


N.H. Department of Health & Human Services (DHHS)  
 Bureau of Elderly & Adult Services (BEAS)

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<b>STATE OF NEW HAMPSHIRE BEAS GENERAL MEMORANDUM (GM)</b>	
DATE:	July 28, 2009
TO:	All BEAS staff, ServiceLink Resource Centers, Case Management Agencies, New Hampshire Coalition on Aging Services members
FROM:	Kathleen F. Otte, Administrator, Bureau of Elderly & Adult Services
SIGNATURE:	
SUBJECT:	SFY 10 Budget Reductions Affecting Social Service Block Grant Programs
REFERENCE NO.	GM 09-04
EFFECTIVE DATE:	July 1, 2009

<b>MEMORANDUM SUMMARY</b>
<p>The purpose of this memorandum is to:</p> <ul style="list-style-type: none"> <li>• Identify SFY10 Budget reductions affecting SSBG services, Title XX;</li> <li>• Identify Methodology to adjust contracts for SFY10;</li> <li>• Announce process and timeframe for contract adjustments;</li> <li>• Announce Webinar opportunity to receive Stakeholder comments.</li> </ul>

This memorandum serves as notice regarding budget appropriations that will affect the SFY10-11 biennium budgets, specifically the service categories of Homemaker, Adult Day Services and Adult In Home Care funded by Title XX. Appropriations for SFY's 2010-2011 have been reduced to less than the SFY10 contracted dollars for SSBG Title XX.

**Article I. Budget Reductions for SFY2010**

Homemaker Services

SFY 2010 Total Contract Amount	\$2,346,752
SFY 2010 Adjusted Budget	<u>\$2,200,506</u>
Contract Reduction	(\$ 146,246)

Adult In Home Care Services

SFY2010 Total Contract Amount	\$4,784,084
SFY2010 Adjusted Budget	<u>\$4,485,970</u>

Contract Reduction	(\$ 298,114)
Adult Day Services	
SFY2010 Total Contract Amount	\$ 609,695
SFY2010 Adjusted Budget	<u>\$ 736,475</u>
Available Budget Amount	\$ 126,780
Total Net Contract Adjustments	(\$ 317,580)

**Article II.**

**Article III. Methodology for SFY10 Contract Adjustments**

BEAS has completed a utilization review of SFY08-09 units and expenditures of Homemaker, Adult in Home Services, and Adult Day services to establish a methodology to determine contract adjustments as specified in the SFY10-11 budget.

Methodology to cover the reductions in Homemaker and Adult In Home Care will start with:

- Transferring the available balance from the Adult Day Services funding line to the Homemaker funding line;
- Contract liquidations from Adult Day Services line and transferring to the Homemaker line;
- Contract liquidations from the Adult In Home Care line. Methodology for reductions for Adult In Home Care will be proportionately prorated based upon SFY2010 contract increases over SFY2009 utilization;
- Based upon this methodology, the Bureau finds the budget will be able to cover the reduction in Homemaker services line without contract adjustments;
- Administration on Aging, Title IIIB, funding may be available in an estimated amount of \$124,000 come mid contract cycle to cover some of the gaps in these services.

However, the Bureau realizes that some contractors provide two or more of these aforementioned services and that they would like to have the opportunity to determine which funding lines can be liquidated in their contract to better serve and manage their programs for their clients.

**Timeframe for Contract Adjustments.**

BEAS finance personnel will be contacting providers affected by these adjustments by telephone over the next couple of days to discuss applying their respective liquidations.

These reductions will be effective July 1, 2009.

**Webinar Opportunity**

BEAS will be hosting a Webinar on July 30, 2009 at 10:00 a.m. to answer questions and receive stakeholder comments. The Webinar link is: <https://www2.gotomeeting.com/register/406382307>.

Please contact Kathleen Otte, at 271-4394, or Dick St. Onge, at 271-2989, if you have questions or comments related to information presented in this memorandum.