FY 2022-2024 Area Plan on Aging

(Planning and Service Area)
As Defined in Response to Requirements
Under the Older Americans Act
OF 1965, AS AMENDED

Fiscal Year 2022

AREA AGENCY ON AGING MISSION

Section 1321.53 (a) of the Rules and Regulations promulgated August 31, 1988 by the Administration on Aging defined the mission of Area Agencies on Aging under the Older Americans Act as follows:

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 (IDOA), 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.

Programmatic Risk Assessment Questionnaire
FY 22 AAA Title III Area Plan

The purpose of this assessment is to evaluate the programmatic risk of the applicant. Limited program experience, protocols and internal control governing program delivery will increase an applicant's degree of risk but will not prohibit the applicant from becoming a grantee.

The programmatic risk assessment questionnaire includes 5 risk categories. There is a computed risk rating for each category:

1. Quality of management systems
2. History of performance
3. Reports and findings from audits performed
4. Applicant's ability to effectively implement statutory, regulator or other requirements
5. Agency and/or program-specific questions

Based on the applicant's responses to the questionnaire, the risk rating is computed. Medium or high risk in any risk category will result in specific conditions in the NOSA and UGA pursuant to 2 CFR 200.207.

Patterns or trends in programmatic risk will influence GATA training as well as the agency's monitoring plan. Appropriate support must be provided by GATU and the agency to build grantee capacity.

Administering the Programmatic Risk Assessment

A. The awarding agency adds program-specific references to questions in Sections 1-4, where applicable, and agency and / or grant-specific questions under section 5. *The awarding agency is responsible to ensure the applicant understands that their responses are to be specific to the associated program.*

B. The programmatic risk assessment questionnaire is distributed to the applicant by the agency prior to an awarding decision.

C. The applicant returns the completed questionnaire to the awarding agency following the agency's protocol.

D. The awarding agency assigns a point value to the questionnaire responses: Low Risk = 1, Medium Risk = 2, High Risk = 3

1. If the question has subparts, the average of the subparts equals the question's risk rating.

2. Based on the number of questions answered in the Section, the Section average is computed.

3. The <u>Section Average</u> determines the applicant's risk rating: 1-1.4 = Low Risk; 1.5–2.4 = Medium risk, 2.5 – 3 = High Risk

E. If the Section Average risk rating is Medium or High (as defined above), applicable specific condition(s) are assigned. Refer to the Programmatic Specific Conditions chart for general verbiage. Consider standard program requirements when setting specific conditions. For example, if standard reporting is quarterly more frequent reporting would be monthly.

F. The agency communicates the applicable specific condition(s) through the NOSA and UGA.

A separate programmatic risk assessment is required for each grant application. Responses must be <u>program-specific</u>.

Program associated with this Programmatic Risk Assessment:	AAA Title III
Applicable CFR or State citation:	N/A
Awarding State Agency:	Illinois Department on Aging
Entity Completing Programmatic Risk Assessment:	Midland Area Agency on Aging
Individual Completing Programmatic Risk Assessment:	Tracy Barczewski
Contact Information for Completer (Phone and Email):	618-532-1853 tracy@midlandaaa.org

To comply with federal risk assessment requirements of 2 CFR 200.205, the state awarding agency must review the programmatic risk posed by applicants. Illinois utilizes this programmatic risk assessment questionnaire to comply with the federal requirement.

1. Quality of management systems and ability to meet the management standards

1.1. Do you have written policies and procedures that guide program delivery on the topics of:	
a. Program outcome tracking and reporting mechanisms	YES
b. Relevant documentation of services/goods delivered	YES
c. Staff management policies and procedures	YES
d. Standards of conduct re: selection, award, or administration of grants	YES
e. Real or perceived conflict of interest re: selection, award, or administration of grants	YES
f. Complaint/grievance resolution policies and procedures	YES
g. Safeguarding funds, property and other assets against loss from unauthorized use of disposition	YES
h. Management of grant terms	YES
i. Written approval from funding agency when key personnel change	YES
j. Written approval from funding agency when program scope changes	YES
k. Participant eligibility, if applicable	YES

1.2. Do you have internal controls that govern program delivery on the topics of:	
a. Quality assurance reporting	YES
b. Unit costs, expense analysis/management	YES
c. Accreditation/licensing compliance program	YES

1.3. How many years of experience does the project leader have managing the scope of services required under this program?	More than five years

1.4. Does the organization have a time and effort system to track program-specific work performed? If YES, answer a. and b. below. If NO, go to section 1.5	YES
a. Does the system record all time worked, including time not charged to awards?	YES
b. Does the system include sign-off by the employee and supervisor?	YES

1.5. Are program payments based on a rate or unit of service? If YES, answer a. and b. below. If NO, go to section 1.6	NO
a. Does the organization have written procedures to ensure accurate invoicing?	
b. Does a second person sign-off on the invoice?	

1.6. Does the program have match or related requirements? If YES, answer a. and b. below. If NO, go to section 1.7	YES
a. Does the organization have written procedures for match reporting?	
b. Does a second person sign-off on match reporting?	

1.7. Is the organization prepared to utilize periodic performance reports to communicate program outcomes?
Performance reports are an established part of grant management procedures.

2. History of performance

2.1. How many years of experience does your organization have with grants of comparable scope and/or capacity? (No experience go to Question 2.3)	More than five years

2.2. If your organization has received grants of comparable scope and/or capacity, provide a brief description of similar project goals and outcomes and specify the applicable year in the text box below:
SHIP Grants SHAP Grants System Development Grant Regional Administration Grant

2.3. During your last two fiscal years, how frequently has the organization submitted project performance reports on time?
Always

2.4. Does your organization have performance measurements that tie to financial data?	YES

2.5. Have there been any significant changes in your organization in the last fiscal year related to program delivery:	
a. Management/Leadership personnel	NO
b. Reorganization or parent/subsidiary relationships	NO
c. Significant changes in programs/grants funded	NO
d. Statutory or regulatory requirements imposed on your organization type	NO

2.6. Provide a brief explanation for all "YES" responses to question 2.5 in the text box below:

2.7. Will a sub-grantee/sub-recipient/sub-award be utilized to manage, administer or complete the project? If NO, go to Question 3.1	YES

2.8. What responsibilities will the sub-grantee/sub-recipient/sub-award perform under this program?	
a. Participant eligibility determination	YES
b. Case management	YES
c. Performance reporting	YES
d. Financial reporting	YES
e. Invoicing	NO
f. Other Explain "Other" in the text box below:	NO

2.9. What percentage of grant funds does the organization anticipate passing to sub-grantees/sub- recipients/sub-awards?	More than 20%

2.10. Does your organization have an implemented policy for sub-grantee / sub-recipient monitoring? **If YES, see below. If NO, go to Section 3.**	YES
If YES, does it include (Select one):	
on-site review	

3. Reports and findings from audits performed under Subpart F—Audit Requirements of this part or the reports and findings of any other available audit

3.1. During the last two fiscal years, has your organization been out of compliance with programmatic terms and conditions of awards?
No occurrences of non-compliance - Go to Question 3.6

3.2. If your organization had at least one occurrence of non-compliance with programmatic terms and conditions, summarize each occurrence.

3.3. Have corrective actions been implemented within the specified timeframe	

3.4. Provide explanation for any corrective actions that were not implemented within the timeframe specified and for any corrective actions that remain open.

3.5. Have there been findings regarding conflict of interest within the last two fiscal years? If NO, go to question 3.6, If YES, specify the finding and your response to the finding in the text box below:	

3.6. Has your organization ever been subject to specific conditions due to program issues? If NO, go to question 4.1, If YES, specify the specific condition, why is was imposed, and whether or not it is still applicable in the text box below.	NO - Go to Questic

4. Applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on awardees.

4.1. To what extent does your organization have policies to ensure programmatic expenses are reasonable, necessary and prudent (sensible)?
Policies are implemented and followed

4.2. To what extent does your organization have policies to ensure programmatic activities are allowable?
Policies are implemented and followed

4.3. Has the organization been out of compliance with any statutory, regulatory or other requirements of grant funding within the last two fiscal years? **If YES, provide explanation in the text box below:**	NO

4.4. To what extent is your organization able to comply with all statutory requirements of this program?
Fully able to comply with all statutory requirements **Please list exceptions in the text box below:**

5. IDoA-Specific Questions (As applicable based on terms of the Notice of Funding Opportunity)

(Awarding agency has discretion to add additional questions specific to the delivery of services as required in the terms of funding for the specified program. If grant or agency-specific questions are not added, the awarding agency must ensure that the applicant understands that their responses are to be specific to the associated program.)

5.1 Does the Grantee comply with equipment and real property management requirements related to program delivery? **If no, enter explanation in the text box below.**	YES

5.2 Does the Grantee comply with matching, level of effort, earmarking requirements related to program delivery? **If no, enter explanation in the text box below.**	YES

5.3 Does the Grantee have adequate controls to oversee program delivery and manage against fraud, waste and abuse of grant funds? **If no, enter explanation in the text box below.**	YES

5.4 Does the Grantee have adequate sub-grantee/sub-recipient/sub-award oversight regarding participant eligibility and maintenance of auditable supporting documentation? **If no, enter explanation in the text box below.**	YES

5.5 The Area Agency has required that providers of service under the Plan are collecting contributions for the service in conformance with federal regulations and that a service provider under this part may not deny any older person a service because the older person will not or cannot contribute to the cost of the service. **If NO, enter explanation in the text box below.**	YES

5.6 The Area Agency has established and is following methods to take into account in connection with matters of general policy arising in the development and administration of the Area Plan, the views of recipients of services under the Plan. **If NO, enter explanation in the text box below.**	YES

5.7 The Area Agency has provided a grievance procedure for older individuals who are dissatisfied or denied services under Title III. **If NO, enter explanation in the text box below.**	YES

5.8 The Area Agency will ensure that each activity undertaken by the agency, including planning, advocacy, and systems development, includes a focus on the needs of low-income minority older individuals and older individuals residing in rural areas. **If NO, enter explanation in the text box below.**	YES

5.9 The Area Agency has established an Advisory Council consisting of older individuals (including minority individuals and older individuals residing in rural areas) who are participants or who are eligible to participate in programs assisted under the Older Americans Act, family caregivers of such individuals, service providers, representatives of the business community, representatives of older individuals, local elected officials, providers of Veterans' health care (if appropriate), and the general public, to advise continuously the Area Agency on all matters related to the development of the Area Plan, the administration of the Area Plan, and the operations conducted under the Area Plan. **If NO, enter explanation in the text box below.**	YES

Certification Section – By signing this questionnaire, I certify to the best of my knowledge and belief that the responses are true, complete and accurate. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (2 CFR 200.415)

Authorized Signature	Date
[signature]	6-4-21

To submit completed Programmatic Risk Assessment Questionnaire:

1. ***Save as a PDF document*** *with a new file name (Example: AAA 01 FY22 PRAQ) and send to the AAA Regional Coordinator via email. (No signature necessary on email version)*
2. *Print, sign, and mail a complete copy with the completed application packet.*

For Office Use Only	Risk Rating	Associated Conditions / Monitoring Required
Section 1		
Section 2		
Section 3		
Section 4		
Section 5		

Special Notes:

Reviewer Signature
By signing this questionnaire, I certify to the best of my knowledge that this Programmatic Risk Assessment Questionnaire has been accurately completed.

Signature

Date

VERIFICATION OF INTENT

The Area Plan on Aging Amendment is hereby submitted for PSA 09
(Planning and Service Area)
for the period 10/01/21 through 9/30/22. It includes all assurances and plans to be followed by the Midland Area Agency on Aging
(Name of Area Agency)
under provisions of the Older Americans Act, as amended, during the period identified. The Area Agency identified will assume full authority to develop and administer the Area Plan on Aging in accordance with all requirements of the Act and related State policy. In accepting this authority the Area Agency assumes major responsibility to develop and administer the Area Plan for a comprehensive and coordinated system of services and to serve as the advocate and focal point for older people in the planning and service area.

The Area Plan on Aging has been developed in accordance with all rules and regulations specified under the Older Americans Act and is hereby submitted to the State Agency on Aging for approval.

6-3-21 (Date) (Signed) [signature] (Area Agency Director)

The Area Agency Advisory Council on Aging has had the opportunity to review and comment on the Area Plan on Aging. Comments are attached.

5/5/21 (Date) (Signed) [signature] (Chairperson of the Area Agency Advisory Council on Aging)

The governing body of the Area Agency has reviewed and approved the Area Plan on Aging.

05/11/2021 (Date) [signature] (Signed)

Board President
(Title: Chairperson of Governing Board, Chairman of County Commissioners, etc.)

The following is a narrative by the Area Agency on the "State of the PSA." Include in this narrative the following: current status and current trends of service provision to older persons, family caregivers and grandparents raising grandchildren in the area, a description of the older persons, family caregivers and grandparents raising grandchildren in the PSA, the needs of older persons, family caregivers and grandparents raising grandchildren in the area, the AAA's vision of the future within the PSA, the gaps and potential resources to address those needs, the AAA's planning process used to determine service priorities and local initiatives for this three year Area Plan period.

Planning Process:

Step 1

Assessing the Needs of Older Persons, Family Caregivers, and Older Relative Caregivers.
Midland Area Agency on Aging's planning process involves several steps using a number of procedures and resources. The planning process allows for basic identifications of the concerns and needs of older persons in the area. It includes a mechanism for adjusting the Area Agency approach to meeting those needs and addressing concerns of older persons as they change over the three-year planning cycle. The planning process in preparation for the development of the three-year Area Plan encompassed many activities and resource analyses to determine the overall service needs and concerns of older persons in the area. The plan was developed to meet those needs to the extent possible with projected resources in the area.

The subsequent planning activities as the Area Plan cycle progresses through the three years are continuous throughout the life of the plan. Needs and concerns of older persons are identified and updated regularly. Shifts in service provision and activities are made as indicated from yearly planning updates if necessary. Several steps are undertaken initially and updated information is reviewed and considered, at a minimum, on a yearly basis in preparation of subsequent years' amendments to the original plan.

The Assessment Process in the development of the FY 2022-2024 Area Plan included the following activities:

1. Review of senior program utilization rates and trends;
2. Service level history and funding history;
3. Benefit Access Assistance utilization rates;
4. Requirements imposed by various funding sources;
5. Review of federal and state laws, rules, and regulations governing service development and administration of funds;
6. Input from the community including local elected officials;
7. Input from the Midland Area Agency Board of Directors;
8. Input from the Midland Area Agency Advisory Council,
9. Representation on various networking groups regarding senior issues;
10. Information obtained from other organizations on caregiving;
11. Information obtained from other organizations regarding mental health;
12. Results of Local Needs Assessment;
13. Results of national and state studies on senior issues;
14. Monitoring of state and federal legislative trends;
15. Census information;

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16. Input from the Aging and Disability Advisory Group;
17. Input from County Coalitions;
18. Input from Faith Based Organizations;
19. Input from participants of all services including those in "greatest social need" and minority participants.
20. Input from Law Enforcement

The results of the needs assessment and planning process are reflected in the issues identified, service priorities and strategies that have been developed to address the issues and needs identified.

Step 2 Evaluate Existing Service System

The local needs assessment was sent to Older Adults, Caregivers, Persons with Disabilities as well as a variety of Community Organizations with self-addressed stamped envelopes for returning. Midland Area Agency on Aging tabulated the surveys. There was a return rate of 33% from Older Adults, Caregivers, and Persons with Disabilities and a 5% return rate from Community Organizations. Although there was a low return rate there were some trends that were identified.

Due to Covid one major trend that was identified by both Persons and Organizations was Technology.

Surveys of Older Adults, Caregivers, and Persons with Disabilities indicated that although 46% have access to the internet only 28% said they would be willing to try to receive service on a virtual platform. Surveys of Community Organizations also list technology limitations. They indicate the same challenge of service delivery to clients who will not utilize technology. In addition, Community Organizations state they are utilizing virtual means to operate their facilities. Some factors impacting both are:

- Unreliable or no Internet Service
- Knowledge of how to utilize programs
- Having Adequate Equipment

More visibility of the Area Agency was an indicated need especially in the smaller outlying areas, so County Conversations will be a goal during this Area Plan Cycle.

Covid also has reinforced positives among our PSA. One of the greatest strengths we have always possessed is the willingness of working together through our partnerships. The Pandemic showed us the need to broaden our partnerships even more. Although, not easily accomplished,

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new partnerships with local health departments have emerged as well strengthening even more the established partnership with the emergency management organizations.

Step 3 Determine Availability of Resources to Meet Needs and Alternative Approaches Available to Meet Needs

Most services are mandated either by the State of Illinois or the Older American Act of 1965 as amended. The amount of funding allocated to each service is determined by the area agency within the funding allocation parameters provided to us by the Illinois Department on Aging. The services are prioritized based upon an extensive process of need identification in the area and whether the service is available in whole or in part through other resources.

In the Fiscal Year 2022-2024 Area Plan cycle, the Area Agency on Aging will continue to expand its network and service package including the Disability network through the ADRC network. The services of Options Counseling and Person Directed Care Planning are concepts the Aging Network have added to their service package. Not only is this concept important while trying to serve those persons with a disability, but also the new generation of older adults that includes the baby boomers who are very accustomed to asking for and directing their own care. It is expected that this trend will continue to grow during this Area Plan cycle.
Due to Covid 19, many alternative services were developed and implemented and they will continue through the life of the FY 2022-2024 Area Plan or until such time the pandemic has been declared over.

General Status of the Area

According to the Demographic Characteristics of Older persons provided by the Department on Aging persons over age 60 in PSA 09 is 37,681. Based on this information approximately 8% of our population is in poverty, 4% are minority, 32% are over the age of 75, 25% are living alone and 100% are classified as rural.

Combining the rural factor with poverty, 75+, and living alone makes the challenge of serving our clients great. The rural area clients and their caregivers do not have access to the array of local options for help as do their counterparts in the more populated areas. Therefore dependence and access to the Older Americans Act services is vital component to the everyday lives of both the client and caregiver. The utilization rate for the PSA population is very high for at least one if not multiple of the Title III services that are offered through the Area Agency. The Minority population is small through out our PSA, but efforts to obtain views through our needs assessment included sending survey to those clients who have received services through Older American Act services as well as the Veterans Independence program that is done at the Area Agency. In addition, community surveys sent to faith based and community organizations who may have minority participation to obtain input for this Area Plan cycle. According to FY 2019 Census PSA 09 has 1488 minority over 60 in 2019 we served 130 for 9% and in FY 2020 we

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served 197 for 13%. The AAA will continue to do outreach to reach this population as well as continue to monitor our providers to assure they are doing outreach.
With the implementation of the National Family Caregiver Initiative in 2000, we, as the Aging Network, no longer focus solely on the older individual. The plight of families in the area impacts their ability to care for older adults and grandchildren or kinship children they are trying to raise. In Fiscal year 2019, 3,111 and in Fiscal Year 2020 3,367 people used Title III E Caregiver services and the number keeps growing.
During the pandemic, requests for respite services went up. This was already a service that was in demand and the funding stretched to its limits. Family members found themselves unable to provide as much care as they did before because of the stay at home order or they were called upon to do so much more due to services not being available that respite became even more important. CARES funding helped the AAA and Provider to get through this time.

Respite services is only one of the services that is provided to Caregivers and Grandparents Raising Grandchildren. Support Groups, Training and Education, Counseling, and Information and Assistance are also provided through our Caregiver Program. Caregiver stress leads to abuse issues, hospitalization of the caregiver, in extreme cases death of a caregiver, and premature institutionalization of both the caregiver and care receiver. These services were provided during the pandemic through a variety of ways including zoom, via phone, email, and drive through or parking lot methods. As things reopen services face to face options will once again become available, however a virtual option will be offered.

During the Pandemic the Caregiver Advisor program also moved to an evidence based assessment. T Care was purchased and training obtained through CARES ACT funding. The AAA Coordinated the transition of this change and has received training on an Administration level. It has been a slow process, but during the Fiscal Year 2022-2024 we should see data produced from the Caregiver Program that can be utilized to set up holistic care plans for caregivers as well as help with additional funding for the program.

Also according to our statistics in FY 2019 in our PSA, 1,255 people utilized Title III C 1 congregate meals and 45,207 units of service were provided and 1,070 people utilized Title III C 2 Home Delivered Meals and 115,324 units of service were provided. These numbers are up from previous "normal" years. The additional funds that have been received through the State General Revenue funds have helped these numbers grow. It has afforded the Nutrition providers to return to full capacity in operation at both congregate sites and expand Home Delivered Meals. Currently there are no waiting lists or unserved area's in the PSA.

In FY 20 784 people utilized Title III C1 congregate meals and units 20,387 of service were provided and 164,479 units of services were provided. This demonstrates the major impact that the pandemic had on the nutrition program. PSA 09 never had a waiting list during the pandemic which is a major accomplishment and shows the dedication of the providers in this area. The

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expectation is that during the FY 2022-2024 Area Plan cycle the service levels will return to the 2019 levels.
Our statistics also reflect that in Fiscal Year 2019 2,270 clients used registered Title III services and 9,988 used unregistered services. Also according to these reports 20,612 people received Benefits Access, Medicare Part D, Low Income Subsidy, Medicare Savings Plans, and Information and Assistance contacts.

Through the Aging Network, the area agency has been able to assure certain services are available within funding limitation. Services identified as priority are either funded by the area agency or provided by local resources. Other services which are mandated either by the Older Americans Act or the State of Illinois are also available area wide through a combination of area agency funding, local resources and collaborative partnerships developed with other health care, social service, and community agencies within the planning and service area.

However, for those persons who require assistance with several activities to remain living independently in the community, gaps in the availability of services remains. The range of needed services varies depending upon the support available to an individual from family or friends. According to the data from the unmet need report and the community needs assessment completed the following are the most common requests for services that are not available or limited availability in our PSA:

1. Specialize/medical transportation area wide;
2. In-home services including yard work, snow removal, housekeeping and homemaker services for senior not eligible for or unwilling to avail themselves of the state Community Care Program;
3. Transportation in the outlying areas of the PSA ;
4. Emergency needs for which no other resource is available like medication, eye glasses, hearing aides (GAP filling);
5. Residential repair/home modification
6. Telephone reassurance;
7. Friendly visiting/senior companion;
8. Medication Management
9. Homeless Shelters/Homelessness in general;
10. Adult Day Services;
11. Money Management;
12. Affordable Housing;
13. Assistive Technology;
14. Diabetic Supplies;
15. Incontinent Supplies;

16. Developmental Disability Services;
17. Dementia/Alzheimer's Support;
18. Health Promotion Programs;
19. Grandparents Raising Grandchildren;
20. Social Isolation Prevention Services;

Based on these identified gaps in service the Area Agency has funded Friendly Visiting in parts of the PSA, is working with the transportation providers to expand some services into outlying area's , and is looking at possibilities of gap filling. The AAA has been asked to sit on a newly formed committee that is made up of local community businesses and citizens that have come together to try to help Seniors stay in their homes. The AAA will serve as a consultant For this group and attend monthly meeting to help set up and coordinate the program. In addition the AAA will be part of a Focus group on Homelessness and affordable housing for Seniors. The AAA will also be part of setting up Dementia/Alzheimer's support groups. This will start as a pilot project in one county and will hopefully be expanded through out the PSA during this Area Plan cycle.

Step 4 Establish Priorities

In establishing service priorities, the Area Agency followed a series of established procedures. The priority listing of fundable services was developed from a review of all necessary data obtained from the needs assessment and planning processes. The priority list also takes into consideration all mandated and essential programs as required by the Older American's Act as amended, the Illinois Act on Aging, and the Department on Aging. Simultaneously, the anticipated amount of Area Agency funds to be available is reviewed to determine funding that can be allocated to the various services.

In November 2020 a Needs assessment was sent to the Board of Directors, Advisory Council members, Provider Agencies, networking groups, and Consumers in the PSA. A piece of the Needs Assessment focused on the priorities of services in the PSA. The results of this process the Board of Directors has identified following as the priority list:

1. Home Delivered Meals
2. Caregiver
3. Transportation
4. Senior Center
5. Information and Assistance
6. Congregate Meals
7. Friendly Visiting
8. Health Promotion Programs

9. Adult Protective Services
10. Legal Services

INITIATIVE PRORITIES

Initiative priorities were determined by examination of planning data, Advisory Council input, Focus groups, and statewide issue identification by the Illinois Department on Aging.

STATE INITIATIVE: Enhance Illinois existing Community Based Delivery System to address Social Isolation among Older Adults.

During the FY 2022-2024 Area Plan cycle Midland Area Agency on Aging will continue to work in collaboration with the Illinois Department on Aging and other Community Organizations as well as other Area Agency's on Aging on a plan to reduce Social Isolation within in our planning and service area.

Background

Social isolation and loneliness are associated with many adverse health conditions such as depression, cardiovascular disease, cognitive impairments and even mortality.

A recent study by researchers from the AARP Public Policy Institute, Stanford University, and Harvard finds that Medicare spends an estimated $6.7 billion more each year on seniors who have little social contact with others. About 14% of study participants were identified as socially isolated, which meant they had little contact with adult children, other relatives, or friends. The study found that Medicare spent about $1,600-a-year more on older adults who are socially isolated than those who are not. They were one-third more likely to require care in a skilled nursing facility, perhaps because they could not be safely discharged home after a hospitalization.

Risk Factors associated with social isolation are:

- Living alone
- Mobility or sensory impairment
- Major life transitions
- Socioeconomic status
- Being a caregiver for someone with severe impairment
- Psychological or cognitive vulnerabilities

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- Location: rural, unsafe, or inaccessible neighborhood/community
- Inadequate social support
- Language barrier

Seniors who feel lonely and isolated are more likely to report also having poor physical and/or mental health, as reported in a study using data from the National Social Life, Health, and Aging Project. Connecting seniors with social resources, such as senior centers and volunteering programs, is one way to combat subjective feelings of isolation.

Midland Area Agency on Aging will continue to work with colleagues from the Area Agencies on Aging in Illinois and the Illinois Department on Aging and will participate in conversations on the topic of Social Isolation on a State-wide basis.

Along with collaboration with other Area Agencies on Aging and the Department on Aging, Midland AAA is working with local agencies who work with older adults who may be isolated to identify these people and strategize with the resources available how to intervene and alleviate or at least diminish the isolation.

Covid-19 has only increased and validated the impact social isolation has had on people. Once very active seniors have been not only encouraged but mandated to stay at home during this past fiscal year and it has had an effect on them. We have brought our network to a group of people who were never in need of it before.

Midland Area Agency will continue to develop and implement programs to combat social isolation during this three-year cycle. Midland Area Agency will continue to look closely at our Home Delivered Meal clients. As we know the "traditional" Home Delivered Meal Clients are homebound by definition to receive a meal and now anyone over 60 is deemed eligible due to the pandemic. This is a population that is at great risk of isolation so we will evaluate whether we can do more than is currently being provided.

It will also take a great deal of time to reintegrate our population back into the community safely as the state reopens its doors. A service package of both virtual and in person will need to be maintained.

This will include at a minimum:

- Education using statewide brochure in all 5 counties to be completed by AAA staff. Education will be provided to:
    - Faith Based Communities
    - Law Enforcement Agencies

  - Home Health Agencies
  - Local Health Departments
  - Emergency Management Systems
  - Hospitals
- Continuing Friendly Visiting Program in Clay and Effingham Counties by Collaborating with the RSVP program through a partnership with CEFS
- Expansion of the Evidence Based Programs in a virtual format
- Continue to disperse Social Isolation Bags throughout our PSA
- In Fiscal Year 2021 Midland Area Agency invested in 2 virtual programs:
  - Get Set Up: A learning program that teaches participants how to use virtual formats such as zoom, on line shopping, as well as social outlets dealing with pets, books, and cooking. The program keeps people connected family and community during a time when close contact in not encouraged.
  - Adaptive Equipment Corner. This is a web-based Caregiver Training program done through videos that have been designed and are provided by professional physical therapists, speech therapists, and occupational therapists. These have been very valuable during the time that the Caregiver program has been unable to provide in person training workshops.

  Midland will continue to invest in these programs through Fiscal Year 22 as we are beginning to see more participation from our consumers.

Midland will continue to measure program effectiveness by utilization of the UCLA Loneliness Scale.

LOCAL INITIATIVE: To become part of Dementia Friendly Illinois
Background
Dementia Friendly Illinois is working towards making Illinois recognized as part of the Dementia Friendly America movement. It is about working with communities to educate and integrate persons with dementia and their support systems within the communities. Persons living with or at risk for dementia often feel isolated within their own community.
Building a dementia friendly community is very important. It is estimated that 220,000 people in Illinois have dementia due to Alzheimer's disease and by 2025 that number will increase by 18% or 260,000 (2017 Alzheimer's Association Fact and Figures report). If these people do not feel supported by their community, they start becoming isolated. Isolation leads to worsening well-being along with poor physical and mental health.

Dementia Friendly Illinois is about working with persons with dementia and their support systems and the community. All too often, persons living with or at risk for dementia feel alone and unheard. They feel left out from the activities in their community that promote well-

The following is a narrative by the Area Agency on the "State of the PSA." Include in this narrative the following: current status and current trends of service provision to older persons, family caregivers and grandparents raising grandchildren in the area, a description of the older persons, family caregivers and grandparents raising grandchildren in the PSA, the needs of older persons, family caregivers and grandparents raising grandchildren in the area, the AAA's vision of the future within the PSA, the gaps and potential resources to address those needs, the AAA's planning process used to determine service priorities and local initiatives for this three year Area Plan period.

being. Dementia Friendly Illinois is about reversing the narrative. Communities, big and small, can see the value in making their communities more dementia friendly. Dementia Friendly Illinois is about improving the journey of persons with dementia and their support systems.

Midland Area Agency will continue to develop a program following the guideline that have been set for by Dementia Friendly America-Illinois.

Midland Area Agency has collaborated with local Alzheimer's Association, the Alzheimer's Awareness Foundation, Our Provider Network, and Community Organizations to develop this Initiative. Midland Area Agency made this our local initiative during the last planning cycle. At that time two very rural small communities were identified as goals for our dementia friendly communities. We were ready to Convene our Town Hall meeting when the State was shut down due to Covid. Since that time, we have had many challenges and barriers in completing our goals. The staff had to convert the in-person program to a virtual format. This in itself was a daunting process as we have no one with experience in providing training this way. We have spent time teaching ourselves and taking classes to learn how to provide training this way. The next challenge was the community we chose was not receptive to receiving the training and having meetings via zoom or any virtual method. We have now located a community that is more receptive and still hope to get one community on the registry by the end of Fiscal Year 2021.

Our local initiative will remain Dementia Friendly Communities for this Area Plan Cycle. We feel with the materials and training we have developed, we can have at least 2 additional communities on the Dementia Friendly registry by the end of the Fiscal Year 22-24 cycle. Two staff people at the AAA have been trained as Dementia Specialist by IDOA, Dementia Champions, by Rush University, and have been completing Dementia Friends Training in the PSA. This training will continue to be provided in Fiscal Year 2022-2024.
The Goal of this initiative is for people living with dementia to have a high quality of life, are engaged with their community and feel like a "whole person". The way to accomplish this is to engage the community and businesses through education of the disease and how to communicate and respect those with Dementia.

In addition, the AAA is excited to receive additional funds this year to address specialized needs of persons with Alzheimer's Disease and Related Dementia (ADRD) and their family Caregivers. With these funds the AAA plans to provide GAP filling services to our Caregiver program to assist Caregivers caring for someone with dementia. This past year we were able to assist with Respite In-Home, Respite Long Term Care, and Respite Adult Day Services. We built a ramp. We purchased a Lift Chair, Wheelchair, Bedding, and Personal Hygiene items. We also paid a medical bill. These funds were invaluable to Caregivers caring for their loved ones with Dementia.

Step 5 Modification and Refinement

The following is a narrative by the Area Agency on the "State of the PSA." Include in this narrative the following: current status and current trends of service provision to older persons, family caregivers and grandparents raising grandchildren in the area, a description of the older persons, family caregivers and grandparents raising grandchildren in the PSA, the needs of older persons, family caregivers and grandparents raising grandchildren in the area, the AAA's vision of the future within the PSA, the gaps and potential resources to address those needs, the AAA's planning process used to determine service priorities and local initiatives for this three year Area Plan period.

Modification and Refinement have been ongoing since March of 2020. Every service, every client, every employee has had to change the way service has been delivered. The expectation is that modification will continue through at least Fiscal Year 2022 as offices, sites, and home visits gradually return.

The AAA and the CCU

The AAA and CCU have always had a very good working relationship in PSA 09. This relationship will continue to grow during the Fiscal Year 2022-2024 Area Plan Cycle. Currently the CCU Director is the president of the AAA Advisory Council and has been involved with the Council for at least 30 years. The Advisory Council meets a minimum of quarterly The AAA sits on the CCU Multi-Disciplinary Team that meets quarterly and the CCU is a key partner in the Aging and Disability Resource Center/Network that also tries to meets quarterly. The AAA invites the CCU to any training they are providing in the PSA. The CCU is a valuable resource to all of our Title III Older American Act Services as well as the CCU utilizes all of the Older American Act Services as part of their comprehensive care plan. During each of these meetings both the AAA and CCU discuss services which they have, where gaps are, and how if possible can we utilize what combined resources there are to diminish those gaps. Coordination and Communication are key to problem solving and we are fortunate to be able to do that throughout the PSA.

The Future Vision:

The AAA met with the Advisory Council and discussed a vision for the future. This is what came out of that discussion:

> The Area Agency will continue to provide an array of services to assist Older Adults, Persons with Disabilities, and Family Caregivers to live independently in the Community. The Area Agency will learn from the Covid Pandemic experience and develop a balance of services to reach clients in the more traditional way of face to face service as well as offering virtual services to those who require it. The Area Agency recognizes that everyone's comfort level of reintegrating into community life will be different. The Area Agency will respect the right of Self Determination and try to meet the needs of each client in a way that protects their dignity.

For the submission of the Area Plan, the Area Agency must provide a comprehensive overview of the Statewide Initiative as outlined in the Area Plan Instructions.

STATEWIDE INITIATIVE: ENHANCE ILLINOIS' EXISTING COMMUNITY-BASED SERVICE DELIVERY SYSTEM TO ADDRESS SOCIAL ISOLATION AMONG OLDER ADULTS.

During the FY 2022-2024 Area Plan cycle Midland Area Agency on Aging will continue to work in collaboration with the Illinois Department on Aging and other Community Organizations as well as other Area Agency's on Aging on a plan to reduce Social Isolation within in our planning and service area.

Background

Social isolation and loneliness are associated with many adverse health conditions such as depression, cardiovascular disease, cognitive impairments and even mortality.

A recent study by researchers from the AARP Public Policy Institute, Stanford University, and Harvard finds that Medicare spends an estimated $6.7 billion more each year on seniors who have little social contact with others. About 14% of study participants were identified as socially isolated, which meant they had little contact with adult children, other relatives, or friends. The study found that Medicare spent about $1,600-a-year more on older adults who are socially isolated than those who are not. They were one-third more likely to require care in a skilled nursing facility, perhaps because they could not be safely discharged home after a hospitalization.

Risk Factors associated with social isolation are:

- Living alone
- Mobility or sensory impairment
- Major life transitions
- Socioeconomic status
- Being a caregiver for someone with severe impairment
- Psychological or cognitive vulnerabilities
- Location: rural, unsafe, or inaccessible neighborhood/community
- Inadequate social support
- Language barrier

Seniors who feel lonely and isolated are more likely to report also having poor physical and/or mental health, as reported in a study using data from the National Social Life, Health, and Aging Project. Connecting seniors with social resources, such as senior centers and volunteering programs, is one way to combat subjective feelings of isolation.

Midland Area Agency on Aging will continue to work with colleagues from the Area Agencies on Aging in Illinois and the Illinois Department on Aging and will participate in conversations on the topic of Social Isolation on a State-wide basis.

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Along with collaboration with other Area Agencies on Aging and the Department on Aging, Midland AAA is working with local agencies who work with older adults who may be isolated to identify these people and strategize with the resources available how to intervene and alleviate or at least diminish the isolation.

Covid-19 has only increased and validated the impact social isolation has had on people. Once very active seniors have been not only encouraged but mandated to stay at home during this past fiscal year and it has had an effect on them. We have brought our network to a group of people who were never in need of it before.

Midland Area Agency will continue to develop and implement programs to combat social isolation during this three-year cycle. Midland Area Agency will continue to look closely at our Home Delivered Meal clients. As we know the "traditional" Home Delivered Meal Clients are homebound by definition to receive a meal and now anyone over 60 is deemed eligible due to the pandemic. This is a population that is at great risk of isolation so we will evaluate whether we can do more than is currently being provided.

Although Midland began asking consumers about sexual orientation last fiscal year, we have very few statistics about the LGBTQ population in PSA 09. The community needs assessment included questions about sexual orientation and straight was the only answer that was given. This does not mean that Midland does not recognize that this population resides in our Area. Midland has done research and has gathered resources for the LGBTQ communities. These resources will be included in the Fiscal Year 2022 Social Isolation bags that will be distributed throughout the PSA. In addition, Midland program staff have received initial training through SAGE. Midland program staff will complete the SAGE curriculum to become certified during this Area Plan Cycle. Midland will encourage provider agencies to also receive training through SAGE to become more familiar with resources and needs of the LGBTQ community.

It will also take a great deal of time to reintegrate our population back into the community safely as the state reopens its doors. A service package of both virtual and in person will need to be maintained.

This will include at a minimum:

- Education using statewide brochure in all 5 counties to be completed by AAA staff. Education will be provided to:
  - Faith Based Communities
  - Law Enforcement Agencies
  - Home Health Agencies
  - Local Health Departments
  - Emergency Management Systems
  - Hospitals

For the submission of the Area Plan, the Area Agency must provide a comprehensive overview of the Statewide Initiative as outlined in the Area Plan Instructions.

- Continuing Friendly Visiting Program in Clay and Effingham Counties by Collaborating with the RSVP program through a partnership with CEFS
- Expansion of the Evidence Based Programs in a virtual format
- Continue to disperse Social Isolation Bags throughout our PSA
- In Fiscal Year 2021 Midland Area Agency invested in 2 virtual programs:
  - Get Set Up
  - Adaptive Equipment Corner

- Education is the key to reducing the amount of Social Isolation not only in PSA 09 but throughout the state. MAAA plans to accomplish this by utilizing the state wide brochures. MAAA will set up Education trainings virtually and face to face as the state opens up after the pandemic targeting the following groups in all 5 of our counties

  - Faith Based Communities
  - Law Enforcement Agencies
  - Home Health Agencies
  - Local Health Departments
  - Emergency Management Systems
  - Hospitals

Each of these entities has direct contact with seniors who may be socially isolated. If we can train them to identify and refer these people to our Network we will be able to reduce the Isolation.

Connecting seniors with the Friendly Visiting Program is another way to combat feelings of isolation.

- Friendly Visiting: Midland Area Agency was initiated as a new program in Fiscal Year 2021 to combat Social Isolation. Midland will continue to partner with Retired Senior Volunteer Program (RSVP) through a current provider for this service. Due to the pandemic this program did not get fully off the ground during the last Area Plan cycle and had to be converted to services via the telephone. The goal is to actually provide the service as designed during this Area Plan Cycle. If the need arises, the services will be again provided with out face to face contact. Friendly Visiting continues to be identified as an un met need and is number 7 on the Priority List.

- Health Promotions: Midland AAA funds two Evidence Based programs through Title III D funds. Strong for Life and Aging Mastery. Strong for Life is an exercise program that is lead by a facilitator, but also includes a CD that allows participants to do the program

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on their own at home. Exercise and movement in general has been proven to reduce isolation. This program has helped many homebound seniors to continue to be active during the pandemic. The goal will be to return to in person programing as congregate meal sites open back up. This is where the majority of the programs took place.

Aging Mastery is a new program introduced in Fiscal Year 2021 to PSA 09. It is being developed as both a virtual and in person program.

The 10-class program encourages individuals to create their own playbook for aging well. In this program, individuals set goals for positive actions in many aspects of their lives such as exercise, nutrition, finances, advance care planning, community engagement, and healthy relationships. All of the tools learned in this class can be used to combat social isolation.

- Technology and Virtual Programing: Technology and Virtual Programing has not been well received throughout the PSA, Midland AAA recognizes and has embraced the need for it. Our needs assessment as well as informal surveying (asking people while we have them on the phone) demonstrates ; our consumers are not only not well versed in technology and virtual programing; they do not want to be. Although this is a major challenge, Midland AAA has invested in two very consumer friendly and easy to utilize programs to introduce our population to the virtual world.
  - Get Set Up: A learning program that teaches participants how to use virtual formats such as zoom, on line shopping, as well as social outlets dealing with pets, books, and cooking. The program keeps people connected family and community during a time when close contact in not encouraged.
  - Adaptive Equipment Corner. This is a web-based Caregiver Training program done through videos that have been designed and are provided by professional physical therapists, speech therapists, and occupational therapists. These have been very valuable during the time that the Caregiver program has been unable to provide in person training workshops.

These programs were introduced last Fiscal Year 2021and increased marketing is planned for the Fiscal Year 2022-2024 Area Plan Cycle including but not limited too:

- Caregiver and Grandparents Raising Grandchildren News Letters
- Facebook
- Social Isolation bags
- Faith Based Bulletins
- Community Organizations

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Because technology and virtual programming is a challenge, Midland had to develop an additional way of reaching the people in PSA 09. The development of the Social Isolation bags was done during the outreach activities for the Census. It was so successful that we have continued it in Fiscal Year 2021 and plan to utilize it during the Fiscal Year 2022-2024 Area Plan. Included in these bags are things like:

- Work search Crossword puzzle book
- Highlighter
- Social Isolation brochure
- Midland brochure
- SMP magnet/brochure
- Friendship Card
- Mental Health Hotline
- Pen
- Open enrollment information
- Chap stick
- Jar gripper
- Ice pack
- Hand sanitizer
- Face mask
- Letter Opener
- Paper Packet containing information about:
    - Information And Assistance Offices
    - CCU offices
    - APS Fact Sheet
    - Engaged Illinois brochure
    - Caregiver Services
    - Ombudsman Sheet
    - "Turning 65" Information Sheet
    - Covid 19 Tip Sheet
    - Covid 19 Vaccine Information Sheet
    - Nutrition Brochure
    - Exercise Sheets

It has been found that providing all of the information in one location has helped people who are isolated to reach different programs that they may need. It also included activities that can be done in the home alone to keep people as active as possible. Keeping people engaged even in small ways can make a huge difference. It also includes emergency numbers and help line information for people to utilize.

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Midland will continue to measure program effectiveness by utilization of the UCLA Loneliness Scale. The scale is being conducted on clients that receive all of our services. The initial scale is easily obtained. The follow up assessment has posed more of a challenge. Midland will continue to provide training on the importance of using this tool so we can effectively evaluate our interventions and programs.

Prior to the pandemic, Midland had identified 2 communities to focus social isolation activities in. They were in Effingham and Fayette counties. Since the pandemic, the focus has been more PSA wide. In the beginning of the Area Plan Cycle Midland will continue to focus Area Wide. In the event that the communities open completely up and community events are reestablished, the Advisory Council and Midland staff will reevaluate the idea of focusing on 2 specific communities.

The following is a full discussion by the Area Agency on each of the initiatives that will be addressed during the three year Area Plan. Included in the discussion for each initiative is: the statement of the initiative, the background and analysis of the initiative, and the area agency strategy to address the initiative.

LOCAL INITIATIVE:

Background

Dementia Friendly Illinois is working towards making Illinois recognized as part of the Dementia Friendly America movement. It is about working with communities to educate and integrate persons with dementia and their support systems within the communities. Persons living with or at risk for dementia often feel isolated within their own community.

Building a dementia friendly community is very important. It is estimated that 220,000 people in Illinois have dementia due to Alzheimer's disease and by 2025 that number will increase by 18% or 260,000 (2017 Alzheimer's Association Fact and Figures report). If these people do not feel supported by their community, they start becoming isolated. Isolation leads to worsening well-being along with poor physical and mental health.

Dementia Friendly Illinois is about working with persons with dementia and their support systems and the community. All too often, persons living with or at risk for dementia feel alone and unheard. They feel left out from the activities in their community that promote well-being. Dementia Friendly Illinois is about reversing the narrative. Communities, big and small, can see the value in making their communities more dementia friendly. Dementia Friendly Illinois is about improving the journey of persons with dementia and their support systems.

Midland Area Agency will continue to develop a program following the guideline that have been set for by Dementia Friendly America-Illinois.

Midland Area Agency has collaborated with local Alzheimer's Association, the Alzheimer's Awareness Foundation, Our Provider Network, and Community Organizations to develop this Initiative. Midland Area Agency made this our local initiative during the last planning cycle. At that time two very rural small communities were identified as goals for our dementia friendly communities. We were ready to Convene our Town Hall meeting when the State was shut down due to Covid. Since that time, we have had many challenges and barriers in completing our goals. The staff had to convert the in-person program to a virtual format. This in itself was a daunting process as we have no one with experience in providing training this way. We have spent time teaching ourselves and taking classes to learn how to provide training this way. The next challenge was the community we chose was not receptive to receiving the training and having meetings via zoom or any virtual method. We have now located a community that is more receptive and still hope to get one community on the registry by the end of Fiscal Year 2021.

Our local initiative will remain Dementia Friendly Communities for this Area Plan Cycle. We feel with the materials and training we have developed, we can have at least 2 additional communities on the Dementia Friendly registry by the end of the Fiscal Year 22-24 cycle. Two staff people at the AAA have been trained as Dementia Specialist by IDOA, Dementia Champions, by Rush University, and have been completing Dementia Friends Training in the

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PSA. Dementia Friends training is currently being provided throughout the PSA and this training will continue to be provided in Fiscal Year 2022-2024.

