 13..95.....



**PUBLIC HEARING**

A public hearing will be conducted by West Central Nebraska Area Agency on Aging for the purpose of receiving public comment concerning options in the community for providing delivery of Health Promotion and Disease Prevention, Health Education and Nutrition Education Programs. The West Central Nebraska Area Agency on Aging provides these services directly to assure an adequate supply of services are provided throughout the planning and service area for 2017-2019.

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Linda S. Foreman  
Executive Director

Publish: January 27, 2016.  
ZNEZ

RECEIVED  
JAN 29 2016

*Linda S. Foreman*  
*1/29/16*

Proof of Publication

State of Nebraska }  
County of Lincoln } ss.

JUDITH COLBORN

being by me first duly sworn on oath says that she/he is employed by the North Platte Telegraph, a newspaper published in North Platte, Nebraska, and personally knows that said newspaper is a legal daily, except Monday, newspaper under the statutes of the state of Nebraska, having a bonafide circulation of over three hundred copies, has been published in said county for more than fifty-two successive weeks prior to the first publication of the attached notice and is printed in an office maintained in the city of North Platte, in said county, which said city is the place of its publication; that the notice hereto attached was published in reply to: said newspaper in the regular issues thereof.

FEBRUARY 4, 2016

Dated this 12TH day of

FEBRUARY, 2016  
*Judith Colborn*  
Subscribed and sworn to before me

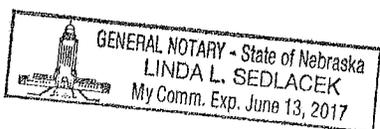
dated this 12TH day of

FEBRUARY, 2016

*Linda Sedlacek*  
Notary Public

[SEAL

FEE: \$24.61



**LEGAL NOTICE  
NOTICE OF MEETING**  
A public hearing will be conducted by West Central Nebraska Area Agency on Aging for the purpose of receiving public comment concerning options in the community for providing delivery of Health Promotion and Disease Prevention, Health Education and Nutrition Education Programs. The West Central Nebraska Area Agency on Aging provides these services directly to assure an adequate supply of services are provided throughout the planning and service area for 2017-2019.  
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Linda S. Foreman  
Executive Director  
Published in the  
North Platte Telegraph  
North Platte, Nebraska  
February 4, 2016

RECEIVED  
FEB 16 2016

BY: \_\_\_\_\_ 92

**Public Notice**

A public hearing will be conducted by West Central Nebraska Area Agency on Aging for the purpose of receiving public comment concerning options in the community for providing delivery of Health Promotion and Disease Prevention, Health Education and Nutrition Education Programs. The West Central Nebraska Area Agency on Aging provides these services directly to assure an adequate supply of services are provided throughout the planning and service area for 2017-2019.

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Linda S. Foreman  
Executive Director  
Publish: Feb. 4, 2016

**Proof of Publication**

State of Nebraska }  
County of LOGAN } ss.

Kendra L. Cutler, being first duly  
(name)

sworn, deposes and says she is  
the (he or she)

Managing Editor of The Stapleton Enterprise  
(position) (name of publication)

a weekly legal newspaper having a bona  
(weekly, daily, etc.)

fide circulation of more than 300 copies published in  
Stapleton  
(name of town)

Nebraska; and said newspaper has been published for at least 52 consecutive weeks prior to publication of attached notice; that said publication is of general circulation; that attached notice was published 1 time(s) on

February 4, 2016

(dates)  
Kendra L. Cutler  
(signature)

Subscribed to in my presence

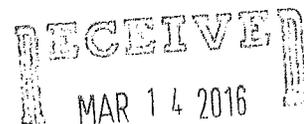
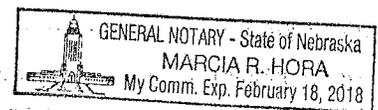
and sworn to before me this

3rd day of March 20 16

Marcia R. Hora  
Notary Public

18.18

Publication Fee \$.....



BY: \_\_\_\_\_

AFFIDAVIT OF PUBLICATION

County of Perkins, )

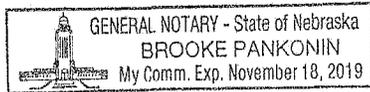
: SS.

State of Nebraska, )

I, Samantha Goff, Production Manager at the Grant Tribune-Sentinel, a legal newspaper published weekly at Grant, Perkins County, Nebraska, do solemnly swear that a copy of the notice as per clipping attached, was published weekly in the regular and entire issue of said newspaper; and not in any supplement thereof, for 1 week, commencing with the issue dated Feb. 4, 2016 and ending with the issue dated Feb. 4, 2016.

*Samantha Goff*

Subscribed and sworn to before me this 9th day of February, 2016.



*Brooke Pankonin*  
Notary Public

RECEIVED  
FEB 12 2016

BY: \_\_\_\_\_

**PUBLIC NOTICE**

**NOTICE OF HEARING**

A public hearing will be conducted by West Central Nebraska Area Agency on Aging for the purpose of receiving public comment concerning options in the community for providing delivery of Health Promotion and Disease Prevention, Health Education and Nutrition Education Programs. The West Central Nebraska Area Agency on Aging provides these services directly to assure an adequate supply of services are provided throughout the planning and service area for 2017-2019.

