

## Family Caregiver Support Program Title III-E Funds Available

The Administration for Community Living (ACL) and the North Carolina Division of Aging and Adult Services have awarded federal funding from the Title III-E Family Caregiver Support Program of the Older Americans Act to support family caregivers providing care to people age 60+, as well as those caring for someone of any age with dementia. Grandparents and relatives living with and providing care for children under age 18 also qualify as caregivers who may benefit from FCSP services. More than 65 million people in the US are considered family caregivers. Without support, many family caregivers experience “burnout” and declining health. The listed funds are available for services for the State Fiscal Year 2022, beginning July 1, 2021 and ending June 30, 2022.

Following the Piedmont Triad Regional Council’s Procurement Policy, in compliance with the Uniform Guidance Regulation, any agency interested in submitting a Request for Proposal will be required to participate in one of two virtual Information Meetings scheduled **May 13<sup>th</sup>, either at 9:00 or 2:30.**

**Connect at this link for the 9:00 session:**

Time: May 13, 2021 09:00 AM Eastern Time

Join Zoom Meeting: <https://zoom.us/j/97316953743>

Meeting ID: 973 1695 3743

**Connect at this link for the 2:30 session:**

Time: May 13, 2021 02:30 PM Eastern Time

Join Zoom Meeting: <https://ptrc-org.zoom.us/j/92224228529>

Meeting ID: 922 2422 8529

### **Service Categories**

There are five categories of services available to support caregivers through the Title III-E National Family Caregiver Support Program. These include:

1. Information – Public information and educational programs, community events, program promotion.
2. Assistance with Access – Caregiver resource consultation, assistance, emergency preparedness planning.
3. Caregiver Counseling, Support Groups and Training – Includes all caregiver support groups, educational training programs, such as Powerful Tools for Caregivers.
4. Respite Care – Community respite, in-home respite, older relative caregivers’ day and hourly respite.
5. Supplemental Services – Incontinence supplies, liquid nutrition supplements, home modifications, assistive technology, handy man/yard work, personal emergency response systems, miscellaneous errands and delivery services, cleaning supplies, and other similar services.

### **Eligibility Requirements for Caregivers, Including Definition of “Frail” for Care Recipients**

- ✓ As authorized in Title III-E of the Older Americans Act, the following specific populations of family caregivers are eligible to receive services:
- ✓ Adult family members or other informal caregivers age 18 and older providing care to individuals 60 years of age and older;
- ✓ Adult family members or other informal caregivers age 18 and older providing care to individuals of any age with Alzheimer’s disease and related disorders;
- ✓ Grandparents and other relatives 55 years of age and older providing care to children under the age of 18;
- ✓ Grandparents and other relatives 55 years of age and older providing care to adults age 18-59 with disabilities.

In addition to the eligibility presented above, the Older Americans Act specifies that the caregiver of an older individual receiving Respite or Supplemental Services must be taking care of a care recipient who meets the definition of “frail.” “Frail means that the older individual is determined to be functionally impaired because the individual—

- ✓ Is unable to perform at least two activities of daily living without substantial human assistance, including verbal reminding, physical cueing, or supervision; or
- ✓ Due to a cognitive or other mental impairment, requires substantial supervision because the individual behaves in a manner that poses a serious health or safety hazard to the individual or to another individual.”

### **Reporting and Reimbursement Requirements**

1. Services provided by FCSP funds will be reimbursed on a monthly basis through the state’s Aging Resource Management System (ARMS).
2. The agency will complete all data entry in the ARMS reimbursement system, keep accurate financial and programmatic records, and will accommodate other requests by the Piedmont Triad Regional Council Area Agency on Aging. Programmatic limits will not be exceeded.
3. The agency will file programmatic and budget change requests in writing with the PTRC AAA for approval.

### **Consumer Contribution Expectations**

The agency will maintain the required consumer contributions forms and documentation as specified in the “Division of Aging and Adult Services Manual – Consumer Contributions Policy and Procedures” (February 2013).

### **Monitoring**

All services provided by FCSP funds will be monitored by the PTRC Area Agency on Aging (PTRC AAA) according to a timeline that will be established by the North Carolina Division of Aging and Adult Services. Monitoring will be conducted following the “PTRC AAA Policies and Procedures For Monitoring” (November 2016) which also addresses the required monitoring of any subcontractors used to furnish services.

### **Confidentiality and Security**

Client information in any format and whether recorded or not shall be kept confidential and not disclosed in a form that identifies the person without the informed consent of the person or legal representative. Community service providers, including subcontractors and vendors, must adhere to all applicable federal, state, and departmental requirements for protecting the security and confidentiality of client information but not limited to appropriately restricting access, establishing procedures to reduce the risk of accidental disclosures from data processing systems, and developing a process by which the North Carolina Division of Aging and Adult Services is notified of suspected or confirmed security incidents and data breaches.

### **New Provider Required Documentation**

New agency requirements are listed on the website at:

[Microsoft Word - New Agency Requirements - Sept 2018.docx \(ptrc.org\)](#)

Before a new provider can receive funds, documents need to be submitted to PTRC, which include the most recent audit, personnel policies, a current bank statement, a completed Internal Control Questionnaire, and others as listed on the website.

### **Record Retention and Disposition**

All community service providers are responsible for maintaining custody of records and documentation to support the allowable expenditure of funds, service provision, and the reimbursement of services. Service providers must adhere to the approved record retention and disposition schedule posted semiannually on the website of the NC Department of Health and Human Services (DHHS) Controller at:

<https://www.ncdhhs.gov/about/administrative-offices/office-controller/records-retention>

Service providers are not authorized to destroy records related to the provision of services under this Agreement except in compliance with the approved DHHS retention and disposition schedule, which allows for the proper destruction of records based on a schedule by funding source and fiscal year. Confidential records will be destroyed in such a manner that the records cannot be practically read or reconstructed.

### **County Allocations for Family Caregiver Support Program - State Fiscal Year 2022**

See table on next page.

### **Request For Proposal**

Forms will be accessible at PTRC website [[Partner Portal | Piedmont Triad Regional Council, NC \(ptrc.org\)](#)]. Completed Request for Proposal documents must be submitted with original signatures and received at PTRC AAA by close of business **Thursday, May 27<sup>th</sup>**. Proposals should be submitted to:

*PTRC Area Agency on Aging  
Attn: Teresa Jackson  
1398 Carrollton Crossing Dr.  
Kernersville, NC 27284*

**FAMILY CAREGIVER SUPPORT PROGRAM – STATE FISCAL YEAR 2022**

<b>County</b>	<b>SFY 2021 FCSP Allocation</b>	<b>Change (Cut)</b>	<b>SFY 2022 FCSP Allocation</b>
Alamance	52,102	5,653	57,755
Caswell	12,708	995	13,703
Davidson	52,989	5,853	58,842
Davie	19,249	1,700	20,949
Forsyth	98,933	11,505	110,438
Guilford	133,414	15,857	149,271
Montgomery	14,242	1,100	15,342
Randolph	45,882	4,856	50,738
Rockingham	34,643	3,307	37,950
Stokes	20,450	1,865	22,315
Surry	28,755	2,454	31,209
Yadkin	17,269	1,420	18,689
<b>TOTAL FCSP</b>	<b>\$530,636</b>	<b>\$56,565</b>	<b>\$587,201</b>

These preliminary allocations are tentative based on the NC General Assembly approved budget.

**\*NOTE:** Applicants may submit a Request for Proposal for multiple counties.