The Goal of this initiative is for people living with dementia to have a high quality of life, are engaged with their community and feel like a "whole person". The way to accomplish this is to engage the community and businesses through education of the disease and how to communicate and respect those with Dementia.

After a discussion with the Midland Advisory Council the following communities were selected:

Year One:

Target the City of Salem as our focus to become Dementia Friendly.

Year Two:

Target the City of Altamont as our focus to become Dementia Friendly.

Year Three:

Target the City of Farina as our focus to become Dementia Friendly.

Describe the Area Agency's strategy on coordinating activities and developing long-range emergency preparedness plans with local and State emergency response agencies, relief organizations, local and State governments and other institutions that have responsibility for disaster relief service delivery.

The Area Agency on Aging has an emergency disaster plan in place. We have also required all service providers to develop and maintain disaster plans to include working with local organizations, procedures to follow in the event of a disaster, working with Federal and State officials, the local Civil Defense agencies, law enforcement and other community-based services. Each plan must address the continuity of operations within their own agency during a major disaster. The Area Agency attends local Emergency Management and Region meetings to aid in developing and refining these sections of the plans. In light of the recent pandemic and state of emergency due to COVID19 this plan has been updated and the relationships that have been built over the years has been strengthened. The Disaster Coordinator attended weekly call at the start of the pandemic to assure senior needs and issues were at the forefront. The Disaster Coordinator will continue to be part of these councils through the Fiscal Year 2022-2024 Area Plan Cycle. The local EMS councils rely on the expertise of the AAA to assist with the needs of our seniors in our PSA. This relationship is even stronger now. Emergency Management teams have developed additional training and has offered to give it to the AAA and local service providers. The Disaster Coordinator has had input on this training.

As part of its monitoring, the Area Agency conducts reviews of service providers disaster plans and provides technical assistance when needed. Each service provider's disaster plan is reviewed to assure updated written coordination agreements with Emergency Services Disaster Agencies, community based voluntary relief groups, law enforcement, and local community-based organizations are in place. As part of this review, the Area Agency will add to its current monitoring tool a section on the agency's activities to insure persons with functional needs are addressed. The Area Agency has in place MOU's that include mutual aid agreements to other Area Agencies and to the American Red Cross, EMA, and other disaster relief organizations. It is important that in an emergency information to identify and reach clients especially those with impairment or functional needs be available to first responders. With IDOA, the Area Agency will create a system to give the necessary information: name, address, phone number, emergency contact number and special conditions or needs to local authorities so that they can reach the most needy as soon as possible. However, confidentiality and HIPPA laws have to be taken into consideration with this system.

The Area Agency has instituted a disaster calling tree to notify all staff of a disaster in the area and to stay in contact with local service providers assessing the situation on site. The Area Agency has a designated Disaster Coordinator who begins the process, assesses the severity, need, works with the service providers, and reports to the Illinois Department on Aging's Disaster Coordinator after disasters. In addition, each staff person has been issued the proper equipment to continue to do their jobs in their homes in the event of a disaster. As long as the disaster does not affect the internet in a particular location staff can continue to communicate via zoom and/or cell phone conferences. This applies not only to staff but our Board of Directors. During the COVID19 communications has continued between staff, board, and IDOA in a non-

Describe the Area Agency's strategy on coordinating activities and developing long-range emergency preparedness plans with local and State emergency response agencies, relief organizations, local and State governments and other institutions that have responsibility for disaster relief service delivery.

face to face manner. This will continue to be an option during the Fiscal Year 2022-2024 Area Plan Cycle even as the state begins to open up.

If the activation of the disaster plan is required, on site advocacy on behalf of older adults is conducted by the Area Agency in conjunction with service providers in the disaster area. Identification of older adults in need of services, shelter, food and other provisions is conducted. Midland Area Agency on Aging works closely with service providers and with ESDA, Federal and state agencies, and community organizations to assure that older adults affected are served. They also help through the processes of recovering losses, finding temporary shelter, permanent housing if necessary, and providing them with necessary items for sustaining them during recovery. The Area Agency monitors the progress through assessment of the situation and by following up with providers including, but not limited to, on site information and assistance. In the case of a catastrophic disaster or Presidentially declared disaster, the Area Agency will assist providers in advocating for seniors with the Federal and Illinois Emergency Management Agency to assure all benefits are received. Special attention and priority will be given to seniors with functional needs in both assessment and provision of services.

In the case of health related pandemics, the Area Agency on Aging will work with the IDOA Disaster Coordinators, IDOA Regional Coordinator, the IDPH, Local Health Departments and the Governor's Office to provide necessary education, publicity, or services as directed by the lead agencies.

In FY 20 the Emergency Preparedness Plan took on a whole new meaning. Our network, along with the whole state was abruptly shut down and life and services as we knew them ceased to exists. It has taken a team of dedicated people to get services in many nontraditional forms to seniors. We are proud of the response time of the staff at the AAA and Providers in PSA 09 and appreciate the support of IDOA especially our RC during these times.

First and foremost, the Nutrition Program was a priority. Overnight our Congregate sites were closed and all of those clients became Home Delivered Meals clients. New routes were developed as well as a system for clients to safely drive through and pick up their meals if they wished. Nontraditional no contact delivery methods had to be developed quickly. We worked with local Health Departments and IDOA to get approval for these types of deliveries as in the past they would not be allowed. Coolers were purchased so meals could be left at the door and the volunteer could knock and step back so that the client could come get the meal. In addition, multiple meals as well as shelf stable meals were provided in the event that there is a time we cannot make it to a client's home. So far, we have not faced that issue. We have had enough volunteers step up to help and there has never been a waiting list in our PSA. However, it was at this point we realized the importance of having shelf stable meals for every home delivered meal and congregate meal participant. The AAA has made it mandatory in the provider grant, that a

Describe the Area Agency's strategy on coordinating activities and developing long-range emergency preparedness plans with local and State emergency response agencies, relief organizations, local and State governments and other institutions that have responsibility for disaster relief service delivery.

minimum of 5 shelf stable meals must be purchased and tracked for each meal both congregate and home delivered meal participant. These meals will be replenished upon expiration or use of the meal.

Although food took priority, the rest of our services simultaneously changed quickly from in person services to remote services. Our Information and Assistance specialists quickly started making wellbeing checks via phone with their clients to make sure their basic needs were being met and arranged for delivery services, if available as well as linked them to services that were still available. The Caregiver Advisor was in touch with all of their Caregivers and in many instances increased Respite hours to cover additional needs. Legal services were conducted via phone to finish started services. Transportation providers assisted with the delivery of Home Delivered meals as well as emergency appointments with safety measures implemented. The Ombudsman program was in touch with Nursing Homes to see how they could assist immediately. The Adult Protective Services Program and Care Coordination Units converted their services via phone. The Friendly Visiting program provided services via phone.

As time has gone on, we have refined some of these services. Many are still being completed via phone, however no contact systems have been developed such as drop off box and items being mailed back after service is completed. Drive through systems are being developed to complete paperwork with out the client leaving their cars. The AAA and Service Providers are conducting meetings via zoom and conference calls rather than in person. The AAA has offered virtual services to clients although very few have been receptive to this avenue. The AAA and Service Providers have set up in home offices in the event this Pandemic continues for a long period of time, or in the event there is an infection internally and we must stay home, or we are dealing with another type of disaster. The AAA and Providers have obtained PPE equipment through partnerships with FEMA, IDOA, local health departments, and our local EMA. As stated before, the AAA Disaster Coordinator has been and will continue to work closely with the EMA in our local PSA. She is a standing member on of the councils and has been involved not only in the COVID19 pandemic, but other disasters as they have happened. We have purchased additional PPE for the office to safely provide services face to face when it is deemed by our Board of Directors to Reopen our doors to the public. Specific detailed Policy and Procedures have been written and will be approved by the Board of Directors and IDOA before we will reopen.

As reopening occurs, the AAA will continue to collaborate with local community partners including local forms of government especially local health departments and emergency management agencies to safely reintegrate our population safely back in to the community. We will also continue strengthening these partnerships in the even of another disaster of any kind.

Describe the Area Agency's strategy for the development of a coordinated elder rights program within the planning and service area and Adult Protective Services, Regional LTC Ombudsman Program and Area Agency Advocacy Program activities funded under Title VII.

The enhancement and protection of the rights, independence, and security of Older Adults is critical to their ability to live a quality life and maintain independence and dignity. The Area Agency has worked diligently over the years to strengthen its service provider network, service availability and team work with an array of professionals. This enables us to bring a senior in need every resource available to assist them in dealing with abuse, neglect, and exploitation and assists them in exerting their right to promote security and enhance dignity.

Title III Legal Services Role in Elder Rights

Title III legal services have been used frequently in APS and Ombudsman cases in the area. Legal service professionals guide case workers through the legal system on a variety of case issues. Some examples include misuse of a Power of Attorney, a Guardianship, or any infringement of a person's rights, and consumer issues. The legal service provider has a presence in each of our five counties to serve seniors in the community. They are also available to go to the Nursing Home to assist residents. The main focus is assisting with Advance Directives for both finances and person and Wills.

The legal service provider works closely with the Senior Advocate at the Area Agency, the Information and Assistance Specialists in each county, the Adult Protective Services caseworkers, and the Regional Ombudsman. The legal service provider guides these professionals in certain legal issues that affect our seniors and assists with referrals to other legal options if it not an issue they can deal with.

Adult Protective Service Program

Through cooperation, coordination, and direct provision of services, the Area Agency has developed an effective system for the Adult Protective Services program. Services may include the following

- Assistance with Intervention, case work, and follow up of Adult Protective Service cases
- Legal advice and representation through Title III legal services or private attorney
- Case Coordination Unit referrals
- MCO referrals
- DORS referrals
- Training regarding Adult Protective Service and Domestic Violence issues
- Public and Professional education on Adult Protective Service issues
- Education and coordination with law enforcement
- Participation in Caregiver/Mental Health county coalitions to educate and effectively work with Adult victims and abusers
- Multi-Disciplinary Team participation
- Fatality Review Team participation
- Statewide APS Advisory Committee
- Statewide APS Fatality Advisory Committee
- Assistance with Self-Neglect Cases

Describe the Area Agency's strategy for the development of a coordinated elder rights program within the planning and service area and Adult Protective Services, Regional LTC Ombudsman Program and Area Agency Advocacy Program activities funded under Title VII.

In addition as the Regional Administrative Agency, the AAA provides on going technical assistance and case consultation to the Adult Protective Service staff, monitors the program yearly, assists with the Peer Review yearly arranges quarterly meetings for Adult Protective Services staff, and assists with the fatality review team that meets quarterly. The AAA will complete special reviews as requested by the Department on Aging.

In addition, the Area Agency receives a grant through the Attorney General's office which allows the Area Agency to pick up and continue a case that may have to be closed by the Adult Protective Services provider or may not meet the guidelines to be opened as an Adult Protective Service case but the agency feels the person needs some assistance. This provides the Adult Protective Service Agency with an additional resource to call upon.

Long Term Care Ombudsman Program

The Ombudsman uses a variety of services including legal services in cases of abuse, neglect, or exploitation by family, long term care facilities, or other individuals in licensed facilities. The Ombudsman provides information on Resident's rights to residents and attends Resident Council meetings as invited. The Ombudsman also provides information and consultation to facility staff and administration, and conducts in-service training on a variety of issues that relate to care in institutions.

PSA Nine is one of the few regions that has maintained a Pioneer Coalition. A Pioneer Coalition goal is to promote change in Long Term Care facilities. AAA staff participates on the Pioneer Coalition steering committee along with the Regional Ombudsman. This committee arranges quarterly presentations to promote cultural change to area Long Term Care facilities. The AAA also maintains a Resource Library that is taken to these presentations for professionals to check out. During the Pandemic these meetings have been accomplished via a virtual format, but the hope is during the FY 2022-2024 Area Plan cycle the meetings will resume to face to face.

The AAA coordinates with the Department on Aging in the monitoring of the Ombudsman program and provides technical assistance as requested by the Regional Ombudsman on specific cases.

Service Coordination

The AAA stresses the importance of service coordination within the PSA. The legal service, APS, and Ombudsman programs over lap at certain times. It is imperative to the extent that the programs allow that these programs to communicate so that the clients we serve can be maintained in a safe environment. The AAA holds yearly all provider meetings that includes updates from each program as well as provides training about Elder Rights issues.

Funding Allocation for Title VII

Describe the Area Agency's strategy for the development of a coordinated elder rights program within the planning and service area and Adult Protective Services, Regional LTC Ombudsman Program and Area Agency Advocacy Program activities funded under Title VII.

These funds, used for Elder Abuse training, are allotted first to meet expenses of the Elder Abuse Multi-Disciplinary Team in the amount of $3,000 and the Fatality Review Team in the amount of $546 as is required by the Illinois Department on Aging. An additional $1,084 for training Provider staff members having responsibilities for the program. Funds are also used for training other entities like law enforcement officials, health care professionals, and I&A Specialists. Reimbursement is provided for all or part of the elder abuse provider agency staff expenses to attend Department on Aging sponsored trainings like the annual Adult Protective Services Conference or other training approved by the Department to meet training requirements for the program. The funding may also be used for maintenance of a toll-free line, obtaining alternate methods of communication as needed with clients, or other requests that may be approved by the AAA on a case by case basis that enhances the delivery of the Elder Abuse program. The AAA administration portion will be used for training and education of the AAA staff assigned to the program.

Ombudsman funds in the amount of $11,596 are used to assist in the Regional Ombudsman program in the Operational and Advocacy cost of the program. This includes any activities completed by the Regional Ombudsman in their role as an advocate on behalf of residence in any licensed facility. There is an additional $2,081 in funding for the Fatality Review Team as required by the Illinois Department on Aging. The AAA administration portion will be used for training and education of the AAA staff assigned to the program.

Describe the Area Agency's strategy on coordinating activities and developing long-range emergency preparedness plans with local and State emergency response agencies, relief organizations, local and State governments and other institutions that have responsibility for disaster relief service delivery.

The Area Agency on Aging has an emergency disaster plan in place. We have also required all service providers to develop and maintain disaster plans to include working with local organizations, procedures to follow in the event of a disaster, working with Federal and State officials, the local Civil Defense agencies, law enforcement and other community-based services. Each plan must address the continuity of operations within their own agency during a major disaster. The Area Agency attends local Emergency Management and Region meetings to aid in developing and refining these sections of the plans. In light of the recent pandemic and state of emergency due to COVID19 this plan has been updated and the relationships that have been built over the years has been strengthened. The Disaster Coordinator attended weekly call at the start of the pandemic to assure senior needs and issues were at the forefront. The Disaster Coordinator will continue to be part of these councils through the Fiscal Year 2022-2024 Area Plan Cycle. The local EMS councils rely on the expertise of the AAA to assist with the needs of our seniors in our PSA. This relationship is even stronger now. Emergency Management teams have developed additional training and has offered to give it to the AAA and local service providers. The Disaster Coordinator has had input on this training.

As part of its monitoring, the Area Agency conducts reviews of service providers disaster plans and provides technical assistance when needed. Each service provider's disaster plan is reviewed to assure updated written coordination agreements with Emergency Services Disaster Agencies, community based voluntary relief groups, law enforcement, and local community-based organizations are in place. As part of this review, the Area Agency will add to its current monitoring tool a section on the agency's activities to insure persons with functional needs are addressed. The Area Agency has in place MOU's that include mutual aid agreements to other Area Agencies and to the American Red Cross, EMA, and other disaster relief organizations. It is important that in an emergency information to identify and reach clients especially those with impairment or functional needs be available to first responders. With IDOA, the Area Agency will create a system to give the necessary information: name, address, phone number, emergency contact number and special conditions or needs to local authorities so that they can reach the most needy as soon as possible. However, confidentiality and HIPPA laws have to be taken into consideration with this system.

The Area Agency has instituted a disaster calling tree to notify all staff of a disaster in the area and to stay in contact with local service providers assessing the situation on site. The Area Agency has a designated Disaster Coordinator who begins the process, assesses the severity, need, works with the service providers, and reports to the Illinois Department on Aging's Disaster Coordinator after disasters. In addition, each staff person has been issued the proper equipment to continue to do their jobs in their homes in the event of a disaster. As long as the disaster does not affect the internet in a particular location staff can continue to communicate via zoom and/or cell phone conferences. This applies not only to staff but our Board of Directors. During the COVID19 communications has continued between staff, board, and IDOA in a non-

Describe the Area Agency's strategy on coordinating activities and developing long-range emergency preparedness plans with local and State emergency response agencies, relief organizations, local and State governments and other institutions that have responsibility for disaster relief service delivery.

face to face manner. This will continue to be an option during the Fiscal Year 2022-2024 Area Plan Cycle even as the state begins to open up.

If the activation of the disaster plan is required, on site advocacy on behalf of older adults is conducted by the Area Agency in conjunction with service providers in the disaster area. Identification of older adults in need of services, shelter, food and other provisions is conducted. Midland Area Agency on Aging works closely with service providers and with ESDA, Federal and state agencies, and community organizations to assure that older adults affected are served. They also help through the processes of recovering losses, finding temporary shelter, permanent housing if necessary, and providing them with necessary items for sustaining them during recovery. The Area Agency monitors the progress through assessment of the situation and by following up with providers including, but not limited to, on site information and assistance. In the case of a catastrophic disaster or Presidentially declared disaster, the Area Agency will assist providers in advocating for seniors with the Federal and Illinois Emergency Management Agency to assure all benefits are received. Special attention and priority will be given to seniors with functional needs in both assessment and provision of services.

In the case of health related pandemics, the Area Agency on Aging will work with the IDOA Disaster Coordinators, IDOA Regional Coordinator, the IDPH, Local Health Departments and the Governor's Office to provide necessary education, publicity, or services as directed by the lead agencies.

In FY 20 the Emergency Preparedness Plan took on a whole new meaning. Our network, along with the whole state was abruptly shut down and life and services as we knew them ceased to exists. It has taken a team of dedicated people to get services in many nontraditional forms to seniors. We are proud of the response time of the staff at the AAA and Providers in PSA 09 and appreciate the support of IDOA especially our RC during these times.

First and foremost, the Nutrition Program was a priority. Overnight our Congregate sites were closed and all of those clients became Home Delivered Meals clients. New routes were developed as well as a system for clients to safely drive through and pick up their meals if they wished. Nontraditional no contact delivery methods had to be developed quickly. We worked with local Health Departments and IDOA to get approval for these types of deliveries as in the past they would not be allowed. Coolers were purchased so meals could be left at the door and the volunteer could knock and step back so that the client could come get the meal. In addition, multiple meals as well as shelf stable meals were provided in the event that there is a time we cannot make it to a client's home. So far, we have not faced that issue. We have had enough volunteers step up to help and there has never been a waiting list in our PSA. However, it was at this point we realized the importance of having shelf stable meals for every home delivered meal and congregate meal participant. The AAA has made it mandatory in the provider grant, that a minimum of 5 shelf stable meals must be purchased and tracked for each meal both congregate and home delivered meal participant. These meals will be replenished upon expiration or use of the meal.

Although food took priority, the rest of our services simultaneously changed quickly from in person services to remote services. Our Information and Assistance specialists quickly started making wellbeing checks via phone with their clients to make sure their basic needs were being met and arranged for delivery services, if available as well as linked them to services that were still available. The Caregiver Advisor was in touch with all of their Caregivers and in many instances increased Respite hours to cover additional needs. Legal services were conducted via phone to finish started services. Transportation providers assisted with the delivery of Home Delivered meals as well as emergency appointments with safety measures implemented. The Ombudsman program was in touch with Nursing Homes to see how they could assist immediately. The Adult Protective Services Program and Care Coordination Units converted their services via phone. The Friendly Visiting program provided services via phone.

As time has gone on, we have refined some of these services. Many are still being completed via phone, however no contact systems have been developed such as drop off box and items being mailed back after service is completed. Drive through systems are being developed to complete paperwork with out the client leaving their cars. The AAA and Service Providers are conducting meetings via zoom and conference calls rather than in person. The AAA has offered virtual services to clients although very few have been receptive to this avenue. The AAA and Service Providers have set up in home offices in the event this Pandemic continues for a long period of time, or in the event there is an infection internally and we must stay home, or we are dealing with another type of disaster. The AAA and Providers have obtained PPE equipment through partnerships with FEMA, IDOA, local health departments, and our local EMA. As stated before, the AAA Disaster Coordinator has been and will continue to work closely with the EMA in our local PSA. She is a standing member on of the councils and has been involved not only in the COVID19 pandemic, but other disasters as they have happened. We have purchased additional PPE for the office to safely provide services face to face when it is deemed by our Board of Directors to Reopen our doors to the public. Specific detailed Policy and Procedures have been written and will be approved by the Board of Directors and IDOA before we will reopen.

As reopening occurs, the AAA will continue to collaborate with local community partners including local forms of government especially local health departments and emergency management agencies to safely reintegrate our population safely back in to the community. We will also continue strengthening these partnerships in the even of another disaster of any kind.

Provide a description of the activities the Area Agency on Aging will engage in as it provides leadership in developing or enhancing a comprehensive and coordinated community based service system, including Elder Rights services and the National Family Caregiver Support Program, for the elderly through administration, advocacy, coordination and program development. Include resources to be utilized. Do not include Area Agency Title VII Advocacy Program activities described in Exhibit 1.C (Elder Rights Plan).

Area Agencies on Aging are restricted under the Older Americans Act to 10% of their total allocations for administrative activities. Area Agencies on Aging are also required to ensure a "comprehensive and coordinated" service delivery system, fulfill advocacy responsibilities and other mandated activities as stated in the Area Agency mission statement of the Older American's Act.

Administrative functions are those necessary to manage the day to day operations of the government funded not-for-profit agency and meet the requirements set forth by applicable laws, rules, and regulations in the management of financial and program operations. Funds budgeted for Administration are:

Title IIB	$26,659
Title VII (Elder Abuse/Ombudsman)	$ 2,038
Title III C1	$26,231
Title III C2	$21,500
Title IIIB Ombudsman	$ 3,775
Title III E Caregiver/Grandparents Raising Grandchildren	$13,054
GRF Systems Development	$12,084
GRF Senior Employment	$14,333
GRF Adult Protective Services RAA	$28,074
GRF State Funded Services	$32,462
Local Cash	$32,462

ADMINISTRATIVE ACTIVITIES

- Personnel Management
- Board and Staff Development
- Staff Support to Board and Advisory Councils
- Procurement for Services for Area Services
- Program Management
- Monitoring and Review of service provider administration financial accounting, policies and procedures, and service provision
- Technical assistance to service provides, community organizations, and individuals
- Maintenance of computerized client tracking for meeting reporting requirements and planning through AgingIS.
- Financial Management and review of service provider audits

Provide a description of the activities the Area Agency on Aging will engage in as it provides leadership in developing or enhancing a comprehensive and coordinated community based service system, including Elder Rights services and the National Family Caregiver Support Program, for the elderly through administration, advocacy, coordination and program development. Include resources to be utilized. Do not include Area Agency Title VII Advocacy Program activities described in Exhibit 1.C (Elder Rights Plan).

- Participation and Response to Compliance Reviews
- Maintains comprehensive website

- Activities Under System Development:
  - Assistance with the Departmental planning and development activities, as requested by the Illinois Department on Aging
  - Create Dementia Friendly Communities within the PSA.
  - ADRD GAP filling
  - Continue the No Wrong Door/ADRN/ADRC system in the PSA
- Activities Under the Adult Protective Services
  - Provide technical assistance on cases
  - Procurement process for Adult Protective Services Agency designation
  - Monitoring of the Adult Protective Services Provider
  - Attendance at all meetings/trainings required by the Illinois Department on Aging
  - Assistance with resolution of management or program issues in the area as requested by the Illinois Department on Aging
  - Assistance with conflict with APS providers and other Aging Service Providers
  - Arranges ongoing training for APS staff through quarterly meetings
  - Assisting and learning the new CMP system

ADMINISTRATIVELY RELATED DIRECT SERVICE

Administratively Related direct services include those activities necessary to ensure a comprehensive and coordinated service delivery network, program development, and advocate for necessary resources at all levels for program and service operations on behalf of seniors in our area.

Funding for FY2022 for the three Administratively Related Direct Services are:

- Advocacy $ 64,114
- Program Development $ 61,510
- Coordination $ 13,710

Advocacy Activities

Provide a description of the activities the Area Agency on Aging will engage in as it provides leadership in developing or enhancing a comprehensive and coordinated community based service system, including Elder Rights services and the National Family Caregiver Support Program, for the elderly through administration, advocacy, coordination and program development. Include resources to be utilized. Do not include Area Agency Title VII Advocacy Program activities described in Exhibit 1.C (Elder Rights Plan).

- Monitor, evaluate, and comment on all policies, programs, and community actions affecting area seniors
- Represent the interest of area older adults, caregivers of older adults, grandparents raising grandchildren, and persons with disabilities to local level officials, state and national level officials, public and private agencies or organizations.
- Empower older adults to recognize and report fraud and abuse in Medicare and Medicaid
- Provide education and information on aging issues that dispels the myths and sensitizes the general public about the aging process
- Encourage older adults, caregivers of older adults, grandparents raising grandchildren, and persons with disabilities to advocate on their own behalf
- Participate in the National and Illinois Associations of Area Agencies on Aging
- Maintains a Senior Advocate program through the Illinois Attorney General office that assists with cases that do not meet the APS criteria but leaves an older adult vulnerable in the community
- Maintain Veterans Independence Program

Program Development

- AAA is the Lead Agency in the development of the Aging and Disability Resource Center—No Wrong Door System in the PSA
- AAA researches resources to develop new programs that will benefit older persons, caregivers, and persons with disabilities
- AAA participates as members of the following councils: CCPAC, APS Advisory, Ombudsman, Nutrition, County Emergency Management councils, local Fatality Review Team, and State Fatality Review Team Advisory Council
- AAA has staff aboard trained in Strong For Life exercise program
- AAA has and will continue to develop T-Care program for Caregivers
- Participates as members in caregiver/mental health and aging county coalitions
    - Develops Caregiver and GRG trainings PSA wide
    - Develop County Specific Resource Guides
- AAA will develop additional resources to combat Social Isolation
- AAA will develop a Dementia Friendly Community program
- AAA will develop a resources and education programs for ADRD
- AAA will develop Virtual Programing

Provide a description of the activities the Area Agency on Aging will engage in as it provides leadership in developing or enhancing a comprehensive and coordinated community based service system, including Elder Rights services and the National Family Caregiver Support Program, for the elderly through administration, advocacy, coordination and program development. Include resources to be utilized. Do not include Area Agency Title VII Advocacy Program activities described in Exhibit 1.C (Elder Rights Plan).

Coordination

- Coordinates SHIP, SHAP, and MIPPA programs throughout the PSA
- Attend various health and senior fairs throughout the PSA
- Attend Job Fairs for Senior Employment
- Coordinate Farmers Market Coupons
- Coordinate quarterly Service Provider meetings
- Coordinate AIRS certification for I&A staff
- Coordinate Disaster Management Programs
- Coordinates and provides Assessments for the Veterans Independence Program
- Coordinates resources and outreach education programs about Covid 19 precautions
- Coordinates resources and outreach about Covid 19 vaccines
- Coordinated with the Assistive Technology Grant to obtain needed devices for older adults.
- Coordinates services with MCO in the PSA

The use of Title III funds for advocacy, program development, and coordination are necessary to continue efforts to maintain and develop services delivery in our rural area.

Provide a justification for each direct service waiver request being made. For services related to the AAA's statutory responsibilities or state mandates, provide a description of the program activities that will be undertaken and the anticipated outcomes. For other services, demonstrate how AAA will provide the service more effectively and efficiently than any other provider. The description should include resources to be utilized.

SERVICE: __Title III B Options Counseling__________________________

In Fiscal Year 2012 Midland Area Agency on Aging as part of the Statewide Initiative began developing the ADRC concept in PSA 09. As the process has developed it was quickly realized to have a successful ADRC network the Area Agency would have to take an active, visible, direct role in this process. Midland Area Agency has embraced this leadership role and is proud of the accomplishments thus far realizing we still have much to do to really accomplish the no wrong door approach that is our ultimate goal. One piece of the ADRC initiative is Options Counseling. It is a consumer driven interactive process whereby the consumer and the Options Counselor work together in identifying needs, goals, and resources to meet the consumer's wants and needs.

In late Fiscal Year 2013 the Area Agency participated in a pilot project through the Department on Aging to test the Options Counseling program in our area. Several staff from the Area Agency attended the training that the Department on Aging arranged. In addition the Area Agency took that training and built upon it and trained all of the Aging/CIL staff that agreed to participate in the project. The Area Agency will continue to provide training as this program is implemented and questions arise. This practice will continue through the 2022-2024 Area Plan cycle

We have secured participation from our Center for Independent Living and our Information and Assistance Providers the CCU has elected not to participate. In addition, no aging service provider has elected to provide home visits to their Options Counseling clients. Their programs are set up for the consumer to come into to office to receive service. Historically this has been the way traditional Information and Assistance has been provided. The OFA/CIL concentrates only on those persons under the age of 60. MAAA intends to provide this service to anyone 18-59 with a disability and anyone who is 60 and over though our PSA.

Midland Area Agency feels strongly that there are times that going to the home will not only benefit the consumer, but would also provide a clearer picture of the consumer's situation. The Area Agency currently has a Senior Advocate on staff that makes home visits to persons who may be taken advantage of, but do not fit the criteria for the Adult Protective Service program. This person has received the Options Counseling training and is also playing a direct role in other aspects of the ADRC development. This staff person will provide Options Counseling in the home as needed PSA wide. In addition, as stated before, several staff at the Area Agency received the Options Counseling training and are available to identify potential clients when they come into the office. Midland Area Agency is a SHAP site, a SHIP site, and the direct service provider for Information and Assistance in Marion County, therefore there are consumers coming through our door daily. Options Counseling is one more service that each person is screened for through our Information and Assistance Specialist. This process has already proven successful.

Geographic Area to be Served: PSA Wide

Provide a justification for each direct service waiver request being made. For services related to the AAA's statutory responsibilities or state mandates, provide a description of the program activities that will be undertaken and the anticipated outcomes. For other services, demonstrate how AAA will provide the service more effectively and efficiently than any other provider. The description should include resources to be utilized.

By coordinating this program in with existing program (s) offered at the Area Agency, the Area Agency feels it can provide the most economic program with the highest quality. With the amount of funding offered, neither the current providers nor the Area Agency could hire new staff to do this service. The Information and Assistance providers are not trained to go into homes that leaves the only alternative being the Area Agency.
The Area Agency will continue to work with the Options Counseling providers to encourage their participation in the program, but expanding their roles. It has always been the role of the Area Agency to develop programs and then grant them out, but it has also been the role of the Area Agency to provide the service if it is not available or being provided adequately as is the case with Options Counseling in the home.
The past year with the pandemic the service was transitioned to a virtual service. In most cases it was completed via the telephone, but others preferred email or zoom. As we got our offices set up with PPE, there have been occasions that we have set up appointments on a case by case basis when it was in the best interest of the consumer. We hope to return to "normal" service delivery soon and will be making home visits as the original design describes.

The program activities for this program will include at a minimum:

- Identification of potential Options Counseling Consumers
- Completion of Options Counseling Intake Form
- Completion of Decisional Balance Work Sheet (When Needed)
- Completion of the Personal Plan Work Sheet (When Needed)
- Maintenance of Client Files
- Complete Home Visits with Options Counseling Consumers
- Provide ongoing training to other Options Counseling Providers

The expected outcomes include appropriate consumers receiving Options Counseling, appropriate paperwork will be completed on each consumer, sufficient data will be generated to analyze the program and a consistent quality program will be offered in PSA 09.

The resources needed to provide these activities and reach these goals is $9,326.

Projected Clients 5 Projected Units 20

Geographic Area to be Served: PSA Wide

Provide a justification for each direct service waiver request being made. For services related to the AAA's statutory responsibilities or state mandates, provide a description of the program activities that will be undertaken and the anticipated outcomes. For other services, demonstrate how AAA will provide the service more effectively and efficiently than any other provider. The description should include resources to be utilized.

SERVICE: ____Title IIIB Information and Assistance__________________________

When Midland Area Agency on Aging procured for Title III B Information and Assistance we received no letters of intent to provide the service.
According to the Older American's Act, Information and Assistance must be available and consistent throughout the area. Midland Area Agency has provided funding for this service since 1978.

Information and Assistance is the corner stone of our network. It is usually the first stop for an older person, their caregiver, or a person with disability to find out about the Aging Network and all the services available within the County. It is one of our ADRC core partners. The pandemic has proven how important the Information and Assistance Specialist is in each of our counties. Staying up to date on resources, precautions, and vaccine information has been critical. This pandemic brought a new group of seniors to our door step and usually the first point of entry was the I&A program.

Midland Area Agency is located in Centralia which is in Marion County. We currently have staff trained in SHIP, SHAP, Options Counseling, and are an ADRC No Wrong Door, as well as many other programs. We have hired a full time additional person and trained them in all of these programs. Local agencies currently are referring their clients to our agency. The demand for Information and Assistance has continued to increase. The Benefits Access program continues to grow, the growing Caregiver Program, the development of the No Wrong Door Approach, and the expansion of MCO in our area is increasing our information and referrals from many Aging and Disability agencies. Midland Area Agency is already on the front line of all of these programs. The addition of Title III B Information and Assistance has been streamlined effectively into our agency for Marion County has proven to be the most cost effective answer.

Midland Area Agency has always prided itself with the high level of quality in the service we deliver. This program is no different and the increase in service this past year proves this. The Program Activities include:

- SHIP services
- SHAP services
- MIPPA services
- AIRS information and training
- Options Counseling
- Covid-19 precautions
- Covid-19 Vaccine
- Information Only

Geographic Area to be Served: Marion County

Provide a justification for each direct service waiver request being made. For services related to the AAA's statutory responsibilities or state mandates, provide a description of the program activities that will be undertaken and the anticipated outcomes. For other services, demonstrate how AAA will provide the service more effectively and efficiently than any other provider. The description should include resources to be utilized.

- Information with Assistance
- Referrals and Linkage to Agencies
- Follow up with clients to make sure services are obtained

Midland Area Agency would like to continue to provide the Service of Information and Assistance in Marion County through the 2022-2024 Area Plan cycle.
The resources needed for this service is $58,844

Projected Clients 1,900 Projected Units 4,600

Geographic Area to be Served: Marion County

Provide a justification for each direct service waiver request being made. For services related to the AAA's statutory responsibilities or state mandates, provide a description of the program activities that will be undertaken and the anticipated outcomes. For other services, demonstrate how AAA will provide the service more effectively and efficiently than any other provider. The description should include resources to be utilized.

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Midland Area Agency would like to continue to provide the Service of Information and Assistance in Marion County through the 2022-2024 Area Plan cycle.
The resources needed for this service is $58,844

Projected Clients 1,900 Projected Units 4,600

Geographic Area to be Served: Marion County

Provide a justification for each direct service waiver request being made. For services related to the AAA's statutory responsibilities or state mandates, provide a description of the program activities that will be undertaken and the anticipated outcomes. For other services, demonstrate how AAA will provide the service more effectively and efficiently than any other provider. The description should include resources to be utilized.

SERVICE: __Title III E Information and Assistance________________________

With the advent of the National Family Caregiver Support Program authorized by the Older Americans Act in November of 2000 and the development of the Aging and Disability Resource Network beginning in 2012 to the present, the service requirements related to Information and Assistance have been expanded to include caregivers of older adults, grandparents raising grandchildren, and persons with disabilities. The service is to provide individuals with current information and services within their communities, including information related to assistive technology. Linkages of individuals to the opportunities and services that are available. Included in service standards is the requirement to maintain accurate, up-to-date information on resources available with maximizing the accessibility of other needed services, and a data collection system be developed to meet client and service needs as a resource for meeting community needs.

The Area Agency actively assists in providing Information and Assistance service for our entire PSA. During the last three year Area Plan cycle, the Area Agency expanded, updated, and maintained a computerized data base of resources available within the area. It is accessible on the Internet by anyone wanting to access information and is comfortable utilizing a computer. There are also hyperlinks to other websites with pertinent valuable information.
The Direct Service Waiver and its activities for Information and Assistance will continue through the Fiscal Year 2022-2024 Area Plan cycle. The Area Agency will continue its endeavors to collect current information on all resources available with the PSA and maintain the data base for counties for service providers and the general public. During the last planning cycle the Area Agency updated the system to make it more user friendly. There has been many changes and improvements since this design was implemented in 2000.

The Area Agency has proven we have consistently provided information and assistance to any who calls our office or walk in. The calls continue to increase as the Area Agency's number has been place on various state publications which are mailed to older adults, caregivers, grandparents raising grandchildren and persons with disabilities.

In addition, the Area Agency in partnership with I4A and Illinois Aging Services works on maintaining and updating the state wide data base housed in AgingIs. The Area Agency also works with the local Information and Assistance offices assisting each office as needed utilizing both the Area Agency and the data base. The Area Agency web site is a resource for new T Care system which is being implemented in our Area.

The Area Agency is a Nation wide, well known name and is what is accessed when people not familiar with specific aging programs are looking for help. We then either assist them ourselves or direct them to the local resource they need. By access to the data base, the Area Agency is able to look up all information available for the entire PSA and provide direct information and

Geographic Area to be Served: PSA Wide

Provide a justification for each direct service waiver request being made. For services related to the AAA's statutory responsibilities or state mandates, provide a description of the program activities that will be undertaken and the anticipated outcomes. For other services, demonstrate how AAA will provide the service more effectively and efficiently than any other provider. The description should include resources to be utilized.

assistance to customers when they call. It streamlines services and provides quality customer service. Currently the Area Agency data base is more extensive than any other resource the

aging network has developed in this PSA. By locating all information into one system, identifying and adding additional resources from all various professions, disciplines, educational institutions, health care sources, etc., the integrity of the data will be maintained and access to the data expanded. The Area Agency web site also allow for direct email to us for questions and requests. We have found that many caregivers and grandparents raising grandchildren are much more inclined to utilize the computer to find resources for their loved ones so it is imperative we have this service available to them for their use.

There are other service providers that are funded by the Area Agency. One service provider is funded for general Information and Assistance and one is provided for general Information and Assistance and Caregiver Information and Assistance. Our Website encompasses all of our PSA and is more comprehensive than each individual provider.

The resources needed to provide these activities is $19,035

Geographic Area to be Served: PSA Wide

Provide a justification for each direct service waiver request being made. For services related to the AAA's statutory responsibilities or state mandates, provide a description of the program activities that will be undertaken and the anticipated outcomes. For other services, demonstrate how AAA will provide the service more effectively and efficiently than any other provider. The description should include resources to be utilized.

SERVICE: ___Title IIIB Social Isolation Education___

A recent study by researchers from the AARP Public Policy Institute, Stanford University, and Harvard finds that Medicare spends an estimated $6.7 billion more each year on seniors who have little social contact with others. About 14% of study participants were identified as socially isolated, which meant they had little contact with adult children, other relatives, or friends. The study found that Medicare spent about $1,600-a-year more on older adults who are socially isolated than those who are not. They were one-third more likely to require care in a skilled nursing facility, perhaps because they could not be safely discharged home after a hospitalization.

Risk Factors associated with social isolation are:

- Living alone
- Mobility or sensory impairment
- Major life transitions
- Socioeconomic status
- Being a caregiver for someone with severe impairment
- Psychological or cognitive vulnerabilities
- Location: rural, unsafe, or inaccessible neighborhood/community
- Inadequate social support
- Language barrier
-

Education is the key to reducing the amount of Social Isolation not only in PSA 09 but throughout the state. MAAA plans to accomplish this by utilizing the state wide brochures. MAAA will set up Education trainings virtually and face to face as the state opens up after the pandemic targeting the following groups in all 5 of our counties

  - Faith Based Communities
  - Law Enforcement Agencies
  - Home Health Agencies
  - Local Health Departments
  - Emergency Management Systems
  - Hospitals

Each of these entities has direct contact with seniors who may be socially isolated. If we can train them to identify and refer these people to our Network we will be able to reduce the Isolation.

Geographic Area to be Served: PSA Wide

Provide a justification for each direct service waiver request being made. For services related to the AAA's statutory responsibilities or state mandates, provide a description of the program activities that will be undertaken and the anticipated outcomes. For other services, demonstrate how AAA will provide the service more effectively and efficiently than any other provider. The description should include resources to be utilized.

In addition, during the pandemic, MAAA designed Social Isolation bags to be distributed throughout the 5 county region. In the bags are mind builder activities and well as education materials about all of the resources our area. In FY 2021 the bags contained

- Work search Crossword puzzle book
- Highlighter
- Social Isolation brochure
- Midland brochure
- SMP magnet/brochure
- Friendship Card
- Pen
- Open enrollment information
- Chap stick
- Jar gripper
- Ice pack
- Hand sanitizer
- Face mask
- Letter Opener
- Paper Packet containing information about:
  - Information And Assistance Offices
  - CCU offices
  - APS Fact Sheet
  - Engaged Illinois brochure
  - Ombudsman Sheet
  - "Turning 65" Information Sheet
  - Covid 19 Tip Sheet
  - Covid 19 Vaccine Information Sheet
  - Nutrition Brochure
  - Exercise Sheets

Midland Area Agency has received so much great feedback from these bags. It is a low technology and cost effect way to reach many seniors in our PSA. This will be duplicated and distributed in the FY 2022-2024 Area Plan cycle.

- In Fiscal Year 2022 Midland Area Agency will continue to invest in 2 virtual programs:
  - Get Set Up: A learning program that teaches participants how to use virtual formats such as zoom, on line shopping, as well as social outlets dealing with

Geographic Area to be Served: PSA Wide

Provide a justification for each direct service waiver request being made. For services related to the AAA's statutory responsibilities or state mandates, provide a description of the program activities that will be undertaken and the anticipated outcomes. For other services, demonstrate how AAA will provide the service more effectively and efficiently than any other provider. The description should include resources to be utilized.

pets, books, and cooking. The program keeps people connected family and community during a time when close contact in not encouraged.

- Adaptive Equipment Corner. This is a web-based Caregiver Training program done through videos that have been designed and are provided by professional physical therapists, speech therapists, and occupational therapists. These have been very valuable during the time that the Caregiver program has been unable to provide in person training workshops.

Resources needed $9,400

Projected clients 1000 Projected units 1000

Geographic Area to be Served: PSA Wide

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: Home-Delivered Meals

Although every one of the services that Midland Area Agency provides has been affected by Covid 19, none more than the Home Delivered Meal program. In a matter of hours, we instructed our Nutrition Providers to immediately shut down all congregate sites and convert those clients to Home Delivered Meals. In addition, the requirements to receive a meal changed drastically because anyone 60 was/is considered to be homebound due to the pandemic. Many different methods of delivery were developed and implemented. Drive through or pick meals were offered and meal routes were expanded and new ones developed. Recruitment of volunteers increased as well as hiring of new employees as needed. This could not have been accomplished without the additional Covid Relief funds. The Families First Coronavirus Response Act and the CARES Act funding in conjunction with the State GRF and Title III C Older Americans Act funding has allow us to meet the needs and demands that have been asked of our Nutrition providers. This is not to say this has been an easy process. Developing ways to deliver all of these meals safely has been a challenge. Many knock and drop (in a cooler) meals have been delivered to protect both the participant and deliverer of the meal. In many cases 2 meals a day were delivered to prevent food insecurity as people were told to stay at home and be safe. Shelf stable meals became a must and a new partnership with FEMA was born through the efforts of IDOA. Through all of this there has not been a waiting list in PSA 09. There has been at least weekly, but more often daily contact during the pandemic between the AAA and the Nutrition Providers.

As the state moves toward a reopening plan, our program should hopefully move back into a "normal" status. Home Delivered meals have always and will continue to be a priority service. It has been identified as the number 1 priority for at least the last 5 years. The Home Delivered Meal is more than a nutritious meal; it is a well-being check. It is a means of combatting social isolation. This delivery may be the only human contact some of the participants have. It is vital and a life line for the homebound to the community. It is also a way to get more information to the participants about other program availability as well as education not only about nutrition but other issues such as scams, vaccines, caregiver services, adult protective services, and in-home care.

As congregate sites are able to reopen, the original assessment will be completed by the Nutrition providers to determine who is eligible for a home delivered meal using the IDOA standards as the guide for this assessment. The AAA will approve all assessment tools prior to them being utilized.

In addition, many lessons were learned during the pandemic year. Shelf Stable meals are a must and will be required of all nutrition providers. A minimum of 5 meals per participant must be purchased and replenished as used. In addition, a minimum of 1 special diet must be offered to each participant beginning in FY 22 and continue through the life of the Area Plan. There has been a substantial increase in the GRF funding for Home Delivered Meals so this should be attainable for our projects. Currently only one of our providers offers a special diet in one county that they serve. The new requirements have been added to the application/extensions of the Nutrition Providers including instructions that the shelf stable meals will need to recorded as to

Geographic Area to be Served: PSA Wide

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

when they were given out, what the expiration date is, and then replace the meals when they are either used or expire. Information should also be given to each participant both congregate and home delivered meals on how the meals are to be used: in the event of emergencies, pandemics, weather-related conditions, or civil unrest that would prevent the delivery of a meal or the ability of a person to come to a congregate site. In addition, included in the application packet, instructions it is clearly stated that the emergency and shelf stable and special menus must be approved and signed off by a licensed Registered Dietician and must meet the Dietary Guidelines for Americans and meet one-third of the current Dietary Reference Intakes. This will be monitored during the AAA regular assessments.

The AAA will continue to work very closely with the nutrition providers to assist and to assure that meals are delivered to those in need. Enough praise cannot be given to this group of dedicated people for all they have accomplished this past year and we have every confidence that it will continue in the future.

Geographic Area to be Served: PSA Wide

2.C SERVICES TO BE FUNDED BY THE AREA AGENCY IN THE PSA

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: _Title III B Information and Assistance________________________

According to the Older American's Act, Information and Assistance must be available and consistent throughout the area. Midland Area Agency has provided funding for this service since 1978.