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Linda S. Foreman  
Executive Director

PUBLISH: Feb. 4, 2016 ZNEZ

# Publisher's Affidavit McCook Gazette

STATE OF NEBRASKA

Red Willow County

} SS

## HEARING NOTICE

A public hearing will be conducted by West Central Nebraska Area Agency on Aging for the purpose of receiving public comment concerning options in the community for providing delivery of Health Promotion and Disease Prevention, Health Education and Nutrition Education Programs. The West Central Nebraska Area Agency on Aging provides these services directly to assure an adequate supply of services are provided throughout the planning and service area for 2017-2019. The hearing will be held on Thursday, February 11, 2016 at 1:30 p.m. CST at the agency's office located at 115 N. Vine St., North Platte, Nebraska at which time all persons interested may be heard. Written comments should be sent to the West Central Nebraska Area Agency on Aging's office located at 115 North Vine St., North Platte, Nebraska 69101. Comments must be received by February 10, 2016 to become part of the hearing record. Linda S. Foreman, Executive Director. Please provide proof of publication and invoice to the agency directly at 115 N. Vine St., North Platte, NE 69101. Do not hesitate to call if you have any questions. Sincerely,

Linda S. Foreman  
Executive Director

Publish: January 27, 2016

Brenda Gillen, being first duly sworn, deposes and says that she is the Business Manager of the McCook Gazette, a legal newspaper published daily except Saturday & Sunday, at McCook, Red Willow County, Nebraska; and or general circulation in said county; that said newspaper, at the time of publication of the attached notice had a bona fide circulation of not less than three hundred copies each daily issue, and had been published within said county for fifty-two consecutive weeks prior to the beginning of the publication of the attached notice; and that said newspaper is printed in whole in an office maintained at the place of publication. Affiant further says that a notice, of which the attached is a true copy, was published in the regular and entire issue of said newspaper, and not in supplement, on the following date:

.....1-27.....2016.....	.....20.....
.....20.....	.....20.....
.....20.....	.....20.....
.....20.....	.....20.....
.....20.....	.....20.....
.....20.....	.....20.....

*Brenda Gillen*

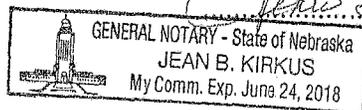
Subscribed in my presence and sworn to before

me this 28 day of Jan 2016.....

REC  
JAN

BY: \_\_\_\_\_

SERVING SOUTH



Notary Public

PUBLISHER'S FEE \$ 20.40.....

*Linda S. Foreman*  
AND NORTHWEST KANSAS SINCE 1911

*1/29/16*



West Central NE Area Agency on Aging  
Newspaper Ads or Television Ads.

Date: Received/Added 01/25/16

Circulation	Billing Company	Newspaper	City	Description	Size of Ad	Total Number of Ad's	Unit Cost	Total Cost	Verification received	Date's of Ad's	Date Notice Sent	Program Charged to	
392		Arthur Enterprise 2402.arent@neb-sandhills.net	Arthur	Public Mtg.		1		\$0.00	02/03/2016	01/28/16	01/25/16	Admin. BY PH	
1027	Scoop Media LLC	Benkelman Post 423-2337 bpost@bwtelcom.net	Benkelman	Public Mtg.		1		\$0.00		02/03/16	01/25/16	Admin. LM	
1142	"	Hitchcock Co. News 334-5226.ncn@gpcom.net	Stratton / Trenton	Public Mtg.		1		\$0.00		02/04/16	01/25/16	Admin. BY PH	
867	"	Hayes Center Times Republican 3325.times@gpcom.net	Hayes Center	Public Mtg.		1		\$0.00	02/08/2016	01/28/16	01/25/16	Admin. BY EM	
360	FurGo, Inc.	Elwood Bulletin 785-2251 elwoodbulletin@gmail.com	Elwood	Public Mtg.		1		\$0.00	02/01/2016	01/27/16	01/25/16	Admin. BY PH	
1205		Frontier Co Enterprise 367-4144 focal@hilineenterprise.com	Curtis	Public Mtg.		1		\$0.00	02/03/2016	01/28/16	01/25/16	Admin. BY PH	
2200		Gothenburg Times ads@gthenburgtimes.com 537-3636	Gothenburg	Public Mtg.				\$0.00				Admin.	
533		Grant County News 458-2425.gcn@neb-sandhills.net	Hyannis	Public Mtg.		1		\$0.00		02/04/16	01/25/16	Admin. BY PH	
1650	Johnson Publications	Grant Tribune - Sentinel 352-4311 grantrib@gpcom.net	Grant (city)	Public Mtg.		1		\$0.00	2/12/2016	02/04/16	01/25/16	Admin. BY PH	
2300	"	Imperial Republican 882-4453 frontdesk@chase3000.com	Imperial	Public Mtg.		1		\$0.00	2/4/2016	01/28/16	01/25/16	Admin. BY EM	
1100	"	Wauneta Breeze 394-5389	Wauneta	Public Mtg.		1		\$0.00				Admin.	
875		Hooker Co. 546-2242.tribune@nebnet.net	Mullen	Public Mtg.		1		\$0.00		02/04/16	01/25/16	Admin. BY PH	
4300		Keith County News 284-4046 scorfield@ogallalaknews.com	Ogallala	Public Mtg.		1		\$0.00	1/29/2016	01/28/16	01/25/16	Admin. BY EM	
5000		Lexington Clipper Herald 342-5511	Lexington	Public Mtg.				\$0.00			01/25/16	Admin.	
5903		McCook Daily Gazette 345-4500 mdglegals@mccooknet.com	McCook	Public Mtg.		1		\$0.00	1/29/2016	01/27/16	01/25/16	Admin. BY PH	
3500		North Platte Bulletin 696-0052	North Platte	Public Mtg.				\$0.00				Admin.	
11790		North Platte Telegraph 532-6000 julie.mumsh@nptelegraph.com	North Platte	Public Mtg.		1		\$0.00	2/16/2016	02/04/16	01/25/16	Admin. BY EM	
800	Creative Printers	Stapleton Enterprise 636-2444 creativeprinters@gpcom.net	Logan Co./McPhers on Co.	Public Mtg.		1		\$0.00		02/04/16	01/25/16	Admin. BY PH	
1250		Thomas County Herald creativeprinters@gpcom.net	Theadford	Public Mtg.		1		\$0.00		02/04/16	01/25/16	Admin. BY PH	
		Sutherland Courier Times 386-4617	Sutherland									Admin.	
		Cozad Free Press	Cozad					\$0.00					
3450		Tri City Tribune 784-3644 news@tricitytrib.com	Cozad	Public Mtg.		1		\$0.00	1/28/2016	01/28/16	01/25/16	Admin. BY PH	
<b>TOTAL</b>								<b>\$0.00</b>					

**West Central Nebraska Area Agency on Aging  
Direct Delivery Services Waiver Public Meeting  
Fiscal Year 2017-2019**

West Central Nebraska Area Agency on Aging  
115 North Vine St., North Platte, NE 69101  
February 11, 2016  
1:30 p.m. CDST

**AGENDA**

1. Call to Order
2. Reading of Public Notice
3. Direct Delivery Service FY 2017-2019
4. Open Forum
5. Adjourn

**PUBLIC MEETING FOR DIRECT DELIVERY SERVICES WAIVER**

**FY 2017-2019**

**February 11, 2016  
115 North Vine  
North Platte, NE 69101**

**MINUTES**

**Call to Order/Roll Call**

West Central Nebraska AAA Director, Linda Foreman, called the meeting to order at 1:30 p.m. at the Agency Office located at 115 North Vine Street, North Platte, NE 69101. In attendance were Linda Foreman, Executive Director; Sandy Matson, Fiscal Officer; Cathy Staroska, Choices Program Supervisor; Yvonne Dalton, Receptionist; Deb Dike, Information & Referral; and Billie Freihage, Resource Developer; all employees of WCNAAA.

**Reading of Public Notice**

Foreman read the public notice.

**Direct Delivery Service**

Linda Foreman, Director of WCNAAA, gave a brief overview of the Direct Services offered by the Agency. She reported on the Nutrition Education, Health Education and Health Promotion/Disease Prevention programs for the FY 2015-2016

**Open Forum**

Questions were asked about the individual services and how they were provided.

Meeting adjourned by Director, Linda Foreman at 1:45 p.m.

PUBLIC HEARING

DATE: February 11, 2016

Name (Print)	Name (signature)	Address (Street, City, State, Zip)
Yvonne Dalton	Yvonne Dalton	1 S. Vine St NP Ne
<del>Lynette S. Foreman</del>	<del>Lynette S. Foreman</del>	<del>901 Spruce North Battle NE</del>
Sandra Matson	Sandra Matson	2604 Pawnee Ave NP
Debra Dike	Debra Dike	1018 E-16th St. NP
Cathy Staroska	Cathy Staroska	<del>821</del> 821 W 4th St NP
Billie Freihage	Billie Freihage	107 W 1st St, Hershey

## Assurances

The Area Agency on Aging assures and certifies, with respect to this area plan that it will comply with all applicable federal and state regulations or laws as they relate to this application. It will also comply with all of the following pages of assurances and certifications. Signing of the signature page and initialing and dating each page of the assurances indicates acceptance of these assurances and certifications.

---

### Assurances required by the Older Americans Act of 1965, as amended in 2006

---

The Area Agency on Aging agrees that it shall:

Requirement: OAA 306(a)(2)

Assurance: Provide assurances that an adequate proportion, as required under Section 307(a)(2), of the amount allotted for Part B to the Planning and Service Area will be expended for the delivery of each of the following categories of services:

- services associated with access to services (transportation, health services (including mental health services) outreach, information and assistance (which may include information and assistance to consumers on availability of services under part B and how to receive benefits under and participate in publicly supported programs for which the consumer may be eligible), and case management services);
- in-home services, including supportive services for families of older individuals who are victims of Alzheimer's disease and related disorders with neurological and organic brain dysfunction; and
- legal assistance ; the Area Agency on Aging will report annually to the State agency in detail the amount of funds expended for each such category during the fiscal year most recently concluded.

Requirement: OAA 306(a)(4)(A)(i)

Assurance: Provide assurances that will (aa) set specific objectives, consistent with State policy, for providing services to older individuals with greatest economic need, older individuals with greatest social need, and older individuals at risk for institutional placement; (bb) include specific objectives for providing services to low-income minority older individuals, older individuals with limited English proficiency, and older individuals residing in rural areas; and include proposed methods of carrying out the preference in the area plan.

Requirement: OAA 306(a)(4)(ii)

Assurance: Provide assurances that in each agreement made with a provider of any service under this title, a requirement that such provider:

- specify how the provider intends to satisfy the service needs of low-income minority individuals, older individuals with limited English proficiency, and older individuals residing in rural areas in the area served by the provider;
- to the maximum extent feasible, provide services to low-income minority individuals, older individuals with limited English proficiency, and older individuals residing in rural areas in accordance with their need for such services; and
- meet specific objectives established by the Area Agency on Aging, for providing services to low-income minority individuals, older individuals with limited English proficiency, and older individuals residing in rural areas within the planning and service area.

KTN Initials 5/28/16 Date

Requirement: OAA 306(a)(4)(A)(iii)

Assurance: With respect to the fiscal year preceding the fiscal year for which such plan is prepared:

- identify the number of low-income minority older individuals in the planning and service area;
- describe the methods used to satisfy the service needs of such minority older individuals; and
- provide information on the extent to which the Area Agency on Aging met the objectives described in clause (a)(4)(A)(i).

Requirement: OAA 306(a)(4)(B)

Assurance: Provide assurances that outreach efforts will identify individuals eligible for assistance under this Act, with special emphasis on:

- older individuals residing in rural areas;
- older individuals with greatest economic need (with particular attention to low-income minority individuals and older individuals residing in rural areas);
- older individuals with greatest social need (with particular attention to low-income minority individuals and older individuals residing in rural areas);
- older individuals with severe disabilities;
- older individuals with limited English proficiency;
- older individuals with Alzheimer's disease and related disorders with neurological and organic brain dysfunction (and the caretakers of such individuals);
- older individuals at risk for institutional placement; and inform the older individuals referred to in A. through F., and the caretakers of such individuals, of the availability of such assistance.