Information and Assistance is the corner stone of our network. It is usually the first stop for an older person, their caregiver, or a person with disability to find out about the Aging Network and all the services available within the County. It is one of our ADRC core partners.

Local agencies are currently funded to provide I&A services, an office is available in each of our counties to make it easier for older persons, caregivers, and person with disabilities to receive assistance. The demand for Information and Assistance has continued to increase. The upcoming Medicare changes, the Benefits Access program, the growing Caregiver Program, the development of the No Wrong Door Approach, and the phasing in of Managed Care organizations in our PSA is increasing our information and assistance requests.

The Program Activities include:

- SHIP services
- SHAP services
- MIPPA services
- AIRS information and training
- Options Counseling
- Information Only
- Information with Assistance
- Referrals and Linkage to Agencies
- Follow up with clients to make sure services are obtained

Although our system still emphasizes face to face and/or telephone assistance with customer service, we also maintain a computerized data base which is accessible on the internet to anyone seeking information regard services in the area. Linkages to other web sites are included and more are being added continuously. The area agency updates the information at least annually. In addition, the Area Agency has access and maintains the local information in the statewide data base through AgingIs Illinois Aging Services. All Information and Assistance Specialists have access to this program.

Like all of our programs, I&A had to be adjusted during the pandemic. Many different methods of service were utilized including assistance via the phone, a drop box for information to be left, and parking lot visits. Currently face to face visits with PPE precautions are being made by appointment only, however we hope to be able to open fully in the future during this Area Plan Cycle.

Geographic Area to be Served: PSA 09

2.C SERVICES TO BE FUNDED BY THE AREA AGENCY IN THE PSA

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: ___Title III B Transportation________________________

One of the most prevalent threats to independence is the lack of mobility or ability to access community services, recreation, shopping, and medical care due to the lack of affordable transportation. For many years, the need for transportation has consistently surfaced as one of the priority needs to maintaining independence in the community. Surveying our Board of Directors, Advisory Council members, consumers, county networking groups, and caregiver coalitions transportation ranked 3rd in our priority list.

There are transportation services in each of our counties, however because of the rural area we are in, routes are limited and because of funding limitations the Area Agency is unable to fund an entire transportation system.

Two of our providers receive funding from Title XX and the Area Agency supplements these programs to expand the mass transit program. In these areas our older adults may ride and make a suggested donation for the transportation they receive. In the other areas of the PSA, older adults may utilize the transportation system at the rate established by the vendor. The cost for this varies depending on the vendor and the route.

A challenge we face regularly with transportation services, is request for transportation outside of our service area. The request is usually for medical needs as the closest major hospitals are Springfield or St. Louis.

Geographic Area to be Served: Fayette, Effingham, and Jefferson

2.C Services to be Funded by the Area Agency in the PSA

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: ____Title III B Options Counseling______________________

Options Counseling is a consumer driven interactive process whereby the consumer and the Options Counselor work together in identifying needs, goals, and resources to meet the consumer's wants and needs.

In late Fiscal Year 2013 the Area Agency participated in a pilot project through the Department on Aging to test the Options Counseling program in our area. Several staff from the Area Agency attended the training that the Department on Aging arranged. In addition the Area Agency took that training and built upon it and trained all of the Aging/CIL staff that agreed to participate in the project. The Area Agency will continue to provide training as this program is implemented and questions arise. This practice will continue through the 2022-2024 Area Plan cycle

We have secured participation from our Center for Independent Living and our Information and Assistance Providers, however the CCU has elected not to participate.

While this service has been in place for a few years, it is still challenging for the Aging Network to provide. It appears this is a very small program and difficult to get the Older Adults to commit to because of the interaction piece of the program. The most success has been with our Center for Independent Living consumers. However the participants who have received service through this program have benefited greatly from it.

The Area Agency will continue to work with the Options Counseling providers to analyze their caseloads to identify appropriate Options Counseling clients.

The program activities for this program will include at a minimum:

Identification of potential Options Counseling Consumers
Completion of Options Counseling Intake Form
Completion of Decisional Balance Work Sheet
Completion of the Personal Plan Work Sheet
Complete Home Visits with Options Counseling Consumers
Provide on Going training to other Options Counseling Providers

The expected outcomes include appropriate consumers receiving Options Counseling, appropriate paperwork will be completed on each consumer, sufficient data will be generated to better analyze the program and a consistent quality program that will be provided in PSA 09.

Geographic Area to be Served: PSA Wide

2.C Services to be Funded by the Area Agency in the PSA

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: ________Title IIII B Ombudsman________________

The Long-Term Care Ombudsman Program (LTCOP) is authorized by and acts in accordance with the Federal Older Americans Act and the Illinois Act on Aging and is a mandated service required by the AAA. The LTCOP protects and improves the quality of care and quality of life for residents of long-term care facilities in Illinois through individual and systemic advocacy for and on be half of residents, including the promotion and cultivation of best practices within long-term care services, and through the promotion of family and community involvement in long-term care facilities.

The LTCOP is a resident-centered advocacy program. The resident of a long-term care facility is the programs client, regardless of the source of the complaint or request for service. The LTCOP will make every reasonable effort to assist, empower, represent, and intervene on behalf of the resident.

Regional Ombudsman along with Community Ombudsman, investigate and resolve complaints on behalf of residents concerning matters that may adversely affect their health, safety, welfare or rights. Regional Ombudsman inform residents of their rights and advocate on long-term care issues. Regional Ombudsman provide regular presence visits to long-term care facilities.

Geographic Area to be Served: PSA Wide

2.C SERVICES TO BE FUNDED BY THE AREA AGENCY IN THE PSA

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: ____Title III B Friendly Visiting (Social Isolation)____________________

Friendly Visiting is defined as: Regular visits by staff or volunteers to socially and/or geographically isolated individuals for purposed of providing companionship and social contact with the community. The program is for older persons who are often unable to leave his/her own residence, if at all, and who has few to no friends family, or neighbors that can visit them.

Social isolation and loneliness are associated with many adverse health conditions such as depression, cardiovascular disease, cognitive impairments and even mortality.

Seniors who feel lonely and isolated are more likely to report also having poor physical and/or mental health, as reported in a study using data from the National Social Life, Health, and Aging Project. Connecting seniors with the Visiting Program, is one way to combat feelings of isolation.

Midland Area Agency will continue to partner with Retired Senior Volunteer Program (RSVP) through a current provider for this service. Midland first funded this service during the last Area Plan cycle as it was identified as a priority. Through conversations with a current provider who has RSVP companion program it was learned that it was a program that was very small but was in place had potential to expand to provide Friendly Visiting. Due to the pandemic this program did not get fully off the ground during the last Area Plan cycle and had to be converted to a Telephone Reassurance Program . The goal is to actually provide the service as designed during this Area Plan Cycle. If the need arises, the services will be again provided with out face to face contact as a Telephone Reassurance Program.

Friendly Visiting continues to be identified as an un met need and is number 7 on the Priority List. During this planning cycle Telephone Reassurance was also identified as a Priority so if this program has to be converted to that, the needs of seniors will still be met.

A procedure is in place to make sure the recipients of this program are safe. If a person does not either answer their door or phone at the designated time of the appointment, the emergency contact will be contacted to check on the client.

The UCLA Loneliness Scale will be utilized with the participants of this program to measure the effectiveness of reducing Social Isolation.

Midland will coordinate with this program and clients to make sure they are on the list to receive the Social Isolation Bags therefore creating another well being check for these clients.

We are hopeful that this program may be able to expand into other counties in our PSA.

Geographic Area to be Served: Clay and Effingham Counties

2.C Services to be Funded by the Area Agency in the PSA

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: ____Title III B Legal______________________

The Older American's Act requires that a percentage of Title IIIB funds be allocated to legal services. The legal services provider is a Legal Services Corporation (LSC).

The demand for legal services in the area has consistently been notable. The legal services provider maintains a presence in each county in the area on a regular basis. Assistance with legal issues arising from Adult Protective Services and Ombudsman cases are also provided and take precedence over existing cases as they often involve health, safety or life threatening situations. They have also targeted other legal issues such as advance directives and wills which can help prevent abuse and help people be prepared before an emergency arises. In addition, Consumer Issues have been identified by our legal provider as a priority service to be referred to them.

The legal services provider also provides legal education sessions to adult protective service caseworkers, care giver groups, other seniors, and the aging network providers.

Legal fees in the area range from $125 - $250 per hour which prohibits low income seniors from obtaining legal assistance were it not for the area agency funded legal services program.

During the Pandemic Legal Services were provided in a variety of ways. Interviewing was completed via phone conversations and signing of paperwork done with drive through parking lot visits. The services have also been done via zoom with the clients going to their local Information and Assistance offices to connect with the attorney. Regular face to face meetings are beginning to resume, however accommodations will be made for clients who are not ready for that at this point. The pandemic has taught us how to be creative and flexible in providing this service.

Geographic Area to be Served: PSA Wide

2.C Services to be Funded by the Area Agency in the PSA

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: __Title III B Respite__________________________

Respite care services is a vital service for persons providing care to an older adult, and older adults who are in the position of having the primary responsibilities of raising minor children. It has become a critical piece to providing help and support to those who need a break from care giving responsibilities.

By providing respite for the caregiver, the stress of care giving can be somewhat relieved on a temporary basis giving the caregiver time to relax, rest, regroup, or catch up on personal needs.
According to national statistics, approximately 80% of all care giving is done by family. The result of being the recipient of respite service, is a caregiver with improved attitude, renewed energy, and socialization outside of the caregiver environment which benefits the care receiver and their overall quality of care. This program serves a need for temporary relief and supports them in their ability to continue in their extremely critical role of providing care to their loved ones.

We have seen a marked increase in the requests for respite care since the beginning of the Caregiver Advisor Program with the implementation of the National Family Caregiver Program. The Pandemic that we are currently experiencing has contributed to another demand in the need of this service. Respite is utilized as a tool to fight social isolation among Caregivers. There have been many years in which all of the funds were utilized and targeting practices had to be implemented.

The contracted in home service provider covers all counties in the planning and service area. The respite services are reimbursed at the existing rate approved by the Illinois Department on Aging for its homemaker service through the Community Care Program. Because of limited funding, the Board of Directors also established a maximum of 100 hours of respite services per year per client. This limit can be raised on a case by case basis with approval from AAA staff. Funding from both Title IIIB and Title IIIE of the Older Americans Act is allocated to respite for caregivers of older persons and can be used for in-home respite services.

Because of limited funding, the area agency has been unable to pursue short term 24 hour respite services provided in licensed long term care facilities or assisted living facilities. However the Area Agency will consider this type of respite on a case by case basis if requested by the Caregiver Advisor.

Geographic Area to be Served: PSA Wide

2.C SERVICES TO BE FUNDED BY THE AREA AGENCY IN THE PSA

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: ___Title III C Congregate Meals_______________________

Congregate meals programs have been operating in the area since 1974 and was the first community service established under the Older Americans Act. Title III C1 of the Older Americans Act provides a separate and distinct funding stream for congregate meal provision.

Studies have been conducted related to the malnutrition of the elderly and the need for a better diet. Other research indicates that socialization is directly related to maximizing the continued health of older persons. Socialization provided by congregate meal sites offer the opportunity to meet with other older adults, enjoy a meal in the company of others, and stay active.

The Pandemic and the forced closure of these sites has proven just how important they are. The Stay at home Order and the switch from a Congregate Meal to a Home Delivered Meal has been life changing. Those that could pick up a meal during this time have had some contact with others as congregate sites set up activities in the parking lots of the drive through meals. Sites are currently under development to reopen but with caution. The Sites are struggling with how to provide a safe environment for a vulnerable population to come in and safely enjoy the meal and company they once knew.

Prior to the Pandemic, some sites had low attendance and programs to bring in younger seniors (60-75) were trying to be planned. At this point getting everyone back will be a challenge. That will be the ultimate goal this Area Plan Cycle is to reintegrate seniors back to the congregate sites.

Geographic Area to be Served: PSA Wide

2.C TITLE III-D SERVICES TO BE FUNDED BY THE AREA AGENCY IN THE PSA

Describe the Area Agency's basis for the funding of each Title III-D service. In the appropriate section, describe in detail how the individual Title III-D service complies with the new Title III-D evidence-based service definition as outlined in the Area Plan Instructions. As of FY 2016, all Title III-D services must comply with this new criteria as defined by ACL. In the appropriate spaces, name the fundable Title III-D service (e.g., Health Promotion) and enter the name of the specific evidence-based program (e.g., Chronic Disease Self-Management Program) that will be funded by Title III-D. Note: A separate Exhibit 2.C should be submitted for each funded Title III-D service that the Area Agency funds.

Note: This 2.C page should be completed only on Title III-D services. See the following pages for the 2.C format to be used for Title III-B, Title III-C and Title III-E services.

NAME OF FUNDABLE TITLE III-D SERVICE (as outlined on Exhibit 5.D): ___Health Promotion

NAME OF EVIDENCE-BASED SERVICE: __Strong For Life___________________________

Strong for Life" is an ongoing physical fitness program that emphasizes balance exercises. This program addresses the need to provide an exercise program for adults who want to prevent falls and who need a less strenuous program geared to the needs of beginner exercisers. It is a program designed by physical therapists utilizing Elastic bands that can be done in a group or at home. Strong for Life consists of videotaped exercise routines performed with elastic bands of varying thickness. It targets specific muscles that are important in every day movements such as getting out of a chair and walking. The exercise includes movement patterns that incorporates diagonal and rotational motions associated functional activities.

This program was originally endorsed by Boston University and meets the High Criteria for the Title III D services by demonstrating through evaluation an effective way to improve the health and well being and has been proven effective with older adult population, it was published in a journal, and has been in more than one community site. Although Boston University has since dropped this program, the Area Agency and current providers have trained staff in place. If these staff people vacate these positions a different Title III D program will be inserted in its place.

This program has been well received and is being provided at several Nutritional Sites as part of their programs. Currently classes are being offered in Clay, Effingham, and Fayette Counties.

During the Pandemic this program was a struggle to provide due to virtual format challenges. Participants who continued to do the program at home using the CD that was provided to them. As congregate sites open back up this service should once again be well received. If requested, this program will continue to be provided in a virtual format as well as in person.

Geographic Area to be Served: Clay, Effingham, and Fayette Counties

2.C Title III-D Services to be Funded by the Area Agency in the PSA

Describe the Area Agency's basis for the funding of each Title III-D service. In the appropriate section, describe in detail how the individual Title III-D service complies with the new Title III-D evidence-based service definition as outlined in the Area Plan Instructions. As of FY 2016, all Title III-D services must comply with this new criteria as defined by ACL. In the appropriate spaces, name the fundable Title III-D service (e.g., Health Promotion) and enter the name of the specific evidence-based program (e.g., Chronic Disease Self-Management Program) that will be funded by Title III-D. Note: A separate Exhibit 2.C should be submitted for each funded Title III-D service that the Area Agency funds.

Note: This 2.C page should be completed only on Title III-D services. See the following pages for the 2.C format to be used for Title III-B, Title III-C and Title III-E services.

NAME OF FUNDABLE TITLE III-D SERVICE (as outlined on Exhibit 5.D): _Health Promotion

NAME OF EVIDENCE-BASED SERVICE: __Aging Mastery__________________________

Aging Mastery is a comprehensive and fun approach to living that celebrates the gift of longevity. Central to the Aging Mastery philosophy is the belief that modest lifestyle changes can produce big results and that people can be empowered to cultivate health and longevity. This program meets the High Criteria for Evidence Based Programs by effectively improving the health and well-being and reducing disease. This program has been proven effective with older adult population and was published in a Journal by Temple University and is available in several community sites.

Equally important, the program encourages mastery—developing sustainable behaviors across many dimensions that will lead to improved health, stronger financial security, enhanced well-being, and increased connectedness to communities. The path to mastery is entirely individual. Individuals set their own goals and create their own pathways to these goals, opening the door to autonomy and purpose in the process. We are living longer. Are we living better? Why is Aging Mastery Important? Life expectancy has increased dramatically over the past 50 years, yet societal expectations of older adults have changed little. Also, people are generally unprepared for this increased longevity. Aging Mastery guides individuals through this phase of life. The suite of products incorporates evidence-informed materials with inspiration and small nudges to give people the skills and tools they need to achieve measurable improvements in managing their health, remaining economically secure, and contributing actively in society. All materials and resources align with the goal of helping people enjoy self-sufficient lives.

The 10-class program encourages individuals to create their own playbook for aging well. In this program, individuals set goals for positive actions in many aspects of their lives such as exercise, nutrition, finances, advance care planning, community engagement, and healthy relationships. Aging Mastery Starter Kit Our new, self-guided version of AMP combines education with engaging activities to inspire and help people take actions to achieve autonomy, mastery, and purpose as they age. The kit contains the Aging Mastery Playbook, two exercise DVDs, activity cards, a notepad for personal reflection and goal-setting, and postcards to express gratitude.

Geographic Area to be Served: Effingham

2.C SERVICES TO BE FUNDED BY THE AREA AGENCY IN THE PSA

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: __Title III E Information and Assistance__________________________

In 2000 the Title III E programs were added to the responsibility of the Area Agency to develop a program to assist caregivers to older adults and to relatives that were raising children that were not their own. It was discovered that Information and Assistance to caregivers is imperative in providing assistance to caregivers in their search to locate and arrange for services for older individuals and children in their care.

Midland Area Agency Board of Directors and staff developed the Caregiver Advisor Program. One Agency is funded to provide all the Caregiver services throughout our 5 county region. Information and Assistance is one component of the Caregiver Advisor program.

We have seen the demand for Information and Assistance to this population grow over the years. In addition, the avenues and demands of caregivers are different from traditional Information and Assistance. There is more of an emphasis put on electronic ways of accessing information. It is especially important to keep our local website updated for caregivers to utilize and have emails available and accessible. In addition, the Caregiver Advisor program has developed local resource guides for caregivers that are county specific that can be accessed on their website. Many caregivers as well as other professionals in the PSA have used these guides to help obtain services for those in need.

Other forms of Information and Assistance for caregivers include news letters, a caregiver resource library, as well as the more traditional in person and via telephone.

The Caregiver Advisor has received SHIP training, Options Counseling training, as well as training on general Information and Assistance, Follow-up, and linkages to other agencies.

Geographic Area to be Served: PSA 09

2.C SERVICES TO BE FUNDED BY THE AREA AGENCY IN THE PSA

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: __Title III E Training and Education______________________

The development and implementation of the National Family Caregiver Program presented many challenges and opportunities to reach a wide range of caregivers needing training and education.

Training and education is provided to the general public and caregivers themselves. Many providing care do not view themselves as "caregivers. Public education regarding the definition of a caregiver is the first step to identifying the caregiving population. The second step is to advise caregivers of information and help identify services that are available to assist them in providing care, making arrangements for care, working with other family members, and taking care of their own health and needs.

Training sessions directed to caregivers will be available at various locations throughout the PSA during this Area Plan cycle. Specific topics will be identified, and training modules provided. Adaptive Equipment Corner will also be used as a virtual training alternative for Caregivers who are not ready to leave their homes due to the pandemic or just because they are more comfortable staying at home.

Caregiver Fairs are also held in the planning area and are well attended. Through cooperation and coordination with other service organizations and medical entities, the Caregiver Fairs offer an array of topics and activities for attendees. These fairs have been very popular and are effective vehicles for sharing information and training to caregivers.

Geographic Area to be Served: PSA Wide

2.C SERVICES TO BE FUNDED BY THE AREA AGENCY IN THE PSA

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: _Title III E Counseling______________________

Counseling for Caregivers of older persons is an integral part of providing support and assistance to those who find themselves in the position of caring for frail older adults. The stress of caregiving affects the health and well being of caregivers which in turn affects the quality of the care that is given to the receivers of care.

Exhaustion accompanied by guilt, frustration, anxiety and/or depression are sometimes exhibited by caregivers isolated and confined by their caregiver responsibilities. Observing the declining health of the care receiver can also lead the caregiver to feelings of inadequacy. In some cases, there is the need for assistance in managing the care and support counseling.

Counseling is one component of the caregiver Advisor Program. The Caregiver Advisor works under the supervision of a certified mental health professional attuned to the needs of older persons and their caregivers. The Caregiver Advisor is available full time having regular presence in each of the five counties of the planning and service area as well as for appointments outside of normal working hours to accommodate the schedules of caregivers needing assistance.

Short term counseling and advice can be of significant assistance in some cases. An objective view of family dynamics which often accompany caregiver stress is helpful to sorting through the myriad of problems that may face caregivers and other family members.

The Caregiver Advisor is accessible through the Resource Centers in each county of the planning and service area through referral and by direct contact or via the telephone. The program is also directly accessible through the Area Agency website and the Caregiver Advisor agency website.

Geographic Area to be Served: PSA Wide

2.C Services to be Funded by the Area Agency in the PSA

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: ___Title III E Support Groups______________________

Caregivers, especially those under stress, feeling guilt, or frustration need to know that they are not alone. One method of providing emotional support as well as problem solving is through sharing experiences with others in the same or similar situations. Support groups offer this type of assistance.

When the Caregiver program was first introduced in 2000 the Midland Area Agency on Aging Task Group recommended establishing support groups throughout our area. Support groups for those caring for Older Adults and Relatives Raising Children have been developed and continue to grow.

These support groups are critical to caregivers of older adults and older adults who find themselves faced with raising minor children. The problems each caregivers encounter are very different.

For the Relatives Raising Children they encounter issues with school systems, legal custody, working with Children and Family Services as well as learning how to cope with the problems facing young people today. These tasks can be overwhelming.

Caring for Older Adults has a different set of challenges; such as a role change for either a child or spouse caring for an older adult. The struggle with diseases such as dementia, Alzheimer's Disease, or a stroke that has radically changed the personality or physical ability of a person.

The support groups offer a vehicle for expressing frustrations, obtaining advice, and learning of resources to assist them.

Geographic Area to be Served: PSA Wide

2.C SERVICES TO BE FUNDED BY THE AREA AGENCY IN THE PSA

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: __Title III E Respite__

Respite care services is a vital service for persons providing care to an older adult, and older adults who are in the position of having the primary responsibilities of raising minor children. It has become a critical piece to providing help and support to those who need a break from care giving responsibilities.

By providing respite for the caregiver, the stress of care giving can be somewhat relieved on a temporary basis giving the caregiver time to relax, rest, regroup, or catch up on personal needs.
According to national statistics, approximately 80% of all care giving is done by family. The result of being the recipient of respite service, is a caregiver with improved attitude, renewed energy, and socialization outside of the caregiver environment which benefits the care receiver and their overall quality of care. This program serves a need for temporary relief and supports them in their ability to continue in their extremely critical role of providing care to their loved ones.

We have seen a marked increase in the requests for respite care since the beginning of the Caregiver Advisor Program with the implementation of the National Family Caregiver Program. There have been many years in which all of the funds were utilized and targeting practices had to be implemented.

The contracted in home service provider covers all counties in the planning and service area. The respite services are reimbursed at the existing rate approved by the Illinois Department on Aging for its homemaker service through the Community Care Program. Because of limited funding, the Board of Directors also established a maximum of 100 hours of respite services per year per client. Funding from both Title IIIB and Title IIIE of the Older Americans Act is allocated to respite for caregivers of older persons and can be used for in-home respite.

Because of limited funding, the area agency has been unable to pursue short term 24 hour respite services provided in licensed long term care facilities or assisted living facilities. However the Area Agency will consider this type of respite on a case by case basis if requested by the Caregiver Advisor.

In addition, Relatives raising children are another large population who are in need of Respite services. Relatives attending support groups have expressed concern about the children being home all summer once the school term has ended. Stress of constant caregiving coupled with the cost of raising children puts and unbelievable amount of pressure on this family dynamic.

As a result, the Board of Directors allocated funding for summer camperships which can be used to send children, who are in the care of persons over age 55 in the support groups, to camp. Day camps, overnight camps, special needs camps, recreational department summer activity sessions, tutoring sessions and other organized, supervised activities are allowed. This will allow several choices of programming, time frames, and camps. The relatives and children will be encouraged to select a camping opportunity together that best meets their needs.

Funding is also allocated to allow someone to provide supervision of and activities for children while grandparents attend support group sessions and training/educational opportunities regarding their role as caregivers.

Geographic Area to be Served: PSA Wide

2.C Services to be Funded by the Area Agency in the PSA

Describe the Area Agency's basis for the funding of individual services, the impact of the services on seniors' lives, and the resources to be utilized in supplying the service.

SERVICE: __**ADRD Supportive GAP Filling**__________________

The Supportive Gap Filling service is based on a consumer directed model which provides limited funds that persons with dementia and/or their primary caregivers may spend on services and supports that enhance their ability to live in the community.

Persons with dementia and/or their primary caregivers may use funds to purchase goods, supplies, or items to meet their needs. The purchase of goods, supplies, or items for primary caregivers must be related to their caregiving role to the person with dementia. The Supportive Gap Filling service will also recognize that caregivers are likely to have a major responsibility in decision-making and management of the service.

The Supportive Gap Filling service can be used to pay for adult day care, behavioral health assessment and intervention, home health care, respite care, companion care and short-term care in health facilities, wanderer alarm systems, and wanderer identification and location services and other gap filling needs (e.g., goods and supplies, home modifications) of persons with dementia and their primary caregivers.

Supportive Gap Filling service are services designed to keep the senior in their homes or the home of a caregiver thereby delaying institutionalization.

Eligibility:

Any person with Alzheimer's disease or a related dementia or their primary caregiver, regardless of age, is eligible for Supportive Gap Filling services.

- **Person with Dementia (PWD)** - the person with diagnosed or undiagnosed Alzheimer's disease or a related dementia. Related dementias include: Vascular Dementia, Dementia with Lewy Bodies, Frontotemporal Dementia, Parkinson's Dementia, Normal Pressure Hydrocephalus and Creutzfeldt-Jakob Disease.

- **Primary Caregiver** - the person who provides the most care of a person with dementia or who is responsible for directing and managing the care of a person with dementia. This definition refers to informal caregivers, such as family or friends, NOT formal caregivers, such as paid healthcare professionals.

Additionally, individuals participating in the Supportive Gap Filling service must reside or will reside in the PSA of the AAA; and,

Note: Supportive Gap Filling funds can be used if a person with dementia will be moving to the PSA to reside closer to the primary caregiver. The use of such funds may be necessary for the person with dementia to remain living in the community.

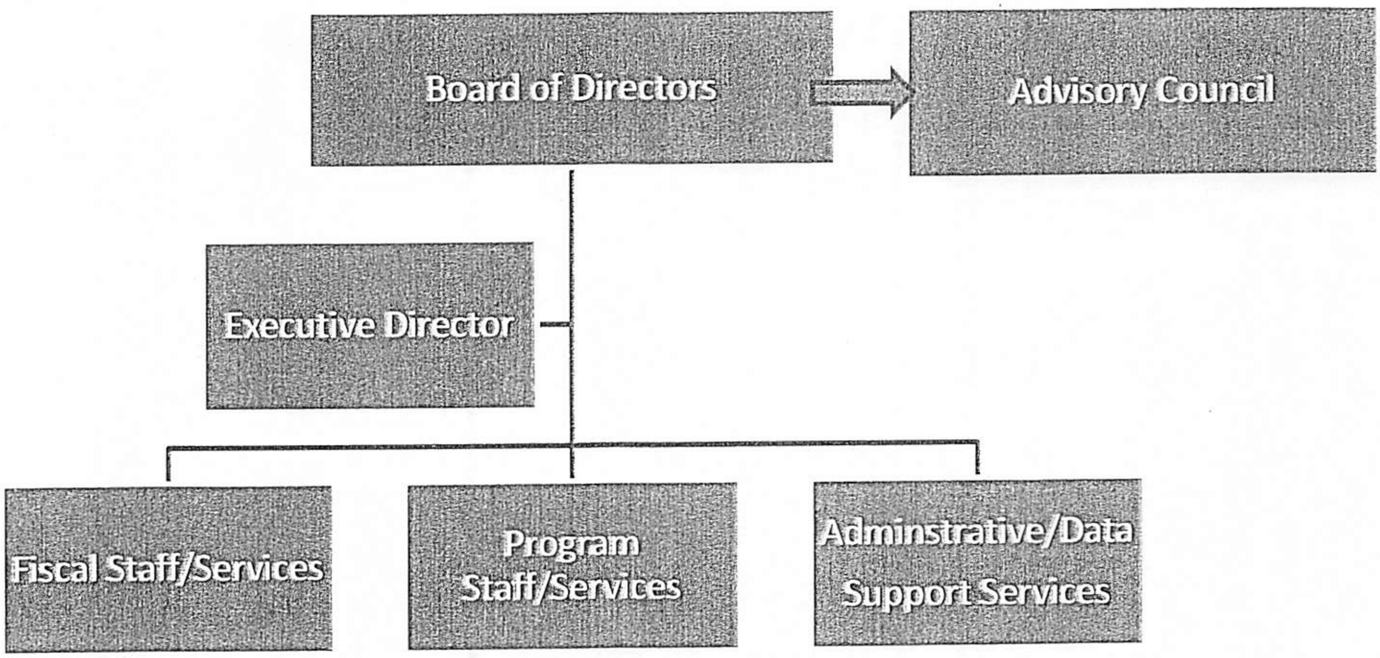
The Supportive Gap Filling is administered by our Caregiver Advisor Program

Geographic Area to be Served: PSA Wide

SECTION 3: AREA AGENCY STAFFING

3.A Organizational Structure of the Area Agency on Aging

This form provides a graphic representation of how the area agency is organized to fulfill its Older Americans Act responsibilities



SECTION 4: ASSURANCES, METHODS & CERTIFICATIONS

4.A FY 2022- 2024 AREA PLAN ASSURANCES

The Area Agency has maintained documentation to substantiate all of the following assurance items. Such documentation will be subject to State review for adequacy and completeness.

A. General Administration

1. Compliance with Requirements

The Area Agency has agreed to administer the program in accordance with the Act, the Area Plan and all applicable regulations, policies and procedures established by the Assistant Secretary, the Secretary, and the Department on Aging.

2. Applicability of Other Regulations – 45 CFR 1321.5

The following requirements in Title 45 of the Code of Federal Regulations apply to all activities under this Area Plan and the Area Agency has developed and is following a system to ensure operation in conformance with:

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

3. Audits (2 CFR 200.500, Subpart F)

The Area Agency is required to conduct an annual audit.

4. Training of Staff

The Area Agency has established and is following methods to provide a program of training for all classes of positions and volunteers, if applicable.

5. Management of Funds - Section 307 (a)(7)(A)

The Area Agency has established and is following sufficient fiscal control and accounting procedures to assure proper disbursements of and accounting for all funds under this Plan.

6. Safeguarding Confidential Information- 45 CFR 1321.51

The Area Agency has established and is following such regulations, standards, and procedures as are necessary to meet the requirements on safeguarding confidential information under relevant program regulations.

7. Standards for Service Providers – 45 CFR 1321.17 (f)(4)

The Area Agency has established and maintains on file a plan detailing the methods being followed to assure that all providers of service under this plan operate fully in conformance with all applicable Federal, State, and local fire, health, safety and sanitation and other standards prescribed in law or regulations. The Area Agency provides that where the State or local jurisdictions require licensing for the provision of services, agencies providing such services have been licensed.

8. Conflict of Interest

In order to avoid conflict of interest, and violation of Federal regulations of such conflicts, a person who is employed by an agency that receives Area Agency funds cannot be an Area Agency Board member.

9. Cost Allocation Between Administration and Direct Services

The Area Agency has established and maintains on file a plan detailing the methods employed to allocate costs between Administration and Area Agency provided Direct Services.

10. Cost Allocation Among Funding Sources

The Area Agency has established and maintains on file a plan detailing the methods employed to allocate costs among the various funding sources.

11. Eldercare

The Area Agency must assure that all privately funded activities are within the Area Agency's statutory mission and do not conflict with that statutory mission.

The Area Agency must assure that appropriate fiscal controls will be established and maintained by the Area Agency to ensure proper disbursement and accounting for all funds earned through Eldercare contracts.

12. Equipment - 2 CFR 200.313

For items of equipment having a unit acquisition cost of $5,000 or more purchased by the Area Agency on Aging under this Area Plan, the Illinois Department on Aging shall have the right to require transfer of the equipment (including title) to the Department or to an eligible party named by the Department in accordance with 45 CFR Part 74, Section 74.34.

For items of equipment having a unit acquisition cost of $5,000 or more purchased by subgrantees under an award made through the Area Plan, the Area Agency on Aging may reserve for itself a right to require transfer of the equipment (including title) to the Area Agency or to an eligible party named by the Area

Agency in accordance with 2 CFR 200.313. This right must be made a part of the subgrantee award.

B. Provision of Services

1. Needs Assessment - Section 306 (a)(1)

The Area Agency has established and is following a reasonable and objective method for determining the need for supportive services, nutrition services and multipurpose senior centers within the planning and service area. The needs assessment shall take into consideration the number of older individuals with low incomes, the number of older individuals who have greatest economic need (with particular attention to low-income older adults including low-income minority older individuals, older individuals with limited English proficiency, and older individuals residing in rural areas), the number of older individuals who have greatest social need (with particular attention to low-income older individuals including low-income minority older individuals, older individuals with limited English proficiency, and older individuals residing in rural areas), and the number of older individuals who are Indians, and the efforts of voluntary organizations in the planning and service area. The Area Agency has evaluated the effectiveness of resources in meeting such needs and has entered into agreements with providers of supportive services, nutrition services, or multipurpose senior centers in the planning and service area to meet such needs.

2. Comprehensive and Coordinated Service System - Section 306 (a)(1)

The Area Plan has provided for a comprehensive and coordinated service delivery system for supportive services, nutrition services, and, where appropriate, for the establishment, maintenance, modernization or construction of multipurpose senior centers within the planning and service area.

3. Eligibility - Section 102 (40), Section 339 (2)(H) &(I), & Section 372 (a)(1, 2 & 3)

The Area Agency has established and is following methods to assure the activities covered by this Area Plan serve only those individuals and groups eligible under the provisions of the applicable statute.

4. Residency

The Area Agency has established and is following methods to assure that no requirements as to duration of residence or citizenship will be imposed as a condition of participation in the Area Agency's program for the provision of services.

5. Coordination of Services - Section 321 (c)

In carrying out the provisions of the Older Americans Act, to more efficiently and effectively deliver services to older individuals, each Area Agency shall coordinate Older Americans Act services with other community agencies and voluntary organizations providing the same services, and pursue opportunities for the development of intergenerational shared site models for programs or projects, consistent with the purposes of the Older Americans Act. In coordinating the services, the Area Agency shall make efforts to coordinate the services with agencies and organizations carrying out intergenerational programs or projects.

6. **Service Contributions - Section 315 (b) & 1321.67**

Voluntary contributions shall be allowed and may be solicited for all services for which funds are received under this Act if the method of solicitation is noncoercive. The Area Agency has required that providers of service under the Plan are collecting contributions for services in conformance with federal regulations and that a service provider under this part may not deny any older person a service because the older person will not or cannot contribute to the cost of the service. Contributions can be encouraged for individuals whose self-declared income is at or above 185 percent of the poverty line, at contribution levels based on the actual cost of services.

7. **Cost Sharing - Section 315 (a) & (c)**

The Area Agency will not implement cost sharing for Older Americans Act services unless approved by the State Agency and will implement cost sharing for services under the Plan in conformance with the provisions of Section 315 of the Older Americans Act.

C. Act and Regulatory Assurances

Section 212

The Area Agency must submit to the State Agency, for prior approval, any proposed contracts with profit making organizations to provide services under the Area Plan.

Section 305 (c)(1-4) & 1321.55 (a)(1)&(2)

An Area Agency is either an agency whose single purpose is to administer programs for older persons, or a separate organizational unit within a multipurpose agency which functions only for purposes of serving as the Area Agency.

Section 305 (c)(5)

The Area Agency 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.

Section 306 (a) & 1321.59

The Area Plan is for the three-year period specified by the State Agency. The Area Agency has submitted an Area Plan or amendment to the State Agency in accordance with the uniform Area Plan format and other instructions issued by the State Agency

Section 306 (a)(2)(A-C) & 1321.17 (f)(6)

The Area Agency will expend an adequate proportion of the amount allotted for Part B to the planning and service area, in accordance with the policies developed by the State Agency, for the delivery of each of the following categories of services – access, in-home, and legal: unless the Area Agency requests a waiver of this requirement in accordance with guidelines developed by the State Agency and receives said waiver from the State Agency. The Area Agency will report annually to the State Agency in detail the amount of funds expended for each such service category.

Section 306 (a)(3)(A) &- 1321.53 (c)

The Area Agency has established and is following a method to designate, where feasible, a focal point for comprehensive service delivery in each community giving special consideration to designating multipurpose senior centers as such focal points.

Section 306 (a)(3)(B)

The Area Agency will specify in grants, contracts, and agreements implementing the plan, the identity of each focal point so designated.

Section 306 (a)(4)(A)(i) & 1321.17 (f)(2)

The Area Agency will set specific objectives for providing services to older individuals with greatest economic need, older individuals with greatest social need, and older individuals at risk for institutional placement; and will include specific objectives for providing services to low-income older minority individuals, older individuals with limited English proficiency, and older individuals residing in rural areas, and include proposed methods of carrying out the preferences in the Area Plan.

Section 306 (a)(4)(A)(ii)

The Area Agency has included in each agreement made with a provider of services under this Title, a requirement that such provider will (a) 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; (b) attempt to provide services to low-income minority older individuals, older individuals with limited English proficiency, and older individuals residing in rural areas in at least the same proportion as the population of low-income minority older individuals, older individuals with limited English proficiency, and older individuals residing in rural areas bears to the population of older individuals of the area served by such provider; and (c) 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.

Section 306 (a)(4)(A)(iii)

The Area Plan has, with respect to the fiscal year preceding the fiscal year for which such Plan is prepared, identified the number of low- income minority older individuals in the planning and service area and described the methods used to satisfy the service needs of such minority older individuals.

Section 306 (a)(4)(B) & 1321.17 (f)(8)

The Area Agency will conduct outreach efforts to identify older individuals eligible for assistance under the Act, with special emphasis on rural elderly, 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), and older individuals at risk for institutional placement; and inform such individuals of the availability of services under the Plan.

Section 306 (a)(4)(C)

The Area Agency will ensure that each activity undertaken by the agency, including planning, advocacy, and systems development, includes a focus on the needs of low-income minority older individuals and older individuals residing in rural areas.

Section 306 (a)(5)

The Area Agency will coordinate planning, identification, assessment of needs, and provision of services for older individuals with disabilities, with particular attention to 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.

Section 306 (a)(6)(A) & 1321.61 (b)(2)

The Area Agency has established and is following methods to take into account in connection with matters of general policy arising in the development and administration of the Area Plan, the views of recipients of services under the Plan.

Section 306 (a)(6)(B) & 1321.61 (b)(1)

The Area Agency has established and is following methods to assure that the Area Agency will serve as the advocate and focal point for older individuals within the community by monitoring, evaluating, and commenting on policies and programs, hearings, levies, and community actions which will affect older persons.

Section 306 (a)(6)(C)(i)

The Area Agency, where possible, has entered into arrangements with organizations providing day care services for children, assistance to older individuals caring for relatives who are children, and respite for families, so as to provide opportunities for older persons to aid or assist on a voluntary basis in the delivery of such services to children, adults, and families.

Section 306 (a)(6)(C)(ii)(I & II)

If possible regarding the provision of services under Title III, the Area Agency will enter into arrangements and coordinate with organizations that have a proven record of providing services to older individuals that were officially designated as community action agencies or community action programs under Section 210 of the Economic Opportunity Act of 1964 (42 U.S.C. 2790) for fiscal year 1981, and did not lose the designation as a result of failure to comply with such Act; or came into existence during fiscal year 1982 as direct successors in interest to such community action agencies or community action programs that meet the requirements under Section 676 (b) of the Community Services Block Grant Act.

Section 306 (a) (6)(C) (iii)

The Area Agency shall make use of trained volunteers in providing direct services delivered to older individuals and individuals with disabilities needing such services and, if possible, work in coordination with organizations that have experience in providing training, placement, and stipends for volunteers or participants (such as organizations carrying out Federal service programs administered by the Corporation for National and Community Service), in community service settings.

Section 306 (a)(6)(D) & 1321.57 (a) & (b)

The Area Agency has established an Advisory Council consisting of older individuals (including minority individuals and older individuals residing in rural areas) who are participants or who are eligible to participate in programs assisted under the Older Americans Act, family caregivers of such individuals, representatives of older individuals, service providers, representatives of the business community, local elected officials, providers of veteran's health care (if appropriate), and the general public, to advise continuously the Area Agency on all matters relating to the development of the Area Plan, the administration of the Area Plan and operations conducted under the Area Plan.

Section 306 (a)(6)(E)(i-ii)

The Area Agency has established and is following effective and efficient procedures for coordination of entities conducting programs that receive assistance under the Older Americans Act within the planning and service area served by the Area Agency and entities conducting other Federal programs for older individuals at the local level, with particular emphasis on entities conducting programs described in section 203(b) of the Older Americans Act, with the planning and service area.

Section 306 (a)(6)(F)

In coordination with the State agency and with the State agency responsible for mental and behavioral health services, the Area Agency will increase public awareness of mental health disorders, remove barriers to diagnosis and treatment, and coordinate mental and behavioral health services (including mental health screenings) provided with funds expended by the Area Agency on Aging with mental and behavioral health services provided by community health centers and by other public agencies and nonprofit private organizations.

Section 306 (a)(6)(G) & 1321.17 (f)(15)

The Area Agency assures that if there is a significant population of older individuals who are Indians in the planning and service area, the Area Agency will conduct outreach activities to identify such individuals and inform them of the availability of assistance under the Act.

Section 306 (a)(7)

The Area Agency assures that it will facilitate the area-wide development and implementation of a comprehensive, coordinated system for providing long-term care in home and community-based settings, in a manner responsive to the needs and preferences of older individuals and their family caregivers, by—

(A) collaborating, coordinating activities, and consulting with other local public and private agencies and organizations responsible for administering programs, benefits, and services related to providing long-term care;

(B) conducting analyses and making recommendations with respect to strategies for modifying the local system of long-term care to better—

(i) respond to the needs and preferences of older individuals and family caregivers;

(ii) facilitate the provision, by service providers, of long-term care in home and community-based settings; and

(iii) target services to older individuals at risk for institutional placement, to permit such individuals to remain in home and community-based settings;

(C) implementing, through the agency or service providers, evidence-based programs to assist older individuals and their family caregivers in learning about and making behavioral changes intended to reduce the risk of injury, disease, and disability among older individuals; and

(D) providing for the availability and distribution (through public education campaigns, Aging and Disability Resource Centers, the area agency on aging itself, and other appropriate means) of information relating to—

(i) the need to plan in advance for long-term care; and

(ii) the full range of available public and private long-term care (including integrated long-term care) programs, options, service providers, and resources.

Section 306 (a)(8)

The Area Agency will provide that case management services provided under Title III through the Area Agency will-

(A) not duplicate case management services provided through other Federal and State programs.

(B) be coordinated with services provided by long-term care providers and long-term care facilities.

(C) be provided by a public or a nonprofit private agency that--

(i) gives each older individual seeking services under Title III a list of agencies that provide similar services within the jurisdiction of the Area Agency.

(ii) gives each older individual seeking services under Title III a statement specifying that the individual has a right to make an independent choice of service providers and documents received by such individual of such statement.

(iii) has case managers acting as agents for the individuals receiving the services and not as promoters for the agency providing such services or

(iv) is located in a rural area and obtains a waiver of the requirements described in clauses (i) through (iii).

Section 306 (a)(9)

The Area Agency, in carrying out the State Long-Term Care Ombudsman Program under Section 307(a)(9), will expend not less than the total amount of funds appropriated under the Older Americans Act and expended by the Area Agency in Fiscal Year 2000 in carrying out such a program under Title III.

Section 306 (a)(10)

The Area Agency will provide a grievance procedure for older individuals who are dissatisfied with or denied services under Title III.

Section 306 (a)(11)

The Area Agency will provide information and assurances concerning services to older individuals who are Native Americans, including-

(A) information concerning whether there is a significant population of older Native Americans in the planning and service area and if so, an assurance that the Area Agency will pursue activities, including outreach, to increase access of those older Native Americans to programs and benefits provided under Title III.

(B) an assurance that the Area Agency will, to the maximum extent practicable, coordinate the services the Area Agency provided under Title III with services provided under Title VI.

(C) an assurance that the Area Agency 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.

Section 306 (a)(12)

The Area Agency will establish procedures for the coordination of services with entities conducting other Federal or federally assisted programs for older individuals at the local level, with particular emphasis on entities conducting programs described in Section 203(b) within the planning and service area.

Section 306 (a)(13)

The Area Agency assures that it will maintain the integrity and public purpose of services provided, and service providers, under Title III in all contractual and commercial relationships; disclose to the Assistant Secretary and State Agency the identity of each non-governmental entity with which it has a contract or commercial relationship relating to providing any service to older individuals; the nature of the contract or such relationship; demonstrate that a loss or diminution in the quantity or quality of the services provided, or to be provided, under Title III by such agency has not resulted and will not result from such contract or such relationship; demonstrate that services will be enhanced by the contract and, on request of the Assistant Secretary or State Agency, disclose all sources and expenditures of funds such agency receives or expends to provide services to older individuals.

Section 306 (a)(14)

The Area Agency assures that funds received under Title III will not be used to pay any part of a cost (including an administrative cost) incurred by the Area Agency to carry out a contract or commercial relationship that is not carried out to implement Title III.

Section 306 (a)(15)(A)

The Area Agency assures that funds received under Title III will be used to provide benefits and services to older individuals, and the Area Agency will give priority for services to older individuals identified in section 306 (a) (4)(A)(i) of the Older Americans Act.