Requirement: OAA 306(a)(4)(C)

Assurance: Provide assurance that each activity undertaken by the agency, including planning, advocacy, and systems development, will include a focus on the needs of low-income minority older individuals and older individuals residing in rural areas.

Requirement: OAA 306(a)(5)

Assurance: Provide assurances that it will coordinate planning, identification, assessment of needs, and provision of services for older individuals with disabilities, with particular attention to individuals with severe disabilities, and individuals at risk for institutional placement, with agencies that develop or provide services for individuals with disabilities.

Requirement: OAA 306(a)(8)

Assurance: Provide that case management services provided under this act through the Area Agency on Aging will:

- not duplicate case management services provided through other Federal and State programs;
- be coordinated with services described in subparagraph A; and
- be provided by a public agency or a nonprofit private agency that:
  - gives each older individual seeking services under this act a list of agencies that provide similar services within the jurisdiction of the Area Agency on Aging;
  - give each individual described in clause (i) a statement specifying that the individual has a right to make an independent choice of service providers and documents receipt by such individual of such statement;

STW Initials 4/28/16 Date

- o has case managers acting as agents for the individuals receiving the services and not as promoters for the agency providing such services; or
- o is located in a rural area and obtains a waiver of the requirements described in clauses (i) through (iii).

Requirement: OAA 306(a)(9)

Assurance: Provide assurances that in carrying out the State Long-Term Care Ombudsman Program under Section 307(a)(9), it will expend not less than the total amount of funds appropriated under this Act and expended by the agency in fiscal year 2000 in carrying out such a program under this title.

Requirement: OAA 306(a)(11)

Assurance: Provide information and assurances concerning services to older individuals who are Native Americans (referred to in this paragraph as "older Native Americans"), including:

- o information concerning whether there is a significant population of older Native Americans in the planning and service area, if so, an assurance that the area agency on aging will pursue activities, including outreach, to increase access of those older Native Americans to programs and benefits provided under this title;
- o an assurance that the Area Agency on Aging will, to the maximum extent practicable, coordinate the services the agency provides under this title with services provided under Title VI; and
- o an assurance that the Area Agency on Aging will make services under the area plan available, to the same extent as such services are available to older individuals within the planning and service area, to older Native Americans.

Requirement: OAA 306(a)(13)(A)

Assurance: Provide assurances that it will maintain the integrity and public purpose of services provided, and service providers, under this title in all contractual and commercial relationships.

Requirement: OAA 306(a)(13)(B)

Assurance: Provide assurances that it will disclose to the Assistant Secretary and the State agency:

- the identity of each non-governmental entity with which such agency has a contract or commercial relationship relating to providing any service to older individuals; and
- the nature of such contract or such relationship.

Requirement: OAA 306(a)(13)(C)

Assurance: Provide assurances that it will demonstrate that a loss or diminution in the quantity or quality of the services provided, or to be provided, under this title by such agency has not resulted and will not result from such contracts or such commercial relationships.

Requirement: OAA 306(a)(13)(D)

Assurance: Provide assurances that it will demonstrate that the quantity or quality of the services to be provided under this title by such agency will be enhanced as a result of such contracts or such relationships.

Requirement: OAA 306(a)(13)(E)

Assurance: Provide assurances that it will, on the request of the Assistant Secretary or the State, for the purpose of monitoring compliance with this Act (including conducting an audit), disclose all sources and expenditures of funds such agency receives or expends to provide services to older individuals.

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Requirement: OAA 306(a)(14)

Assurance: Provide assurances that preference in receiving services under this title will not be given by the Area Agency on Aging to particular older individuals as a result of a contract or commercial relationship that is not carried out to implement this title.

Requirement: OAA 306(a)(15)

Assurance: Provide assurances that funds received under this act will be used;

- to provide benefits and services to older individuals, giving priority to older individuals identified in paragraph (4)(A)(i); and
- in compliance with the assurances specified in paragraph (13) and the limitations specified in section 212.

Older Americans Act

- The Nebraska Department of Health & Human Services - State Unit on Aging (SUA) assures through the area agencies on aging:

Requirement: OAA 305(c)(5)

- Assurance: In the case of a State specified in subsection (b)(5), the State agency and the Area Agency on Aging shall provide assurance, determined adequate by the State agency, that the area agency on aging will have the ability to develop an area plan and to carry out, directly or through contractual or other arrangements, a program in accordance with the plan within the planning and service area.

Requirement: OAA 307(a)(3)(B)(i)

- Assurance: The plan shall with respect to services for older individuals residing in rural areas; (i) provide assurances that the State agency will spend for each fiscal year, not less than the amount expended for such services for fiscal year 2000.

Requirement: OAA 307(a)(7)(B)

- Assurance:
- (i) No individual (appointed or otherwise) involved in the designation of the State agency or Area Agency on Aging, or in the designation of the head of any subdivision of the State agency or of an Area Agency on Aging, is subject to a conflict of interest prohibited under this chapter;
- (ii) No officer, employee, or other representative of the State agency or Area Agency on Aging is subject to a conflict of interest prohibited under this chapter; and
- (iii) Mechanisms are in place to identify and remove conflicts of interest prohibited under this chapter.

Requirement: OAA 307(a)(11)

- Assurance: The area agencies on aging will:
- (A) (i) enter into contracts with providers of legal assistance which can demonstrate the experience or capacity to deliver legal assistance;
- (ii) include in any such contract provisions to assure that any recipient of funds under division will be subject to specific restrictions and regulations promulgated under the Legal Services Corporation Act (other than restrictions and regulations governing eligibility for legal assistance under such Act and governing membership of local governing boards) as determined appropriate by the Assistant Secretary; and

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- (iii) attempt to involve the private bar in legal assistance activities authorized under this act, including groups within the private bar furnishing services to older individuals on a pro bono and reduced fee basis;
- (B) Assure that no legal assistance will be furnished unless the grantee administers a program designed to provide legal assistance to older individuals with social or economic need and has agreed, if the grantee is not a Legal Services Corporation project grantee, to coordinate its services with existing Legal Services Corporation projects in the planning and service area in order to concentrate the use of funds provided under this act on individuals with the greatest such need; and the Area Agency on Aging makes a finding, after assessment, pursuant to standards for service promulgated by the Assistant Secretary, that any grantee selected is the entity best able to provide the particular services.
- (D) To the extent practicable, that legal services furnished under the plan will be in addition to any legal services for older individuals being furnished with funds from sources other than this act and that reasonable efforts will be made to maintain existing levels of legal services for older individuals;
- (E) Area Agency on Aging will give priority to legal assistance related to income, health care, long-term care, nutrition, housing, utilities, protective services, defense of guardianship, abuse, neglect, and age discrimination.

Requirement: OAA 307(a)(12)

- Assurance: Whenever the State desires to provide for a fiscal year for services for the prevention of abuse of older individuals:
  - A). Any Area Agency on Aging carrying out such services will conduct a program consistent with relevant State law and coordinated with existing State adult protective service activities for:
    - (i) public education to identify and prevent abuse of older individuals;
    - (ii) receipt of reports of abuse of older individuals;
    - (iii) active participation of older individuals participating in programs under this act through outreach, conferences, and referral of such individuals to other social service agencies or sources of assistance where appropriate and consented to by the parties to be referred;
    - (iv) referral of complaints to law enforcement or public protective service agencies where appropriate.
  - B). The State will not permit involuntary or coerced participation in the program of services described in this paragraph by alleged victims, abusers, or their households; and
  - C). All information gathered in the course of receiving reports and making referrals shall remain confidential unless all parties to the complaint consent in writing to the release of such information, except that such information may be released to a law enforcement or public protective service agency.

Requirement: OAA 307(a)(15)

- Assurance: If a substantial number of the older individuals residing in any planning and service area in the State are of limited English speaking ability, then the State will require the Area Agency on Aging for each such planning and service area:
  - (A) to utilize, in the delivery of outreach services under section 3026(a)(2)(A) of this act, the services of workers who are fluent in the language spoken by a predominant number of such older individuals who are of limited English speaking ability; and

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- (B) to designate an individual employed by the Area Agency on Aging, or available to such Area Agency on Aging on a full-time basis, whose responsibilities will include;
- (i) taking such action as may be appropriate to assure that counseling assistance is made available to such older individuals who are of limited English speaking ability in order to assist such older individuals in participating in programs and receiving assistance under this act; and
- (ii) providing guidance to individuals engaged in the delivery of supportive services under the area plan involved to enable such individuals to be aware of cultural sensitivities and to take into account effectively linguistic and cultural differences.

Requirement: OAA 307(a)(26)

- Assurance: Funds received under this act will not be used to pay any part of a cost (including an administrative cost) incurred by the State agency or an Area Agency on Aging to carry out a contract or commercial relationship that is not carried out to implement this act.

Requirement: OAA 307(a)(27)

- Assurance: Area Agency on Aging will provide, to the extent feasible, for the furnishing of services under this Act, consistent with self-directed care.

Requirement: OAA 304(b)(5)(d)(1)(A)

- Assurance: From any State or Area Agency on Aging's allotment, after the application of section 308(b) of this act, under this section for any fiscal year, such amount as the State agency determines, but not more than 10 percent thereof, shall be available for paying such percentage as the agency determines, but not more than 75 percent, of the cost of administration of area plans.

Requirement: OAA 304(b)(5)(d)(1)(D)

- Assurance: The remainder of such allotment shall be available to such State only for paying such percentage as the State agency determines, but not more than 85 percent of the cost of supportive services, senior centers, and nutrition services under this act provided in the State as part of a comprehensive and coordinated system in planning and service areas for which there is an area plan approved by the State agency.

Requirement: OAA 339 Nutrition

- Assurance: A State or Area Agency on Aging that establishes and operates a nutrition project under this chapter shall:
  - 1) solicit the advice of a dietitian or individual with comparable expertise in the planning of nutritional services, and
  - 2) ensure that the project -
    - (A) provides meals that -
      - (i) comply with the Dietary Guidelines for Americans, published by the Secretary and the Secretary of Agriculture,
      - (ii) provide to each participating older individual -
        - (I) a minimum of 33 1/3 percent of the daily recommended dietary allowances as established by the Food and Nutrition Board of the Institute of Medicine of the National Academy of Sciences, if the project provides one meal per day,
        - (II) a minimum of 66 2/3 percent of the allowances if the project provides two meals per day, and
        - (III) 100 percent of the allowances if the project provides three meals per day, and
        - (iii) to the maximum extent practicable, are adjusted to meet any special dietary needs of program participants,