Section 306 (a)(15)(B)

The Area Agency assures that funds received under Title III will be used in compliance with the assurances specified in Section 306(a)(13) of the Older Americans Act and the limitations specified in Section 212 of the Older Americans Act.

Section 306 (a)(16)

The Area Agency assures that funds received under Title III will be used to provide, to the extent feasible, for the furnishing of services under the Older Americans Act, consistent with self-directed care.

Section 306 (a)(17)

The Area Agency assures that funds received under Title III will be used to include information detailing how the Area Agency will coordinate activities, and develop long-range emergency preparedness plans, with local and State emergency response agencies, relief organizations, local and State governments, and any other institutions that have responsibility for disaster relief service delivery.

Section 306 (b) (1 & 2)

The Area Agency may include in the area plan an assessment of how prepared the area agency on aging and service providers in the planning and service area are for any anticipated change in the number of older individuals during the 10-year period following the fiscal year for which the plan is submitted. Such assessments shall include—

(A) the projected change in the number of older individuals in the planning and service area;

(B) an analysis of how such change may affect such individuals, including individuals with low incomes, individuals with greatest economic need, minority older individuals, older individuals residing in rural areas, and older individuals with limited English proficiency;

(C) an analysis of how the programs, policies, and services provided by such area agency can be improved, and how resource levels can be adjusted to meet the needs of the changing population of older individuals in the planning and service area; and

(D) analysis of how the change in the number of individuals age 85 and older in the planning and service area is expected to affect the need for supportive services.

4.A FY 2022- 2024 AREA PLAN ASSURANCES

Section 306 (b) (3)

An Area Agency, in cooperation with government officials, State agencies, tribal organizations, or local entities, may make recommendations to government officials in the planning and service area and the State, on actions determined by the area agency to build the capacity in the planning and service area to meet the needs of older individuals for—

(A) health and human services;

(B) land use;

(C) housing;

(D) transportation;

(E) public safety;

(F) workforce and economic development;

(G) recreation;

(H) education;

(I) civic engagement;

(J) emergency preparedness;

(K) protection from elder abuse, neglect and exploitation; and

(L) any other service as determined by such agency.

Section 307 (a)(6) & 1321.17 (f)(9)

The Area Agency agrees to make such reports, in such form, and containing such information, as the State Agency may require, and comply with such requirements as the State Agency may impose to insure the correctness of such reports.

Section 307 (a)(7)(A)

The Area Agency assures that such fiscal control and fund accounting procedures will be adopted as may be necessary to assure proper disbursement of, and accounting for, Federal funds paid under Title III to the Area Agency, including any such funds paid to the recipients of a grant or contract.

4.A FY 2022- 2024 AREA PLAN ASSURANCES

Section 307 (a) (7) (B) (ii) & (iii)

The Area Agency will assure that no officer, employee, or other representative of the Area Agency is subject to a conflict of interest prohibited under the Older Americans Act and mechanisms are in place to identify and remove conflicts of interest prohibited under the Older Americans Act.

Section 307 (a)(8) (i-iii)

No supportive services, nutrition services, or in-home services will be directly provided by the Area Agency, unless, in the judgment of the State Agency, provision of such services is necessary to assure an adequate supply of such services, or such services are directly related to the Area Agency's administrative functions, or such services can be provided more economically, and with comparable quality by the Area Agency.

Section 307 (a)(11)

With respect to legal assistance-

(A) the Area Agency will

(i) enter into contracts with providers of legal assistance which can demonstrate the experience or capacity to deliver legal assistance;

(ii) include in any contract provisions to assure that any recipient of funds under division (i) 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

(iii) attempt to involve the private bar in legal assistance activities authorized under this Title, including groups within the private bar furnishing services to older individuals on a pro bono and reduced fee basis;

(B) 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 Title on individuals with 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;

(C) to the extent practicable, legal assistance furnished under the plan will be in addition to any legal assistance 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 assistance for older individuals; and

(D) Area Agencies 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.

Section 307 (a)(12)(A)

For services for the prevention of abuse of older individuals-

(A) the Area Agency 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; and

(iv) referral of complaints to law enforcement or public protective service agencies where appropriate.

Section 307 (a)(15)

If a substantial number of the older individuals residing in the planning and service area are of limited English-speaking ability, then the Area Agency on Aging for each such planning and service area will-

(A) utilize, in the delivery of outreach services under section 306(a)(2)(A), 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

(B) designate an individual employed by the Area Agency, or available to such Area Agency 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.

4.A FY 2022- 2024 AREA PLAN ASSURANCES

Section 307 (a)(16)

The Area Agency assures that the Area Agency and Older Americans Act-funded service providers will conduct outreach efforts that will—

(A) identify individuals eligible for assistance under this Act, with special emphasis on—

(i) older individuals residing in rural areas;

(ii) older individuals with greatest economic need (with particular attention to low-income older individuals, including low-income minority older individuals, older individuals with limited English proficiency, and older individuals residing in rural areas);

(iii) older individuals with greatest social need (with particular attention to low-income older individuals, including low-income minority older individuals, older individuals with limited English proficiency, and older individuals residing in rural areas);

(iv) older individuals with severe disabilities;

(v) older individuals with limited English-speaking ability; and

(vi) older individuals with Alzheimer's disease and related disorders with neurological and organic brain dysfunction (and the caretakers of such individuals); and

(B) inform the older individuals referred to in clauses (i) through (vi) of subparagraph (A), and the caretakers of such individuals, of the availability of such assistance.

Section 307 (a)(18)

The Area Agency will conduct efforts to facilitate the coordination of community-based, long-term care services, pursuant to section 306(a)(7), for older individuals who-

(A) reside at home and are at risk of institutionalization because of limitations on their ability to function independently;

(B) are patients in hospitals and are at risk of prolonged institutionalization; or

(C) are patients in long-term care facilities, but who can return to their homes if community-based services are provided to them.

Section 307 (a)(23)(A) & (B)

The Area Agency will make demonstrable efforts to coordinate services provided under this Act with other State services that benefit older individuals and to provide multigenerational activities, such as opportunities for older individuals to serve as mentors or advisors in child care, youth day care, educational assistance, at-risk youth intervention, juvenile delinquency treatment, and family support programs.

4.A FY 2022- 2024 Area Plan Assurances

Section 307 (a)(27)

The Area Agency assures that the Area Agency and Older Americans Act-funded service providers will provide, to the extent feasible, for the furnishing of services, consistent with self-directed care.

Section 312 (1) & (2)

With respect to multipurpose senior centers, the Area Agency assures if, within 10 years after acquisition, or within 20 years after the completion of construction, of any facility for which funds have been paid under Title III--

(1) the owner of the facility ceases to be a public or nonprofit private agency or organization; or

(2) the facility ceases to be used for the purposes for which it was acquired (unless the Assistant Secretary determines, in accordance with regulations, that there is good cause for releasing the applicant or other owner from the obligation to do so); the United States shall be entitled to recover from the applicant or other owner of the facility an amount which bears to the then value of the facility (or so much thereof as constituted an approved project or projects) the same ratio as the amount of such Federal funds bore to the cost of the facility financed with the aid of such funds. Such value shall be determined by agreement of the parties or by action brought in the United States district court for the district in which such facility is situated.

Section 321 (d)

Funds made available under Title III shall supplement, and not supplant, any Federal, State, or local funds expended by an Area Agency to provide services described in the Older Americans Act.

Section 339

With respect to nutrition services, the Area Agency has established and is following methods to assure that statutory and regulatory provisions concerning nutrition services, special requirements for nutrition service providers and food requirements for all nutrition service providers will be met.

1321.17 (f)(3)

The Area Agency has established and is following methods that ensure that all services provided through the Area Plan are provided without the use of any means tests.

1321.17 (f)(5)

The Area Agency has established and is following methods that ensure that all older persons receiving services through the Area Plan are provided the opportunity to voluntarily contribute to the cost of the services.

1321.17 (f)(12)

4.A FY 2022- 2024 AREA PLAN ASSURANCES

The Area Agency will establish and follow methods that assure that individuals with disabilities who reside in a non-institutional household with and accompany a person eligible for congregate meals provided through the Area Agency under this Part, shall be provided a meal on the same basis that meals are provided to volunteers pursuant to Section 339 (2)(H) of the Act.

1321.17 (f)(14)(ii)

The Area Agency will annually submit the details of proposals to pay for program development and coordination as a cost of supportive services, to the general public for review and comment in accordance with the procedures established by the State Agency.

1321.17 (f)(14)(iii)

The Area Agency certifies that any such expenditure for program development and/or coordination has had a direct and positive impact on the enhancement of services for older persons in the planning and service area.

8. Participation by faith-based organizations in Department of Health and Human Services Programs

Title 45 of the Code of Federal Regulations Parts 74, 87, 92, and 96

The rule provides that organizations are eligible to participate in Older Americans Act programs without regard to their religious character or affiliation, and those organizations may not be excluded from the competition for Older Americans Act grant funds simply because they are religious.

The Area Agency on Aging hereby agrees to comply with all stated assurances.

5/11/2021
(Date)

(Area Agency Director)

05/11/2021
(Date)

(Chairperson, Board of Directors)

The Area Agency will establish and follow methods that assure that individuals with disabilities who reside in a non-institutional household with and accompany a person eligible for congregate meals provided through the Area Agency under this Part, shall be provided a meal on the same basis that meals are provided to volunteers pursuant to Section 339 (2)(H) of the Act.

1321.17 (f)(14)(ii)

The Area Agency will annually submit the details of proposals to pay for program development and coordination as a cost of supportive services, to the general public for review and comment in accordance with the procedures established by the State Agency.

1321.17 (f)(14)(iii)

The Area Agency certifies that any such expenditure for program development and/or coordination has had a direct and positive impact on the enhancement of services for older persons in the planning and service area.

8. Participation by faith-based organizations in Department of Health and Human Services Programs

   Title 45 of the Code of Federal Regulations Parts 74, 87, 92, and 96

   The rule provides that organizations are eligible to participate in Older Americans Act programs without regard to their religious character or affiliation, and those organizations may not be excluded from the competition for Older Americans Act grant funds simply because they are religious.

The Area Agency on Aging hereby agrees to comply with all stated assurances.

5/11/2021
(Date)

[signature]
(Area Agency Director)

05/11/2021
(Date)

Mary Sue Kramer
(Chairperson, Board of Directors)

4.B PROPOSED METHODS AND SERVICE OBJECTIVES

TO ASSURE SERVICE PROVISION PREFERENCE

List the proposed methods and service objectives to assure that preference is being given to older individuals with greatest economic need, to older individuals with greatest social need, and older individuals at risk for institutional placement, with particular attention to low-income minority individuals, older individuals with limited English proficiency, and older individuals residing in rural areas.

The Area Agency assures that preference in service provision is given to those persons in social and economic need with particular attention to low income minority older persons in several ways. Methods employed include the following:

1. The Area Agency has in place a policy and procedures which provide that all services under the Area Plan must be delivered with preference given to older persons in social and economic need.

2. All applications include a discussion of how service providers under the Area Plan will assure preference is given to those in social and economic need. A separate discussion is required on the service providers' proposals indicating how they propose to identify and meet the needs of low income minority older persons.

3. Periodic assessments of funded service providers are conducted which include pertinent questions related to actual preferences give to these client groups by the service providers. If a service provider is found not to be giving preference in the delivery of service, an action plan is developed and follow-up conducted by the Area Agency.

4. The Area Agency has a separate policy and accompanying procedure related to specific Outreach to minority older persons with particular attention to low income minorities.

5. At this time we had no requests from limited English speaking clients or persons who requested service; however, to accommodate limited English speaking clients, we would seek the aid of an interpreter or an assistive device that would aide in communication. We have arranged for and interpreter for deaf clients.

6. All of planning and service area 09 is rural. Therefore, all services were targeted to older individuals residing in rural areas.

Issue: Service provision to older persons in greatest economic or social need and low income minorities

Objective	Completion Date
1. Review service providers applications related to service preference to determine inclusion of workable plan to provide services to those persons in economic and/or social need and low income minorities.	July 2021

4.B Proposed Methods and Service Objectives to Assure Service Provision Preference

List the proposed methods and service objectives to assure that preference is being given to older individuals with greatest economic need, to older individuals with greatest social need, and older individuals at risk for institutional placement, with particular attention to low-income minority individuals, older individuals with limited English proficiency, and older individuals residing in rural areas.

2. Review service statistics to determine rate of service to these specific Targeted groups.	May 2021

Issue: Service provision to older individuals with limited English proficiency

1. Review service providers during regular assessments to determine if Arrangements have been made to enable staff to provide interpreters for Those older individual with limited English proficiency.	September 2021

4.C Methods to Satisfy Low-Income Minority, Limited English Proficiency & Rural Service Needs

List the methods used last year to satisfy the service needs of low-income minority older persons, older individuals with limited English proficiency, and older individuals who reside in rural areas.

The Area Agency has updated their social need policies and notified our provider agencies of the change. Targeting practices will include the added populations listed in the new definition. The factors will be addressed in all of our training and education activities with both professionals and clients. The main challenge I see in our area is our limited cultural diversity in the PSA, however all factors including physical or mental disability, language barriers, and cultural or social isolation caused by, among other things, racial and ethnic status, sexual orientation, gender identity, gender expression, or HIV status as well as economic need will be included in educational trainings. Additional methods employed include the following:

1. The Area Agency has in place a policy and procedure which provides that all services under the Area Plan must be delivered with preference given to older persons in social and economic need.

2. All FY 2022 applications/extensions included a discussion of how service providers under the Area Plan will assure preference is given to those in social and economic need. A separate discussion was required on the service providers' proposals indicating how they propose to identify and meet the needs of low income minority older persons. Staff reviewed these applications.

3. Assessments of FY 2021 funded service providers were conducted which include pertinent questions related to actual preferences give to these client groups by the service providers. If a service provider was found not to be giving preference in the delivery of service, an action plan was developed and follow-up conducted by the Area Agency.

4. The Area Agency has a separate policy and accompanying procedure related to specific Outreach to minority older persons with particular attention to low income minorities.

5. At this time we had no limited English speaking clients or persons who requested service. However, if this does occur arrangements will be made for an interpreter for that client. We have made arrangements for a license sign interpreter for a deaf client.

6. All of planning and service area 09 is rural. Therefore, all services were targeted to older individuals residing in rural areas.

4.D CERTIFICATIONS, ASSURANCES OF COMPLIANCE, NON-DISCRIMINATION POLICY

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION PURSUANT TO 45 CFR PART 76 LOWER TIER TRANSACTIONS

FY 2022-FY 2024 Area Plan on Aging

__________*Midland Area Agency on Aging*____________________________
(Area Agency on Aging Name)

certifies by submission of this proposal, that neither it or its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

Where the Area Agency on Aging is unable to certify to any of the statements in this certification, such Area Agency shall attach an explanation to this proposal.

____
(Signature of Authorized Individual)

______*Tracy Barczewski, Executive Director*____________________
(Name and Title of Authorized Individual)

____________5/11/21____________________
(Date)

4.D CERTIFICATIONS, ASSURANCES OF COMPLIANCE, NON-DISCRIMINATION POLICY

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

5/11/21	[signature]
(Date)	*(Area Agency Director)*
05/11/2021	[signature]
(Date)	*(Chairperson, Board of Directors)*

4.D CERTIFICATIONS, ASSURANCES OF COMPLIANCE, NON-DISCRIMINATION POLICY

DEPARTMENT OF HEALTH AND HUMAN SERVICES ASSURANCE OF COMPLIANCE WITH SECTION 504 OF THE REHABILITATION ACT OF 1973, AS AMENDED

The undersigned (hereinafter called the "recipient") HEREBY AGREES THAT it will comply with Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C.794), all requirements imposed by the applicable HHS regulation (45 C.F.R.Part 84), and all guidelines and interpretations issued pursuant thereto.

Pursuant to §84.5(a) of the regulation [45 C.F.R.84.5(a)], the recipient gives this Assurance in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts (except procurement contracts and contracts of insurance or guaranty), property, discounts, or other Federal financial assistance extended by the Department of Health and Human Services after the date of this Assurance, including payments or other assistance made after such date on applications for Federal financial assistance that were approved before such date. The recipient recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this Assurance and that the United States will have the right to enforce this Assurance through lawful means. This Assurance is binding on the recipient, its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this Assurance on behalf of the recipient.

This Assurance obligates the recipient for the period during which Federal financial assistance is extended to it by the Department of Health and Human Services or, where the assistance is in the form of real or personal property, for the period provided for in §84.5(b) of the regulation [45 C.F.R.84.5(b)].

The recipient: [Check (a) or (b)]

a. (X) *employs fewer that fifteen persons:*

b. ( ) *employs fifteen or more persons and, pursuant to §84.7(a) of the regulation [45 C.F.R.84.7(a)], has designated the following person(s) to coordinate its efforts to comply with the HHS regulations:*

Tracy Barczewski
Name of Designee(s) (Type or Print)

Midland Area Agency on Aging
Name of Recipient-(Type or Print)

434 South Poplar
Street Address or P.O.Box

37 0968177
(IRS) Employer Identification No.

Centralia
City

Illinois *62801*
State ***Zip***

I certify that the above information is complete and correct to the best of my knowledge.

5/11/21
Date

[signature] Executive Director
Signature and Title of Authorized Official

If there has been a change in name or ownership within the last year, please PRINT the former name below:
NOTE: If this form is not returned with the application for financial assistance, return it to DHHS, Office for Civil Rights, 330 Independence Avenue, S.W., Washington, D.C. 20201. ***HHS-641 (Rev. 12/82)***

4.D Certifications, Assurances of Compliance, Non-Discrimination Policy

ASSURANCE OF COMPLIANCE WITH THE DEPARTMENT OF HEALTH AND HUMAN SERVICES REGULATION UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

_Midland Area Agency on Aging________ (hereinafter called the "Applicant")
Name of Applicant (type or print)

***HEREBY AGREES THAT** it will comply with Title VI of the Civil Rights Act of 1964 (P.L.88-352) and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R.Part 80) issued pursuant to that title, to the end that, in accordance with Title VI of that Act and the Regulation, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department; and **HEREBY GIVES ASSURANCE THAT** it will immediately take any measures necessary to effectuate this agreement.*

If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this Assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this Assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. In all other cases, this Assurance shall obligate the Applicant for the period during which the Federal financial assistance is extended to it by the Department.

***THIS ASSURANCE** is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Applicant by the Department, including installment payments after such date on account of applications for Federal financial assistance which were approved before such date. The Applicant recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this Assurance, and that the United States shall have the right to seek judicial enforcement of this Assurance. This Assurance is binding on the Applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this Assurance on behalf of the Applicant.*

Date 5/11/21

_Tracy Barczewski________________
Applicant (type or print)

By Tracy Barczewski____________
Signature and Title of Authorized Official

___434 South Poplar Centralia Illinois 62801____
Applicant's mailing address

NOTE: If this form is not returned with the application for financial assistance, return it to DHHS, Office for Civil Rights, 330 Independence Ave., S.W., Washington, D.C. 20201

HHS-441 (Rev. 12/82)

4.D CERTIFICATIONS, ASSURANCES OF COMPLIANCE, NON-DISCRIMINATION POLICY

OLDER AMERICANS ACT PROGRAMS NON-DISCRIMINATION POLICY

It is the policy of _Midland Area Agency on Aging to provide services to all persons 60+ and employment services to all persons 55+ as mandated by the Older Americans Act, as amended, and the Illinois Act on Aging, and their applicable rules and regulations pursuant thereto without regard to race, color, national origin, religion, sex, ancestry, marital status, physical or mental handicap, unfavorable military discharge or age. Midland Area Agency on Aging does not discriminate in admission to programs or activities or treatment of employment in programs or activities in compliance with the Illinois Human Rights Act, Title VI of the U.S. Civil Rights Act, as amended; Title VII of the U.S. Civil Rights Act, as amended; Section 504 of the Rehabilitation Act, as amended; the Age Discrimination Act, as amended; the Age Discrimination in Employment Act, as amended, their applicable rules and regulation pursuant thereto; the Constitution of the United States; and the Illinois Constitution.

Subject to the Older Americans Act, as amended, and the requirements of the merit employment system, preference shall be given to individuals age 60 or older for any staff positions in the State and Area Agencies (excluding subgrantees and contractors) for which such individuals qualify.

All Area Agencies on Aging and all other providers of services receiving funds under the State or Area Plans are required to comply with and provide notice of this policy.

The person designated to coordinate compliance with the Civil Rights Program is ___Tracy Barczewski____________________, who can be reached at __618-532-1853_____________.

Approved and agreed to on behalf of ____Midland Area Agency on Aging________________

____.

____

Signature of Authorized Representative

5/11/21

____

Date

SECTION 5: FINANCIAL PLAN

AAA: Midland Area Agency on Aging
PSA: 9

FY: 2022

5.A AREA AGENCY BUDGET

	Part I: Resource Types	Title III-B	Title III-C1	Title III-C2	Title III-D	Title III-E	Title III-B Omb	Title III Total	Title VII Omb	Title VII EA	Title VII Total	FY 2021 CO & FY 2022 Budget Total	FY 2022 Federal Total	FY 2022 State Funds	FY 2022 Total Budget
Federal Funds	• FY 2022 Base Funding	249,333	326,044	191,955	12,689	130,536	14,298	924,855	15,466	4,914	20,380	945,235	945,235		945,235
	Title III Admin, Title VII Direct Adv	27,840	26,231	21,500		13,054	3,775	92,400	1,547	491	2,038	94,438	94,438		94,438
	• State Reallocation	-	-	-	-	-	-	-	-	-	-	-	-		-
	• AAA Carryover (see allowable $ in Part II)	12,552	478	1,227	11	3,944	-	18,212	1,047	328	1,375	19,587			
	• Transfers	17,233	(63,733)	23,049			23,451	-				-	-		-
	FY 21 CO & FY 22 Federal Funds Total	279,118	262,789	216,231	12,700	134,480	37,749	943,067	16,513	5,242	21,755	964,822	945,235		945,235
	FY 22 Federal Funds Total	266,566	262,311	215,004	12,689	130,536	37,749	924,855	15,466	4,914	20,380	945,235	945,235		945,235
State Funds	• Planning and Service Funds	221,492	41,576			30,578		293,646			-	293,646		293,646	293,646
	• Community Based Equal Distribution	75,692	59,016					134,708			-	134,708		134,708	134,708
	• Ombudsman Funds						85,750	85,750			-	85,750		85,750	85,750
	• Home Delivered Meals Funds			583,940				583,940				583,940		583,940	583,940
	State Funds Total	297,184	100,592	583,940	-	30,578	85,750	1,098,044	-	-	-	1,098,044		1,098,044	1,098,044
Other Funds	• N.S.I.P.		33,420	85,258				118,678				118,678			118,678
	• Local Cash	81,985	25,839	19,500	2,902	18,509	35,000	183,735			-	183,735			183,735
	• In-Kind	11,202	123,546	82,613	1,432	9,201	7,500	235,494			-	235,494			235,494
	• Project Income	15,555	227,407	215,704	650	1,100	1,000	461,416			-	461,416			461,416
	Grand Total-FY 21 CO & FY 22 Funds	685,044	773,593	1,203,246	17,684	193,868	166,999	3,040,434	16,513	5,242	21,755	3,062,189			
	Grand Total-FY 2022 Funds	672,492	773,115	1,202,019	17,673	189,924	166,999	3,022,222	15,466	4,914	20,380	3,042,602	945,235	1,098,044	3,042,602

AAA Carryover Detail

	Part II. Carryover from Prior FY	Title III-B	Title III-C1	Title III-C2	Title III-E	Total
Detail	• Base Amount (from prior FY)	251,903	329,406	193,934	131,882	907,125
	• Maximum Carryover					45,356
	Maximum Carryover is calculated as:	5% of the total Base Amount of Title III-B, C-1, C-2, and E				

Title III-D	Title III-B Omb	Title VII Omb	Title VII EA	Total
12,599	13,048	14,297	4,929	44,873
1,260	1,305	1,430	493	4,488
10% of the total of Title III-D, III-B Omb, VII Omb, and VII EA				

FY 21 NSIP Unexpended	
C-1	
C-2	
Total	-

IL-402-0330 (Rev. 4/21)

AAA: Midland Area Agency on Aging FY: 2022
PSA: 9

5.B AREA AGENCY BUDGET

	Area Plan Federal & State Funds (a)	Other * (b)	Total (c)
1. Personnel (Salaries & Wages)	$ 201,512	$ 105,680	$ 307,192
2. Fringe Benefits	52,410	22,998	75,408
3. Travel	14,985	7,067	22,052
4. Equipment	-	-	-
5. Supplies	30,397	29,200	59,597
6. Contractual Services	20,936	11,351	32,287
7. Consultant (Professional Services)	-	5,100	5,100
8. Construction			-
9. Occupancy (Rent & Utilities)	10,405	5,340	15,745
10. Research & Development			-
11. Telecommunications	12,999	7,708	20,707
12. Training & Education	845	1,100	1,945
13. Direct Administrative Costs			-
14. Other or Miscellaneous Costs	15,274	8,692	23,966
15. A. Grant Exclusive Line Items	-	-	-
B. Grant Exclusive Line Items	-	-	-
16. Total Direct Costs (= lines 1-15)	$ 359,763	$ 204,236	$ 563,999
17. Indirect Costs	-	-	-
18. Total Costs	$ 359,763	$ 204,236	$ 563,999

* SUMMARY OF OTHER FUNDS

Source	Amount (d)
19. Title V	-
20. SESP	14,333
21. LTC Systems Dev.	12,084
22. Elder Abuse (RAA Contract)	$ 28,074
23. Other	$ 149,745
24. Total	$ 204,236

Line 23: Other Explanation

In the space provided, enter the names and dollar amounts of all Other Funds (e.g., SHAP, CMP, FSS, etc.) that the Area should include IDoA funds as well as other program funds. Add other fund names and amounts as needed. The total will go on line 23 above.

	Names of Other Funds	Amount
A.	SHAP	$ 24,021
B.	SHIP	21,365
C.	LTCPF	-
D.	BAA	8,223
E.	ADRC	-
F.	GRG	-
G.	VIP	15,000
H.	Farmer's Market	200
I.	Local Funds	32,462
J.	MIPPA	14,974
K.	SMP	5,000
L.	Interest (state)	
M.	Interest (federal)	
N.	Attorney General	28,500
	Total	$ 149,745

PSA: 9

FY: 2022

5.C AAA SERVICE DELIVERY OBJECTIVES & DISTRIBUTION OF TITLE III, TITLE VII, AND STATE RESOURCES (Page 1 of 5)

Area Agency Budget	Number Served (a)	Units of Service (b)	Title III-B (c)	Title III-C1 (d)	Title III-C2 (e)	Title III-D (f)	Title III-E (g)	Title III-B/ VII-Omb (h)	Title VII-EA (i)	AAA Carryover (j)	Total FY 2021 CO & FY 2022 Federal (k)	State Funds (l)	Local Match (m)	Project Income (n)	Total FY 2021 CO and FY 2022 Budget (o)	FY 2022 Federal (p)	FY 2022 State Funds (q)	Total FY 2022 Budget (r)
1. Title III Admin, Title VII Direct Adv			27,840	26,231	21,500		13,054	5,322	491		94,438	30,800	32,462		157,700	94,438	30,800	157,700
2. Total Direct Services	2,845	4,815	162,793	-	-	-	19,035	-	-	-	181,828	52,697	-	-	234,525	181,828	52,697	234,525
3. Advocacy			63,883								63,883				63,883	63,883	-	63,883
4. Coordination			12,527								12,527				12,527	12,527	-	12,527
5. Program Development			61,510								61,510				61,510	61,510	-	61,510
6. Congregate Meals											-				-	-	-	-
7. Ombudsman											-				-	-	-	-
8. Transportation											-				-	-	-	-
9. I & A (III-B)	1,400	3,000	24,873								24,873	33,971			58,844	24,873	33,971	58,844
10. I & A (III-E, Care)	220	280					18,303				18,303				18,303	18,303	-	18,303
11. I & A (III-E, GRG)	220	500					732				732				732	732	-	732
12. Options Counseling	5	35									-	9,326			9,326	-	9,326	9,326
13. IIIB Education Soc Isolation	1,000	1,000									-	9,400			9,400	-	9,400	9,400
14.											-				-	-	-	-
15.											-				-	-	-	-
16.											-				-	-	-	-
17.											-				-	-	-	-
18.											-				-	-	-	-
19.											-				-	-	-	-
20. Total AAA Budget	2,845	4,815	190,633	26,231	21,500	-	32,089	5,322	491	-	276,266	83,497	32,462	-	392,225	276,266	83,497	392,225

20a.			
	Title III-B Omb Administration	3,775	5,322
	Title VII Omb Direct Advocacy	1,547	

359,763

IL-402-0330 (Rev. 4/21)

If needed, unhide the rows below to add extra detail for Direct Services (be sure to summarize in lines 13-19 above).

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5.D SERVICE DELIVERY OBJECTIVES & DISTRIBUTION OF TITLE III, TITLE VII, AND STATE RESOURCES (PAGE 2 OF 5)

Services	Number Served (a)	Units of Service (b)	Title III-B (c)	Title III-C1 (d)	Title III-C2 (e)	Title III-D (f)	Title III-E (g)	Title III-B/ VII-Omb (h)	Title VII-EA (i)	AAA Carryover (j)	Total FY 2021 CO & FY 2022 Federal (k)	State Funds (l)	Local Match (m)	Project Income (n)	Total FY 2021 CO and FY 2022 Budget (o)	FY 2022 Federal (p)	FY 2022 State Funds (q)	Total FY 2022 Budget (r)
Title III-B Access Services																		
21. Options Counseling	25	240									-	22,762			22,762	-	22,762	22,762
22. Assisted Transportation											-				-	-	-	-
23. Ind. Needs Assessment											-				-	-	-	-
24. Information & Assistance	9,000	16,600	66,933							12,552	79,485	105,737	21,696	6,550	213,468	66,933	105,737	200,916
25. Outreach III-B											-				-	-	-	-
26. Transportation	300	11,000	23,697								23,697	45,286	9,400	4,005	82,388	23,697	45,286	82,388
27.											-				-	-	-	-
28. TOTAL III-B Access	9,325	27,840	90,630							12,552	103,182	173,785	31,096	10,555	318,618	90,630	173,785	306,066
Title III-B In-Home Services																		
29. Chore/Housekeeping											-				-	-	-	-
30. Friendly Visiting	20	200									-	10,000			10,000	-	10,000	10,000
31. Telephone Reassurance											-				-	-	-	-
32. Home Health											-				-	-	-	-
33. Respite	50	550	1,546								1,546	12,269	1,719	1,000	16,534	1,546	12,269	16,534
34. Residential Repair & Renovation											-				-	-	-	-
35. Consumable Supplies											-				-	-	-	-
36. Assistive Tech, Durable Med Equip											-				-	-	-	-
37. HDM with MDD flexibility											-				-	-	-	-
38. TOTAL III-B In-Home	70	750	1,546							-	1,546	22,269	1,719	1,000	26,534	1,546	22,269	26,534
Title III-B Comm Services																		
39. Counseling											-				-	-	-	-
40. Education (Social Isolation)	1,000	1,000									-	9,400			9,400	-	9,400	9,400
41. Health Screening											-				-	-	-	-
42. Recreation											-				-	-	-	-
43. Housing Assistance											-				-	-	-	-
44. Legal Assistance	120	500	8,630								8,630	60,930	60,372	4,000	133,932	8,630	60,930	133,932
45. Multi-purpose Senior Center											-				-	-	-	-
46. Gap											-				-	-	-	-
47.											-				-	-	-	-
48.											-				-	-	-	-
49.											-				-	-	-	-
50. TOTAL III-B Comm.	1,120	1,500	8,630							-	8,630	70,330	60,372	4,000	143,332	8,630	70,330	143,332

FY: 2022

5.D SERVICE DELIVERY OBJECTIVES & DISTRIBUTION OF TITLE III, TITLE VII, AND STATE RESOURCES (PAGE 3 OF 5)

Services	Number Served (a)	Units of Service (b)	Title III-B (c)	Title III-C1 (d)	Title III-C2 (e)	Title III-D (f)	Title III-E (g)	Title III-B/ VII-Omb (h)	Title VII-EA (i)	AAA Carryover (j)	Total FY 2021 CO & FY 2022 Federal (k)	State Funds (l)	Local Match (m)	Project Income (n)	Total FY 2021 CO and FY 2022 Budget (o)	FY 2022 Federal (p)	FY 2022 State Funds (q)	Total FY 2022 Budget (r)
Ombudsman Srvcs - LTC Fac																		
51. Ombudsman - III-B								33,974		-	33,974	85,750	42,500	1,000	163,224	33,974	85,750	163,224
52. Ombudsman - VII								13,919		1,047	14,966	-	-	-	14,966	13,919	-	13,919
53. TOTAL Ombudsman								47,893		1,047	48,940	85,750	42,500	1,000	178,190	47,893	85,750	177,143
Title VII-EA Comm. Services																		
54. Elder Abuse									4,243	328	4,571				4,571	4,243	-	4,243
55. Ombudsman									180		180				180	180	-	180
56. TOTAL VII-EA Comm.									4,423	328	4,751	-	-	-	4,751	4,423	-	4,423
Title III-C-1 Access Service																		
58. Cong. Meal Outreach											-				-	-	-	-
Title III-C-1 Comm Services																		
59. Congregate Meals	800	24,000		236,080						478	236,558	100,592	149,385	227,407	713,942	236,080	100,592	713,464
60. NSIP (III-C-1)				33,420						-	33,420				747,362		-	746,884
61. HDM with MDD flexibility											-				-	-	-	-
62. TOTAL III-C-1 CS (59+61)	800	24,000		236,080						478	236,558	100,592	149,385	227,407	713,942	236,080	100,592	713,464
Title III-C-2 Access Srvcs																		
63. .											-				-	-	-	-
64. HDM Outreach											-				-	-	-	-
65. TOTAL III-C2 Access	-	-	-							-	-	-	-	-	-	-	-	-
Title III-C-2 In-Home Services																		
66. Home Delivered Meals	1,300	111,000			193,504					1,227	194,731	583,940	102,113	215,704	1,096,488	193,504	583,940	1,095,261
67. NSIP (III-C-2)					85,258					-	85,258				1,181,746		-	1,180,519
Title III-C-2 Comm Services																		
68. .											-				-	-	-	-
Title III-D Comm Services																		
69. Health Risk Assess.											-				-	-	-	-
70. Routine Health Screen.											-				-	-	-	-
71. Nut. Counseling & Ed.											-				-	-	-	-
72. Health Promotion Prog.	6	60				4,028					4,028		750	100	4,878	4,028	-	4,878
73. Ph Fit/Grp Ex/Mu/Art/Dan	40	800				8,661				11	8,672		3,584	550	12,806	8,661	-	12,795
74. Home Injury Control Srvcs											-				-	-	-	-
75. Mental Health Screening											-				-	-	-	-
76. Ben. & Pre Health Ser. Ed											-				-	-	-	-
77. Medication Mangmnt											-				-	-	-	-
78. Diagnosis, Prevent, Treat											-				-	-	-	-
79. Gerontological Couns.											-				-	-	-	-
80. HDM with MDD flexibility											-				-	-	-	-
81. TOTAL III-D Comm Serv	46	860				12,689				11	12,700	-	4,334	650	17,684	12,689	-	17,673

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FY: 2022

5.D SERVICE DELIVERY OBJECTIVES & DISTRIBUTION OF TITLE III, TITLE VII, AND STATE RESOURCES (PAGE 4 OF 5)

Services	Number Served (a)	Units of Service (b)	Title III-B (c)	Title III-C1 (d)	Title III-C2 (e)	Title III-D (f)	Title III-E (g)	Title III-B/ VII-Omb (h)	Title VII-EA (i)	AAA Carryover (j)	Total FY 2021 CO & FY 2022 Federal (k)	State Funds (l)	Local Match (m)	Project Income (n)	Total FY 2021 CO and FY 2022 Budget (o)	FY 2022 Federal (p)	FY 2022 State Funds (q)	Total FY 2022 Budget (r)
Title III-E Information Srvcs																		
82. Information (Care)											-				-	-	-	-
83. Information (GRG)											-				-	-	-	-
84. Public Education (Care)											-				-	-	-	-
85. Public Education (GRG)											-				-	-	-	-
86. TOTAL III-E Information	-	-					-			-	-	-	-	-	-	-	-	-
Title III-E Assistance Srvcs																		
87. Case Management (Care)											-				-	-	-	-
88. Case Management (GRG)											-				-	-	-	-
89. Information &Assistance (Care)	1,800	3,000					29,883			3,944	33,827	8,089	4,500	100	46,516	29,883	8,089	42,572
90. Information & Assistance (GRG)	220	500					732				732				732	732	-	732
91. Outreach (Care)											-				-	-	-	-
92. Outreach (GRG)											-				-	-	-	-
93. TOTAL III-E Assist.	2,020	3,500					30,615			3,944	34,559	8,089	4,500	100	47,248	30,615	8,089	43,304
Title III-E C/S/T Services																		
94. Counseling (Care)	430	750					16,714				16,714		5,500	500	22,714	16,714	-	22,714
95. Counseling (GRG)											-				-	-	-	-
96. Support Groups (Care)	60	100					8,234				8,234		3,762	200	12,196	8,234	-	12,196
97. Support Groups (GRG)	50	80					6,573				6,573		1,500	100	8,173	6,573	-	8,173
98. Training & Education (Care)	400	1,400					28,650				28,650		7,719	100	36,469	28,650	-	36,469
99. Training & Education (GRG)											-				-	-	-	-
100. ADRD EB Education (Care)											-				-	-	-	-
101. (GRG)											-				-	-	-	-
102. TOTAL III-E C/S/T	940	2,330					60,171			-	60,171	-	18,481	900	79,552	60,171	-	79,552
Title III-E Respite Services																		
103. Respite & Respite ADRD (Care)	170	19,000					19,439				19,439	3,089	1,029		23,557	19,439	3,089	23,557
104. Respite (GRG)	40	16,000					7,257				7,257		3,700	100	11,057	7,257	-	11,057
105. TOTAL III-E Respite	210	35,000					26,696			-	26,696	3,089	4,729	100	34,614	26,696	3,089	34,614
Title III-E Supplemental Srvc																		
106. Gap Filling (Care)											-				-	-	-	-
107. Gap Filling (GRG)											-				-	-	-	-
108. Legal Assistance (Care)											-				-	-	-	-
109. Legal Assistance (GRG)											-				-	-	-	-
110. ADRD Supportive Gap (Care)	40	40									-				-	-	-	-
111. HDM with MDD flexibility											-	19,400			19,400	-	19,400	19,400
112. TOTAL III-E Supp.	40	40					-			-	-	19,400	-	-	19,400	-	19,400	19,400
113. TOTAL III-E Caregivers	2,900	24,290					102,920			3,944	106,864	30,578	22,510	900	160,852	102,920	30,578	156,908
114. TOTAL III-E GRG	310	16,580					14,562			-	14,562	-	5,200	200	19,962	14,562	-	19,962

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5.D SERVICE DELIVERY OBJECTIVES & DISTRIBUTION OF TITLE III, TITLE VII, AND STATE RESOURCES (PAGE 5 OF 5)

Services	Number Served (a)	Units of Service (b)	Title III-B (c)	Title III-C1 (d)	Title III-C2 (e)	Title III-D (f)	Title III-E (g)	Title III-B/ VII-Omb (h)	Title VII-EA (i)	AAA Carryover (j)	Total FY 2021 CO & FY 2022 Federal (k)	State Funds (l)	Local Match (m)	Project Income (n)	Total FY 2021 CO and FY 2022 Budget (o)	FY 2022 Federal (p)	FY 2022 State Funds (q)	Total FY 2022 Budget (r)
115. AAA Budget (1+3+4+5)			165,760	26,231	21,500	-	13,054	5,322	491	-	232,358	30,800	32,462	-	295,620	232,358	30,800	295,620
116. Access (28+58+65+86+93)	11,345	31,340	90,630	-	-	-	30,615	-	-	16,496	137,741	181,874	35,596	10,655	365,866	121,245	181,874	349,370
117. In-Home (38+66)	1,370	111,750	1,546	-	193,504	-	-	-	-	1,227	196,277	606,209	103,832	216,704	1,123,022	195,050	606,209	1,121,795
118. CBS (50+53+56+62+68+81+102+105+112)	3,156	63,730	8,630	236,080	-	12,689	86,867	47,893	4,423	1,864	398,446	279,161	279,801	234,057	1,191,465	396,582	279,161	1,189,601
119. GRAND TOTAL (115+116+117+118)	15,871	206,820	266,566	262,311	215,004	12,689	130,536	53,215	4,914	19,587	964,822	1,098,044	451,691	461,416	2,975,973	945,235	1,098,044	2,956,386
120. Grand Total + NSIP															3,094,651	-	-	3,075,064
121. Total NSIP				33,420	85,258					-								118,678
82/83 Information	-	-					-			-	-	-	-	-	-	-	-	-
84/85 Public Education	-	-					-			-	-	-	-	-	-	-	-	-
87/88 Case Management	-	-					-			-	-	-	-	-	-	-	-	-
89/90 Assistance	2,020	3,500					30,615			3,944	34,559	8,089	4,500	100	47,248	30,615	8,089	38,704
91/92 Outreach	-	-					-			-	-	-	-	-	-	-	-	-
94/95 Counseling	430	750					16,714			-	16,714	-	5,500	500	22,714	16,714	-	16,714
96/97 Support Groups	110	180					14,807			-	14,807	-	5,262	300	20,369	14,807	-	14,807
98/99 Training & Education	400	1,400					28,650			-	28,650	-	7,719	100	36,469	28,650	-	28,650
100/101	-	-					-			-	-	-	-	-	-	-	-	-
103/104 Respite	210	35,000					26,696			-	26,696	3,089	4,729	100	34,614	26,696	3,089	29,785
106/107 Gap Filling	-	-					-			-	-	-	-	-	-	-	-	-
108/109 Legal Assistance	-	-					-			-	-	-	-	-	-	-	-	-
110/111	40	40					-			-	-	19,400	-	-	19,400	-	19,400	19,400
Total	3,210	40,870					117,482			3,944	121,426	30,578	27,710	1,100	180,814	117,482	30,578	148,060
Total Line 113+114	3,210	40,870					117,482			3,944	121,426	30,578	27,710	1,100	180,814	117,482	30,578	176,870

State of Illinois -- Uniform Budget Template -- General Instructions

This form is used to apply to individual State of Illinois discretionary grant programs. If the applicant organization is eligible to apply for 3 years of funding, it should provide the budget information for each year of the multi-year funding request. Applicants should submit budgets based upon the total estimated costs for the project including all funding sources. Pay attention to applicable program specific instructions, if attached. The applicant organization should refer to 2 CFR 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" cited within these instructions.

You must consult with your Business Office prior to submitting this form for any restrictions, limitations or requirements when filling out the narrative and Uniform Budget Template..

Section A – Budget Summary

STATE OF ILLINOIS FUNDS

All applicants must complete Section A and provide a break-down by the applicable budget categories shown in lines 1-17. Eligible applicants requesting funding for only one year should only complete the column under "Year 1.". Eligible applicants requesting funding for multi-year grants should complete all applicable columns. **Please read all instructions before completing form.**

STATE OF ILLINOIS GRANT FUNDS

Provide a total requested State of Illinois Grant amount for each year in the Revenue portion of Section A. The amount entered in Line (a) will equal the total amount budgeted on Line 18 of Section A.

BUDGET SUMMARY – STATE OF ILLINOIS FUNDS

All applicants must complete Section A and provide a break-down by the applicable budget categories shown in lines 1-17.

Lines 1-17, columns (Year 1 -Year 3; if applicable): For each project year for which funding is requested, show the total amount requested for each applicable budget category.

Lines 1-17, "TOTAL" Column: Show the multi-year total for each budget category. If funding is requested for only one project year, leave this column blank.

Line 18, columns (Year 1 – Year 3; if applicable): Show the total budget request for each project year for which funding is requested.

Line 18, "TOTAL" Column: Show the total amount requested for all project years. If funding is requested for only one year, leave this space blank.

Please see detail worksheet and narrative section for further descriptions and explanations of budgetary line items

Section A (continued) Indirect Cost Information: *(This information should be completed by the applicant's Business Office)*. If the applicant is requesting reimbursement for indirect costs on line 17, the applicant's Business Office must select one of the options listed on the Indirect Cost Information page under Section-A Indirect Cost Information (1-4).

Option (1): The applicant has a Negotiated Indirect Cost Rate Agreement (NICRA) that was approved by the Federal government. A copy of this agreement must be provided to the State of Illinois' Indirect Cost Unit for review and documentation. This NICRA will be accepted by all State of Illinois Agencies up to any statutory, rule-based or programmatic restrictions or limitations. *If this option is selected by the applicant, basic information is required for completion of this section. See bottom of "Section-A Indirect Cost Information"*

NOTE: The applicant may not have a Federally Negotiated Indirect Cost Rate Agreement. Therefore, in order for the applicant to be reimbursed for Indirect Costs from the State of Illinois, the applicant must either:

A) Negotiate an Indirect Cost Rate with the State of Illinois' Indirect Cost Unit with guidance from our State Cognizant Agency on an annual basis.

B) Elect to use the de minimis rate of 10% modified total direct cost (MTDC) which may be used indefinitely on State of Illinois Awards.