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- (B) provides flexibility to local nutrition providers in designing meals that are appealing to program participants,
- (C) encourages providers to enter into contracts that limit the amount of time meals must spend in transit before they are consumed,
- (D) where feasible, encourages arrangements with schools and other facilities serving meals to children in order to promote intergenerational meal programs,
- € provides that meals, other than in-home meals, are provided in settings in as close proximity to the majority of eligible older individuals' residences as feasible,
- (F) comply with applicable provisions of State or local laws regarding the safe and sanitary handling of food, equipment, and supplies used in the storage, preparation, service, and delivery of meals to an older individual,
- (G) ensures that meal providers carry out such project with the advice of dietitians (or individuals with comparable expertise), meal participants, and other individuals knowledgeable with regard to the needs of older individuals,
- (H) ensures that each participating Area Agency on Aging establishes procedures that allow nutrition project administrators the option to offer a meal, on the same basis as meals provided to participating older individuals, to individuals providing volunteer services during the meal hours, and to individuals with disabilities who reside at home with and accompany older individuals eligible under this act,
- (I) ensures that nutrition services will be available to older individuals and to their spouses, and may be made available to individuals with disabilities who are not older individuals but who reside in housing facilities occupied primarily by older individuals at which congregate nutrition services are provided, and
- (J) provide for nutrition screening and, where appropriate, for nutrition education and counseling.
- (K) encourages individuals who distribute nutrition services under subpart 2 to provide, to homebound older individuals, available medical information approved by health care professionals, such as informational brochures and information on how to get vaccines, including vaccines for influenza, pneumonia, and shingles, in the individuals' communities.

Requirement: OAA 361

- Assurance: (a) The Assistant Secretary shall carry out a program for making grants to States under State plans approved under section 307 of this act to provide disease prevention and health promotion services and information at multipurpose senior centers, at congregate meal sites, through home delivered meals programs, or at other appropriate sites. In carrying out such program, the Assistant Secretary shall consult with the Directors of the Centers for Disease Control and Prevention and the National Institute on Aging.
- (b) The Assistant Secretary shall, to the extent possible, assure that services provided by other community organizations and agencies are used to carry out the provisions of this part.

Requirement: OAA 362 Distribution to Area Agency on Aging

- Assurance: The State agency shall give priority, in carrying out this part, to areas of the State:
  - (1) which are medically underserved; and
  - (2) in which there are a large number of older individuals who have the greatest economic need for such services.

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## Code of Federal Regulations - Title 45 - Public Welfare

## § 1321.5 Applicability of other regulations

Several other regulations apply to all activities under this part. These include but are not limited to:

- (a) 45 CFR part 16 - Procedures of the Departmental Grant Appeals Board;
- (b) 45 CFR part 74 - Administration of Grants, except subpart N;
- (c) 45 CFR part 80 - Nondiscrimination under Programs Receiving Federal Assistance through the Department of Health & Human Services: Effectuation of title VI of the Civil Rights Act of 1964;
- (d) 45 CFR part 81 - Practice and Procedures for Hearings Under Part 80 of this title;
- (e) 45 CFR part 84 - Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Participation;
- (f) 45 CFR part 91 - Nondiscrimination on the Basis of Age in HHS Programs or Activities Receiving Federal Financial Assistance;
- (g) 45 CFR part 92 - Uniform Administrative Requirements for Grants Cooperative Agreements to State and Local Governments;
- (h) 45 CFR part 100 - Intergovernmental Review of Department of Health & Human Services Programs and Activities; and
- (i) 5 CFR part 900, subpart F, Standards for a Merit System of Personnel Administration.

## § 1321.17(f)(8) Content of State Plan

The State agency will require area agencies on aging to arrange for outreach at the community level that identifies individuals eligible for assistance under this Act and other programs, both public and private, and informs them of the availability of assistance. The outreach efforts shall place special emphasis on reaching older individuals with the greatest economic or social needs with particular attention to low income minority individuals, including outreach to identify older Indians in the planning and service area and inform such older Indians of the availability of assistance under the Act.

## § 1321.53 Mission of the Area Agency on Aging

- (j) The Older Americans Act intends that the Area Agency on Aging shall be the leader relative to all aging issues on behalf of all older persons in the planning and service area. This means that the area agency shall proactively carry out, under the leadership and direction of the State agency, a wide range of functions related to advocacy, planning, coordination, inter-agency linkages, information sharing, brokering, monitoring and evaluation, designed to lead to the development or enhancement of comprehensive and coordinated community based systems in, or serving, each community in the planning and service area. These systems shall be designed to assist older persons in leading independent, meaningful and dignified lives in their own homes and communities as long as possible.
- (k) A comprehensive and coordinated community based system described in paragraph (a) of this section shall:
  - 1) Have a visible focal point of contact where anyone can go or call for help, information or referral on any aging issue;
  - 2) Provide a range of options;
  - 3) Assure that these options are readily accessible to all older persons; the independent, semi-dependent and totally dependent, no matter what their income;
  - 4) Include a commitment of public, private, voluntary and personal resources committed to supporting the system;
  - 5) Involve collaborative decision-making among public, private, voluntary, religious and fraternal organizations and older people in the community;
  - 6) Offer special help or targeted resources for the most vulnerable older persons, those in danger of losing their independence;

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- 7) Provide effective referral from agency to agency to assure that information or assistance is received, no matter how or where contact is made in the community;
- 8) Evidence sufficient flexibility to respond with appropriate individualized assistance, especially for the vulnerable older person;
- 9) Have a unique character which is tailored to the specific nature of the community;
- 10) Be directed by leaders in the community who have the respect, capacity and authority necessary to convene all interested persons, assess needs, design solutions, track overall success, stimulate change and plan community responses for the present and for the future.

(c) The resources made available to the Area Agency on Aging under the Older Americans Act are to be used to finance those activities necessary to achieve elements of a community based system set forth in paragraph (b) of this section. For the purpose of assuring access to information and services for older persons, the Area Agency on Aging shall work with elected community officials in the planning and service area to designate one or more focal points on aging in each community, as appropriate. The area agency shall list designated focal points in the area plan. It shall be the responsibility of the area agency, with the approval of the State agency, to define "community" for the purposes of this section. Since the Older Americans Act defines focal point as a "facility" established to encourage the maximum collocation and coordination of services for older individuals, special consideration shall be given to developing and/or designating multi-purpose senior centers as community focal points on aging. The Area Agency on Aging shall assure that services financed under the Older Americans Act in, or on behalf of, the community will be either based at, linked to or coordinated with the focal points designated. The Area Agency on Aging shall assure access from the designated focal points to services financed under the Older Americans Act. The area agency on aging shall work with, or work to assure that community leadership works with, other applicable agencies and institutions in the community to achieve maximum collocation at, coordination with or access to other services and opportunities for the elderly from the designated community focal points. The area agency may not engage in any activity which is inconsistent with its statutory mission prescribed in the Act or policies prescribed by the State under § 1321.11.

§ 1321.61 Advocacy responsibilities of the Area Agency on Aging.

- (a) The area agency shall serve as the public advocate for the development or enhancement of comprehensive and coordinated community-based systems of services in each community throughout the planning and service area.
- (b) In carrying out this responsibility, the area agency shall:
  - (1) Monitor, evaluate, and, where appropriate, comment on all policies, programs, hearings, levies, and community actions which affect older persons
  - (2) Solicit comments from the public on the needs of older persons;
  - (3) Represent the interests of older persons to local level and executive branch officials, public and private agencies, or organizations;
  - (4) Consult with and support the State's Long-Term Care Ombudsman Program; and
  - (5) Undertake on a regular basis activities designed to facilitate the coordination of plans and activities with all other public and private organizations, including units of general purpose local government, with responsibilities affecting older persons in the planning and service area to promote new or expanded benefits and opportunities for older persons; and
- (c) Each Area Agency on Aging shall undertake a leadership role in assisting communities throughout the planning and service area to target resources from all appropriate sources to meet the needs of older persons with greatest economic or social need, with particular attention to low income minority individuals. Such activities may include location of services and specialization in the types of services most needed by these groups to meet this requirement. However, the area agency may not permit a grantee or contractor under this part to employ a means test for services funded under this part.

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(d) No requirement in this section shall be deemed to supersede a prohibition contained in the Federal appropriation on the use of Federal funds to lobby the Congress; or the lobbying provision applicable to private non-profit agencies and organizations contained in OMB Circular A-122.

§ 1321.65(b) Responsibilities of service providers under area plans.

(b) Specify how the provider intends to satisfy the service needs of low income minority individuals in the area served, including attempting to provide services to low income minority individuals at least in proportion to the number of low income minority older persons in the population serviced by the provider.

§ 1321.69 Service priority for frail, homebound or isolated elderly.

(a) Persons age 60 or over who are frail, homebound by reason of illness or incapacitating disability, or otherwise isolated, shall be given priority in the delivery of services under this part.

(b) The spouse of the older person, regardless of age or condition, may receive a home-delivered meal if, according to criteria determined by the area agency, receipt of the meal is in the best interest of the homebound older person.

### Code of Federal Regulations Title 29 Labor

§ 94.200 Requirements for Drug Free Workplace

There are two general requirements if you are a recipient other than an individual.

(a) First, you must make a good faith effort, on a continuing basis, to maintain a drug free workplace. You must agree to do so as a condition for receiving any award covered by this act. The specific measures that you must take in this regard are described in more detail in subsequent sections of this act. Briefly, those measures are to:

- (1) Publish a drug free workplace statement and establish a drug free awareness program for your employees; and
- (2) Take actions concerning employees who are convicted of violating drug statutes in the workplace.

(b) Second, you must identify all known workplaces under your Federal awards.

§ 29 U.S.C. 201 Fair Labor Standards Act

SUBJECT: Joint employment of home care workers in consumer-directed, Medicaid-funded programs by public entities under the Fair Labor Standards Act.

In the Final Rule, Application of the Fair Labor Standards Act to Domestic Service, 78 FR 60454 (Oct. 1, 2013),<sup>1</sup> the Department modified the "third party employment" regulation, 29 CFR 552.109, to prohibit third party employers of domestic service employees—i.e., employers other than the individuals receiving services or their families or households—from claiming the companionship services exemption from minimum wage and overtime or the live-in domestic service employee exemption from overtime. 78 FR at 60480-85.2

Private agencies, non-profit organizations, or public entities<sup>3</sup> may be third party joint employers of domestic service employees, and in particular home care workers, under the Fair Labor Standards Act (FLSA or "the Act"), 29 U.S.C. 201 et seq. Although the Final Rule did not change any of the longstanding case law or the Department's guidance about joint employment, the regulatory changes prohibiting third party employers from claiming the companionship services and live-in domestic service employee exemptions will require each public or private agency that administers or participates in a consumer-directed, Medicaid-funded home care program to evaluate whether it is an employer under the FLSA.

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## The Lobbying Disclosure Act of 1995

109 Stat. 703-Public Law 104-65

Sec. 18. Exempt Organizations.

An organization described in section 501(c)(4) of the Internal Revenue Code of 1986 which engages in lobbying activities shall not be eligible for the receipt of Federal funds constituting an award, grant, contract, loan, or any other form.

Disclosure of Lobbying Activities Form - LLL

To access the Disclosure of Lobbying Activities Form - LLL the web address is,  
[www.whitehouse.gov/omb/grants/sflll.pdf](http://www.whitehouse.gov/omb/grants/sflll.pdf).

## Assurances - Non-Construction Programs

Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (PL 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age
7. Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (PL 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (PL 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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8. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (PL 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
9. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
10. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally assisted construction sub agreements.
11. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (PL 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
12. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (PL 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (PL 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (PL 93-205).
13. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
14. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.)
15. Will comply with PL 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
16. Will comply with the Laboratory Animal Welfare Act of 1966 (PL 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
17. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

## Nebraska Revised Statutes

Section 81-8,240 Terms, Defined.