C) Use a Restricted Rate designated by programmatic statutory policy. (See Notice of Funding Opportunity for Restricted Rate Programs)

Option (2a): The applicant currently has a Negotiated Indirect Cost Rate Agreement with the State of Illinois that will be accepted by all State of Illinois Agencies up to any statutory, rule-based or programmatic restrictions or limitations. The applicant is required to submit a new Indirect Cost Rate Proposal to the Indirect Cost Unit within six (6) months after the close of each fiscal year (2 CFR 200 Appendix IV (C)(2)(c). *Note: If this option is selected by the applicant, basic information is required for completion of this section. See bottom of "Section-A Indirect Cost Information"*

OR

Option (2b): The applicant currently does not have a Negotiated Indirect Cost Rate Agreement with the State of Illinois. The applicant must submit its initial Indirect Cost Rate Proposal (ICRP) immediately after the applicant is advised that the State award will be made and, in no event, later than three (3) months after the effective date of the State award (2 CFR 200 Appendix IV (C)(2)(b). The initial ICRP will be sent to the State of Illinois' Indirect Cost Unit. *Note: The applicant should check with the State of Illinois awarding Agency for information regarding reimbursement of indirect costs while its proposal is being negotiated*

Option (3): The applicant elects to charge the de minimis rate of 10% modified total direct cost (MTDC) which may be used indefinitely on State of Illinois awards (2 CFR 200.414 (c)(4)(f) & (200.68). *Note: The applicant must be eligible, see 2 CFR 200.414 (f), and submit documentation on the calculation of MTDC within your Budget Narrative under Indirect Costs. Note the applicant may only use the 10 percent de minimis rate if the applicant does not have an Approved Indirect Cost Rate Agreement. The applicant may not use the de minimis rate if it is a Local government, or if your grant is funded under a training rate or restricted rate program.*

Option (4): If you are applying for a grant under a Restricted Rate Program, indicate whether you are using a restricted indirect cost rate that is included on your approved Indirect Cost Rate Agreement, or whether you are using a restricted indirect cost rate that complies with statutory or programmatic policies. *Note: See Notice of State Award for Restricted Rate Programs*

Section B - Budget Summary

NON-STATE OF ILLINOIS FUNDS

NON-STATE OF ILLINOIS FUNDS: If the applicant is required to provide or volunteers to provide cost-sharing or matching funds or other non-State of Illinois resources to the project, the applicant must provide a revenue breakdown of all Non-State of Illinois funds in lines (b)-(d). the total of "Non-State Funds" should equal the amount budgeted on Line 18 of Section B. If a match percentage is required, the amount should be entered in this section.

BUDGET SUMMARY – NON STATE OF ILLINOIS FUNDS

If the applicant is required to provide or volunteers to provide cost-sharing or matching funds or other non-State of Illinois resources to the project, these costs should be shown for each applicable budget category on lines 1 17 of Section B.

Lines 1-17, columns (Year 1- Year 3; if applicable): For each project year, for which matching funds or other contributions are provided, show the total contribution for each applicable budget category.

Lines 1-17, "TOTAL" Column: Show the multi-year total for each budget category. If non-Federal contributions are provided for only one year, leave this column blank.

Line 18, columns (Year 1-Year 3; if applicable): Show the total matching or other contribution for each project year.

Line 18, "TOTAL" Column: Show the total amount to be contributed for all years of the multi-year project. If non-Federal contributions are provided for only one year, leave this space blank.

Please see detail worksheet and narrative section for further descriptions and explanations of budgetary line items

Section C - Budget Worksheet & Narrative

[Attach separate sheet(s)]

Pay attention to applicable program specific instructions, if attached.

All applicants are required to submit a budget narrative along with Section A and Section B. The budget narrative is sometimes referred to as the budget justification. The narrative serves two purposes: it explains how the costs were estimated and it justifies the need for the cost. The narrative may include tables for clarification purposes. The State of Illinois recommends using the State of Illinois Uniform Budget Template worksheet and narrative guide provided.

1. Provide an itemized budget breakdown, and justification by project year, for each budget category listed in Sections A and B.

2. For non-State of Illinois funds or resources listed in Section B that are used to meet a cost-sharing or matching requirement or provided as a voluntary cost-sharing or matching commitment, you must include:

   a. The specific costs or contributions by budget category;

   b. The source of the costs or contributions; and

   c. In the case of third-party in-kind contributions, a description of how the value was determined for the donated or contributed goods or services.

[Please review cost sharing and matching regulations found in 2 CFR 200.306.]

3. If applicable to this program, provide the rate and base on which fringe benefits are calculated.

4. If the applicant is requesting reimbursement for indirect costs on line 17, this information should be completed by the applicant's Business Office. Specify the estimated amount of the base to which the indirect cost rate is applied and the total indirect expense. Depending on the grant program to which the applicant is applying and/or the applicant's approved Indirect Cost Rate Agreement, some direct cost budget categories in the applicant's grant application budget may not be included in the base and multiplied by your indirect cost rate. Please indicate which costs are included and which costs are excluded from the base to which the indirect cost rate is applied.

5. Provide other explanations or comments you deem necessary.

[End General Instructions]

Keep in mind the following—

Although the degree of specificity of any budget will vary depending on the nature of the project and State of Illinois agency requirements, a complete, well-thought-out budget serves to reinforce your credibility and increase the likelihood of your proposal being funded.

•A well-prepared budget should be reasonable and demonstrate that the funds being asked for will be used wisely.
•The budget should be as concrete and specific as possible in its estimates. Make every effort to be realistic, to estimate costs accurately.
•The budget format should be as clear as possible. It should begin with a budget narrative, which you should write after the entire budget has been prepared.
•Each section of the budget should be in outline form, listing line items under major headings and subheadings.
•Each of the major components should be subtotaled with a grand total at the end.

Your budget should justify all expenses and be consistent with the program narrative:
•Salaries should be comparable to those within the applicant organization.
•If new staff is being hired, additional space and equipment are considered, as necessary.
•If the budget lists an equipment purchase, it is the type allowed by the agency.
•If additional space is rented, the increase in insurance is supported.
•If an indirect cost rate applies to the proposal, the division between direct and indirect costs is not in conflict, and the aggregate budget totals refer directly to the approved formula. Indirect costs are costs that are not readily assignable to a particular project, but are necessary to the operation of the organization and the performance of the project (like the cost of operating and maintaining facilities, depreciation, and administrative salaries).

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

STATE OF ILLINOIS	UNIFORM GRANT BUDGET TEMPLATE	AGENCY: IL Department on Aging
Organization Name: Midland Area Agency on Aging	DUNS# 168548444	NOFO # N/A
CSFA Number: 402-01-0024 through 0028; 0030; 0031	CSFA Description: Older Americans Act Services	Fiscal Year: 2022

EXHIBIT 5.E (SECTION A) -- STATE OF ILLINOIS FUNDS

Revenues	TOTAL REVENUE
(a). State of Illinois Grant Amount Requested	$

BUDGET SUMMARY STATE OF ILLINOIS FUNDS

Budget Expenditure Categories	OMB Uniform Guidance Federal Awards Reference 2 CFR 200	Area Plan Federal & GRF
1. Personnel (Salaries & Wages)	*200.430*	$ 201,512
2. Fringe Benefits	*200.431*	$ 52,410
3. Travel	*200.474*	$ 14,985
4. Equipment	*200.439*	$ -
5. Supplies	*200.94*	$ 30,397
6. Contractual Services & Subawards	*200.318 & 200.92*	$ 20,936
7. Consultant (Professional Services)	*200.459*	$ -
8. Construction		
9. Occupancy (Rent & Utilities)	*200.465*	$ 10,405
10. Research & Development (R&D)	*200.87*	
11. Telecommunications		$ 12,999
12. Training & Education	*200.472*	$ 845
13. Direct Administrative costs	*200.413 (c)*	
14. Miscellaneous Costs		$ 15,274
15. A. ***Grant Exclusive Line Item(s)***		$ -
B. ***Grant Exclusive Line Item(s)***		$ -
16. Total Direct Costs (lines 1-15)	*200.413*	$ 359,763
17. Indirect Costs* (see below)	*200.414*	$ -
Rate: ______ %		
18. Total Costs State Grant Funds (16 &17)		$ 359,763

EXHIBIT 5.F (SECTION A, continued) -- Indirect Cost Rate Information

If your organization is requesting reimbursement for indirect costs on line 17 of the Budget Summary, please select one of the following options.

1) ☐ Our Organization receives direct Federal funding and currently has a Negotiated Indirect Cost Rate Agreement (NICRA) with our Federal Cognizant Agency. A copy of this agreement will be provided to the State of Illinois' Indirect Cost Unit for review and documentation before reimbursement is allowed. This NICRA will be accepted by all State of Illinois Agencies up to any statutory, rule-based or programmatic restrictions or limitations.

NOTE: (If this option is selected, please provide basic Negotiated Indirect Cost Rate Agreement information in area designated below)

Your Organization may not have a Federally Negotiated Indirect Cost Rate Agreement. Therefore, in order for your Organization to be reimbursed for Indirect Costs from the State of Illinois, your Organization must either:

- **A. Negotiate an Indirect Cost Rate with the State of Illinois' Indirect Cost Unit with guidance from your State Cognizant Agency on an annual basis.**
- **B. Elect to use the de minimis rate of 10% modified total direct cost (MTDC) which may be used indefinitely on State of Illinois Awards.**
- **C. Use a Restricted Rate designated by programmatic or statutory policy.** ***(See Notice of Funding Opportunity for Restricted Rate Programs)***

2a) ☐ Our Organization currently has a Negotiated Indirect Cost Rate Agreement with the State of Illinois that will be accepted by all State of Illinois Agencies up to any statutory, rule-based or programmatic restrictions or limitations. Our Organization is required to submit a new Indirect Cost Rate Proposal to the Indirect Cost Unit within six (6) months after the close of each fiscal year (2 CFR 200 Appendix IV (C)(2)(c).

NOTE: (If this option is selected, please provide basic Indirect Cost Rate information in area designated below)

2b) ☐ Our Organization currently does not have a Negotiated Indirect Cost Rate Agreement with the State of Illinois. Our Organization will submit our initial Indirect Cost Rate Proposal (ICRP) immediately after our Organization is advised that the State award will be made and, in no event, later than three (3) months after the effective date of the State award (2 CFR 200 Appendix IV (C)(2)(b). The initial ICRP will be sent to the State of Illinois' Indirect Cost Unit.

NOTE: (Check with your State of Illinois Agency for information regarding reimbursement of indirect costs while your proposal is being negotiated)

3) ☐ Our Organization has never received a Negotiated Indirect Cost Rate Agreement from either the Federal government or the State of Illinois and elects to charge the de minimis rate of 10% modified total direct cost (MTDC) which may be used indefinitely on State of Illinois awards (2 CFR 200.414 (c)(4)(f) & (200.68).

NOTE: (Your Organization must be eligible, see 2 CFR 200.414 (f), and submit documentation on the calculation of MTDC within your Budget Narrative under Indirect Costs)

4) ☐ For Restricted Rate Programs (check one) -- Our Organization is using a restricted indirect cost rate that:

____ Is included as a "Special Indirect Cost Rate" in our NICRA (2 CFR 200Appendix IV (5) Or;

____ Complies with other statutory policies *(please specify)* :

The Restricted Indirect Cost Rate is ________%

5) ☑ No reimbursement of Indirect Cost is being requested. *(Please consult your program office regarding possible match requirements)*

Basic Negotiated Indirect Cost Rate Agreement information if Option (1) or (2a) is selected

Period Covered by the NICRA: From: ______________ To: ______________(mm/dd/yyyy)

Approving Federal/State agency *(please specify)* : ______________________________

The Indirect Cost Rate is __________% The Distribution Base is: ________________

STATE OF ILLINOIS	UNIFORM GRANT BUDGET TEMPLATE	AGENCY: IL Department on Aging
Organization Name: Midland Area Agency on Aging	DUNS# 168548444	NOFO # N/A
CSFA Number: 402-01-0024 through 0028; 0030; 0031	CSFA Description: Older Americans Act Services	Fiscal Year: 2022

EXHIBIT 5.G (SECTION B) -- OTHER FUNDS

Revenues (Do Not Complete the Grantee Match Requirement Section)	TOTAL REVENUE
Grantee Match Requirement ________ % *(Agency to populate)*	
(b). -Cash	$ -
(c). -Non-cash	
(d). Other Funding & Contributions	$ -
NON-STATE Funds Total	$ -

BUDGET SUMMARY NON-STATE OF ILLINOIS FUNDS

Budget Expenditure Categories	OMB Uniform Guidance Federal Awards Reference 2 CFR 200	Other
1. Personnel (Salaries & Wages)	*200.430*	$ 105,680
2. Fringe Benefits	*200.431*	$ 22,998
3. Travel	*200.474*	$ 7,067
4. Equipment	*200.439*	$ -
5. Supplies	*200.94*	$ 29,200
6. Contractual Services & Subawards	*200.318 & 200.92*	$ 11,351
7. Consultant (Professional Services)	*200.459*	$ 5,100
8. Construction		
9. Occupancy (Rent & Utilities)	*200.465*	$ 5,340
10. Research & Development (R&D)	*200.87*	
11. Telecommunications		$ 7,708
12. Training & Education	*200.472*	$ 1,100
13. Direct Administrative costs	*200.413 (c)*	
14. Miscellaneous Costs		$ 8,692
15. A. ***Grant Exclusive Line Item(s)***		$ -
B. ***Grant Exclusive Line Item(s)***		$ -
16. Total Direct Costs (lines 1-15)	*200.413*	**$ 204,236**
17. Indirect Costs* (see below)	*200.414*	$ -
Rate: ________ % Base: ____________		
18. Total Costs NON -State Grant Funds (16 &17)		**$ 204,236**

EXHIBIT 5.H -- CERTIFICATION	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: Older Americans Act Services	NOFO # N/A
CSFA Number: 402-01-0024 through 0028; 0030; 0031	DUNS# 168548444	Fiscal Year: 2022

(2 CFR 200.415)

"By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate and that any false, fictitious, or fraudulent information or the omission of any material fact, could result in the immediate termination of my grant award(s).

Midland Area Agency on Aging	Midland Area Agency on Aging
Institution/Organization	Institution/Organization
Signature	Signature
Elaine Baker	Tracy Barczewski
Name of Official	Name of Official
Fiscal Manager	Executive Director
Title	Title
Chief Financial Officer (or equivalent)	Executive Director (or equivalent)
7/14/2021	7/14/2021
Date of Execution	Date of Execution

Note: The State awarding agency may change required signers based on the grantee's organizational structure. The required signers must have the authority to enter into contractual agreements on behalf of the organization.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Exhibit 5.I – FFATA Data Collection Form

Under FFATA, all subrecipients who receive $25,000 or more must provide the following information for federal reporting. Please fill out the following form accurately and completely.

4-digit extension if applicable
Subrecipient DUNS: 168548444
Subrecipient Parent Company DUNS: Same

Subrecipient Name: Midland Area Agency on Aging

Subrecipient DBA Name: Same

Subrecipient Address: 434 S Poplar Street

City: Centralia	**State: Illinois**	**Zip: 62801**	**Congressional District: 15**

Subrecipient Principal Place of Performance: Same

City: Same	**State: Illinois**	**Zip: Same**	**Congressional District: Same**

Contract Number (if known):	**Award Amount:**	**Project Period:** **From: To: October 1, 2021 To: September 30, 2022**

State of Illinois Awarding Agency and Project Detail Description: Distribution of Older Americans Act funding from Illinois Department on Aging.

Under certain circumstances, subrecipient must provide names and total compensation of its top 5 highly compensated officials. Please answer the following two questions and follow the instructions:

Q1. In your business or organization's previous fiscal year, did your business or organization (including parent organization, all branches and all affiliates worldwide) receive (1) 80% or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants and/or cooperative agreements and (2) $25,000,000 or more in annual gross revenue from U.S. federal contracts, subcontracts, loans, grants, subgrants and/or cooperative agreements?

☐ Yes If yes, must answer Q2 below

☑ No If no, you are not required to provide data.

Q2. Does the public have access to information about the compensation of the senior executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Security Exchange Act of 1934 (5 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue code of 1986 (i.e., on IRS Form 990)?

☑ Yes

☐ No If no, you must provide the data. Please fill out the rest of this form.

Please provide names and total compensation of the top five officials:

Name:	Amount:
Name:	Amount:
Name:	Amount:
Name:	Amount:
Name:	Amount:

Exhibit 5.Z -- Agency Approval	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: Title III, Part B Supportive Services and Senior Centers	NOFO # N/A
CSFA Number: 402-01-0027	DUNS# 168548444	Fiscal Year: 2022

DO NOT COMPLETE: TO BE COMPLETED BY IDoA STAFF

Final Budget Amount Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date
Budget Revision Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
Part Time Basis	1,040

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). Personnel (Salaries & Wages) *(2 CFR 200.430)* --List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

Federal

(a) Name	(b) Position	Computation (c) Salary or Wage	(d) Basis (Yr./Mo./Hr.)	(e) % of Time	(f) Length of time	(g) Cost
TRACY BARCZEWSKI	EXECUTIVE DIRECTOR	$ 56,442	YR	35.1%	1	$ 19,829
ELAINE BAKER	FISCAL MANAGER	11,986	YR	29.1%	1	3,493
LORI CUMMINS	PROGRAM COORDINATOR	39,280	YR	14.0%	1	5,510
LISA FOREHAND	FISCAL ASSISTANT	42,787	YR	68.5%	1	29,321
HEATHER FONTANEZ	OFFICE ASSISTANT	31,264	YR	48.0%	1	15,014
JUDY KLEINE	ADMINISTRATIVE ASSISTANT	35,391	YR	11.1%	1	3,945
STEPHANIE HAWKINS	I&A SPECIALIST	27,300	YR	44.0%	1	12,005
TO BE HIRED	PROGRAM/IT/FISCAL	27,300	YR	50.5%	1	13,779
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Instructions: To complete this page, enter the applicable information. Column (g) Cost is designed to round to 0 decimal places. If you override this formula, please be sure that the cost still has rounding included so that it does not cause problems with the total lines. Also, please be sure to add any rows ABOVE the second to last row in each section so that the total will capture it. For example, add any rows on this page for Federal & State TWO rows above the Federal & State Total line.

Note: As a check, you can see Section A and Exhibit 5.B amounts off to the right of the Federal & State Total, Other Total, and Total for the page. Depending on which page you complete first, these numbers may be highlighted pink to show that they do not match. Exhibit 5.B is set up to auto-pull amounts from Section C, but you can override this if you prefer to complete Exhibit 5.B prior to completing Section C.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080	
$ 201,512		Exhibit 5.B

Personnel Narrative (Federal & State):

I have the salary for the year times the percent of time determined to do their job.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.K (Section C) Fringe - Budget Worksheet & Narrative

2). Fringe Benefits (2 CFR 200.431)--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

	(a) Description of Fringe Benefit	Computation (b) Base	(c) Rate	(d) Cost
Federal	FICA	$ 102,896	6.2000%	$ 6,380
	Medicare	$ 102,896	1.4500%	1,492
	Pension (where eligible)	$ 102,896	17.4600%	17,966
	Thrift (where eligible)		0.0000%	-
	Medical/Dental (estimate based on increase in rates)		0.0000%	-
	Short & Long Term Disability, AD&D		0.0000%	-
	Life Insurance		0.0000%	-
	Workers Compensation Insurance	102,896	0.2210%	227
	Unemployment	102,896	0.6749%	694
			Federal Total	$ 26,759

$ 190,633	Title III B running total
$ 52,410	Exhibit 5.B

Fringe Benefits Narrative (Federal & State):

Have used the base on Personnel tab times our current rate for each fringe listed.

Exhibit 5.L (Section C) Travel - Budget Worksheet & Narrative

3). **Travel** (2 CFR 200.474)-- Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. NOTE: Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the "Miscellaneous" category.

	(a) Purpose of Travel	(b) Location	Computation					(h) Cost
			(c) Items	(d) Cost Rate	(e) Basis	(f) Quantity	(g) # of Trips	
Federal	Board Meetings	Salem	Mileage	0.56	State Rate	170	9	$ 857
	IDOA/AAA Meeting	Springfield	Mileage	0.56	State Rate	600	3	$ 1,008
	Montering/Assessments/Admin	E. St. Louis, Effingham, Olney, Teutopolis	Mileage	0.56	State Rate	714	4	$ 1,599
	Program Training	Mt. Vernon, Effingham, Peoria, Springfield	Mileage	0.56	State Rate	626	4	$ 1,402
	Program Dev/Coord./Advocacy	Fairview Heights, Mt. Vernon, Springfield	Mileage	0.56	State Rate	451	3	$ 758
	Combined Meals	Varies in PSA	Meals	5.5	State Rate	169	1	$ 930
	Springfield Meals	Varies in PSA	Meals	28	State Rate	4	4	448
	Hotel	Varies in PSA	Hotel	111	Fee	4	3	1,332
								-
								-
							Federal Total	$ 8,334

$ 190,633	Title III B running total
$ 14,985	Exhibit 5.B

Travel Narrative (Federal & State):

Travel has been broken down per type such as Board Metgs, Idoa/AAA, Program Dev/Coord, technical assistance and Monitoring etc with state rates times quantity time trips.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.M (Section C) Equipment - Budget Worksheet & Narrative

4). Equipment (2 CFR 200.439)-- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

	(a) Item	Computation (b) Quantity	(c) Rate	(d) Cost
Federal				$ -
				-
				-
				-
				-
				-
				-
				-
				-
				-
		Federal Total		$ -

$	190,633	Title III B running total
$	-	Exhibit 5.B

Equipment Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.N (Section C) Supplies - Budget Worksheet & Narrative

5). Supplies (2 CFR 200.94)--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

	(a) Supply Items	Computation (b) Quantity / Duration	(c) Cost	(d) Cost
Federal	Office Supplies	1	$ 9,071.00	9,071
	Postage	1	$ 1,500.00	1,500
	Copying paper	1	$ 1,000.00	1,000
	Ink Cartridge Toner	1	$ 5,100.00	5,100
	Computer/laptops/software/Antivirus for desktop computers	1	$ 1,600.00	1,600
	Compensation for working remote	1	$ 1,000.00	1,000
				-
				-
				-
				-
			Federal Total $	19,271

$	190,633	Title III B running total
$	30,397	Exhibit 5.B

Supplies Narrative (Federal & State):

Listed items necessary to perform/account for services for Federal/State grants. Compensation for working remotely such as copy paper to print, ink cartridges/toner,office supplies etc.

Exhibit 5.O (Section C) Contractual - Budget Worksheet & Narrative

6). **Contractual Services** (2 CFR 200.318) Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of $150,000 (See 2 CFR 200.88).

1) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
2) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

	(a) Name of Organization	(b) Contract or Subaward	(c) Description of Activities	(d) Cost
Federal	KEB	Contract	Audit	$ 5,000
	Rays Mowing	Contract	Mowing	$ 500
	Republic Service	Contract	Trash Pickup	$ 642
	Timmons Snow Removal	Contract	Snow Removal	$ 100
	GFI	Contract	Copier/Maintenance	$ 100
	Timmons Pest Control	Contract	Insect Spraying	$ 100
	Quandient	Contract	Postage lease/main	$ 500
	Campbell Fire Inspect	Contract	Safety Inspector	$ 500
	Aging IS	Contract	Data Collection Fee	$ 500
	Illinois Aging Svr Esp	Contract	Website update	$ 565
	KTD	Contract	Computer IT	$ 800
	Ron Miller	Contract	Janitorial	$ 500
	Intuit	Contract	Quickbooks	$ 200
				-
			Federal Total	$ 10,007

$ 190,633	Title III B running total
$ 20,936	Exhibit 5.B

Contractual Services Narrative (Federal & State):

Lawn care, pest control, office cleaning, snow removal and IT support is contingent on the services required.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.P (Section C) Consultant - Budget Worksheet & Narrative

7). **Consultant Services and Expenses** (2 CFR 200.459)-- Consultant Services (Fees): For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.) Consultant-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is used.

	(a) Consultant Services (Fees)	(b) Service Provided	Computation			(f) Cost
			(c) Fee	(d) Basis	(e) Quantity	
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 190,633	Title III B running total
$ -	Exhibit 5.B

Consultant Narrative (Federal & State):
N/A

Exhibit 5.Q (Section C) Construction - Budget Worksheet & Narrative

8). **Construction** – Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

Construction Narrative (Federal & State):

Total Construction $ -

Exhibit 5.R (Section C) Occupancy - Budget Worksheet & Narrative

9). Occupancy -Rent and Utilities (2 CFR 200.465)-- List items and descriptions by major type and the basis of the computation. Explain how rental and utility expenses are allocated for distribution as an expense to the program/service. For example, provide the square footage and the cost per square foot rent and utility, and provide a monthly rental and utility cost and how many months to rent. NOTE: This budgetary line item is to be used for direct program rent and utilities, all other indirect or administrative occupancy costs should be listed in the indirect expense section of the Budget worksheet and narrative. Maintenance and repair costs may be included here if directly allocated to program.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Electric	1	Yr	$ 3,263.00	1	$ 3,263
	Water, Gas Sewage	1	Yr	$ 934.00	1	934
	Various vendors - repairs/bldg	1	Yr	$ 1,966.00	1	1,966
	Remote Compensation	1	Yr	$ 1,300.00	1	1,300
						-
						-
						-
						-
						-
					Federal Total	$ 7,463

$ 190,633	Title III B running total
$ 10,405	Exhibit 5.B

Occupancy Narrative (Federal & State):
Utilities are contingent on usage and repairs/improvement of building/equip are contingent on occurances needed. All remote compensation pertain to working remotely and their expenses each month of having(to get internet/wifi)/, electrical and usage if water, gas, sewage.

Name of AAA: Midland Area Agency on Aging | FY: 2022 | Full Time Basis 2,080

Exhibit 5.S (Section C) R & D - Budget Worksheet & Narrative

10). Research & Development (R&D) (2 CFR 200.87)-- Definition: All research activities, both basic and applied, and all development activities that are performed by non-Federal entities directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Provide a description of the research and development project and an estimate of the costs. NOTE: Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

R & D Narrative (Federal & State):

Total R & D	$ -

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.T (Section C) Telecommunications - Budget Worksheet & Narrative

11). Telecommunications -- List items and descriptions by major type and the basis of the computation. Explain how telecommunication expenses are allocated for distribution as an expense to the program/service. NOTE: This budgetary line item is to be used for direct program telecommunications, all other indirect or administrative telecommunication costs should be listed in the indirect expense section of the Budget worksheet and narrative.

	(a) Description	Computation (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Telephone	1	YR	$ 4,084.00	1	$ 4,084
	Internet/Provider/Website	1	YR	$ 3,216.00	1	3,216
	Compensation Remote	1	YR	$ 1,283.00	1	1,283
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 8,583

$	190,633	Title III B running total
$	12,999	Exhibit 5.B

Telecommunications Narrative (Federal & State):
Based on the percentages of use based on all Federal/State programs. Compensation is based on cost to install/purchase Internet/wifi average annual cost for working remotely.

Exhibit 5.U (Section C) Training & Education - Budget Worksheet & Narrative

12). Training and Education (2 CFR 200.472) -- Describe the training and education cost associated with employee development. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized below.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Zoom Training	1	YR	$ 76.00	1	$ 76
	Registration/Quickbooks/Website Training	1	YR	$ 244.00	1	244
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 320

$ 190,633	Title III B running total
$ 845	Exhibit 5.B

Training & Education Narrative (Federal & State):

Training for the providers and used for conferences/seminars. Quickbooks training and IIIE Website on updates.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.V (Section C) Direct Administrative - Budget Worksheet & Narrative

13). Direct Administrative Costs - (2 CFR 200.413 (c) The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs. Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the State awarding agency; and (4) The costs are not also recovered as indirect costs.

Name	Position	Computation				Cost
		Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of time	
						$ -
					Federal & State Total	$ -
						$ -
					Other Total	$ -

Do not complete since AAA direct administrative costs are included throughout other budget categories.

Direct Administrative Narrative (Federal & State):

Total Direct Administrative Costs $ -

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.W (Section C) Other Miscellaneous - Budget Worksheet & Narrative

14). Other or Miscellaneous Costs --This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the Area Plan and other AAA related activities.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Directors & Officers Liability Insurance	1	YR	$ 2,404.00	1	$ 2,404
	Auto, Liability, Property, Umbrella, Abuse Insurance	1	YR	$ 1,826.00	1	1,826
	Printing Brochures, business cards, envelopes	1	YR	$ 791.00	1	791
	Misc bank fees (Stop Payment, Audit, Other Misc	1	YR	$ 100.00	1	100
	Phone Directory Placement	1	YR	$ 800.00	1	800
	Advertising, Employment	1	YR	$ 891.00	1	891
	Dues, Subscriptions, Publications	1	YR	$ 188.00	1	188
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 7,000

$	190,633	Title III B running total
$	15,274	Exhibit 5.B

Other Costs Narrative (Federal & State):
Any other charges that were not previously charged as allocated to Federal/State per IIIB budget.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.X (Section C) Grant Exclusive - Budget Worksheet & Narrative

15). Grant Exclusive Line Item: Costs directly related to the service or activity of the program that is an integral line item for budgetary purposes. Include unique costs directly related to the service or activity of the program such food costs for the nutrition program.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
				Federal Total		$ -

$ 190,633	Title III B running total
$ -	Exhibit 5.B

Grant Exclusive Line Item Narrative (Federal & State):

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Y (Section C) Indirect - Budget Worksheet & Narrative

16). Indirect Cost (2 CFR 200.414) --Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

	(a) Description	Computation (b) Base	(c) Rate	(d) Cost
Federal				-
				-
	N/A for all AAAs except Area 12.		Federal Total	$ -

$ 190,633	Title III B running total
$ -	Exhibit 5.B

Indirect Cost Narrative (Federal & State):

N/A for all AAAs except Area 12.

Exhibit 5.Z -- Agency Approval	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: Title III, Part B Supportive Services and Senior Centers	NOFO # N/A
CSFA Number: 402-01-0027	DUNS# 168548444	Fiscal Year: 2022

DO NOT COMPLETE: TO BE COMPLETED BY IDoA STAFF

Final Budget Amount Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date
Budget Revision Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
Part Time Basis	1,040

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). **Personnel (Salaries & Wages)** *(2 CFR 200.430)* --List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project . Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

Federal

(a) Name	(b) Position	Computation (c) Salary or Wage	(d) Basis (Yr./Mo./Hr.)	(e) % of Time	(f) Length of time	(g) Cost
Tracy Barczewski	Executive Director	$ 56,442	YR	0.3%		$ 187
Elaine Baker	Fiscal Manager	11,986	YR	0.7%		81
Nancy Hinton	Program Coordinatior	35,442	YR	1.2%		435
Lisa Forehand	Fiscal Assistant	42,787	YR	0.2%		106
Heather Fontanez	Office Assistant	31,264	YR	1.2%		382
Judy Kleine	Administrative Assistant	35,391	YR	0.3%		100
Stephanie Hawins	I&A Specialist	27,300	YR	0.4%		100
To Be Hired	Program/IT/Fiscal	27,300	YR	0.4%		100
						-
						-
						-
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Instructions: To complete this page, enter the applicab
(g) Cost is designed to round to 0 decimal places. If yo
please be sure that the cost still has rounding included s
problems with the total lines. Also, please be sure to ad
second to last row in each section so that the total will
add any rows on this page for Federal & State TWO ro
State Total line.

Note: As a check, you can see Section A and Exhibit 5.
right of the Federal & State Total, Other Total, and Tot
Depending on which page you complete first, these nur
highlighted pink to show that they do not match. Exhib
pull amounts from Section C, but you can override this
complete Exhibit 5.B prior to completing Section C.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

$ 267,912	*Federal Total* $	1,491	$	3,775	Title III-B Omb running total:

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
$ 201,512	Exhibit 5.B

Personnel Narrative (Federal & State):

I have the salary for the year times the percent of time determined to do their job.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.K (Section C) Fringe - Budget Worksheet & Narrative

2). Fringe Benefits (2 CFR 200.431)--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

	(a) Description of Fringe Benefit	Computation (b) Base	Computation (c) Rate	(d) Cost
Federal	FICA	$ 1,491	6.2000%	$ 92
	Medicare	1,491	1.4500%	22
	Pension (where eligible)	1,491	17.4600%	260
	Thrift (where eligible)		0.0000%	-
	Medical/Dental (estimate based on increase in rates)		0.0000%	-
	Short & Long Term Disability, AD&D		0.0000%	-
	Life Insurance		0.0000%	-
	Workers Compensation Insurance	1,491	0.2200%	3
	Unemployment	1,491	0.6750%	10
			Federal Total	$ 387

$	3,775	Title III B Omb running total
$	52,410	Exhibit 5.B

Fringe Benefits Narrative (Federal & State):

Have used the base on Personnel tab times our current rate for each fringe listed.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.L (Section C) Travel - Budget Worksheet & Narrative

3). **Travel** (2 CFR 200.474)-- Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. NOTE: Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the "Miscellaneous" category.

	(a) Purpose of Travel	(b) Location	Computation (c) Items	(d) Cost Rate	(e) Basis	(f) Quantity	(g) # of Trips	(h) Cost
Federal	Program Meetings	Varies in PSA	Mileage	0.56	State Rate	1	15	$ 8
	Monitoring/Assessments	Varies in PSA	Mileage	0.56	State Rate	1	40	22
	Meals for Travel	Varies in PSA	Meals	5.5	State Rate	1	40	220
								-
								-
								-
								-
								-
								-
								-
							Federal Total	$ 250

$	3,775	Title III B Omb running total
$	14,985	Exhibit 5.B

Travel Narrative (Federal & State):

Travel has been broken down per type such as technical assistance and Monitoring etc with state rates times quantity time trips.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.M (Section C) Equipment - Budget Worksheet & Narrative

4). Equipment (2 CFR 200.439)-- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

	(a) Item	Computation		(d) Cost
		(b) Quantity	(c) Rate	
Federal				$ -
				-
				-
				-
				-
				-
				-
				-
				-
				-
			Federal Total	$ -

$	3,775	Title III B Omb running total
$	-	Exhibit 5.B

Equipment Narrative (Federal & State):

Name of AAA: Midland Area Agency on Aging | FY: 2022 | Full Time Basis 2,080

Exhibit 5.N (Section C) Supplies - Budget Worksheet & Narrative

5). Supplies (2 CFR 200.94)--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

	(a) Supply Items	Computation (b) Quantity / Duration	Computation (c) Cost	(d) Cost
Federal	Office Supplies	1	$ 83.00	83
	Postage	1	$ 83.00	83
	Copying paper	1	$ 143.00	143
	Ink Cartridge Toner	1	$ 83.00	83
	Computer/laptops/software/Antivirus for desktop computers	1	$ 83.00	83
	Compensation for working remote	1	$ 23.00	23
				-
				-
				-
				-
			Federal Total $	498

$ 3,775	Title III B Omb running total
$ 30,397	Exhibit 5.B

Supplies Narrative (Federal & State):

Listed items necessary to perform/account for services for Federal/State grants. Compensation for working remotely such as copy paper to print, ink cartridges/toner,office supplies etc.

Exhibit 5.O (Section C) Contractual - Budget Worksheet & Narrative

6). Contractual Services (2 CFR 200.318) Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of $150,000 (See 2 CFR 200.88).

1) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
2) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

	(a) Name of Organization	(b) Contract or Subaward	(c) Description of Activities	(d) Cost
Federal	KEB	Contract	Audit	$ 20
	Rays Mowing	Contract	Mowing	$ 10
	Republic Service	Contract	Trash Pickup	$ 10
	Timmons Snow Removal	Contract	Snow Removal	$ 10
	GFI	Contract	Copier/Maintenance	$ 10
	Timmons Pest Control	Contract	Insect Spraying	$ 10
	Quandient	Contract	Postage lease/main	$ 30
	Campbell Fire Inspect	Contract	Safety Inspector	$ 10
	Aging IS	Contract	Data Collection Fee	$ 20
	Illinois Aging Svr Esp	Contract	Website update	$ 10
	KTD	Contract	Computer IT	$ 20
	Ron Miller	Contract	Janitorial	$ 10
	Intuit	Contract	Quickbooks	$ 30
				-
			Federal Total	$ **200**

$	3,775	Title III B Omb running total
$	20,936	Exhibit 5.B

Contractual Services Narrative (Federal & State):
Lawn care, pest control, office cleaning, snow removal and IT support is contingent on the services required.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.P (Section C) Consultant - Budget Worksheet & Narrative

7). Consultant Services and Expenses (2 CFR 200.459)-- Consultant Services (Fees): For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.) Consultant-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is used.

	(a) Consultant Services (Fees)	(b) Service Provided	Computation			(f) Cost
			(c) Fee	(d) Basis	(e) Quantity	
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 3,775	Title III B Omb running total
$ -	Exhibit 5.B

Consultant Narrative (Federal & State):

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Q (Section C) Construction - Budget Worksheet & Narrative

8). Construction -- Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

Construction Narrative (Federal & State):

Total Construction	$ -

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.R (Section C) Occupancy - Budget Worksheet & Narrative

9). Occupancy -Rent and Utilities (2 CFR 200.465)-- List items and descriptions by major type and the basis of the computation. Explain how rental and utility expenses are allocated for distribution as an expense to the program/service. For example, provide the square footage and the cost per square foot rent and utility, and provide a monthly rental and utility cost and how many months to rent. NOTE: This budgetary line item is to be used for direct program rent and utilities, all other indirect or administrative occupancy costs should be listed in the indirect expense section of the Budget worksheet and narrative. Maintenance and repair costs may be included here if directly allocated to program.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Electric	1	YR	$ 75.00	1	$ 75
	Water, Gas Sewage	1	YR	$ 50.00	1	50
	Various vendors - repairs/bldg	1	YR	$ 50.00	1	50
	Remote Compensation	1	YR	$ 25.00	1	25
						-
						-
						-
						-
						-
						-
					Federal Total	$ 200

$	3,775	Title III B Omb running total
$	10,405	Exhibit 5.B

Occupancy Narrative (Federal & State):
Utilities are contingent on usage and repairs/improvement of building/equip are contingent on occurances needed. All remote compensation pertain to working remotely and their expenses each month of having(to get internet/wifi)/, electrical and usage if water, gas, sewage.

Exhibit 5.S (Section C) R & D - Budget Worksheet & Narrative

10). Research & Development (R&D) (2 CFR 200.87)-- Definition: All research activities, both basic and applied, and all development activities that are performed by non-Federal entities directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Provide a description of the research and development project and an estimate of the costs. NOTE: Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

R & D Narrative (Federal & State):

Total R & D $ -

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.T (Section C) Telecommunications - Budget Worksheet & Narrative

11). Telecommunications -- List items and descriptions by major type and the basis of the computation. Explain how telecommunication expenses are allocated for distribution as an expense to the program/service. NOTE: This budgetary line item is to be used for direct program telecommunications, all other indirect or administrative telecommunication costs should be listed in the indirect expense section of the Budget worksheet and narrative.

	(a) Description	Computation				(f) Cost
		(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	
Federal	Telephone	4	YR	$ 25.00	1	$ 100
	Internet/Provider/Website	4	YR	$ 25.00	1	100
	Compensation Remote	4	YR	$ 25.00	1	100
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 300

$ 3,775	Title III B Omb running total
$ 12,999	Exhibit 5.B

Telecommunications Narrative (Federal & State):
Based on the percentages of use based on all Federal/State programs. Compensation is based on cost to install/purchase Internet/wifi average annual cost for working remotely.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis 2,080

Exhibit 5.U (Section C) Training & Education - Budget Worksheet & Narrative

12). Training and Education (2 CFR 200.472) -- Describe the training and education cost associated with employee development. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized below.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 3,775	Title III B Omb running total
$ 845	Exhibit 5.B

Training & Education Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.V (Section C) Direct Administrative - Budget Worksheet & Narrative

13). Direct Administrative Costs - (2 CFR 200.413 (c) The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs. Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the State awarding agency; and (4) The costs are not also recovered as indirect costs.

Name	Position	Computation				Cost
		Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of time	
						$ -
					Federal & State Total	$ -
						$ -
					Other Total	$ -

Do not complete since AAA direct administrative costs are included throughout other budget categories.

Direct Administrative Narrative (Federal & State):

Total Direct Administrative Costs $ -

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.W (Section C) Other Miscellaneous - Budget Worksheet & Narrative

14). Other or Miscellaneous Costs --This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the Area Plan and other AAA related activities.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Directors & Officers Liability Insurance	1	YR	$ 100.00	1	$ 100
	Auto, Liability, Property, Umbrella, Abuse Insurance	1	YR	$ 100.00	1	100
	Printing Brochures, business cards, envelopes	1	YR	$ 35.00	1	35
	Misc bank fees (Stop Payment, Audit, Other Misc	1	YR	$ 25.00	1	25
	Phone Directory Placement	1	YR	$ 60.00	1	60
	Advertising, Employment	1	YR	$ 29.00	1	29
	Dues, Subscriptions, Publications	1	YR	$ 100.00	1	100
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 449

$ 3,775	Title III B Omb running total
$ 15,274	Exhibit 5.B

Other Costs Narrative (Federal & State):
Any other charges that were not previously charged as allocated to Federal/State per IIIB budget.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.X (Section C) Grant Exclusive - Budget Worksheet & Narrative

15). Grant Exclusive Line Item: Costs directly related to the service or activity of the program that is an integral line item for budgetary purposes. Include unique costs directly related to the service or activity of the program such food costs for the nutrition program.

	(a) Description	Computation				(f) Cost
		(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 3,775	Title III B Omb running total
$ -	Exhibit 5.B

Grant Exclusive Line Item Narrative (Federal & State):

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.Y (Section C) Indirect - Budget Worksheet & Narrative

16). Indirect Cost (2 CFR 200.414) --Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

	(a) Description	Computation		(d) Cost
		(b) Base	(c) Rate	
Federal				-
				-
				-
	N/A for all AAAs except Area 12.		Federal Total	$ -

$	3,775	Title III B Omb running total
$	-	Exhibit 5.B

Indirect Cost Narrative (Federal & State):
N/A for all AAAs except Area 12.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Z -- Agency Approval	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: Title III, Part B Supportive Services and Senior Centers	NOFO # N/A
CSFA Number: 402-01-0027	DUNS# 168548444	Fiscal Year: 2022

DO NOT COMPLETE: TO BE COMPLETED BY IDoA STAFF

Final Budget Amount Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date
Budget Revision Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
Part Time Basis	1,040

ime Basis 2,080

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). **Personnel (Salaries & Wages)** *(2 CFR 200.430)* –List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project . Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

Federal

(a) Name	(b) Position	Computation: (c) Salary or Wage	(d) Basis (Yr./Mo./Hr.)	(e) % of Time	(f) Length of time	(g) Cost
Tracy Barczewski	Executive Director	$ 56,442	YR	9.9%	1	$ 5,606
Lori Cummins	Program Coordinatior	39,280	YR	14.8%	1	5,795
Nancy Hinton	Program Coordinatior	35,442	YR	0.8%	1	280
Lisa Forehand	Fiscal Assistant	42,787	YR	4.7%	1	2,016
Heather Fontanez	Office Assistant	31,264	YR	9.6%	1	3,009
Judy Kleine	Administrative Assistant	35,391	YR	0.6%	1	223
Stephanie Hawins	I&A Specialist	27,300	YR	0.2%	1	63
To Be Hired	Program/IT/Fiscal	27,300	YR	0.2%	1	50
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(g) Cost is designed to round to 0 decimal places. If yo
please be sure that the cost still has rounding included s
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second to last row in each section so that the total will
add any rows on this page for Federal & State TWO ro
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Note: As a check, you can see Section A and Exhibit 5.
right of the Federal & State Total, Other Total, and Tot
Depending on which page you complete first, these nur
highlighted pink to show that they do not match. Exhib
pull amounts from Section C, but you can override this
complete Exhibit 5.B prior to completing Section C.

26,231 Title III C 1 running total

III-C1

III-C1

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
Part Time Basis	1,040

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). **Personnel (Salaries & Wages)** *(2 CFR 200.430)* --List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project . Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

Federal

(a) Name	(b) Position	Computation: (c) Salary or Wage	(d) Basis (Yr./Mo./Hr.)	(e) % of Time	(f) Length of time	(g) Cost
Tracy Barczewski	Executive Director	$ 56,442	YR	9.9%	1	$ 5,606
Lori Cummins	Program Coordinatior	39,280	YR	14.8%	1	5,795
Nancy Hinton	Program Coordinatior	35,442	YR	0.8%	1	280
Lisa Forehand	Fiscal Assistant	42,787	YR	4.7%	1	2,016
Heather Fontanez	Office Assistant	31,264	YR	9.6%	1	3,009
Judy Kleine	Administrative Assistant	35,391	YR	0.6%	1	223
Stephanie Hawins	I&A Specialist	27,300	YR	0.2%	1	63
To Be Hired	Program/IT/Fiscal	27,300	YR	0.2%	1	50
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Instructions: To complete this page, enter the applicab (g) Cost is designed to round to 0 decimal places. If yo please be sure that the cost still has rounding included s problems with the total lines. Also, please be sure to ad second to last row in each section so that the total will add any rows on this page for Federal & State TWO ro State Total line.

Note: As a check, you can see Section A and Exhibit 5. right of the Federal & State Total, Other Total, and Tot Depending on which page you complete first, these nur highlighted pink to show that they do not match. Exhib pull amounts from Section C, but you can override this complete Exhibit 5.B prior to completing Section C.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

$ 295,206		Federal Total $ 17,042		$ 26,231	Title III C 1 running total

Name of AAA: **Midland Area Agency on Aging**

FY: 2022

Full Time Basis	2,080	
$ 201,512		Exhibit 5.B

Personnel Narrative (Federal & State):

I have the salary for the year times the percent of time determined to do their job.