(1) Administrative agency shall mean any department, board, commission, or other governmental unit, any official, any employee of the State of Nebraska acting or purporting to act by reason of connection with the State of Nebraska, any corporation, partnership, business, firm, governmental entity, or person who is providing health and human services to individuals or service delivery, service coordination, or case management under contract with the State of Nebraska and who is subject to the jurisdiction of the office of Public Counsel as required by section 73-401, any regional behavioral health authority, any community-based behavioral health services provider that contracts with a regional behavioral health authority, and any county or municipal correctional or jail facility and employee thereof acting or purporting to act by reason of connection with the county or municipal correctional or jail facility; but shall not include (a) any court, (b) any member or employee of the Legislature or the Legislative Council, (c) the Governor or his or her personal staff, (d) any political subdivision or entity thereof except a county or municipal correctional or jail facility or a regional behavioral health authority, (e) any instrumentality formed pursuant to an interstate compact and answerable to more than one state, or (f) any entity of the federal government; and

(2) Administrative act shall include every action, rule, regulation, order, omission, decision, recommendation, practice, or procedure of an administrative agency.

Section 81-8,254 Violations; Penalty; State Employee; Complaint; Effect.

A person who willfully obstructs or hinders the proper exercise of the Public Counsel's functions, or who willfully misleads or attempts to mislead the Public Counsel in his inquiries, shall be guilty of a Class II misdemeanor. No employee of the State of Nebraska, who files a complaint pursuant to sections 81-8,240 to 81-8,254, shall be subject to any penalties, sanctions, or restrictions in connection with his employment because of such complaint.

Section 81-2219 Area Agency on Aging; Chief Executive Officer and Staff; Qualifications; Personnel Policies. Each Area Agency on Aging governing unit shall establish minimum qualifications of education, training, and experience for its chief executive officer and written policies and procedures for the selection, appointment, and annual performance rating of its chief executive officer and staff.

Section 81-2220 Area Agency on Aging; Duties

An Area Agency on Aging shall:

- (1) Monitor, evaluate, and comment on policies, programs, hearings, and community actions which affect older individuals;
- (2) Conduct public hearings, studies, and assessments on the needs of older individuals living in the planning and service area;
- (3) Represent the interests of older individuals to public officials and to public and private agencies or organizations;
- (4) Cooperate, coordinate, and plan with other agencies, organizations, or individuals to promote benefits and opportunities for older individuals consistent with the goals of the Nebraska Community Aging Services Act and the Older Americans Act, as now or hereafter amended;
- (5) Develop a one-year and a four-year area plan and budget for a comprehensive, coordinated program of community aging services needed by older individuals of the area and consistent with the requirements of the Nebraska Community Aging Services Act and the Older Americans Act, as now or hereafter amended;
- (6) Monitor and evaluate the activities of service providers to ensure that the services being provided comply with the terms of the grant or contract. When a provider is found to be in breach of the

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terms of its grant or contract, the Area Agency on Aging shall enforce the terms of the grant or contract;

- (7) Comply with rules, regulations, and requirements of the department which have been developed in consultation with the area agencies on aging for client and fiscal information and provide to the department information necessary for federal and state reporting, program evaluation, program management, fiscal control, and research needs; and
- (8) Provide technical assistance to service providers as needed, prepare written monitoring reports, and provide written reports of onsite assessments of all service providers funded by the Area Agency on Aging according to the rules and regulations promulgated by the department.

## Title 15 - Nebraska Department of Health & Human Services State Unit on Aging

### Chapter 1 - Nebraska Community Aging Services Act

001.07U - Plan amendment. Amendments to the Area Plan and Budget must be approved by the State Unit on Aging prior to implementation. Implementation of an amendment without prior approval shall constitute non-compliance and may be cause for withdrawal of designation.

001.07U1 - Amendments to Area Plans and Budgets. Any request for approval of amendment must be accompanied by:

- 1) Reason for the requested change;
- 2) Proposed amended budget;
- 3) Proposed amended level of service or goals and objectives;
- 4) Any pages of the Annual Plan and Budget (and the Area Plan and Budget) that are altered as a result of the changes; and
- 5) Records of public hearings on any changes which are substantial or which adjust scope or direction.

### Chapter 2 - Care Management Units

These rules and regulations implement Neb. Rev. Stat. Sec. 81-2229 - Sec. 81-2236, R.R.S. 1943 (the Act) which directs the establishment of a statewide system of Care Management Units through the Area Agencies on Aging.

### Chapter 3 - Long-Term care Ombudsman Program

These rules and regulations implement Nebraska Revised Statutes Section 81-2237 to 81-2264, which directs the establishment of a statewide long-term care ombudsman program. Other authorities for the program are: (1) Older Americans Act of 1965, as amended, 42 U.S.C. 3001 et seq., specifically, 42 U.S.C. Sections 3058f-3058h; (2) 42 CFR Sections 483.10 through 483.13; and (3) The Nebraska Nursing Home Act, Rev. Statutes of Nebraska, Article 60, Section 71-6019.

### Chapter 4 - Senior Companion Volunteer Program

These regulations govern the Senior Companion Volunteer Program. The regulations are authorized by and implement the Nebraska Senior Companion Volunteer Program Act, Neb. Rev. Stat. Sections 81-2273 to 81-2283, and Section 81-2210.

Code of Federal Regulations - Title 49 - Part 29 - Appendix A - Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions

(1) The Area Agency on Aging certifies to the best of its knowledge and belief, that it and its principals to the following:

(a) Are not presently debarred, suspended, proposed for debarment declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;

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(b) Have not within a three-year period preceding this proposal been convicted or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of record, making false statements, or receiving stolen property.

(c) Are not presently indicated or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

OMB Circular A-129 - Appendix 3 - Certification of Non-Delinquency on Federal Debt

Assurance: Not delinquent on any Federal debt.

Each Attestation page requires an initial & date.

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