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.K (Section C) Fringe - Budget Worksheet & Narrative

2). Fringe Benefits (2 CFR 200.431)--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

	(a) Description of Fringe Benefit	Computation (b) Base	Computation (c) Rate	(d) Cost
Federal	FICA	$ 17,042	6.2000%	$ 1,057
	Medicare	17,042	1.4500%	247
	Pension (where eligible)	17,042	17.4600%	2,976
	Thrift (where eligible)		0.0000%	-
	Medical/Dental (estimate based on increase in rates)		0.0000%	-
	Short & Long Term Disability, AD&D		0.0000%	-
	Life Insurance		0.0000%	-
	Workers Compensation Insurance	17,042	0.2200%	37
	Unemployment	17,042	0.6750%	115
			Federal Total	$ 4,432

$	26,231	Title III C 1 running total
$	52,410	Exhibit 5.B

Fringe Benefits Narrative (Federal & State):

Have used the base on Personnel tab times our current rate for each fringe listed.

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.L (Section C) Travel - Budget Worksheet & Narrative

3). Travel (2 CFR 200.474)-- Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. NOTE: Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the "Miscellaneous" category.

			Computation					
	(a) Purpose of Travel	**(b) Location**	**(c) Items**	**(d) Cost Rate**	**(e) Basis**	**(f) Quantity**	**(g) # of Trips**	**(h) Cost**
Federal	Board Meetings	Varies in PSA	Mileage	0.56	State Rate	1	54	$ 30
	Program Meetings	Varies in PSA	Mileage	0.56	State Rate	1	55	31
	Monitoring/Assessments	Varies in PSA	Mileage	0.56	State Rate	1	55	31
	Meals for Travel	Varies in PSA	Meals	5.5	State Rate	1	33	182
								-
								-
								-
								-
								-
								-
							Federal Total	$ 274

$	26,231	Title III C 1 running total
$	14,985	Exhibit 5.B

Travel Narrative (Federal & State):

Travel has been broken down per type such as Board Metgs, Idoa/AAA, Program Dev/Coord, technical assistance and Monitoring etc with state rates times quantity time trips.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.M (Section C) Equipment - Budget Worksheet & Narrative

4). Equipment (2 CFR 200.439)-- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

	(a) Item	Computation: (b) Quantity	Computation: (c) Rate	(d) Cost
Federal				$ -
				-
				-
				-
				-
				-
				-
				-
				-
				-
			Federal Total	$ -

$ 26,231	Title III C 1 running total
$ -	Exhibit 5.B

Equipment Narrative (Federal & State):

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.N (Section C) Supplies - Budget Worksheet & Narrative

5). Supplies (2 CFR 200.94)--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

		Computation		
	(a) Supply Items	**(b) Quantity / Duration**	**(c) Cost**	**(d) Cost**
Federal				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
			Federal Total	$ -

$	26,231	Title III C 1 running total
$	30,397	Exhibit 5.B

Supplies Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.O (Section C) Contractual - Budget Worksheet & Narrative

6). Contractual Services (2 CFR 200.318) Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of $150,000 (See 2 CFR 200.88).

1) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
2) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

	(a) Name of Organization	(b) Contract or Subaward	(c) Description of Activities	(d) Cost
Federal	KEB	Contract	Audit	$ 1,557
	Aging IS	Contract	Data Collection Fee	$ 1,556
				-
			Federal Total	$ 3,113

$ 26,231	Title III C 1 running total
$ 20,936	Exhibit 5.B

Contractual Services Narrative (Federal & State):
Audit and IT support is contingent on the services required.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.P (Section C) Consultant - Budget Worksheet & Narrative

7). Consultant Services and Expenses (2 CFR 200.459)-- Consultant Services (Fees): For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.) Consultant-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is used.

	(a) Consultant Services (Fees)	(b) Service Provided	Computation (c) Fee	(d) Basis	(e) Quantity	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$	26,231	Title III C 1 running total
$	-	Exhibit 5.B

Consultant Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Q (Section C) Construction - Budget Worksheet & Narrative

8). **Construction** – Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

Construction Narrative (Federal & State):

Total Construction **$ -**

Name of AAA: Midland Area Agency on Aging FY: 2022 | Full Time Basis 2,080

Exhibit 5.R (Section C) Occupancy - Budget Worksheet & Narrative

9). Occupancy -Rent and Utilities (2 CFR 200.465)-- List items and descriptions by major type and the basis of the computation. Explain how rental and utility expenses are allocated for distribution as an expense to the program/service. For example, provide the square footage and the cost per square foot rent and utility, and provide a monthly rental and utility cost and how many months to rent. NOTE: This budgetary line item is to be used for direct program rent and utilities, all other indirect or administrative occupancy costs should be listed in the indirect expense section of the Budget worksheet and narrative. Maintenance and repair costs may be included here if directly allocated to program.

	(a) Description	Computation: (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 26,231	Title III C 1 running total
$ 10,405	Exhibit 5.B

Occupancy Narrative (Federal & State):

N/A

Exhibit 5.S (Section C) R & D - Budget Worksheet & Narrative

10). Research & Development (R&D) (2 CFR 200.87)-- Definition: All research activities, both basic and applied, and all development activities that are performed by non-Federal entities directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Provide a description of the research and development project and an estimate of the costs. NOTE: Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

R & D Narrative (Federal & State):

Total R & D $ -

Exhibit 5.T (Section C) Telecommunications - Budget Worksheet & Narrative

11). Telecommunications -- List items and descriptions by major type and the basis of the computation. Explain how telecommunication expenses are allocated for distribution as an expense to the program/service. NOTE: This budgetary line item is to be used for direct program telecommunications, all other indirect or administrative telecommunication costs should be listed in the indirect expense section of the Budget worksheet and narrative.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Telephone	1	YR	$ 122.00	1	$ 122
	Internet/Provider/Website	1	YR	$ 122.00	1	122
	Compensation Remote	1	YR	$ 25.00	1	25
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 269

$ 26,231	Title III C 1 running total
$ 12,999	Exhibit 5.B

Telecommunications Narrative (Federal & State):
Based on the percentages of use based on all Federal/State programs. Compensation is based on cost to install/purchase Internet/wifi average annual cost for working remotely.

Name of AAA: Midland Area Agency on Aging   FY: 2022   Full Time Basis 2,080

Exhibit 5.U (Section C) Training & Education - Budget Worksheet & Narrative

12). Training and Education (2 CFR 200.472) -- Describe the training and education cost associated with employee development. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized below.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Zoom Training	1	YR	$ 12.00		$ 12
	Registration/Quickbooks/Website Training	1	YR	$ 12.50		13
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 25

$ 26,231	Title III C 1 running total
$ 845	Exhibit 5.B

Training & Education Narrative (Federal & State):

Training for the providers and used for conferences/seminars. Quickbooks training and IIIE Website on updates.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.V (Section C) Direct Administrative - Budget Worksheet & Narrative

13). Direct Administrative Costs - (2 CFR 200.413 (c) The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs. Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the State awarding agency; and (4) The costs are not also recovered as indirect costs.

Name	Position	Computation				Cost
		Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of time	
						$ -
					Federal & State Total	$ -
						$ -
					Other Total	$ -

Do not complete since AAA direct administrative costs are included throughout other budget categories.

Direct Administrative Narrative (Federal & State):

Total Direct Administrative Costs $ -

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.W (Section C) Other Miscellaneous - Budget Worksheet & Narrative

14). Other or Miscellaneous Costs --This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the Area Plan and other AAA related activities.

	(a) Description	Computation (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Directors & Officers Liability Insurance	1	YR	$ 200.00	1	$ 200
	Auto, Liability, Property, Umbrella, Abuse Insurance	1	YR	$ 200.00	1	200
	Printing Brochures, business cards, envelopes	1	YR	$ 200.00	1	200
	Misc bank fees (Stop Payment, Audit, Other Misc	1	YR	$ 25.00	1	25
	Phone Directory Placement	1	YR	$ 151.00	1	151
	Advertising, Employment	1	YR	$ 100.00	1	100
	Dues, Subscriptions, Publications	1	YR	$ 200.00	1	200
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 1,076

$	26,231	Title III C 1 running total
$	15,274	Exhibit 5.B

Other Costs Narrative (Federal & State):

Any other charges that were not previously charged as allocated to Federal/State.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.X (Section C) Grant Exclusive - Budget Worksheet & Narrative

15). Grant Exclusive Line Item: Costs directly related to the service or activity of the program that is an integral line item for budgetary purposes. Include unique costs directly related to the service or activity of the program such food costs for the nutrition program.

	(a) Description	Computation (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$	26,231	Title III C 1 running total
$	-	Exhibit 5.B

Grant Exclusive Line Item Narrative (Federal & State):

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.Y (Section C) Indirect - Budget Worksheet & Narrative

16). Indirect Cost (2 CFR 200.414) --Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

		Computation		
	(a) Description	(b) Base	(c) Rate	(d) Cost
Federal				-
				-
	N/A for all AAAs except Area 12.		*Federal Total*	$ -

$	26,231	Title III C 1 running total
$	-	Exhibit 5.B

Indirect Cost Narrative (Federal & State):
N/A for all AAAs except Area 12.

Exhibit 5.Z -- Agency Approval	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: Title III, Part C Nutrition Services	NOFO # N/A
CSFA Number: 402-01-0028	DUNS# 168548444	Fiscal Year: 2022

DO NOT COMPLETE: TO BE COMPLETED BY IDoA STAFF

Final Budget Amount Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date
Budget Revision Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Name of AAA: Midland Area Agency on Aging FY: 2022

Full Time Basis	2,080
Part Time Basis	1,040

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). Personnel (Salaries & Wages) *(2 CFR 200.430)* --List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

Federal

(a) Name	(b) Position	Computation (c) Salary or Wage	(d) Basis (Yr./Mo./Hr.)	(e) % of Time	(f) Length of time	(g) Cost
TRACY BARCZEWSKI	EXECUTIVE DIRECTOR	$ 56,442	YR	6.7%	1	$ 3,804
ELAINE BAKER	FISCAL MANAGER	11,986	YR	7.2%	1	860
Lori Cummins	Program Coordinatior	39,280	YR	9.1%	1	3,577
Heather Fontanez	Office Assistant	31,264	YR	7.4%	1	2,325
Judy Kleine	Administrative Assistant	35,391	YR	0.6%	1	219
Stephanie Hawins	I&A Specialist	27,300	YR	0.7%	1	197
To Be Hired	Program/IT/Fiscal	27,300	YR	0.4%	1	100
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(g) Cost is designed to round to 0 decimal places. If yo
please be sure that the cost still has rounding included s
problems with the total lines. Also, please be sure to ad
second to last row in each section so that the total will c
add any rows on this page for Federal & State TWO ro
State Total line.

Note: As a check, you can see Section A and Exhibit 5.
right of the Federal & State Total, Other Total, and Tot
Depending on which page you complete first, these nur
highlighted pink to show that they do not match. Exhib
pull amounts from Section C, but you can override this
complete Exhibit 5.B prior to completing Section C.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

$ 228,963	Federal Total $ 11,082	$ 21,500	Title III C2 running total

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080	
$	201,512	Exhibit 5.B

Personnel Narrative (Federal & State):

I have the salary for the year times the percent of time determined to do their job.

Name of AAA: Midland Area Agency on Aging FY: 2022 | Full Time Basis 2,080

Exhibit 5.K (Section C) Fringe - Budget Worksheet & Narrative

2). Fringe Benefits (2 CFR 200.431)--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

	(a) Description of Fringe Benefit	Computation (b) Base	Computation (c) Rate	(d) Cost
Federal	FICA	$ 11,082	6.2000%	$ 687
	Medicare	11,082	1.4500%	161
	Pension (where eligible)	11,082	17.4600%	1,935
	Thrift (where eligible)		0.0000%	-
	Medical/Dental (estimate based on increase in rates)		0.0000%	-
	Short & Long Term Disability, AD&D		0.0000%	-
	Life Insurance		0.0000%	-
	Workers Compensation Insurance	11,082	0.2200%	24
	Unemployment	11,082	0.6750%	75
			Federal Total	$ 2,882

$	21,500	Title III C 2 running total
$	52,410	Exhibit 5.B

Fringe Benefits Narrative (Federal & State):

Have used the base on Personnel tab times our current rate for each fringe listed.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.L (Section C) Travel - Budget Worksheet & Narrative

3). **Travel** (2 CFR 200.474)-- Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. NOTE: Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the "Miscellaneous" category.

			Computation					
	(a) Purpose of Travel	**(b) Location**	**(c) Items**	**(d) Cost Rate**	**(e) Basis**	**(f) Quantity**	**(g) # of Trips**	**(h) Cost**
Federal	Board Meetings	Varies in PSA	Mileage	0.56	State Rate	8	25	$ 112
	Program Meetings	Varies in PSA	Mileage	0.56	State Rate	6	70	235
	IDOA/AAA Mtgs	Varies in PSA	Mileage	0.56	State Rate	2	20	22
	Monitoring/Assessments	Varies in PSA	Mileage	0.56	State Rate	8	21	94
	Meals for Travel	Varies in PSA	Meals	5.5	State Rate	8	40	1,760
								-
								-
								-
								-
								-
							Federal Total	$ 2,223

$	21,500	Title III C 2 running total
$	14,985	Exhibit 5.B

Travel Narrative (Federal & State):
Travel has been broken down per type such as Board Metgs, Idoa/AAA, Program Dev/Coord, technical assistance and Monitoring etc with state rates times quantity time trips.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.M (Section C) Equipment - Budget Worksheet & Narrative

4). Equipment (2 CFR 200.439)-- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

	(a) Item	Computation		(d) Cost
		(b) Quantity	(c) Rate	
Federal				$ -
				-
				-
				-
				-
				-
				-
				-
				-
				-
			Federal Total	$ -

$	21,500	Title III C 2 running total
$	-	Exhibit 5.B

Equipment Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.N (Section C) Supplies - Budget Worksheet & Narrative

5). Supplies (2 CFR 200.94)--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

	(a) Supply Items	Computation (b) Quantity / Duration	(c) Cost	(d) Cost
Federal	Office Supplies	1	$ 200.00	200
	Postage	1	$ 200.00	200
	Copying paper	1	$ 300.00	300
	Ink Cartridge Toner	1	$ 466.00	466
	Computer/laptops/software/Antivirus for desktop computers	1	$ 400.00	400
	Compensation for working remote	1	$ 200.00	200
				-
				-
				-
				-
			Federal Total $	1,766

$	21,500	Title III C 2 running total
$	30,397	Exhibit 5.B

Supplies Narrative (Federal & State):

Listed items necessary to perform/account for services for Federal/State grants. Compensation for working remotely such as copy paper to print, ink cartridges/toner,office supplies etc.

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.O (Section C) Contractual - Budget Worksheet & Narrative

6). Contractual Services (2 CFR 200.318) Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of $150,000 (See 2 CFR 200.88).

1) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
2) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

	(a) Name of Organization	(b) Contract or Subaward	(c) Description of Activities	(d) Cost
Federal	KEB	Contract	Audit	$ 300
	Rays Mowing	Contract	Mowing	$ 50
	Republic Service	Contract	Trash Pickup	$ 50
	GFI	Contract	Copier/Maintenance	$ 100
	Quandient	Contract	Postage lease/main	$ 100
	Aging IS	Contract	Data Collection Fee	$ 25
	Illinois Aging Svr Esp	Contract	Website update	$ 25
	KTD	Contract	Computer IT	$ 100
	Intuit	Contract	Quickbooks	$ 50
				-
			Federal Total	$ **800**

$	21,500	Title III C 2 running total
$	20,936	Exhibit 5.B

Contractual Services Narrative (Federal & State):

Lawn care, pest control, office cleaning, snow removal, copier maintenance and IT support is contingent on the services required.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.P (Section C) Consultant - Budget Worksheet & Narrative

7). Consultant Services and Expenses (2 CFR 200.459)-- Consultant Services (Fees): For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.) Consultant-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is used.

	(a) Consultant Services (Fees)	(b) Service Provided	Computation (c) Fee	(d) Basis	(e) Quantity	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 21,500	Title III C 2 running total
$ -	Exhibit 5.B

Consultant Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging | FY: 2022 | Full Time Basis 2,080

Exhibit 5.Q (Section C) Construction - Budget Worksheet & Narrative

8). Construction – Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

Construction Narrative (Federal & State):

Total Construction **$ -**

Name of AAA: Midland Area Agency on Aging FY: 2022 | Full Time Basis 2,080

Exhibit 5.R (Section C) Occupancy - Budget Worksheet & Narrative

9). **Occupancy** -Rent and Utilities (2 CFR 200.465)-- List items and descriptions by major type and the basis of the computation. Explain how rental and utility expenses are allocated for distribution as an expense to the program/service. For example, provide the square footage and the cost per square foot rent and utility, and provide a monthly rental and utility cost and how many months to rent. NOTE: This budgetary line item is to be used for direct program rent and utilities, all other indirect or administrative occupancy costs should be listed in the indirect expense section of the Budget worksheet and narrative. Maintenance and repair costs may be included here if directly allocated to program.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Electric	1	YR	$ 251.00	1	$ 251
	Water, Gas Sewage	1	YR	$ 200.00	1	200
	Various vendors - repairs/bldg	1	YR	$ 250.00	1	250
	Remote Compensation	1	YR	$ 100.00	1	100
						-
						-
						-
						-
						-
						-
					Federal Total	$ 801

$ 21,500	Title III C 2 running total
$ 10,405	Exhibit 5.B

Occupancy Narrative (Federal & State):

Utilities are contingent on usage and repairs/improvement of building/equip are contingent on occurances needed. All remote compensation pertain to working remotely and their expenses each month of having(to get internet/wifi)/, electrical and usage if water, gas, sewage.

Exhibit 5.S (Section C) R & D - Budget Worksheet & Narrative

10). Research & Development (R&D) (2 CFR 200.87)-- Definition: All research activities, both basic and applied, and all development activities that are performed by non-Federal entities directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Provide a description of the research and development project and an estimate of the costs. NOTE: Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

R & D Narrative (Federal & State):

Total R & D $ -

Name of AAA: Midland Area Agency on Aging | FY: 2022 | Full Time Basis 2,080

Exhibit 5.T (Section C) Telecommunications - Budget Worksheet & Narrative

11). Telecommunications -- List items and descriptions by major type and the basis of the computation. Explain how telecommunication expenses are allocated for distribution as an expense to the program/service. NOTE: This budgetary line item is to be used for direct program telecommunications, all other indirect or administrative telecommunication costs should be listed in the indirect expense section of the Budget worksheet and narrative.

	(a) Description	Computation (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Telephone	1	YR	$ 445.00	1	$ 445
	Internet/Provider/Website	1	YR	$ 445.00	1	445
	Compensation Remote	1	YR	$ 178.00	1	178
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 1,068

$ 21,500	Title III C 2 running total
$ 12,999	Exhibit 5.B

Telecommunications Narrative (Federal & State):
Based on the percentages of use based on all Federal/State programs. Compensation is based on cost to install/purchase Internet/wifi average annual cost for working remotely.

Exhibit 5.U (Section C) Training & Education - Budget Worksheet & Narrative

12). Training and Education (2 CFR 200.472) -- Describe the training and education cost associated with employee development. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized below.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
				Federal Total		$ -

$	21,500	Title III C 2 running total
$	845	Exhibit 5.B

Training & Education Narrative (Federal & State):

N/A

Exhibit 5.V (Section C) Direct Administrative - Budget Worksheet & Narrative

13). Direct Administrative Costs - (2 CFR 200.413 (c) The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs. Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the State awarding agency; and (4) The costs are not also recovered as indirect costs.

Name	Position	Computation				Cost
		Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of time	
						$ -
					Federal & State Total	$ -
						$ -
					Other Total	$ -

Do not complete since AAA direct administrative costs are included throughout other budget categories.

Direct Administrative Narrative (Federal & State):

Total Direct Administrative Costs	$ -

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.W (Section C) Other Miscellaneous - Budget Worksheet & Narrative

14). Other or Miscellaneous Costs --This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the Area Plan and other AAA related activities.

	(a) Description	Computation: (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Directors & Officers Liability Insurance	1	YR	$ 200.00	1	$ 200
	Auto, Liability, Property, Umbrella, Abuse Insurance	1	YR	$ 228.00	1	228
	Printing Brochures, business cards, envelopes	1	YR	$ 100.00	1	100
	Misc bank fees (Stop Payment, Audit, Other Misc	1	YR	$ 50.00	1	50
	Phone Directory Placement	1	YR	$ 50.00	1	50
	Advertising, Employment	1	YR	$ 50.00	1	50
	Dues, Subscriptions, Publications	1	YR	$ 200.00	1	200
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 878

$ 21,500	Title III C 2 running total
$ 15,274	Exhibit 5.B

Other Costs Narrative (Federal & State):

Any other charges that were not previously charged as allocated to Federal/State.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.X (Section C) Grant Exclusive - Budget Worksheet & Narrative

15). Grant Exclusive Line Item: Costs directly related to the service or activity of the program that is an integral line item for budgetary purposes. Include unique costs directly related to the service or activity of the program such food costs for the nutrition program.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$	21,500	Title III C 2 running total
$	-	Exhibit 5.B

Grant Exclusive Line Item Narrative (Federal & State):

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.Y (Section C) Indirect - Budget Worksheet & Narrative

16). Indirect Cost (2 CFR 200.414) --Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

		Computation		
	(a) Description	(b) Base	(c) Rate	(d) Cost
Federal				-
				-
				-
	N/A for all AAAs except Area 12.		Federal Total	$ -

$	21,500	Title III C 2 running total
$	-	Exhibit 5.B

Indirect Cost Narrative (Federal & State):
N/A for all AAAs except Area 12.

Exhibit 5.Z -- Agency Approval	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: Title III, Part C Nutrition Services	NOFO # N/A
CSFA Number: 402-01-0028	DUNS# 168548444	Fiscal Year: 2022

DO NOT COMPLETE: TO BE COMPLETED BY IDoA STAFF

Final Budget Amount Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date
Budget Revision Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Name of AAA: Midland Area Agency on Aging **FY: 2022**

Full Time Basis	2,080
Part Time Basis	1,040

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). Personnel (Salaries & Wages) *(2 CFR 200.430)* --List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

			Computation				
	(a) Name	(b) Position	(c) Salary or Wage	(d) Basis (Yr./Mo./Hr.)	(e) % of Time	(f) Length of time	(g) Cost
Federal							$ -
							-
							-
							-
							-
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(g) Cost is designed to round to 0 decimal places. If yo
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problems with the total lines. Also, please be sure to ad
second to last row in each section so that the total will
add any rows on this page for Federal & State TWO ro
State Total line.

Note: As a check, you can see Section A and Exhibit 5.
right of the Federal & State Total, Other Total, and Tot
Depending on which page you complete first, these nu
highlighted pink to show that they do not match. Exhib
pull amounts from Section C, but you can override this
complete Exhibit 5.B prior to completing Section C.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis 2,080

$ -	Federal Total $ -	$ -	Title III-D running total

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
$ 201,512	Exhibit 5.B

Personnel Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.K (Section C) Fringe - Budget Worksheet & Narrative

2). Fringe Benefits (2 CFR 200.431)--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

	(a) Description of Fringe Benefit	Computation (b) Base	Computation (c) Rate	(d) Cost
Federal	FICA		0.0000%	$ -
	Medicare		0.0000%	-
	Pension (where eligible)		0.0000%	-
	Thrift (where eligible)		0.0000%	-
	Medical/Dental (estimate based on increase in rates)		0.0000%	-
	Short & Long Term Disability, AD&D		0.0000%	-
	Life Insurance		0.0000%	-
	Workers Compensation Insurance		0.0000%	-
	Unemployment		0.0000%	-
			Federal Total	$ -

$ -	Title III D running total
$ 52,410	Exhibit 5.B

Fringe Benefits Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.L (Section C) Travel - Budget Worksheet & Narrative

3). **Travel** (2 CFR 200.474)-- Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. NOTE: Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the "Miscellaneous" category.

	(a) Purpose of Travel	(b) Location	Computation					(h) Cost
			(c) Items	(d) Cost Rate	(e) Basis	(f) Quantity	(g) # of Trips	
Federal								$ -
								-
								-
								-
								-
								-
								-
								-
								-
								-
							Federal Total	$ -

$ -	Title III D running total
$ 14,985	Exhibit 5.B

Travel Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.M (Section C) Equipment - Budget Worksheet & Narrative

4). Equipment (2 CFR 200.439)-- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

		Computation		
	(a) Item	(b) Quantity	(c) Rate	(d) Cost
Federal				$ -
				-
				-
				-
				-
				-
				-
				-
				-
				-
			Federal Total	$ -

$ -	Title III D running total
$ -	Exhibit 5.B

Equipment Narrative (Federal & State):
N/A

Exhibit 5.N (Section C) Supplies - Budget Worksheet & Narrative

5). Supplies (2 CFR 200.94)--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

	(a) Supply Items	Computation (b) Quantity / Duration	(c) Cost	(d) Cost
Federal				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
			Federal Total	$ -

$ -	Title III D running total
$ 30,397	Exhibit 5.B

Supplies Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging FY: 2022 | Full Time Basis 2,080

Exhibit 5.O (Section C) Contractual - Budget Worksheet & Narrative

6). Contractual Services (2 CFR 200.318) Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of $150,000 (See 2 CFR 200.88).

1) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
2) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

	(a) Name of Organization	(b) Contract or Subaward	(c) Description of Activities	(d) Cost
Federal				-
			Federal Total	$ -

$ -	Title III D running total
$ 20,936	Exhibit 5.B

Contractual Services Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.P (Section C) Consultant - Budget Worksheet & Narrative

7). Consultant Services and Expenses (2 CFR 200.459)-- Consultant Services (Fees): For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.) Consultant-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is used.

			Computation			
	(a) Consultant Services (Fees)	(b) Service Provided	(c) Fee	(d) Basis	(e) Quantity	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ -	Title III D running total
$ -	Exhibit 5.B

Consultant Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.O (Section C) Construction - Budget Worksheet & Narrative

8). **Construction** – Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

Construction Narrative (Federal & State):

Total Construction	$ -

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.R (Section C) Occupancy - Budget Worksheet & Narrative

9). Occupancy -Rent and Utilities (2 CFR 200.465)-- List items and descriptions by major type and the basis of the computation. Explain how rental and utility expenses are allocated for distribution as an expense to the program/service. For example, provide the square footage and the cost per square foot rent and utility, and provide a monthly rental and utility cost and how many months to rent. NOTE: This budgetary line item is to be used for direct program rent and utilities, all other indirect or administrative occupancy costs should be listed in the indirect expense section of the Budget worksheet and narrative. Maintenance and repair costs may be included here if directly allocated to program.

	(a) Description	Computation				(f) Cost
		(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ -	Title III D running total
$ 10,405	Exhibit 5.B

Occupancy Narrative (Federal & State):
N/A

Exhibit 5.S (Section C) R & D - Budget Worksheet & Narrative

10). Research & Development (R&D) (2 CFR 200.87)-- Definition: All research activities, both basic and applied, and all development activities that are performed by non-Federal entities directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Provide a description of the research and development project and an estimate of the costs. NOTE: Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

R & D Narrative (Federal & State):

Total R & D $ -

Exhibit 5.T (Section C) Telecommunications - Budget Worksheet & Narrative

11). Telecommunications -- List items and descriptions by major type and the basis of the computation. Explain how telecommunication expenses are allocated for distribution as an expense to the program/service. NOTE: This budgetary line item is to be used for direct program telecommunications, all other indirect or administrative telecommunication costs should be listed in the indirect expense section of the Budget worksheet and narrative.

	(a) Description	Computation (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ -	Title III D running total
$ 12,999	Exhibit 5.B

Telecommunications Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging FY: 2022 | Full Time Basis 2,080

Exhibit 5.U (Section C) Training & Education - Budget Worksheet & Narrative

12). Training and Education (2 CFR 200.472) -- Describe the training and education cost associated with employee development. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized below.

	(a) Description	Computation				(f) Cost
		(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ -	Title III D running total
$ 845	Exhibit 5.B

Training & Education Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.V (Section C) Direct Administrative - Budget Worksheet & Narrative

13). Direct Administrative Costs - (2 CFR 200.413 (c) The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs. Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the State awarding agency; and (4) The costs are not also recovered as indirect costs.

Name	Position	Computation				Cost
		Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of time	
						$ -
					Federal & State Total	$ -
						$ -
					Other Total	$ -

Do not complete since AAA direct administrative costs are included throughout other budget categories.

Direct Administrative Narrative (Federal & State):

Total Direct Administrative Costs $ -

Exhibit 5.W (Section C) Other Miscellaneous - Budget Worksheet & Narrative

14). Other or Miscellaneous Costs --This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the Area Plan and other AAA related activities.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
F & S						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ -	Title III D running total
$ 15,274	Exhibit 5.B

Other Costs Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.X (Section C) Grant Exclusive - Budget Worksheet & Narrative

15). Grant Exclusive Line Item: Costs directly related to the service or activity of the program that is an integral line item for budgetary purposes. Include unique costs directly related to the service or activity of the program such food costs for the nutrition program.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
F & S						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ -	Title III D running total
$ -	Exhibit 5.B

Grant Exclusive Line Item Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Y (Section C) Indirect - Budget Worksheet & Narrative

16). Indirect Cost (2 CFR 200.414) --Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

	(a) Description	Computation (b) Base	(c) Rate	(d) Cost
F & S				-
				-
				-
	N/A for all AAAs except Area 12.		*Federal Total* $	-

$ -	Title III D running total
$ -	Exhibit 5.B

Indirect Cost Narrative (Federal & State):

N/A for all AAAs except Area 12.

Exhibit 5.Z -- Agency Approval	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: Title III, Part D Disease Prevention and Health Promotion Services	NOFO # N/A
CSFA Number: 402-01-0026	DUNS# 168548444	Fiscal Year: 2022

DO NOT COMPLETE: TO BE COMPLETED BY IDoA STAFF

Final Budget Amount Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date
Budget Revision Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Name of AAA: Midland Area Agency on Aging FY: 2022

Full Time Basis	2,080
Part Time Basis	1,040

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). Personnel (Salaries & Wages) *(2 CFR 200.430)* --List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

Federal

(a) Name	(b) Position	Computation				(g) Cost
		(c) Salary or Wage	(d) Basis (Yr./Mo./Hr.)	(e) % of Time	(f) Length of time	
TRACY BARCZEWSKI	EXECUTIVE DIRECTOR	$ 56,442	YR	5.2%	1	$ 2,923
ELAINE BAKER	FISCAL MANAGER	11,986	YR	4.0%	1	482
LORI CUMMINS	PROGRAM COORDINATOR	39,280	YR	6.3%	1	2,471
LISA FOREHAND	FISCAL ASSISTANT	42,787	YR	0.7%	1	303
HEATHER FONTANEZ	OFFICE ASSISTANT	31,264	YR	0.7%	1	206
JUDY KLEINE	ADMINISTRATIVE ASSISTANT	35,391	YR	17.4%	1	6,159
STEPHANIE HAWKINS	I&A SPECIALIST	27,300	YR	2.0%	1	540
TO BE HIRED	PROGRAM/IT/FISCAL	27,300	YR	1.3%	1	350
						-
						-
						-
						-
						-
						-
						-
						-
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Instructions: To complete this page, enter the applicab
(g) Cost is designed to round to 0 decimal places. If yo
please be sure that the cost still has rounding included s
problems with the total lines. Also, please be sure to ad
second to last row in each section so that the total will
add any rows on this page for Federal & State TWO ro
State Total line.

Note: As a check, you can see Section A and Exhibit 5.
right of the Federal & State Total, Other Total, and Tot
Depending on which page you complete first, these nur
highlighted pink to show that they do not match. Exhib
pull amounts from Section C, but you can override this
complete Exhibit 5.B prior to completing Section C.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

$ 271,750	Federal Total	$ 13,434	$ 32,089	Title III E running total

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
$ 201,512	Exhibit 5.B

Personnel Narrative (Federal & State):

I have the salary for the year times the percent of time determined to do their job.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.K (Section C) Fringe - Budget Worksheet & Narrative

2). Fringe Benefits (2 CFR 200.431)--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

		Computation		
	(a) Description of Fringe Benefit	(b) Base	(c) Rate	(d) Cost
Federal	FICA	$ 13,434	6.2000%	$ 833
	Medicare	13,434	1.4500%	195
	Pension (where eligible)	13,434	17.4706%	2,347
	Thrift (where eligible)		0.0000%	-
	Medical/Dental (estimate based on increase in rates)		0.0000%	-
	Short & Long Term Disability, AD&D		0.0000%	-
	Life Insurance		0.0000%	-
	Workers Compensation Insurance	13,434	0.2200%	30
	Unemployment	13,434	0.6750%	91
			Federal Total	$ 3,496

$ 32,089	Title III E running total
$ 52,410	Exhibit 5.B

Fringe Benefits Narrative (Federal & State):

Have used the base on Personnel tab times our current rate for each fringe listed.

Exhibit 5.L (Section C) Travel - Budget Worksheet & Narrative

3). Travel (2 CFR 200.474)-- Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. NOTE: Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the "Miscellaneous" category.

			Computation					
	(a) Purpose of Travel	(b) Location	(c) Items	(d) Cost Rate	(e) Basis	(f) Quantity	(g) # of Trips	(h) Cost
Federal	Board Meetings	Varies in PSA	Mileage	0.56	State Rate	22	7	$ 86
	Program Trainings	Varies in PSA	Mileage	0.56	State Rate	6	3	10
	Hotel/Train	Varies in PSA	Mileage	0.56	State Rate	2	4	4
	IDOA/AAA Mtgs	Varies in PSA	Mileage	0.56	State Rate	1	5	3
	Monitoring/Assessments	Varies in PSA	Mileage	0.56	State Rate	8	3	13
	Meals for Travel	Varies in PSA	Meals	5.5		22	4	484
								-
								-
								-
								-
							Federal Total	$ 600

$	32,089	Title III E running total
$	14,985	Exhibit 5.B

Travel Narrative (Federal & State):

Travel has been broken down per type such as Board Metgs, Idoa/AAA, Program Dev/Coord, technical assistance and Monitoring etc with state rates times quantity time trips.

Exhibit 5.M (Section C) Equipment - Budget Worksheet & Narrative

4). Equipment (2 CFR 200.439)-- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

	(a) Item	Computation (b) Quantity	(c) Rate	(d) Cost
Federal				$ -
				-
				-
				-
				-
				-
				-
				-
				-
				-
			Federal Total	$ -

$	32,089	Title III E running total
$	-	Exhibit 5.B

Equipment Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.N (Section C) Supplies - Budget Worksheet & Narrative

5). Supplies (2 CFR 200.94)--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

	(a) Supply Items	Computation (b) Quantity / Duration	(c) Cost	(d) Cost
Federal	Office Supplies	1	$ 1,000.00	1,000
	Postage	1	$ 700.00	700
	Copying paper	1	$ 700.00	700
	Ink Cartridge Toner	1	$ 1,000.00	1,000
	Computer/laptops/software/Antivirus for desktop computers	1	$ 700.00	700
	Compensation for working remote	1	$ 225.00	225
				-
				-
				-
				-
			Federal Total $	4,325

$	32,089	Title III E running total
$	30,397	Exhibit 5.B

Supplies Narrative (Federal & State):

Listed items necessary to perform/account for services for Federal/State grants. Compensation for working remotely such as copy paper to print, ink cartridges/toner,office supplies etc.

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.O (Section C) Contractual - Budget Worksheet & Narrative

6). Contractual Services (2 CFR 200.318) Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of $150,000 (See 2 CFR 200.88).

1) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
2) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

	(a) Name of Organization	(b) Contract or Subaward	(c) Description of Activities	(d) Cost
Federal	KEB	Contract	Audit	$ 1,608
	Rays Mowing	Contract	Mowing	$ 25
	Republic Service	Contract	Trash Pickup	$ 25
	Timmons Snow Removal	Contract	Snow Removal	$ 10
	GFI	Contract	Copier/Maintenance	$ 1,000
	Timmons Pest Control	Contract	Insect Spraying	$ 25
	Quandient	Contract	Postage lease/main	$ 50
	Campbell Fire Inspect	Contract	Safety Inspector	$ 10
	Aging IS	Contract	Data Collection Fee	$ 50
	Illinois Aging Svr Esp	Contract	Website update	$ 50
	KTD	Contract	Computer IT	$ 1,000
	Ron Miller	Contract	Janitorial	$ 10
	Intuit	Contract	Quickbooks	$ 1,000
				-
			Federal Total	$ 4,863

$	32,089	Title III E running total
$	20,936	Exhibit 5.B

Contractual Services Narrative (Federal & State):
Lawn care, pest control, office cleaning, snow removal, copier maintenance and IT support is contingent on the services required.

Exhibit 5.P (Section C) Consultant - Budget Worksheet & Narrative

7). Consultant Services and Expenses (2 CFR 200.459)-- Consultant Services (Fees): For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.) Consultant-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is used.

	(a) Consultant Services (Fees)	(b) Service Provided	Computation (c) Fee	(d) Basis	(e) Quantity	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 32,089	Title III E running total
$ -	Exhibit 5.B

Consultant Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.Q (Section C) Construction - Budget Worksheet & Narrative

8). Construction -- Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

Construction Narrative (Federal & State):

Total Construction	$ -

Exhibit 5.R (Section C) Occupancy - Budget Worksheet & Narrative

9). Occupancy -Rent and Utilities (2 CFR 200.465)-- List items and descriptions by major type and the basis of the computation. Explain how rental and utility expenses are allocated for distribution as an expense to the program/service. For example, provide the square footage and the cost per square foot rent and utility, and provide a monthly rental and utility cost and how many months to rent. NOTE: This budgetary line item is to be used for direct program rent and utilities, all other indirect or administrative occupancy costs should be listed in the indirect expense section of the Budget worksheet and narrative. Maintenance and repair costs may be included here if directly allocated to program.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Electric	1	Yr	$ 263.00	1	$ 263
	Water, Gas Sewage	1	Yr	$ 50.00	1	50
	Various vendors - repairs/bldg	1	Yr	$ 262.00	1	262
	Remote Compensation	1	Yr	$ 50.00	1	50
						-
						-
						-
						-
						-
						-
					Federal Total	$ 625

$ 32,089	Title III E running total
$ 10,405	Exhibit 5.B

Occupancy Narrative (Federal & State):

Utilities are contingent on usage and repairs/improvement of building/equip are contingent on occurances needed. All remote compensation pertain to working remotely and their expenses each month of having(to get internet/wifi)/, electrical and usage if water, gas, sewage.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.S (Section C) R & D - Budget Worksheet & Narrative

10). Research & Development (R&D) (2 CFR 200.87)-- Definition: All research activities, both basic and applied, and all development activities that are performed by non-Federal entities directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Provide a description of the research and development project and an estimate of the costs. NOTE: Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

R & D Narrative (Federal & State):

Total R & D $ -

Name of AAA: Midland Area Agency on Aging — FY: 2022 — Full Time Basis 2,080

Exhibit 5.T (Section C) Telecommunications - Budget Worksheet & Narrative

11). Telecommunications -- List items and descriptions by major type and the basis of the computation. Explain how telecommunication expenses are allocated for distribution as an expense to the program/service. NOTE: This budgetary line item is to be used for direct program telecommunications, all other indirect or administrative telecommunication costs should be listed in the indirect expense section of the Budget worksheet and narrative.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Telephone	1	YR	$ 400.00	1	$ 400
	Internet/Provider/Website	1	YR	$ 350.00	1	350
	Compensation Remote	1	YR	$ 150.00	1	150
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 900

$	32,089	Title III E running total
$	12,999	Exhibit 5.B

Telecommunications Narrative (Federal & State):

Based on the percentages of use based on all Federal/State programs. Compensation is based on cost to install/purchase Internet/wifi average annual cost for working remotely.

Exhibit 5.U (Section C) Training & Education - Budget Worksheet & Narrative

12). Training and Education (2 CFR 200.472) -- Describe the training and education cost associated with employee development. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized below.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Zoom Training	1	YR	$ 200.00	1	$ 200
	Registration/Quickbooks/Website Training	1	YR	$ 300.00	1	300
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 500

$ 32,089	Title III E running total
$ 845	Exhibit 5.B

Training & Education Narrative (Federal & State):
Training for the providers and used for conferences/seminars. Quickbooks training and IIIE Website on updates.

Name of AAA: Midland Area Agency on Aging　　　　FY: 2022　　Full Time Basis 2,080

Exhibit 5.V (Section C) Direct Administrative - Budget Worksheet & Narrative

13). Direct Administrative Costs - (2 CFR 200.413 (c) The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs. Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the State awarding agency; and (4) The costs are not also recovered as indirect costs.

Name	Position	Computation				Cost
		Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of time	
						$ -
					Federal & State Total	$ -
						$ -
					Other Total	$ -

Do not complete since AAA direct administrative costs are included throughout other budget categories.

Direct Administrative Narrative (Federal & State):

Total Direct Administrative Costs	$ -

Name of AAA: Midland Area Agency on Aging FY: 2022 | Full Time Basis 2,080

Exhibit 5.W (Section C) Other Miscellaneous - Budget Worksheet & Narrative

14). Other or Miscellaneous Costs --This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the Area Plan and other AAA related activities.

	(a) Description	Computation				(f) Cost
		(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	
Federal	Directors & Officers Liability Insurance	1	YR	$ 700.00	1	$ 700
	Auto, Liability, Property, Umbrella, Abuse Insurance	1	YR	$ 700.00	1	700
	Printing Brochures, business cards, envelopes	1	YR	$ 500.00	1	500
	Misc bank fees (Stop Payment, Audit, Other Misc	1	YR	$ 239.00	1	239
	Phone Directory Placement	1	YR	$ 239.00	1	239
	Advertising, Employment	1	YR	$ 490.00	1	490
	Dues, Subscriptions, Publications	1	YR	$ 478.00	1	478
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 3,346

$	32,089	Title III E running total
$	15,274	Exhibit 5.B

Other Costs Narrative (Federal & State):
Any other charges that were not previously charged as allocated to Federal/State.

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.X (Section C) Grant Exclusive - Budget Worksheet & Narrative

15). Grant Exclusive Line Item: Costs directly related to the service or activity of the program that is an integral line item for budgetary purposes. Include unique costs directly related to the service or activity of the program such food costs for the nutrition program.

	(a) Description	Computation (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 32,089	Title III E running total
$ -	Exhibit 5.B

Grant Exclusive Line Item Narrative (Federal & State):

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.Y (Section C) Indirect - Budget Worksheet & Narrative

16). Indirect Cost (2 CFR 200.414) --Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

	(a) Description	Computation (b) Base	(c) Rate	(d) Cost
Federal				-
				-
				-
	N/A for all AAAs except Area 12.		*Federal Total* $	-

$	32,089	Title III E running total
$	-	Exhibit 5.B

Indirect Cost Narrative (Federal & State):
N/A for all AAAs except Area 12.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Z -- Agency Approval	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: Title III, Part E National Family Caregiver Support	NOFO # N/A
CSFA Number: 402-01-0030	DUNS# 168548444	Fiscal Year: 2022

DO NOT COMPLETE: TO BE COMPLETED BY IDoA STAFF

Final Budget Amount Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date
Budget Revision Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
Part Time Basis	1,040

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). Personnel (Salaries & Wages) *(2 CFR 200.430)* –List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

			Computation				
	(a) Name	(b) Position	(c) Salary or Wage	(d) Basis (Yr./Mo./Hr.)	(e) % of Time	(f) Length of time	(g) Cost
Federal							$ -
							-
							-
							-
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Instructions: To complete this page, enter the appl
(g) Cost is designed to round to 0 decimal places. I
please be sure that the cost still has rounding includ
problems with the total lines. Also, please be sure t
second to last row in each section so that the total w
add any rows on this page for Federal & State TWC
State Total line.

Note: As a check, you can see Section A and Exhib
right of the Federal & State Total, Other Total, and
Depending on which page you complete first, these
highlighted pink to show that they do not match. E
pull amounts from Section C, but you can override
complete Exhibit 5.B prior to completing Section C

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

			-
			-
			-
			-
			-
			-
			-
			-
	$. -	*Federal Total* $	-

$	491	Title VII EA running total

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080	
$	201,512	Exhibit 5.B

Personnel Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.K (Section C) Fringe - Budget Worksheet & Narrative

2). Fringe Benefits (2 CFR 200.431)--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

		Computation		
	(a) Description of Fringe Benefit	**(b) Base**	**(c) Rate**	**(d) Cost**
Federal	FICA		0.0000%	$ -
	Medicare		0.0000%	-
	Pension (where eligible)		0.0000%	-
	Thrift (where eligible)		0.0000%	-
	Medical/Dental (estimate based on increase in rates)		0.0000%	-
	Short & Long Term Disability, AD&D		0.0000%	-
	Life Insurance		0.0000%	-
	Workers Compensation Insurance		0.0000%	-
	Unemployment		0.0000%	-
			Federal Total	$ -

$	491	Title VII EA running total
$	52,410	Exhibit 5.B

Fringe Benefits Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.L (Section C) Travel - Budget Worksheet & Narrative

3). **Travel** (2 CFR 200.474)-- Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. NOTE: Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the "Miscellaneous" category.

	(a) Purpose of Travel	(b) Location	Computation (c) Items	(d) Cost Rate	(e) Basis	(f) Quantity	(g) # of Trips	(h) Cost
Federal								$ -
								-
								-
								-
								-
								-
								-
								-
								-
								-
							Federal Total	$ -

$	491	Title VII EA running total
$	14,985	Exhibit 5.B

Travel Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.M (Section C) Equipment - Budget Worksheet & Narrative

4). Equipment (2 CFR 200.439)-- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

	(a) Item	Computation: (b) Quantity	Computation: (c) Rate	(d) Cost
Federal				$ -
				-
				-
				-
				-
				-
				-
				-
				-
				-
			Federal Total	$ -

$ 491	Title VII EA running total
$ -	Exhibit 5.B

Equipment Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.N (Section C) Supplies - Budget Worksheet & Narrative

5). Supplies (2 CFR 200.94)--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

		Computation		
	(a) Supply Items	(b) Quantity / Duration	(c) Cost	(d) Cost
Federal				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
			Federal Total $	-

$	491	Title VII EA running total
$	30,397	Exhibit 5.B

Supplies Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.O (Section C) Contractual - Budget Worksheet & Narrative

6). Contractual Services (2 CFR 200.318) Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of $150,000 (See 2 CFR 200.88).

1) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
2) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

	(a) Name of Organization	(b) Contract or Subaward	(c) Description of Activities	(d) Cost
Federal				-
			Federal Total	$ -

$	491	Title VII EA running total
$	20,936	Exhibit 5.B

Contractual Services Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.P (Section C) Consultant - Budget Worksheet & Narrative

7). **Consultant Services and Expenses** (2 CFR 200.459)-- Consultant Services (Fees): For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.) Consultant-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is used.

			Computation			
	(a) Consultant Services (Fees)	(b) Service Provided	(c) Fee	(d) Basis	(e) Quantity	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$	491	Title VII EA running total
$	-	Exhibit 5.B

Consultant Narrative (Federal & State):

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Q (Section C) Construction - Budget Worksheet & Narrative

8). Construction – Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

Construction Narrative (Federal & State):

Total Construction	***$ -***

Exhibit 5.R (Section C) Occupancy - Budget Worksheet & Narrative

9). **Occupancy** -Rent and Utilities (2 CFR 200.465)-- List items and descriptions by major type and the basis of the computation. Explain how rental and utility expenses are allocated for distribution as an expense to the program/service. For example, provide the square footage and the cost per square foot rent and utility, and provide a monthly rental and utility cost and how many months to rent. NOTE: This budgetary line item is to be used for direct program rent and utilities, all other indirect or administrative occupancy costs should be listed in the indirect expense section of the Budget worksheet and narrative. Maintenance and repair costs may be included here if directly allocated to program.

	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 491	Title VII EA running total
$ 10,405	Exhibit 5.B

Occupancy Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.S (Section C) R & D - Budget Worksheet & Narrative

10). Research & Development (R&D) (2 CFR 200.87)-- Definition: All research activities, both basic and applied, and all development activities that are performed by non-Federal entities directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Provide a description of the research and development project and an estimate of the costs. NOTE: Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

R & D Narrative (Federal & State):

Total R & D $ -

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.T (Section C) Telecommunications - Budget Worksheet & Narrative

11). Telecommunications -- List items and descriptions by major type and the basis of the computation. Explain how telecommunication expenses are allocated for distribution as an expense to the program/service. NOTE: This budgetary line item is to be used for direct program telecommunications, all other indirect or administrative telecommunication costs should be listed in the indirect expense section of the Budget worksheet and narrative.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Telephone	1	YR	$ 300.00	1	$ 300
	Internet/Provider/Website	1	YR	$ 100.00	1	100
	Compensation Remote	1	YR	$ 91.00	1	91
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 491

$	491	Title VII EA running total
$	12,999	Exhibit 5.B

Telecommunications Narrative (Federal & State):

Based on the percentages of use based on all Federal/State programs. Compensation is based on cost to install/purchase Internet/wifi average annual cost for working remotely.

Exhibit 5.U (Section C) Training & Education - Budget Worksheet & Narrative

12). Training and Education (2 CFR 200.472) -- Describe the training and education cost associated with employee development. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized below.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 491	Title VII EA running total
$ 845	Exhibit 5.B

Training & Education Narrative (Federal & State):
N/A

Exhibit 5.V (Section C) Direct Administrative - Budget Worksheet & Narrative

13). Direct Administrative Costs - (2 CFR 200.413 (c) The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs. Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the State awarding agency; and (4) The costs are not also recovered as indirect costs.

Name	Position	Computation				Cost
		Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of time	
						$ -
					Federal & State Total	$ -
						$ -
					Other Total	$ -

Do not complete since AAA direct administrative costs are included throughout other budget categories.

Direct Administrative Narrative (Federal & State):

Total Direct Administrative Costs $ -

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.W (Section C) Other Miscellaneous - Budget Worksheet & Narrative

14). Other or Miscellaneous Costs --This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the Area Plan and other AAA related activities.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 491	Title VII EA running total
$ 15,274	Exhibit 5.B

Other Costs Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.X (Section C) Grant Exclusive - Budget Worksheet & Narrative

15). Grant Exclusive Line Item: Costs directly related to the service or activity of the program that is an integral line item for budgetary purposes. Include unique costs directly related to the service or activity of the program such food costs for the nutrition program.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 491	Title VII EA running total
$ -	Exhibit 5.B

Grant Exclusive Line Item Narrative (Federal & State):

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis 2,080

Exhibit 5.Y (Section C) Indirect - Budget Worksheet & Narrative

16). Indirect Cost (2 CFR 200.414) --Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

	(a) Description	Computation (b) Base	Computation (c) Rate	(d) Cost
F & S				-
				-
				-
	N/A for all AAAs except Area 12.		*Federal Total*	$ -

$	491	Title VII EA running total
$	-	Exhibit 5.B

Indirect Cost Narrative (Federal & State):
N/A for all AAAs except Area 12.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Z -- Agency Approval	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: Title VII Prevention of Elder Abuse	NOFO # N/A
CSFA Number: 402-01-0024	DUNS# 168548444	Fiscal Year: 2022

DO NOT COMPLETE: TO BE COMPLETED BY IDoA STAFF

Final Budget Amount Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date
Budget Revision Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
Part Time Basis	1,040

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). **Personnel (Salaries & Wages)** *(2 CFR 200.430)* --List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

	(a) Name	(b) Position	Computation				(g) Cost
			(c) Salary or Wage	(d) Basis (Yr./Mo./Hr.)	(e) % of Time	(f) Length of time	
Federal							$ -
							-
							-
							-
							-
							-
							-
							-
							-
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Instructions: To complete this page, enter the applicab
(g) Cost is designed to round to 0 decimal places. If yo
please be sure that the cost still has rounding included s
problems with the total lines. Also, please be sure to ad
second to last row in each section so that the total will c
add any rows on this page for Federal & State TWO ro
State Total line.

Note: As a check, you can see Section A and Exhibit 5.
right of the Federal & State Total, Other Total, and Tot
Depending on which page you complete first, these nur
highlighted pink to show that they do not match. Exhib
pull amounts from Section C, but you can override this
complete Exhibit 5.B prior to completing Section C.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

-
-
-
-
-
-
-

$ -	*Federal Total* $ -	$ 1,547 Title VII Omb running total

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080	
$	201,512	Exhibit 5.B

Personnel Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.K (Section C) Fringe - Budget Worksheet & Narrative

2). Fringe Benefits (2 CFR 200.431)--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

	(a) Description of Fringe Benefit	Computation (b) Base	Computation (c) Rate	(d) Cost
Federal	FICA		0.0000%	$ -
	Medicare		0.0000%	-
	Pension (where eligible)		0.0000%	-
	Thrift (where eligible)		0.0000%	-
	Medical/Dental (estimate based on increase in rates)		0.0000%	-
	Short & Long Term Disability, AD&D		0.0000%	-
	Life Insurance		0.0000%	-
	Workers Compensation Insurance		0.0000%	-
	Unemployment		0.0000%	-
			Federal Total	$ -

$	1,547	Title VII Omb running total
$	52,410	Exhibit 5.B

Fringe Benefits Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.L (Section C) Travel - Budget Worksheet & Narrative

3). **Travel** (2 CFR 200.474)-- Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. NOTE: Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the "Miscellaneous" category.

	(a) Purpose of Travel	(b) Location	Computation (c) Items	(d) Cost Rate	(e) Basis	(f) Quantity	(g) # of Trips	(h) Cost
Federal	Board Meetings	Varies in PSA	Mileage	0.56	State Rate	3	8	$ 13
	Program Trainings	Varies in PSA	Mileage	0.56	State Rate	130	2	146
	Hotel/Train	Varies in PSA	Fee	120.5	Fee	2	1	241
	IDOA/AAA Mtgs	Varies in PSA	Mileage	0.56	State Rate	120	1	67
	Meals for travel	Varies in PSA	Meals	5.5	State Rate	2	3	33
								-
								-
								-
								-
								-
							Federal Total	$ 500

$ 1,547	Title VII Omb running total
$ 14,985	Exhibit 5.B

Travel Narrative (Federal & State):

Travel has been broken down per type such as Board Metgs, Idoa/AAA, Program Dev/Coord, technical assistance and Monitoring etc with state rates times quantity time trips.

Name of AAA: Midland Area Agency c

Exl

5). Supplies (2 CFR 200.94)--List items by ty
basis for computation. Generally, supplies in

Federal	Office Supplies
	Postage
	Copying paper
	Ink Cartridge Toner
	Computer/laptops/software/Antivirus for des
	Compensation for working remote

Supplies Narrative (Federal & State):

Listed items necessary to perform/account f

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.M (Section C) Equipment - Budget Worksheet & Narrative

4). Equipment (2 CFR 200.439)-- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

		Computation		
	(a) Item	(b) Quantity	(c) Rate	(d) Cost
Federal				$ -
				-
				-
				-
				-
				-
				-
				-
				-
				-
			Federal Total	$ -

$ 1,547	Title VII Omb running total
$ -	Exhibit 5.B

Equipment Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.M (Section C) Equipment - Budget Worksheet & Narrative

4). **Equipment** (2 CFR 200.439)-- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

		Computation		
	(a) Item	(b) Quantity	(c) Rate	(d) Cost
Federal				$ -
				-
				-
				-
				-
				-
				-
				-
				-
			Federal Total	$ -

$	1,547	Title VII Omb running total
$	-	Exhibit 5.B

Equipment Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.N (Section C) Supplies - Budget Worksheet & Narrative

5). **Supplies** (2 CFR 200.94)--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

	(a) Supply Items	Computation: (b) Quantity / Duration	Computation: (c) Cost	(d) Cost
Federal	Office Supplies	1	$ 225.00	225
	Postage	1	$ 50.00	50
	Copying paper	1	$ 75.00	75
	Ink Cartridge Toner	1	$ 75.00	75
	Computer/laptops/software/Antivirus for desktop computers	1	$ 50.00	50
	Compensation for working remote	1	$ 25.00	25
				-
				-
				-
				-
			Federal Total $	500

$	1,547	Title VII Omb running total
$	30,397	Exhibit 5.B

Supplies Narrative (Federal & State):
Listed items necessary to perform/account for services for Federal/State grants. Compensation for working remotely such as copy paper to print, ink cartridges/toner,office supplies etc.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.O (Section C) Contractual - Budget Worksheet & Narrative

6). **Contractual Services** (2 CFR 200.318) Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of $150,000 (See 2 CFR 200.88).

1) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
2) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

	(a) Name of Organization	(b) Contract or Subaward	(c) Description of Activities	(d) Cost
Federal	KEB	Contract	Audit	$ 100
	Rays Mowing	Contract	Mowing	$ 25
	Republic Service	Contract	Trash Pickup	$ 25
	Timmons Snow Removal	Contract	Snow Removal	
	GFI	Contract	Copier/Maintenance	$ 25
	Timmons Pest Control	Contract	Insect Spraying	$ 25
	Quandient	Contract	Postage lease/main	$ 25
	Campbell Fire Inspect	Contract	Safety Inspector	$ 25
	Aging IS	Contract	Data Collection Fee	
	Illinois Aging Svr Esp	Contract	Website update	
	KTD	Contract	Computer IT	
	Ron Miller	Contract	Janitorial	$ 25
	Intuit	Contract	Quickbooks	$ 25
				-
			Federal Total	$ 300

$	1,547	Title VII Omb running total
$	20,936	Exhibit 5.B

Contractual Services Narrative (Federal & State):
Lawn care, pest control, office cleaning, snow removal, copier maintenance and IT support is contingent on the services required.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.P (Section C) Consultant - Budget Worksheet & Narrative

7). **Consultant Services and Expenses** (2 CFR 200.459)-- Consultant Services (Fees): For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.) Consultant-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is used.

	(a) Consultant Services (Fees)	(b) Service Provided	Computation (c) Fee	(d) Basis	(e) Quantity	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 1,547	Title VII Omb running total
$ -	Exhibit 5.B

Consultant Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Q (Section C) Construction - Budget Worksheet & Narrative

8). **Construction** -- Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

Construction Narrative (Federal & State):

Total Construction	$ -

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.R (Section C) Occupancy - Budget Worksheet & Narrative

9). **Occupancy** -Rent and Utilities (2 CFR 200.465)-- List items and descriptions by major type and the basis of the computation. Explain how rental and utility expenses are allocated for distribution as an expense to the program/service. For example, provide the square footage and the cost per square foot rent and utility, and provide a monthly rental and utility cost and how many months to rent. NOTE: This budgetary line item is to be used for direct program rent and utilities, all other indirect or administrative occupancy costs should be listed in the indirect expense section of the Budget worksheet and narrative. Maintenance and repair costs may be included here if directly allocated to program.

	(a) Description	Computation				(f) Cost
		(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	
Federal	Electric	1	Yr	$ 25.00	1	$ 25
	Water, Gas Sewage	1	Yr	$ 10.00	1	10
	Various vendors - repairs/bldg	1	Yr	$ 10.00	1	10
	Remote Compensation	1	Yr	$ 5.00	1	5
						-
						-
						-
						-
						-
						-
					Federal Total	$ 50

$	1,547	Title VII Omb running total
$	10,405	Exhibit 5.B

Occupancy Narrative (Federal & State):

Utilities are contingent on usage and repairs/improvement of building/equip are contingent on occurances needed. All remote compensation pertain to working remotely and their expenses each month of having(to get internet/wifi)/, electrical and usage if water, gas, sewage.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.S (Section C) R & D - Budget Worksheet & Narrative

10). Research & Development (R&D) (2 CFR 200.87)-- Definition: All research activities, both basic and applied, and all development activities that are performed by non-Federal entities directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Provide a description of the research and development project and an estimate of the costs. NOTE: Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

R & D Narrative (Federal & State):

Total R & D **$ -**

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis 2,080

Exhibit 5.T (Section C) Telecommunications - Budget Worksheet & Narrative

11). Telecommunications -- List items and descriptions by major type and the basis of the computation. Explain how telecommunication expenses are allocated for distribution as an expense to the program/service. NOTE: This budgetary line item is to be used for direct program telecommunications, all other indirect or administrative telecommunication costs should be listed in the indirect expense section of the Budget worksheet and narrative.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal	Telephone	1	YR	$ 65.00	1	$ 65
	Internet/Provider/Website	1	YR	$ 65.00	1	65
	Compensation Remote	1	YR	$ 67.00	1	67
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ 197

$	1,547	Title VII Omb running total
$	12,999	Exhibit 5.B

Telecommunications Narrative (Federal & State):
Based on the percentages of use based on all Federal/State programs. Compensation is based on cost to install/purchase Internet/wifi average annual cost for working remotely.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.U (Section C) Training & Education - Budget Worksheet & Narrative

12). Training and Education (2 CFR 200.472) -- Describe the training and education cost associated with employee development. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized below.

	(a) Description	Computation (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 1,547	Title VII Omb running total
$ 845	Exhibit 5.B

Training & Education Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.V (Section C) Direct Administrative - Budget Worksheet & Narrative

13). Direct Administrative Costs - (2 CFR 200.413 (c) The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs. Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the State awarding agency; and (4) The costs are not also recovered as indirect costs.

Name	Position	Computation				Cost
		Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of time	
						$ -
					Federal & State Total	$ -
						$ -
					Other Total	$ -

Do not complete since AAA direct administrative costs are included throughout other budget categories.

Direct Administrative Narrative (Federal & State):

Total Direct Administrative Costs $ -

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.W (Section C) Other Miscellaneous - Budget Worksheet & Narrative

14). Other or Miscellaneous Costs --This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the Area Plan and other AAA related activities.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
				Federal Total		$ -

$	1,547	Title VII Omb running total
$	15,274	Exhibit 5.B

Other Costs Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.X (Section C) Grant Exclusive - Budget Worksheet & Narrative

15). Grant Exclusive Line Item: Costs directly related to the service or activity of the program that is an integral line item for budgetary purposes. Include unique costs directly related to the service or activity of the program such food costs for the nutrition program.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Federal						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Federal Total	$ -

$ 1,547	Title VII Omb running total
$ -	Exhibit 5.B

Grant Exclusive Line Item Narrative (Federal & State):

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.Y (Section C) Indirect - Budget Worksheet & Narrative

16). Indirect Cost (2 CFR 200.414) --Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

	(a) Description	Computation (b) Base	(c) Rate	(d) Cost
Federal				-
				-
				-
	N/A for all AAAs except Area 12.		*Federal Total*	$ -

$	1,547	Title VII Omb running total
$	-	Exhibit 5.B

Indirect Cost Narrative (Federal & State):
N/A for all AAAs except Area 12.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Z -- Agency Approval	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: Title VII Long Term Care Ombudsman	NOFO # N/A
CSFA Number: 402-01-0025	DUNS# 168548444	Fiscal Year: 2022

DO NOT COMPLETE: TO BE COMPLETED BY IDoA STAFF

Final Budget Amount Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date
Budget Revision Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
Part Time Basis	1,040

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). Personnel (Salaries & Wages) *(2 CFR 200.430)* –List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project . Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

			Computation				
	(a) Name	(b) Position	(c) Salary or Wage	(d) Basis (Yr./Mo./Hr.)	(e) % of Time	(f) Length of time	(g) Cost
State	TRACY BARCZEWSKI	EXECUTIVE DIRECTOR	$ 56,442	YR	24.3%	1	$ 13,691
	ELAINE BAKER	FISCAL MANAGER	11,986	YR	14.5%	1	1,735
	LORI CUMMINS	PROGRAM COORDINATOR	39,280	YR	29.3%	1	11,506
	NANCY HINTON	PROGRAM COORDINATOR	35,442	YR	2.3%	1	815
	LISA FOREHAND	FISCAL ASSISTANT	42,787	YR	4.9%	1	2,086
	HEATHER FONTANEZ	OFFICE ASSISTANT	31,264	YR	4.6%	1	1,442
	JUDY KLEINE	ADMINISTRATIVE ASSISTANT	35,391	YR	8.7%	1	3,074
	STEPHANIE HAWKINS	I&A SPECIALIST	27,300	YR	13.3%	1	3,625
	TO BE HIRED	PROGRAM/IT/FISCAL	27,300	YR	26.8%	1	7,326
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problems with the total lines. Also, please be sure t
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add any rows on this page for Federal & State TWC
State Total line.

Note: As a check, you can see Section A and Exhib
right of the Federal & State Total, Other Total, and
Depending on which page you complete first, these
highlighted pink to show that they do not match. E
pull amounts from Section C, but you can override
complete Exhibit 5.B prior to completing Section C

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

			-
			-
			-
			-
			-
			-
			-
			-
$ 307,192		*State Total* $	45,300

$ 70,561	PSG running total

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080	
$	201,512	Exhibit 5.B

Personnel Narrative (Federal & State):

I have the salary for the year times the percent of time determined to do their job.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.K (Section C) Fringe - Budget Worksheet & Narrative

2). **Fringe Benefits** (2 CFR 200.431)--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

	(a) Description of Fringe Benefit	Computation (b) Base	Computation (c) Rate	(d) Cost
State	FICA	$ 45,300	6.2000%	$ 2,809
State	Medicare	45,300	1.4500%	657
State	Pension (where eligible)	45,300	17.4650%	7,912
State	Thrift (where eligible)		0.0000%	-
State	Medical/Dental (estimate based on increase in rates)		0.0000%	-
State	Short & Long Term Disability, AD&D		0.0000%	-
State	Life Insurance		0.0000%	-
State	Workers Compensation Insurance	45,300	0.2200%	100
State	Unemployment	45,300	0.6788%	307
			State Total	$ 11,785

$ 70,561	PSG running total
$ 52,410	Exhibit 5.B

Fringe Benefits Narrative (Federal & State):

Have used the base on Personnel tab times our current rate for each fringe listed.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.L (Section C) Travel - Budget Worksheet & Narrative

3). **Travel** (2 CFR 200.474)-- Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. NOTE: Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the "Miscellaneous" category.

	(a) Purpose of Travel	(b) Location	Computation					(h) Cost
			(c) Items	(d) Cost Rate	(e) Basis	(f) Quantity	(g) # of Trips	
State	Board Meetings	Salem	Mileage	0.56	State Rate	56	8	$ 251
State	IDOA/AAA Meeting	Springfield	Mileage	0.56	State Rate	200	3	336
State	Montering/Assessments/Admin	E. St. Louis, Effingham, Olney, Teutopolis	Mileage	0.56	State Rate	238	4	533
State	Program Training	Mt. Vernon, Effingham, Peoria, Springfield	Mileage	0.56	State Rate	209	4	468
State	Program Dev/Coord./Advocacy	Fairview Heights, Mt. Vernon, Springfield	Mileage	0.56	State Rate	150	2	168
State	Combined Meals	Varies in PSA	Meals	5.5	State Rate	56	2	616
State	Springfield Meals	Varies in PSA	Meals	28	State Rate	1	4	112
State	Hotel	Varies in PSA	Hotel	106.8	Fee	1	3	320
State								-
State								-
							State Total	$ 2,804

$	70,561	PSG running total
$	14,985	Exhibit 5.B

Travel Narrative (Federal & State):
Travel has been broken down per type such as Board Metgs, Idoa/AAA, Program Dev/Coord, technical assistance and Monitoring etc with state rates times quantity time trips.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.M (Section C) Equipment - Budget Worksheet & Narrative

4). **Equipment** (2 CFR 200.439)-- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

		Computation		
	(a) Item	(b) Quantity	(c) Rate	(d) Cost
State				$ -
				-
				-
				-
				-
				-
				-
				-
				-
				-
			State Total	$ -

$ 70,561	PSG running total
$ -	Exhibit 5.B

Equipment Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.N (Section C) Supplies - Budget Worksheet & Narrative

5). **Supplies** (2 CFR 200.94)--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

	(a) Supply Items	Computation (b) Quantity / Duration	(c) Cost	(d) Cost
State	Office Supplies	1	$ 1,500.00	1,500
	Postage	1	$ 200.00	200
	Copying paper	1	$ 300.00	300
	Ink Cartridge Toner	1	$ 300.00	300
	Computer/laptops/software/Antivirus for desktop computers	1	$ 1,300.00	1,300
	Compensation for working remote	1	$ 437.00	437
				-
				-
				-
				-
			State Total $	4,037

$ 70,561	PSG running total
$ 30,397	Exhibit 5.B

Supplies Narrative (Federal & State):

Listed items necessary to perform/account for services for Federal/State grants. Compensation for working remotely such as copy paper to print, ink cartridges/toner,office supplies etc.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.O (Section C) Contractual - Budget Worksheet & Narrative

6). **Contractual Services** (2 CFR 200.318) Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of $150,000 (See 2 CFR 200.88).

1) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
2) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

	(a) Name of Organization	(b) Contract or Subaward	(c) Description of Activities	(d) Cost
State	KEB	Contract	Audit	$ 678
	Rays Mowing	Contract	Mowing	$ 25
	Republic Service	Contract	Trash Pickup	$ 25
	Timmons Snow Removal	Contract	Snow Removal	$ 25
	GFI	Contract	Copier/Maintenance	$ 25
	Timmons Pest Control	Contract	Insect Spraying	$ 25
	Quandient	Contract	Postage lease/main	$ 25
	Campbell Fire Inspect	Contract	Safety Inspector	$ 25
	Aging IS	Contract	Data Collection Fee	$ 50
	Illinois Aging Svr Esp	Contract	Website update	$ 50
	KTD	Contract	Computer IT	$ 100
	Ron Miller	Contract	Janitorial	$ 100
	Intuit	Contract	Quickbooks	$ 500
				-
			State Total	$ 1,653

$	70,561	PSG running total
$	20,936	Exhibit 5.B

Contractual Services Narrative (Federal & State):

Lawn care, pest control, office cleaning, snow removal, copier maintenance and IT support is contingent on the services required.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.P (Section C) Consultant - Budget Worksheet & Narrative

7). **Consultant Services and Expenses** (2 CFR 200.459)-- Consultant Services (Fees): For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.) Consultant-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is used.

	(a) Consultant Services (Fees)	(b) Service Provided	Computation			(f) Cost
			(c) Fee	(d) Basis	(e) Quantity	
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$	70,561	PSG running total
$	-	Exhibit 5.B

Consultant Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Q (Section C) Construction - Budget Worksheet & Narrative

8). **Construction** – Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

Construction Narrative (Federal & State):

Total Construction	$ -

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.S (Section C) R & D - Budget Worksheet & Narrative

10). Research & Development (R&D) (2 CFR 200.87)– Definition: All research activities, both basic and applied, and all development activities that are performed by non-Federal entities directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Provide a description of the research and development project and an estimate of the costs. NOTE: Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

R & D Narrative (Federal & State):

Total R & D $ -

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.T (Section C) Telecommunications - Budget Worksheet & Narrative

11). Telecommunications -- List items and descriptions by major type and the basis of the computation. Explain how telecommunication expenses are allocated for distribution as an expense to the program/service. NOTE: This budgetary line item is to be used for direct program telecommunications, all other indirect or administrative telecommunication costs should be listed in the indirect expense section of the Budget worksheet and narrative.

	(a) Description	Computation (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State	Telephone	1	YR	$ 500.00	1	$ 500
	Internet/Provider/Website	1	YR	$ 191.00	1	191
	Compensation Remote	1	YR	$ 500.00	1	500
						-
						-
						-
						-
						-
						-
						-
					State Total	$ 1,191

$ 70,561	PSG running total
$ 12,999	Exhibit 5.B

Telecommunications Narrative (Federal & State):

Based on the percentages of use based on all Federal/State programs. Compensation is based on cost to install/purchase Internet/wifi average annual cost for working remotely.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.U (Section C) Training & Education - Budget Worksheet & Narrative

12). Training and Education (2 CFR 200.472) -- Describe the training and education cost associated with employee development. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized below.

	(a) Description	Computation (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
						$ -
					State Total	$ -

$ 70,561	PSG running total
$ 845	Exhibit 5.B

Training & Education Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.V (Section C) Direct Administrative - Budget Worksheet & Narrative

13). Direct Administrative Costs - (2 CFR 200.413 (c) The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs. Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the State awarding agency; and (4) The costs are not also recovered as indirect costs.

Name	Position	Computation				Cost
		Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of time	
						$ -
					Federal & State Total	$ -
						$ -
					Other Total	$ -

Do not complete since AAA direct administrative costs are included throughout other budget categories.

Direct Administrative Narrative (Federal & State):

Total Direct Administrative Costs $ -

Name of AAA: Midland Area Agency on Aging | FY: 2022 | Full Time Basis 2,080

Exhibit 5.W (Section C) Other Miscellaneous - Budget Worksheet & Narrative

14). Other or Miscellaneous Costs --This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the Area Plan and other AAA related activities.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State	Directors & Officers Liability Insurance	1	YR	$ 750.00	1	$ 750
	Auto, Liability, Property, Umbrella, Abuse Insurance	1	YR	$ 750.00	1	750
	Printing Brochures, business cards, envelopes	1	YR	$ 500.00	1	500
	Misc bank fees (Stop Payment, Audit, Other Misc	1	YR	$ 300.00	1	300
	Phone Directory Placement	1	YR	$ 25.00	1	25
	Advertising, Employment	1	YR	$ 100.00	1	100
	Dues, Subscriptions, Publications	1	YR	$ 100.00	1	100
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ 2,525

$ 70,561	PSG running total
$ 15,274	Exhibit 5.B

Other Costs Narrative (Federal & State):
Any other charges that were not previously charged as allocated to Federal/State.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.X (Section C) Grant Exclusive - Budget Worksheet & Narrative

15). Grant Exclusive Line Item: Costs directly related to the service or activity of the program that is an integral line item for budgetary purposes. Include unique costs directly related to the service or activity of the program such food costs for the nutrition program.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$ 70,561	PSG running total
$ -	Exhibit 5.B

Grant Exclusive Line Item Narrative (Federal & State):

Name of AAA: Midland Area Agency on Aging   FY: 2022   Full Time Basis 2,080

Exhibit 5.Y (Section C) Indirect - Budget Worksheet & Narrative

16). Indirect Cost (2 CFR 200.414) --Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

	(a) Description	Computation (b) Base	Computation (c) Rate	(d) Cost
State				-
				-
	N/A for all AAAs except Area 12.		State Total	$ -

$ 70,561	PSG running total
$ -	Exhibit 5.B

Indirect Cost Narrative (Federal & State):
N/A for all AAAs except Area 12.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Z -- Agency Approval	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: Planning and Service Grants	NOFO # N/A
CSFA Number: 402-00-1664	DUNS# 168548444	Fiscal Year: 2022

DO NOT COMPLETE: TO BE COMPLETED BY IDoA STAFF

Final Budget Amount Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date
Budget Revision Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
Part Time Basis	1,040

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). Personnel (Salaries & Wages) *(2 CFR 200.430)* --List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

State

(a) Name	(b) Position	Computation (c) Salary or Wage	(d) Basis (Yr./Mo./Hr.)	(e) % of Time	(f) Length of time	(g) Cost
LISA FOREHAND	FISCAL ASSISTANT	42,787	YR	3.2%	1	$ 1,390
HEATHER FONTANEZ	OFFICE ASSISTANT	31,264	YR	16.0%	1	5,017
JUDY KLEINE	ADMINISTRATIVE ASSISTANT	35,391	YR	7.3%	1	2,594
STEPHANIE HAWKINS	I&A SPECIALIST	27,300	YR	4.6%	1	1,266
						-
						-
						-
						-
						-
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Note: As a check, you can see Section A and Exhibit 5. right of the Federal & State Total, Other Total, and Tot Depending on which page you complete first, these nur highlighted pink to show that they do not match. Exhib pull amounts from Section C, but you can override this complete Exhibit 5.B prior to completing Section C.

EQUAL DIST

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

	-
	-
	-
	-
	-
	-
	-

$ 136,742	*State Total* $ 10,267	$ 12,936	Equal Dist running total

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080	
$	201,512	Exhibit 5.B

Personnel Narrative (Federal & State):

I have the salary for the year times the percent of time determined to do their job.

EQUAL DIST

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.K (Section C) Fringe - Budget Worksheet & Narrative

2). Fringe Benefits (2 CFR 200.431)--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

	(a) Description of Fringe Benefit	Computation (b) Base	Computation (c) Rate	(d) Cost
State	FICA	$ 10,267	6.1990%	$ 636
	Medicare	10,267	1.4500%	149
	Pension (where eligible)	10,267	17.4500%	1,792
	Thrift (where eligible)		0.0000%	-
	Medical/Dental (estimate based on increase in rates)		0.0000%	-
	Short & Long Term Disability, AD&D		0.0000%	-
	Life Insurance		0.0000%	-
	Workers Compensation Insurance	10,267	0.2200%	23
	Unemployment	10,267	0.6750%	69
			State Total	$ 2,669

$ 12,936	Equal Dist running total
$ 52,410	Exhibit 5.B

Fringe Benefits Narrative (Federal & State):
Have used the base on Personnel tab times our current rate for each fringe listed.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.L (Section C) Travel - Budget Worksheet & Narrative

3). **Travel** (2 CFR 200.474)-- Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. NOTE: Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the "Miscellaneous" category.

	(a) Purpose of Travel	(b) Location	Computation: (c) Items	(d) Cost Rate	(e) Basis	(f) Quantity	(g) # of Trips	(h) Cost
State								$ -
								-
								-
								-
								-
								-
								-
								-
								-
								-
							State Total	$ -

$	12,936	Equal Dist running total
$	14,985	Exhibit 5.B

Travel Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging | FY: 2022 | Full Time Basis 2,080

Exhibit 5.M (Section C) Equipment - Budget Worksheet & Narrative

4). **Equipment** (2 CFR 200.439)-- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

	(a) Item	Computation: (b) Quantity	Computation: (c) Rate	(d) Cost
State				$ -
				-
				-
				-
				-
				-
				-
				-
				-
				-
			State Total	$ -

$ 12,936	Equal Dist running total
$ -	Exhibit 5.B

Equipment Narrative (Federal & State):

N/A

EQUAL DIST

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.N (Section C) Supplies - Budget Worksheet & Narrative

5). Supplies (2 CFR 200.94)--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

	(a) Supply Items	Computation (b) Quantity / Duration	Computation (c) Cost	(d) Cost
State				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
			State Total	$ -

$	12,936	Equal Dist running total
$	30,397	Exhibit 5.B

Supplies Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.O (Section C) Contractual - Budget Worksheet & Narrative

6). Contractual Services (2 CFR 200.318) Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of $150,000 (See 2 CFR 200.88).

1) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
2) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

	(a) Name of Organization	(b) Contract or Subaward	(c) Description of Activities	(d) Cost
State				-
			State Total	$ -

$	12,936	Equal Dist running total
$	20,936	Exhibit 5.B

Contractual Services Narrative (Federal & State):
NA

Name of AAA: Midland Area Agency on Aging FY: 2022 | Full Time Basis 2,080

Exhibit 5.P (Section C) Consultant - Budget Worksheet & Narrative

7). **Consultant Services and Expenses** (2 CFR 200.459)-- Consultant Services (Fees): For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.) Consultant-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is used.

	(a) Consultant Services (Fees)	(b) Service Provided	Computation (c) Fee	(d) Basis	(e) Quantity	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
				State Total		$ -

$	12,936	Equal Dist running total
$	-	Exhibit 5.B

Consultant Narrative (Federal & State):
N/A

EQUAL DIST

Name of AAA: Midland Area Agency on Aging | FY: 2022 | Full Time Basis 2,080

Exhibit 5.Q (Section C) Construction - Budget Worksheet & Narrative

8). Construction -- Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

Construction Narrative (Federal & State):

Total Construction **$ -**

EQUAL DIST

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.R (Section C) Occupancy - Budget Worksheet & Narrative

9). Occupancy -Rent and Utilities (2 CFR 200.465)-- List items and descriptions by major type and the basis of the computation. Explain how rental and utility expenses are allocated for distribution as an expense to the program/service. For example, provide the square footage and the cost per square foot rent and utility, and provide a monthly rental and utility cost and how many months to rent. NOTE: This budgetary line item is to be used for direct program rent and utilities, all other indirect or administrative occupancy costs should be listed in the indirect expense section of the Budget worksheet and narrative. Maintenance and repair costs may be included here if directly allocated to program.

	(a) Description	Computation: (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$	12,936	Equal Dist running total
$	10,405	Exhibit 5.B

Occupancy Narrative (Federal & State):

N/A

Exhibit 5.S (Section C) R & D - Budget Worksheet & Narrative

10). Research & Development (R&D) (2 CFR 200.87)-- Definition: All research activities, both basic and applied, and all development activities that are performed by non-Federal entities directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Provide a description of the research and development project and an estimate of the costs. NOTE: Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

R & D Narrative (Federal & State):

Total R & D **$ -**

EQUAL DIST

Name of AAA: Midland Area Agency on Aging FY: 2022 | Full Time Basis 2,080

Exhibit 5.T (Section C) Telecommunications - Budget Worksheet & Narrative

11). Telecommunications -- List items and descriptions by major type and the basis of the computation. Explain how telecommunication expenses are allocated for distribution as an expense to the program/service. NOTE: This budgetary line item is to be used for direct program telecommunications, all other indirect or administrative telecommunication costs should be listed in the indirect expense section of the Budget worksheet and narrative.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$	12,936	Equal Dist running total
$	12,999	Exhibit 5.B

Telecommunications Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.U (Section C) Training & Education - Budget Worksheet & Narrative

12). Training and Education (2 CFR 200.472) -- Describe the training and education cost associated with employee development. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized below.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$	12,936	Equal Dist running total
$	845	Exhibit 5.B

Training & Education Narrative (Federal & State):

N/A

EQUAL DIST

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.V (Section C) Direct Administrative - Budget Worksheet & Narrative

13). Direct Administrative Costs - (2 CFR 200.413 (c) The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs. Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the State awarding agency; and (4) The costs are not also recovered as indirect costs.

Name	Position	Computation				Cost
		Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of time	
						$ -
					Federal & State Total	$ -
						$ -
					Other Total	$ -

Do not complete since AAA direct administrative costs are included throughout other budget categories.

Direct Administrative Narrative (Federal & State):

Total Direct Administrative Costs $ -

EQUAL DIST

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.W (Section C) Other Miscellaneous - Budget Worksheet & Narrative

14). Other or Miscellaneous Costs --This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the Area Plan and other AAA related activities.

	(a) Description	Computation (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$	12,936	Equal Dist running total
$	15,274	Exhibit 5.B

Other Costs Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.X (Section C) Grant Exclusive - Budget Worksheet & Narrative

15). Grant Exclusive Line Item: Costs directly related to the service or activity of the program that is an integral line item for budgetary purposes. Include unique costs directly related to the service or activity of the program such food costs for the nutrition program.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$	12,936	Equal Dist running total
$	-	Exhibit 5.B

Grant Exclusive Line Item Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.Y (Section C) Indirect - Budget Worksheet & Narrative

16). Indirect Cost (2 CFR 200.414) --Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

		Computation		
	(a) Description	(b) Base	(c) Rate	(d) Cost
State				-
				-
				-
	N/A for all AAAs except Area 12.		*State Total* $	-

$ 12,936	Equal Dist running total
$ -	Exhibit 5.B

Indirect Cost Narrative (Federal & State):
N/A for all AAAs except Area 12.

Exhibit 5.Z -- Agency Approval	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: Community Based Services for Equal Distribution	NOFO # N/A
CSFA Number: 402-00-1666	DUNS# 168548444	Fiscal Year: 2022

DO NOT COMPLETE: TO BE COMPLETED BY IDoA STAFF

Final Budget Amount Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

Budget Revision Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Name of AAA: Midland Area Ag

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
Part Time Basis	1,040

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). **Personnel (Salaries & Wages)** *(2 CFR 200.430)* --List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

	(a) Name	(b) Position	Computation				(g) Cost
			(c) Salary or Wage	(d) Basis (Yr./Mo./Hr.)	(e) % of Time	(f) Length of time	
State							-
							-
							-
							-
							-
							-
							-
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Instructions: To complete this page, enter the appl (g) Cost is designed to round to 0 decimal places. I please be sure that the cost still has rounding includ problems with the total lines. Also, please be sure t second to last row in each section so that the total w add any rows on this page for Federal & State TWC State Total line.

Note: As a check, you can see Section A and Exhib right of the Federal & State Total, Other Total, and Depending on which page you complete first, these highlighted pink to show that they do not match. E pull amounts from Section C, but you can override complete Exhibit 5.B prior to completing Section C

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
Part Time Basis	1,040

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). Personnel (Salaries & Wages) *(2 CFR 200.430)* –List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

			Computation				
	(a) Name	(b) Position	(c) Salary or Wage	(d) Basis (Yr./Mo./Hr.)	(e) % of Time	(f) Length of time	(g) Cost
State							-
							-
							-
							-
							-
							-
							-
							-
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Instructions: To complete this page, enter the appl (g) Cost is designed to round to 0 decimal places. I please be sure that the cost still has rounding includ problems with the total lines. Also, please be sure t second to last row in each section so that the total w add any rows on this page for Federal & State TWC State Total line.

Note: As a check, you can see Section A and Exhib right of the Federal & State Total, Other Total, and Depending on which page you complete first, these highlighted pink to show that they do not match. Ex pull amounts from Section C, but you can override complete Exhibit 5.B prior to completing Section C

Full Time Basis	2,080

-
-
-
-
-
-
-
-

$ -	State Total $ -	$ - State LTCOP running total

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080	
$	201,512	Exhibit 5.B

Personnel Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.K (Section C) Fringe - Budget Worksheet & Narrative

2). Fringe Benefits (2 CFR 200.431)--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

		Computation		
	(a) Description of Fringe Benefit	**(b) Base**	**(c) Rate**	**(d) Cost**
State	FICA		0.0000%	$ -
	Medicare		0.0000%	-
	Pension (where eligible)		0.0000%	-
	Thrift (where eligible)		0.0000%	-
	Medical/Dental (estimate based on increase in rates)		0.0000%	-
	Short & Long Term Disability, AD&D		0.0000%	-
	Life Insurance		0.0000%	-
	Workers Compensation Insurance		0.0000%	-
	Unemployment		0.0000%	-
			State Total	$ -

$ -	State LTCOP running total
$ 52,410	Exhibit 5.B

Fringe Benefits Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.L (Section C) Travel - Budget Worksheet & Narrative

3). **Travel** (2 CFR 200.474)-- Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. NOTE: Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the "Miscellaneous" category.

	(a) Purpose of Travel	(b) Location	Computation					(h) Cost
			(c) Items	(d) Cost Rate	(e) Basis	(f) Quantity	(g) # of Trips	
State								$ -
								-
								-
								-
								-
								-
								-
								-
								-
								-
							State Total	$ -

$ -	State LTCOP running total
$ 14,985	Exhibit 5.B

Travel Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.M (Section C) Equipment - Budget Worksheet & Narrative

4). Equipment (2 CFR 200.439)-- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

	(a) Item	Computation (b) Quantity	(c) Rate	(d) Cost
State				$ -
				-
				-
				-
				-
				-
				-
				-
				-
				-
			State Total	$ -

$ -	State LTCOP running total
$ -	Exhibit 5.B

Equipment Narrative (Federal & State):
N/A

Exhibit 5.N (Section C) Supplies - Budget Worksheet & Narrative

5). Supplies (2 CFR 200.94)--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

	(a) Supply Items	Computation (b) Quantity / Duration	(c) Cost	(d) Cost
State				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
			State Total	$ -

$	-	State LTCOP running total
$	30,397	Exhibit 5.B

Supplies Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.O (Section C) Contractual - Budget Worksheet & Narrative

6). Contractual Services (2 CFR 200.318) Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of $150,000 (See 2 CFR 200.88).

1) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
2) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

	(a) Name of Organization	(b) Contract or Subaward	(c) Description of Activities	(d) Cost
State				-
			State Total	$ -

$ -	State LTCOP running total
$ 20,936	Exhibit 5.B

Contractual Services Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging | FY: 2022 | Full Time Basis 2,080

Exhibit 5.P (Section C) Consultant - Budget Worksheet & Narrative

7). Consultant Services and Expenses (2 CFR 200.459)-- Consultant Services (Fees): For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.) Consultant-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is used.

	(a) Consultant Services (Fees)	(b) Service Provided	Computation (c) Fee	(d) Basis	(e) Quantity	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
				State Total		$ -

$ -	State LTCOP running total
$ -	Exhibit 5.B

Consultant Narrative (Federal & State):
N/A

Exhibit 5.Q (Section C) Construction - Budget Worksheet & Narrative

8). Construction -- Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

Construction Narrative (Federal & State):

Total Construction	$ -

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.R (Section C) Occupancy - Budget Worksheet & Narrative

9). Occupancy -Rent and Utilities (2 CFR 200.465)-- List items and descriptions by major type and the basis of the computation. Explain how rental and utility expenses are allocated for distribution as an expense to the program/service. For example, provide the square footage and the cost per square foot rent and utility, and provide a monthly rental and utility cost and how many months to rent. NOTE: This budgetary line item is to be used for direct program rent and utilities, all other indirect or administrative occupancy costs should be listed in the indirect expense section of the Budget worksheet and narrative. Maintenance and repair costs may be included here if directly allocated to program.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$ -	State LTCOP running total
$ 10,405	Exhibit 5.B

Occupancy Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.S (Section C) R & D - Budget Worksheet & Narrative

10). Research & Development (R&D) (2 CFR 200.87)-- Definition: All research activities, both basic and applied, and all development activities that are performed by non-Federal entities directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Provide a description of the research and development project and an estimate of the costs. NOTE: Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

R & D Narrative (Federal & State):

Total R & D	$ -

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.T (Section C) Telecommunications - Budget Worksheet & Narrative

11). Telecommunications -- List items and descriptions by major type and the basis of the computation. Explain how telecommunication expenses are allocated for distribution as an expense to the program/service. NOTE: This budgetary line item is to be used for direct program telecommunications, all other indirect or administrative telecommunication costs should be listed in the indirect expense section of the Budget worksheet and narrative.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$ -	State LTCOP running total
$ 12,999	Exhibit 5.B

Telecommunications Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging FY: 2022 | Full Time Basis 2,080

Exhibit 5.U (Section C) Training & Education - Budget Worksheet & Narrative

12). Training and Education (2 CFR 200.472) -- Describe the training and education cost associated with employee development. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized below.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$ -	State LTCOP running total
$ 845	Exhibit 5.B

Training & Education Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis 2,080

Exhibit 5.V (Section C) Direct Administrative - Budget Worksheet & Narrative

13). Direct Administrative Costs - (2 CFR 200.413 (c) The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs. Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the State awarding agency; and (4) The costs are not also recovered as indirect costs.

Name	Position	Computation				Cost
		Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of time	
						$ -
					Federal & State Total	$ -
						$ -
					Other Total	$ -

Do not complete since AAA direct administrative costs are included throughout other budget categories.

Direct Administrative Narrative (Federal & State):

Total Direct Administrative Costs	$ -

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.W (Section C) Other Miscellaneous - Budget Worksheet & Narrative

14). Other or Miscellaneous Costs --This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the Area Plan and other AAA related activities.

	(a) Description	Computation (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$	-	State LTCOP running total
$	15,274	Exhibit 5.B

Other Costs Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging | FY: 2022 | Full Time Basis 2,080

Exhibit 5.X (Section C) Grant Exclusive - Budget Worksheet & Narrative

15). Grant Exclusive Line Item: Costs directly related to the service or activity of the program that is an integral line item for budgetary purposes. Include unique costs directly related to the service or activity of the program such food costs for the nutrition program.

	(a) Description	Computation (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$ -	State LTCOP running total
$ -	Exhibit 5.B

Grant Exclusive Line Item Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.Y (Section C) Indirect - Budget Worksheet & Narrative

16). Indirect Cost (2 CFR 200.414) --Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

		Computation		
	(a) Description	(b) Base	(c) Rate	(d) Cost
State				-
				-
				-
	N/A for all AAAs except Area 12.		*State Total* $	-

$ -	State LTCOP running total
$ -	Exhibit 5.B

Indirect Cost Narrative (Federal & State):
N/A for all AAAs except Area 12.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Z -- Agency Approval	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: State LTCO	NOFO # N/A
CSFA Number: n/a	DUNS# 168548444	Fiscal Year: 2022

DO NOT COMPLETE: TO BE COMPLETED BY IDoA STAFF

Final Budget Amount Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date
Budget Revision Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
Part Time Basis	1,040

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). Personnel (Salaries & Wages) *(2 CFR 200.430)* --List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project . Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

	(a) Name	(b) Position	Computation: (c) Salary or Wage	Computation: (d) Basis (Yr./Mo./Hr.)	Computation: (e) % of Time	Computation: (f) Length of time	(g) Cost
State							$ -
							-
							-
							-
							-
							-
							-
							-
							-
							-
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							-

Instructions: To complete this page, enter the appl
(g) Cost is designed to round to 0 decimal places. If
please be sure that the cost still has rounding includ
problems with the total lines. Also, please be sure t
second to last row in each section so that the total w
add any rows on this page for Federal & State TWO
State Total line.

Note: As a check, you can see Section A and Exhib
right of the Federal & State Total, Other Total, and
Depending on which page you complete first, these
highlighted pink to show that they do not match. Ex
pull amounts from Section C, but you can override
complete Exhibit 5.B prior to completing Section C

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis 2,080

	-
	-
	-
	-
	-
	-
	-
	-
$ -	State Total $ -

$ - State HDM running total

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080	
$	201,512	Exhibit 5.B

Personnel Narrative (Federal & State):
N/A

STATE HDM

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.K (Section C) Fringe - Budget Worksheet & Narrative

2). Fringe Benefits (2 CFR 200.431)--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

	(a) Description of Fringe Benefit	Computation (b) Base	Computation (c) Rate	(d) Cost
State	FICA		0.0000%	$ -
	Medicare		0.0000%	-
	Pension (where eligible)		0.0000%	-
	Thrift (where eligible)		0.0000%	-
	Medical/Dental (estimate based on increase in rates)		0.0000%	-
	Short & Long Term Disability, AD&D		0.0000%	-
	Life Insurance		0.0000%	-
	Workers Compensation Insurance		0.0000%	-
	Unemployment		0.0000%	-
			State Total	$ -

$ -	State HDM running total
$ 52,410	Exhibit 5.B

Fringe Benefits Narrative (Federal & State):

N/A

Exhibit 5.L (Section C) Travel - Budget Worksheet & Narrative

3). **Travel** (2 CFR 200.474)-- Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. NOTE: Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the "Miscellaneous" category.

			Computation					
	(a) Purpose of Travel	(b) Location	(c) Items	(d) Cost Rate	(e) Basis	(f) Quantity	(g) # of Trips	(h) Cost
State								$ -
								-
								-
								-
								-
								-
								-
								-
								-
								-
							State Total	$ -

$ -	State HDM running total
$ 14,985	Exhibit 5.B

Travel Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.M (Section C) Equipment - Budget Worksheet & Narrative

4). Equipment (2 CFR 200.439)-- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

	(a) Item	Computation (b) Quantity	Computation (c) Rate	(d) Cost
State				$ -
				-
				-
				-
				-
				-
				-
				-
				-
				-
			State Total	$ -

$ -	State HDM running total
$ -	Exhibit 5.B

Equipment Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging | FY: 2022 | Full Time Basis 2,080

Exhibit 5.N (Section C) Supplies - Budget Worksheet & Narrative

5). **Supplies** (2 CFR 200.94)--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

	(a) Supply Items	Computation: (b) Quantity / Duration	Computation: (c) Cost	(d) Cost
State				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
			State Total	$ -

$ -	State HDM running total
$ 30,397	Exhibit 5.B

Supplies Narrative (Federal & State):

N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.O (Section C) Contractual - Budget Worksheet & Narrative

6). **Contractual Services** (2 CFR 200.318) Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of $150,000 (See 2 CFR 200.88).

1) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
2) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

	(a) Name of Organization	(b) Contract or Subaward	(c) Description of Activities	(d) Cost
State				-
			State Total	$ -

$ -	State HDM running total
$ 20,936	Exhibit 5.B

Contractual Services Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis 2,080

Exhibit 5.P (Section C) Consultant - Budget Worksheet & Narrative

7). Consultant Services and Expenses (2 CFR 200.459)-- Consultant Services (Fees): For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.) Consultant-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is used.

	(a) Consultant Services (Fees)	(b) Service Provided	Computation (c) Fee	(d) Basis	(e) Quantity	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$ -	State HDM running total
$ -	Exhibit 5.B

Consultant Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Q (Section C) Construction - Budget Worksheet & Narrative

8). Construction -- Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

Construction Narrative (Federal & State):

Total Construction	$ -

STATE HDM

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.R (Section C) Occupancy - Budget Worksheet & Narrative

9). Occupancy -Rent and Utilities (2 CFR 200.465)-- List items and descriptions by major type and the basis of the computation. Explain how rental and utility expenses are allocated for distribution as an expense to the program/service. For example, provide the square footage and the cost per square foot rent and utility, and provide a monthly rental and utility cost and how many months to rent. NOTE: This budgetary line item is to be used for direct program rent and utilities, all other indirect or administrative occupancy costs should be listed in the indirect expense section of the Budget worksheet and narrative. Maintenance and repair costs may be included here if directly allocated to program.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$ -	State HDM running total
$ 10,405	Exhibit 5.B

Occupancy Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.S (Section C) R & D - Budget Worksheet & Narrative

10). Research & Development (R&D) (2 CFR 200.87)-- Definition: All research activities, both basic and applied, and all development activities that are performed by non-Federal entities directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Provide a description of the research and development project and an estimate of the costs. NOTE: Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

R & D Narrative (Federal & State):

Total R & D **$ -**

STATE HDM

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.T (Section C) Telecommunications - Budget Worksheet & Narrative

11). Telecommunications -- List items and descriptions by major type and the basis of the computation. Explain how telecommunication expenses are allocated for distribution as an expense to the program/service. NOTE: This budgetary line item is to be used for direct program telecommunications, all other indirect or administrative telecommunication costs should be listed in the indirect expense section of the Budget worksheet and narrative.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$ -	State HDM running total
$ 12,999	Exhibit 5.B

Telecommunications Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.U (Section C) Training & Education - Budget Worksheet & Narrative

12). Training and Education (2 CFR 200.472) -- Describe the training and education cost associated with employee development. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized below.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$ -	State HDM running total
$ 845	Exhibit 5.B

Training & Education Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.V (Section C) Direct Administrative - Budget Worksheet & Narrative

13). Direct Administrative Costs - (2 CFR 200.413 (c) The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs. Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the State awarding agency; and (4) The costs are not also recovered as indirect costs.

Name	Position	Computation				Cost
		Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of time	
						$ -
					Federal & State Total	$ -
						$ -
					Other Total	$ -

Do not complete since AAA direct administrative costs are included throughout other budget categories.

Direct Administrative Narrative (Federal & State):

Total Direct Administrative Costs $ -

STATE HDM

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.W (Section C) Other Miscellaneous - Budget Worksheet & Narrative

14). Other or Miscellaneous Costs --This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the Area Plan and other AAA related activities.

	(a) Description	Computation (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$ -	State HDM running total
$ 15,274	Exhibit 5.B

Other Costs Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging | FY: 2022 | Full Time Basis 2,080

Exhibit 5.X (Section C) Grant Exclusive - Budget Worksheet & Narrative

15). Grant Exclusive Line Item: Costs directly related to the service or activity of the program that is an integral line item for budgetary purposes. Include unique costs directly related to the service or activity of the program such food costs for the nutrition program.

	(a) Description	Computation: (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
State						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					State Total	$ -

$ -	State HDM running total
$ -	Exhibit 5.B

Grant Exclusive Line Item Narrative (Federal & State):
N/A

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.Y (Section C) Indirect - Budget Worksheet & Narrative

16). Indirect Cost (2 CFR 200.414) --Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

	(a) Description	Computation (b) Base	Computation (c) Rate	(d) Cost
State				-
				-
	N/A for all AAAs except Area 12.		State Total	$ -

$ -	State HDM running total
$ -	Exhibit 5.B

Indirect Cost Narrative (Federal & State):
N/A for all AAAs except Area 12.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Z -- Agency Approval	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: State Funds, Home Delivered Meals	NOFO # N/A
CSFA Number: 402-00-1663	DUNS# 168548444	Fiscal Year: 2022

DO NOT COMPLETE: TO BE COMPLETED BY IDoA STAFF

Final Budget Amount Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date
Budget Revision Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080
Part Time Basis	1,040

Exhibit 5.J (Section C) Personnel - Budget Worksheet & Narrative

1). Personnel (Salaries & Wages) *(2 CFR 200.430)* --List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project and length of time working on the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives in the narrative space provided below. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects.

			Computation				
	(a) Name	(b) Position	(c) Salary or Wage	(d) Basis (Yr./Mo./Hr.)	(e) % of Time	(f) Length of time	(g) Cost
Other	TRACY BARCZEWSKI	EXECUTIVE DIRECTOR	$ 56,442	YR	18.4%	1	$ 10,402
	ELAINE BAKER	FISCAL MANAGER	11,986	YR	44.5%	1	5,335
	LORI CUMMINS	PROGRAM COORDINATOR	39,280	YR	26.5%	1	10,421
	NANCY HINTON	PROGRAM COORDINATOR	35,442	YR	95.7%	1	33,912
	LISA FOREHAND	FISCAL ASSISTANT	42,787	YR	17.7%	1	7,565
	HEATHER FONTANEZ	OFFICE ASSISTANT	31,264	YR	12.4%	1	3,869
	JUDY KLEINE	ADMINISTRATIVE ASSISTANT	35,391	YR	53.9%	1	19,077
	STEPHANIE HAWKINS	I&A SPECIALIST	27,300	YR	34.8%	1	9,504
	TO BE HIRED	PROGRAM/IT/FISCAL	27,300	YR	20.5%	1	5,595
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Instructions: To complete this page, enter the appl
(g) Cost is designed to round to 0 decimal places. I
please be sure that the cost still has rounding includ
problems with the total lines. Also, please be sure t
second to last row in each section so that the total w
add any rows on this page for Federal & State TWC
State Total line.

Note: As a check, you can see Section A and Exhib
right of the Federal & State Total, Other Total, and
Depending on which page you complete first, these
highlighted pink to show that they do not match. E
pull amounts from Section C, but you can override
complete Exhibit 5.B prior to completing Section C

OTHER

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$ 307,192	*Other Total* $ 105,680	$ 204,236	Other funds running total

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080	
$	105,680	Exhibit 5.B

Personnel Narrative (Federal & State):

I have the salary for the year times the percent of time determined to do their job.

OTHER

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.K (Section C) Fringe - Budget Worksheet & Narrative

2). Fringe Benefits (2 CFR 200.431)--Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in category (1) direct salaries and wages, and only for the percentage of time devoted to the project. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits was done. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated.

		Computation		
	(a) Description of Fringe Benefit	**(b) Base**	**(c) Rate**	**(d) Cost**
Other	FICA	$ 105,680	6.0210%	$ 6,363
	Medicare	105,680	1.4500%	1,532
	Pension (where eligible)	105,680	13.4660%	14,231
	Thrift (where eligible)		0.0000%	-
	Medical/Dental (estimate based on increase in rates)		0.0000%	-
	Short & Long Term Disability, AD&D		0.0000%	-
	Life Insurance		0.0000%	-
	Workers Compensation Insurance	105,680	0.2200%	233
	Unemployment	105,680	0.6046%	639
			Other Total	$ **22,998**

$ 204,236	Other funds running total
$ 22,998	Exhibit 5.B

Fringe Benefits Narrative (Federal & State):

Have used the base on Personnel tab times our current rate for each fringe listed.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.L (Section C) Travel - Budget Worksheet & Narrative

3). **Travel** (2 CFR 200.474)-- Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project. In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied, Applicant or State of Illinois Travel Regulations. NOTE: Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels and etc., should be itemized the same way as indicated above and placed in the "Miscellaneous" category.

			Computation					
	(a) Purpose of Travel	(b) Location	(c) Items	(d) Cost Rate	(e) Basis	(f) Quantity	(g) # of Trips	(h) Cost
Other	Board Meetings	Varies in PSA	Mileage	0.56	State Rate	22	24	$ 296
	Program Meetings	Varies in PSA	Mileage	0.56	State Rate	6	66	222
	IDOA/AAA Mtgs	Varies in PSA	Mileage	0.56	State Rate	2	41	46
	Monitoring/Assessments	Varies in PSA	Mileage	0.56	State Rate	3	47	79
	Meals for Travel	Varies in PSA		5.5	State Rate	8	146	6,424
								-
								-
								-
								-
								-
							Other Total	$ 7,067

$ 204,236	Other funds running total
$ 7,067	Exhibit 5.B

Travel Narrative (Federal & State):

Travel has been broken down per type such as Board Metgs, Idoa/AAA, Program Dev/Coord, technical assistance and Monitoring etc with state rates times quantity time trips.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.M (Section C) Equipment - Budget Worksheet & Narrative

4). Equipment (2 CFR 200.439)-- Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or $5,000. An applicant organization may classify equipment at a lower dollar value but cannot classify it higher than $5,000. (Note: Organization's own capitalization policy for classification of equipment can be used). Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project. Attach a narrative describing the procurement method to be used.

		Computation		
	(a) Item	(b) Quantity	(c) Rate	(d) Cost
Other				$ -
				-
				-
				-
				-
				-
				-
				-
				-
				-
			Other Total	$ -

$	204,236	Other funds running total
$	-	Exhibit 5.B

Equipment Narrative (Federal & State):

N/A

OTHER

Name of AAA: Midland Area Agency on Aging FY: 2022 Full Time Basis 2,080

Exhibit 5.N (Section C) Supplies - Budget Worksheet & Narrative

5). Supplies (2 CFR 200.94)--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

	(a) Supply Items	Computation (b) Quantity / Duration	Computation (c) Cost	(d) Cost
Other	Office Supplies	1	$ 10,000.00	10,000
	Postage	1	$ 1,000.00	1,000
	Copying paper	1	$ 1,500.00	1,500
	Ink Cartridge Toner	1	$ 1,500.00	1,500
	Computer/laptops/software/Antivirus for desktop computers	1	$ 10,200.00	10,200
	Compensation for working remote	1	$ 5,000.00	5,000
				-
				-
				-
				-
			Other Total $	**29,200**

$ 204,236	Other funds running total
$ 29,200	Exhibit 5.B

Supplies Narrative (Federal & State):

Listed items necessary to perform/account for services for Federal/State grants. Compensation for working remotely such as copy paper to print, ink cartridges/toner,office supplies etc.

Name of AAA: Midland Area Agency on Aging | FY: 2022 | Full Time Basis 2,080

Exhibit 5.O (Section C) Contractual - Budget Worksheet & Narrative

6). **Contractual Services** (2 CFR 200.318) Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole contracts in excess of $150,000 (See 2 CFR 200.88).

1) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
2) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

	(a) Name of Organization	(b) Contract or Subaward	(c) Description of Activities	(d) Cost
Other	KEB	Contract	Audit	$ 5,000
	Rays Mowing	Contract	Mowing	$ 100
	Republic Service	Contract	Trash Pickup	$ 100
	Timmons Snow Removal	Contract	Snow Removal	$ 100
	GFI	Contract	Copier/Maintenance	$ 250
	Timmons Pest Control	Contract	Insect Spraying	$ 100
	Quandient	Contract	Postage lease/main	$ 250
	Campbell Fire Inspect	Contract	Safety Inspector	$ 100
	Aging IS	Contract	Data Collection Fee	$ 1,500
	Illinois Aging Svr Esp	Contract	Website update	$ 1,351
	KTD	Contract	Computer IT	$ 1,000
	Ron Miller	Contract	Janitorial	$ 500
	Intuit	Contract	Quickbooks	$ 1,000
				-
			Other Total	**$ 11,351**

$	204,236	Other funds running total
$	11,351	Exhibit 5.B

Contractual Services Narrative (Federal & State):
Lawn care, pest control, office cleaning, snow removal, copier maintenance and IT support is contingent on the services required.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.P (Section C) Consultant - Budget Worksheet & Narrative

7). Consultant Services and Expenses (2 CFR 200.459)-- Consultant Services (Fees): For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.) Consultant-- Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisitions Policy is used.

	(a) Consultant Services (Fees)	(b) Service Provided	Computation (c) Fee	(d) Basis	(e) Quantity	(f) Cost
Other	Attorney Annual Miscellaneous Services	Legal Fees	5100	Yr	1	$ 5,100
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Other Total	$ 5,100

$ 204,236	Other funds running total
$ 5,100	Exhibit 5.B

Consultant Narrative (Federal & State):
Consultant with our attorney for miscellaneous audit fees. Elder Abuse consultant.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.Q (Section C) Construction - Budget Worksheet & Narrative

8). Construction – Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable unless with prior written approval. In some cases, minor repairs or renovations may be allowable. Consult with the program office before budgeting funds in this category. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

Construction Narrative (Federal & State):

Total Construction	$ -

OTHER

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.R (Section C) Occupancy - Budget Worksheet & Narrative

9). Occupancy -Rent and Utilities (2 CFR 200.465)-- List items and descriptions by major type and the basis of the computation. Explain how rental and utility expenses are allocated for distribution as an expense to the program/service. For example, provide the square footage and the cost per square foot rent and utility, and provide a monthly rental and utility cost and how many months to rent. NOTE: This budgetary line item is to be used for direct program rent and utilities, all other indirect or administrative occupancy costs should be listed in the indirect expense section of the Budget worksheet and narrative. Maintenance and repair costs may be included here if directly allocated to program.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Other	Electric	1	Yr	$ 2,000.00	1	$ 2,000
	Water, Gas Sewage	1	Yr	$ 100.00	1	100
	Various vendors - repairs/bldg	1	Yr	$ 2,000.00	1	2,000
	Remote Compensation	1	Yr	$ 1,240.00	1	1,240
						-
						-
						-
						-
						-
						-
					Other Total	$ 5,340

$	204,236	Other funds running total
$	5,340	Exhibit 5.B

Occupancy Narrative (Federal & State):
Utilities are contingent on usage and repairs/improvement of building/equip are contingent on occurances needed. All remote compensation pertain to working remotely and their expenses each month of having(to get internet/wifi)/, electrical and usage if water, gas, sewage.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.S (Section C) R & D - Budget Worksheet & Narrative

10). Research & Development (R&D) (2 CFR 200.87)– Definition: All research activities, both basic and applied, and all development activities that are performed by non-Federal entities directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Provide a description of the research and development project and an estimate of the costs. NOTE: Consult with the program office before budgeting funds in this category.

Purpose	Description of Work	Cost
		$ -
	Federal & State Total	$ -
		$ -
	Other Total	$ -

Do not Complete Unless You Receive Prior Approval from IDoA.

R & D Narrative (Federal & State):

Total R & D	$ -

OTHER

Exhibit 5.T (Section C) Telecommunications - Budget Worksheet & Narrative

11). Telecommunications -- List items and descriptions by major type and the basis of the computation. Explain how telecommunication expenses are allocated for distribution as an expense to the program/service. NOTE: This budgetary line item is to be used for direct program telecommunications, all other indirect or administrative telecommunication costs should be listed in the indirect expense section of the Budget worksheet and narrative.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Other	Telephone	1	YR	$ 2,500.00	1	$ 2,500
	Internet/Provider/Website	1	YR	$ 2,708.00	1	2,708
	Compensation Remote	1	YR	$ 2,500.00	1	2,500
						-
						-
						-
						-
						-
						-
						-
					Other Total	$ 7,708

$	204,236	Other funds running total
$	7,708	Exhibit 5.B

Telecommunications Narrative (Federal & State):

Based on the percentages of use based on all Federal/State programs. Compensation is based on cost to install/purchase Internet/wifi average annual cost for working remotely.

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.U (Section C) Training & Education - Budget Worksheet & Narrative

12). Training and Education (2 CFR 200.472) -- Describe the training and education cost associated with employee development. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized below.

		Computation				
	(a) Description	(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Other	Zoom Training	1	YR	$ 350.00	1	$ 350
	Registration/Quickbooks/Website Training	1	YR	$ 750.00	1	750
						-
						-
						-
						-
						-
						-
						-
						-
					Other Total	$ 1,100

$ 204,236	Other funds running total
$ 1,100	Exhibit 5.B

Training & Education Narrative (Federal & State):
Training for the providers and used for conferences/seminars. Quickbooks training and IIIE Website on updates.

OTHER

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.V (Section C) Direct Administrative - Budget Worksheet & Narrative

13). Direct Administrative Costs - (2 CFR 200.413 (c) The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs. Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the State awarding agency; and (4) The costs are not also recovered as indirect costs.

Name	Position	Computation				Cost
		Salary or Wage	Basis (Yr./Mo./Hr.)	% of Time	Length of time	
						$ -
					Federal & State Total	$ -
						$ -
					Other Total	$ -

Do not complete since AAA direct administrative costs are included throughout other budget categories.

Direct Administrative Narrative (Federal & State):

Total Direct Administrative Costs $ -

OTHER

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis 2,080

Exhibit 5.W (Section C) Other Miscellaneous - Budget Worksheet & Narrative

14). Other or Miscellaneous Costs --This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the Area Plan and other AAA related activities.

	(a) Description	Computation				(f) Cost
		(b) Quantity	(c) Basis	(d) Cost	(e) Length of time	
Other	Directors & Officers Liability Insurance	1	YR	$ 2,328.00	1	$ 2,328
	Auto, Liability, Property, Umbrella, Abuse Insurance	1	YR	$ 2,328.00	1	2,328
	Printing Brochures, business cards, envelopes	1	YR	$ 1,000.00	1	1,000
	Misc bank fees (Stop Payment, Audit, Other Misc	1	YR	$ 828.00	1	828
	Phone Directory Placement	1	YR	$ 708.00	1	708
	Advertising, Employment	1	YR	$ 500.00	1	500
	Dues, Subscriptions, Publications	1	YR	$ 1,000.00	1	1,000
						-
						-
						-
						-
						-
						-
						-
						-
					Other Total $	8,692

$	204,236	Other funds running total
$	8,692	Exhibit 5.B

Other Costs Narrative (Federal & State):
Any other charges that were not previously charged as allocated to Federal/State.

Exhibit 5.X (Section C) Grant Exclusive - Budget Worksheet & Narrative

15). Grant Exclusive Line Item: Costs directly related to the service or activity of the program that is an integral line item for budgetary purposes. Include unique costs directly related to the service or activity of the program such food costs for the nutrition program.

	(a) Description	Computation (b) Quantity	(c) Basis	(d) Cost	(e) Length of time	(f) Cost
Other						$ -
						-
						-
						-
						-
						-
						-
						-
						-
						-
					Other Total	$ -

$ 204,236	Other funds running total
$ -	Exhibit 5.B

Grant Exclusive Line Item Narrative (Federal & State):

Name of AAA: Midland Area Agency on Aging

FY: 2022

Full Time Basis	2,080

Exhibit 5.Y (Section C) Indirect - Budget Worksheet & Narrative

16). Indirect Cost (2 CFR 200.414) --Provide the most recent indirect cost rate agreement information with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a program budget. The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s). After the amount of indirect costs is determined for the program, a breakdown of the indirect costs should be provided in the budget worksheet and narrative below.

	(a) Description	Computation (b) Base	(c) Rate	(d) Cost
Other				-
				-
	N/A for all AAAs except Area 12.		*Other Total*	$ -

$	204,236	Other funds running total
$	-	Exhibit 5.B

Indirect Cost Narrative (Federal & State):
N/A for all AAAs except Area 12.

Name of AAA: Midland Area Agency on Aging

FY: 2022 | Full Time Basis 2,080

Exhibit 5.Z -- Agency Approval	STATE OF ILLINOIS UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Department on Aging
Organization Name: Midland Area Agency on Aging	CSFA Description: n/a	NOFO # N/A
CSFA Number: n/a	DUNS# 168548444	Fiscal Year: 2022

DO NOT COMPLETE: TO BE COMPLETED BY IDoA STAFF

Final Budget Amount Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date
Budget Revision Approved	Program Approval Signature	Date	Fiscal & Administrative Approval Signature	Date

§200.308 Revision of budget and program plans

(e) The Federal/State awarding agency may, at its option, restrict the transfer of funds among direct cost categories or programs, functions and activities for Federal/State awards in which the Federal/State share of the project exceeds the Simplified Acquisition Threshold and the cumulative amount of such transfers exceeds or is expected to exceed 10 percent or $1,000 per detail line item, whichever is greater of the total budget as last approved by the Federal/State awarding agency. The Federal/State awarding agency cannot permit a transfer that would cause any Federal/State appropriation to be used for purposes other than those consistent with the appropriation.

Attachments to the Area Plan

ATTACHMENT I. PUBLIC HEARING INFORMATION

(Present public hearing information here according to instructions.)

One Public Hearing was held Virtually on the Public Information Document on June 11, 2021 at 10 am via Zoom. (News release attached) all newspapers in the five county area were provided a news release and asked to put the event on their community calendars. It was also set up as an event on Facebook. Copies of the PID were available in each of the five counties prior to the Public Hearing. In addition, our Board of Directors, Advisory Council, Service Providers, and members of the General Assembly were sent copies of the PID.

Eleven people in addition to the Executive Director attended the hearing (sign in sheet attached) and there was no testimony given. The President of the Advisory Counsel, Linda Hubbartt, opened the hearing, read the rules and introduced Tracy Barczewski, Executive Director of Midland Area Agency on Aging. Tracy Barczewski summarized the information in the PID and Area Plan for 2022-2024 Area Plan (Power Point attached).

Linda Hubbartt again called for testimony. There was no testimony. The Public Hearing was closed.

No written testimony was received by the Area Agency by the due date June 18, 2021. No Changes were made in the Area Plan based on the Public Hearing.

PUBLIC INFORMATION DOCUMENT

FY 2022 REVIEW CRITERIA

PSA No. __09—__ **Reviewer**__—pjr__

Note: Public Hearings may be conducted remotely for FY 2022 due to the Pandemic.	A	M	U
Did the AAA provide the Department on Aging with a copy of the Public Information Document (PID) at least 21 days before the public hearing?	X		
Does the PID include a statement of the purpose of the document and the purpose of the public hearing?	X		
Does the PID contain a summary of the results of the Area Agency's needs assessment process and of the planning process, including a list of all identified issues and service priorities? Does the PID identify any changes in the service delivery system from the previous fiscal year?	X		
Did the PID include information about the statewide and local Area Plan initiatives?	X		
Does the PID include the projected number of persons to be served and units to be provided for each service to be provided in the Area Plan?	X		
Does the PID contain a description of the AAA administrative and administratively related direct service activities including the amount of Title III and State Funds to be used for administration and for each administratively related direct service? Does it specifically detail the AAA's proposal to pay for Coordination and Program Development as a cost of supportive services?	X		
Does the PID include a listing of those services the Area Agency plans to provide as direct services?	X		
For each direct service listed, is there an anticipated funding level, projected number of persons to be served and units to be provided, and justification for the provision of each direct service listed?	X		

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	A	M	U	
Does the PID address the issue of funding for Home Delivered Meals? Does it provide background activities related to unserved areas with unmet needs and why they remain unserved, activities conducted to eliminate waiting lists?	X			**Formatted:** Centered
If the Public Hearing will include a waiver of the minimum percentage requirement(s), does the PID include:	N/A			**Formatted:** Centered
The service category(ies) for which a waiver is being requested?				**Formatted:** Centered
The minimum percentage(s) specified by the Department for that service category(ies)?				**Formatted:** Centered
The percentage(s) of funds budgeted for the service category(ies) by the AAA that will require a waiver from the Department?				**Formatted:** Centered
The notification that all interested parties in the planning and service area may testify in person or in writing on the waiver request?				**Formatted:** Centered
Does the PID demonstrate that services being furnished for each category for which a waiver is being requested are sufficient to meet the need for such services in the area?				**Formatted:** Centered
Does the PID have a separate section that provides information on a variety of funding possibilities?	X			**Formatted:** Centered
Does the PID address how the Area Agency would propose to administer any **increases** in funding by specific resource (III-B, III-C1, III-C2, III-D, III-E, VII-EA, VII-Omb, State funds-HDM, State funds-CBS, AAA Adm, AAA DS)?	X			**Formatted:** Centered
Does the PID address how the Area Agency would propose to administer any **decreases** in funding by specific resource (III-B, III-C1, III-C2, III-D, III-E, VII-EA, VII-Omb, State funds-HDM, State funds-CBS, AAA Adm, AAA DS)?	X			**Formatted:** Centered

Comments:

Page 4: talks of FY 2022 being a "rebuilding year," which implies that there were failures or that services were not up to par, which is simply not true. Midland did a great job of keeping services in place, modifying existing services and adding new ones! I would modify this language to say that FY 2022 may be a year to go back to face to face meetings while still offering the virtual options for those who wish to utilize them. This concept is reinforced in the description of the statewide initiative, especially with the continuation of GetSetUp and Adaptive Equipment Corner. Kudos!!

Page 5: clarify the sources of Area Agency funding such as federal, state, donations, etc.

Great description of statewide and local initiatives: succinct and easy to understand, but still incorporates Area Plan language. I like how you tied in social isolation and loneliness in PWD. Good description of staff training related to the DFA initiative.

Great description of HDM as a well-check and a social isolation deterrent as well as providing nutrition.

The chart is an excellent addition: very easy to understand.

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NEWS RELEASE

Midland Area Agency on Aging 434 S. Poplar, Centralia, IL 62801

For Immediate Release:

The Midland Area Agency Board of Directors will hold a Virtual Public Hearing to discuss the Fiscal Year 2022 through 2024 Area Plan. It will be held on Friday June 11, 2021 via Zoom. The Hearing will begin at 10:00a.m. The public is welcome to attend and provide testimony.

To receive the link for the hearing please email nancy@midlandaaa.org or call 618-532-1853 and the link will be sent to you.

To review the Document visit our website at www.midlandaaa.org

Thank You

Judy Kleine

Midland Area Agency on Aging

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FRIDAY, JUNE 11, 2021 AT 10 AM CDT

Midland Area Agency Public Hearing for Fiscal Year 2022 through 2024 Area Plan

Free · Online Event

About Discussion

Details

5 people responded

Event by Midland Area Agency on Aging

Online Event

Price: Free

Public · Anyone on or off Facebook

A description of the services and goals for services for Older Adults in Clay Effingham Fayette Jefferson and Marion Counties. to participate call 618 532 1853 or email nancy@midla... See More

Literature Online

How to Attend

Hosted on a different app or website

When the event starts, you'll find instructions for how to access the event on this event page. You can still interact with other guests and post questions here on Facebook.

AREA PLAN PUBLIC HEARING

FY2022 AMENDMENTS TO THE FY 2022-2024 AREA PLAN

THURSDAY, JUNE 11, 2021 10:00AM

VIRTUAL CALL

SIGN IN SHEET

Name:	Organization:	Providing Testimony? YES	NO
Tracy Barczewski	Midland Area Agency on Aging		X
Judy Kleine	" "		X
Nancy Hinton	" "		X
Lori Cummins	" "		X
Heather Fontanez	" "		X
Lisa Forehand	" "		X
Linda Hubbartt	ECCOA		X
Phyllis Roate	IDoA		X
Betty Baker	Addus		X
Donna Pearson	Comprehensive Connections		X
Late joining Nathan Nichols	CEFS		X
Shannon Nosbisch	EAA Effingham Alz Awareness		X

Public Hearing
Midland Area Agency on Aging

Midland Area Agency on Aging
Established 1973

Who Are We?

- One of thirteen (13) Area Agencies in the state. The goal of Midland Area Agency is to change those conditions which either directly or indirectly pose significant barriers to older adults, their caregivers, and persons with disabilities who desire to live independently in the community and participate in a full, meaningful way in community life. Midland Area Agency provides a network of providers to meet the needs of people in Clay, Effingham, Fayette Jefferson and Marion Counties

The Aging Network Organization Chart

US. Congress & The President
Appropriate Federal Funds
For the Older Americans Act

Department of Health and Human Services
Administration Community Living

Federal Council on Aging

Illinois Department on Aging
State Legislature and Governor and State Funding → Illinois Council on Aging

Midland Area Agency on Aging → Area Agency Board of Directors and Advisory Council

Local Service Providers

Purpose of the Hearing

- To Give the Public the Opportunity to review and comment on the plan that Midland Area Agency is developing for Fiscal Year 2022-2024
- Comments can be oral or written and will be accepted until June 18,2021.
- The Area Agency may respond today but is not mandated to do so. A summary of all testimony received and any change in the proposed Area Plan will be available in 10 business days after the hearing.

Funding In This Document

- This document is based on the funding as was made available by the U.S. Congress (the Federal Amount) and the Illinois General Assembly (the Governors proposed budget). It was created in May in preparation for this hearing and it may change prior to the final Area Plan submission on July 1, 2021.

Planning Process

- Covid-19 Effects
  - Quickly changed all services from in person to some form of virtual format.
    - Friendly Visiting (Phone)
    - Legal (Phone and Drive through)
    - Information and Assistance (phone and later appointment only)
    - Transportation (limited with safety precautions)
    - Health Promotions (Strong for Life virtually and clients on own) (Lost CDMSE and Matter of Balance)
    - Changed ADRD from Stress Busters to GAP filling
  - Nutrition Services increased dramatically changing all congregate to Home Delivered Meal clients. New Routes, New Delivery Systems, Recruiting additional volunteers, Shelf Stable Meals, and NO waiting lists ever!
  - Invested into two virtual programs
    - Get Set Up
    - Adoptive Equipment Corner

Planning Process

- FY 2022 and maybe beyond will be a reintegrating a combination of face to face and virtual programing.
- We face a combination of people who want to get back into offices and sites and those who are very fearful still.
- The plan is to balance the system delivery of services to meet both needs.
  - Open Sites and Offices with precautions based on Local Health Department recommendations
  - Continue with the service delivery system we have developed until such time the pandemic is over

Planning Process

- Even with the Pandemic we have followed the "normal" planning process hoping to be back to "normal" by the end of this planning cycle.
- Review of our current senior programs and how they are utilized
- Review of the required services and percentage that has to be in each of those services.
- Review of the funding that is remaining
- Obtain input from the participants
- Obtain input from Advisory Council
- Obtain view from Networking groups in the PSA
- Census Information
- Review of the completed Needs Assessment

Results

- MAAA is funding some programs entirely
  - Congregate and Home Delivered Meals (State GRF and Title IIIC)
  - Legal Services for Seniors (Title III B)
  - Information and Assistance (Title IIIB)
  - Health promotion (Title III D)
  - Caregiver and Grandparents Raising Grandchildren (Title III E)
  - Friendly Visiting (Title III B)
  - Social Isolation (State GRF)
  - Alzheimer's and Related Disorder Gap Filing (State GRF)
- MAAA provides partial funding in other programs
  - Transportation (Title III B) (Title XX is their main source)

Gaps In Service

- Specialized transportation
- In Home Services for non eligible CCP clients
- Transportation is outlying area's
- Gap filling services
- Residential Repair
- Telephone reassurance
- Friendly visiting/Telephone Reassurance
- Homeless shelters
- Assistive Technology
- Dementia/Alzheimer's Support

Service Priorities

- Home Delivered Meals
- Caregiver
- Transportation
- Senior Center
- Information and Assistance
- Congregate Meals
- Friendly Visiting
- Health Promotion Programs
- Adult Protective Services
- Legal Services

Initiatives

- Statewide Initiative: Enhance Illinois existing Community Based Delivery System to address Social Isolation.
  - Social isolation and loneliness are associated with many adverse health conditions such as depression, cardiovascular disease, cognitive impairments and even mortality.
    - Risk Factors
      - Living alone
      - Mobility or sensory impairment
      - Major life transitions
      - Being a caregiver for someone with severe impairment
      - Psychological or cognitive vulnerabilities
      - Location: Rural

Initiative Continued

- MAAA will continue to collaborate with other AAA, IDOA, and local agencies to strategize with the resources available how to intervene and alleviate or diminish the isolation. The Pandemic validated just how impactful Social Isolation is.
- We will be a planning reopening and reintegrating people back into Social Situations.
- Hopefully Friendly Visiting will be implemented as originally planned.
- Evidence Based programs such as Aging Mastery and Strong for Life will be expanded to include both virtual and in person (hopefully).
- Education Programs with the State wide brochure to :
  - Faith Based Communities
  - Law Enforcement
  - Home Health
  - Health Departments
  - Emergency Management

Initiative Continued

- Virtual Programs Continued
  - Get Set Up
  - Adaptive Equipment Corner
- Midland will utilize the UCLA Loneliness Scale to measure the effectiveness of programing and interventions.

Initiative Continued

- Local Initiative: To Build More Dementia Friendly Communities in Illinois
  - Estimated 220,000 people in Illinois have dementia
  - Projected growth of 18% by 2025
  - If these people do not feel support by their community they start becoming isolated. Isolation leads to worsening well-being along with poor physical and mental health.
  - A Dementia Friendly Community is
    - A community that shows a high level of public awareness and understanding of dementia
    - A community where it is possible for people living with dementia to live a good life.
    - A community where persons with dementia are met with understanding and given support when necessary.
    - A community where caregivers can find support in caring for their loved one living with dementia

Initiative Continued

- This is the second Area Plan Cycle Midland has had Dementia Friendly Communities as the Local Initiative.
- Previous Cycle a lot of time was spent researching places and developing training.
- Covid-19 Pandemic stopped the actual implementation of the program in the communities that had been selected due to the inability of providing the program virtually.
- Different Communities will be selected in this Area Plan Cycle and the goal is by the end of the 3 year cycle we will revisit those smaller communities again and hopefully be successful in getting them registered as Dementia Friendly Communities.

Initiative Continued

- Midland Area Agency will collaborate with local Alzheimer's Association and Alzheimer's Awareness groups to continue this initiative
- Midland Area Agency staff have been trained as Dementia Champions.
- Dementia Friends Training will be provided
- Additional Training materials are in place.
- The ultimate goal is to have a Dementia Friendly Community in each of our Five Counties.

Alzheimer's Disease and Related Disorders

- Midland Area Agency will utilize the ADRD funding to provide GAP filling services to Caregivers caring for loved ones with Dementia.
- Examples of what has been done include:
  - Respite: In-Home, Long Term Care, and Adult Day Services.
  - Ramp
  - Lift Chair
  - Wheel Chair
  - Bedding
  - Personal Hygiene
  - Medical Bill

Funded Services

- Respite
- Transportation
- Friendly Visiting (Social Isolation)
- Ombudsman
- Legal
- Options Counseling
- Information and Assistance
- Congregate Meals
- Home Delivered Meals
- Health Promotion Programs
- Caregiver Counseling
- Caregiver and GRG Support Groups
- Caregiver Training and Education
- ADRD GAP Filling Services

Impact of Fluctuating Funding

- The current MAAA Policy:
  - It is the intent of the Area Agency to assure first and foremost that minimum percentage requirements as mandated by the Older American's Act and determined by the Illinois Department on Aging are met. If reductions in funds occur, such reductions will be replaced to the maximum extent possible from available unused funds. If not available, all services would be reduced based upon a percentage of fund reduction.
  - Should the Area Agency receive additional allotments of Federal or State funds from the Older American's Act or State General Revenue; the intent of the Area Agency to assure that minimum percentage requirements are met, and allocate the funding depending on the type of funds, special requirements and/or restrictions, transferability, and existing needs.

Waivers

- Title IIIE Caregiver Information and Assistance
- Title IIIB Options Counseling
- Title IIIB Information and Assistance
- Social Isolation Education

Questions?

ATTACHMENT II. COMMUNITY FOCAL POINTS

Following is an identification of community focal points:

Clay County

SWAN Senior Services
832 W North Avenue Suite #B
Flora IL 62839
618-283-9179

Effingham County

Heartland Human Services
PO Box 1047, 1200 N. 4th Street
Effingham IL 62401
217-347-7179 Ex. 1046

Fayette County

SWAN Senior Services
427 W. Orchard, Suite E
Vandalia IL 62471
618-283-9179

Jefferson County

SWAN Senior Services
212 S. 9th
Mt. Vernon IL 62864
618-899-9111

Marion County

Midland Area Agency on Aging
434 S. Poplar
Centralia, IL 62801
618-532-1853

ATTACHMENT III. DESCRIPTION OF OTHER AREA AGENCY ACTIVITIES, CONTRACTS AND AGREEMENTS

The Area Agency must describe any additional Area Agency activities, contracts or agreements, whether funded by public or private funds, that have not already been described in the Area Plan.

The Area Agency is involved with four additional activities not indicated in other service sections of the Area Plan.

Victim and Witness Assistance Program-Illinois Attorney General

The Area Agency receives funds from the Illinois Attorney General's office to enhance and strengthen the State Adult Protective Service Program within the planning and service area. The grant allows the Area Agency APS Coordinator to provide direct involvement in difficult cases and follow up with cases that have been closed but victims may still be at risk.

The grant also allows us to provide direct assistance as a victim's advocate in navigating the court and legal system. Older adults who are victims of elder abuse are often intimidated and need support when a State's Attorney decides to prosecute an abuser. The victim advocate can be there throughout the process to help the older person through the process.

The grant also provides us with opportunities for exposure to various issues of crime, victims' assistance and domestic violence which interrelates with elder abuse. Access to the Attorney General's Office sponsored trainings expand our knowledge base and provide additional networking opportunities with another system which is addressing these issues in the state.

Holiday Home Delivered Meals

The Area Agency has limited funding obtained through fund raising activities in the past to pay for meals to homebound older persons during the holidays. Currently, the Title IIIC funded nutrition programs and other agencies who provide meals in the area make arrangements for meals and delivery during holidays when the nutrition programs are otherwise unavailable.

Senior Medicare Patrol

Under a sub-grant agreement with AgeOptions, Inc. located in Suburban Cook County, the Area Agency is involved in disseminating information regarding health care fraud and scams. We distribute materials provided and informational pieces copied from internet sources on how to recognize Medicare fraud, how to keep track of medical services actually received, and how to report suspected fraud in all health care billings.

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Veterans Independence Program

Through an agreement with the Marion and St. Louis Veterans Administration, the AAA provides services to Veterans in the PSA through the Illinois Veterans Independence Program. The Illinois Veterans Independence Program (Illinois VIP) is a program to provide home and community-based services to help Veterans stay at home and remain in the community. Illinois VIP is a collaboration between the Veterans Health Administration (VHA) and the Area Agencies on Aging (AAAs). Illinois VIP serves veterans of any age that are at risk of nursing home placement and their family caregivers.

Through Illinois VIP, an AAA staff member works as an Options Counselor and completes a comprehensive assessment that identifies needs and preferences, develops an individual Care Plan and VIP Budget. The VIP Budget is available to purchase goods and services that best meet the veterans needs.

The AAA contracts separately with AIRIS to provide the Financial Management Services for this program.

PSA: 09 FY 2022

ATTACHMENT IV.
AREA AGENCY ON AGING DISASTER COORDINATORS CONTACT SHEET

Agency Name:	Midland Area Agency on Aging	Executive Director:	Tracy Barczewski
Agency Web Page:	www.midlandaaa.org		

PRIMARY CONTACT:

Work Info:		Home Info:	
Name:	Tracy Barczewski	Address:	22263 DuBois Black Top Road
Title:	Executive Director	City:	DuBois
Address:	434 S. Poplar	Phone:	618-787-2133
City:	Centralia	Cell:	618-201-3969
Phone:	618-532-1853	e-Mail:	barczewskitracy@yahoo.com
Pager/Cell:	None		
Fax:	618-532-5259		
e-Mail:	tracy@midlandaaa.org		

SECONDARY CONTACTS (NOTE: A minimum of three secondary contacts is required.):

Work Info:		Home Info:	
Name:	Lori Cummins	Address:	13537 Hughes Road
Title:	Program Coordinator/Disaster Coordinator	City:	Carlyle
Phone:	618-532-1853	Phone:	none
Pager/Cell:	none	Cell:	618-322-9828
e-Mail:	lori@midlandaaa.org	e-Mail:	cumminslori@yahoo.com
Name:	Lisa Forehand	Address:	5304 Church Road
Title:	Fiscal Manager	City:	Salem
Phone:	618-532-1853	Phone:	none
Pager/Cell:	none	Cell:	618-918-0319
e-Mail:	lisa@midlandaaa.org	e-Mail:	Lrbf318@yahoo.com
Name:	Nancy Hinton	Address:	8351 Bobwhite Road
Title:	Program Coordinator	City:	Louisville
Phone:	618-532-1853	Phone:	618-665-3812
Pager/Cell:	none	Cell:	618-676-7548
e-Mail:	nancy@midlandaaa.org	e-Mail:	hintfamly@yahoo.com

ATTACHMENT V **NO WRONG DOOR (NWD) SITE LISTING** **FY 2022**

Name of AAA: Midland Area Agency on Aging **PSA: 09**

Name of NWD Site Midland No Wrong Door	**Service Area**	**I&A**	**CCU**	**SHIP**	**SHAP**	**Adult Protective Services**	**Regional LTC Ombudsman**	**CIL**	**Other (Describe Below)**
						Services			Below)
Midland Area Agency on Aging	PSA Wide	X		X	X	X(RAA)			*
SWAN Senior Services	Jefferson Clay Fayett	X		X	X	X PSA wide			
Heartland Human Services	Effingham	X		X	X				**
Effingham County Committee on Aging	PSA Wide		X	X			X		
Opportunity For Access CIL	PSA Wide							X	
*Midland Area agency on Aging has a Senior Advocate on staff that provides Home Visits to older adults who do not meet the APS criteria but are at risk									
Midland Area Agency also provides in home Options Counseling									
**Heartland Human Services is a Community Mental Health Agency that provides our Caregiver/GRG services in the PSA as well as many other sevices									
Midland, SWAN, Heartland, and OFA/CIL all provide Options Counseling Services									

Please enter the names of the NWD sites and their service areas in your PSA and then place X's in each column if the NWD organization provides the service.