



**JOINT MEETING
AGENDA
AGING AND DISABILITY RESOURCE CENTER
AND
COUNCIL ON AGING ADVISORY BOARD
Monday, April 1, 2019, 9:00 a.m.
Rock County Job Center - Room K
1900 Center Avenue,
Janesville, WI. 53546**

- A. Call to Order
ADRC Chairperson Terry Thomas & COA Advisory Board Chairperson Chuck Wilson
- B. Roll Call
ADRC Advisory Committee and COA Advisory Board
- C. Approval of Agenda
- D. Review & Approval of March 18, 2019 Joint Meeting Minutes
- E. Citizen Participation, Communications and Announcements
- F. New Business
 - 1. Discussion on ADRC – COA Integration
 - i. Review and Discussion of concerns expressed on integration (Josh S.)
 - ii. Update on COA La Crosse County Information (Lachel F. & Jennifer T.)
 - iii. Review of Jefferson & Winnebago Counties Integration (Jennifer T.)
 - iv. Employee Feedback/Input (Josh S.)
 - v. Review of State Correspondence on Integration Funding
 - vi. Other
 - 2. Next Steps – Additional Information
- G. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

Tony Evers
Governor



DIVISION OF PUBLIC HEALTH

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DATE: March 20, 2019

TO: Directors of County or Tribal Aging Units
Directors of Aging and Disability Resource Centers (ADRCs)
Tribal Aging and Disability Resource Specialist (Tribal ADRS) Supervisors
County Human Services Directors

FROM: Carrie Molke, Bureau of Aging and Disability Resources Director
Anne Olson, Office for Resource Center Development Director
Cindy Ofstead, Office on Aging Director

SUBJECT: One-time Funding and Carryover Requests

The Department of Health Services, Bureau of Aging and Disability Resources (BADR), is pleased to announce the availability of one-time funding to support two different project areas:

- Aging and ADRC Integration Planning and Transition
- ADRC and Tribal ADRS Sustainability and Improvement

Project Area Descriptions

• **Aging and ADRC Integration Planning and Transition**

Each county has an aging unit and an ADRC providing a broad array of services to older adults and people with disabilities in Wisconsin. Most counties have integrated their local aging and ADRC programs, operating as one organization, and have realized benefits such as streamlined access to services, effective utilization of available resources, improved customer service, and increased breadth of knowledge of all staff working to serve older adults and adults with disabilities in the community. Learning from the experience of these agencies, BADR recommends that all counties work towards greater integration.

To support local efforts to integrate and strengthen aging and ADRC services, BADR is making one-time funding available for aging and ADRC integration planning and transition.

• **ADRC and Tribal ADRS Sustainability and Improvement**

The mission of the ADRC and tribal ADRS is to empower older adults and people with physical disabilities or developmental/intellectual disabilities to make informed choices and to streamline access to the appropriate services and supports. By empowering people to find resources in their communities and make informed decisions about long-term care, ADRCs and tribal ADRSs help people conserve their personal resources, maintain self-sufficiency, and delay or prevent the need for potentially expensive long-term care.

BADR is making one-time funding available to support changes or projects that contribute to the long-term sustainability of the ADRC or tribal ADRS program and/or improve the physical space of the ADRC or tribal ADRS to better serve the community.

Application Guidelines

- **General Requirements**

ADRCs requesting carryover funding will use this process.

Agencies may apply for funding for both project areas. Applicants must be an ADRC director, tribal ADRS in conjunction with the tribal ADRS supervisor, or aging unit director (for integration funding). For integration project requests, ADRC and aging unit directors must jointly apply. For tribal requests, tribal ADRS and tribal ADRS supervisors must jointly apply. All applicants are expected to follow any local requirements related to applying for and receiving funds.

- **Funding Guidelines**

Requests must be for at least \$5,000. This minimum amount can include multiple cost areas under one project area or can be for combined integration and ADRC sustainability projects.

Funding is for one-time costs only, and costs **must** be incurred in 2019. For counties, costs must be incurred in calendar year 2019. For tribes, costs must be incurred in federal fiscal year 2019. Requests that include ongoing costs, such as requests for permanent staff or requests for ongoing annual events, will not be awarded.

All costs included in a request must be allowed under the ADRC or Tribal ADRS Scope of Services.

Consistent with the scope of services, capital expenses are not allowed, and all shared costs must be allocated across business units appropriately. For requests that include shared costs, the cost allocation method must be included with the application.

- **Application Requirements**

To apply for funding, applicants will complete the Request for Funding Application that accompanies this letter and submit it electronically to: dhsrcteam@wisconsin.gov

The deadline for submitting one-time funding requests is Monday, April 22, 2019.

Applicants must clearly describe how the requested funding addresses a critical problem. The application must provide all of the following:

1. A clear explanation of the functional problem or issue that will be addressed with one-time funding. For physical plant requests, accessibility or ADA compliance assessments are not required but could be included to further explain the issue.
2. An analysis of the causes of the problem or issue.
3. A determination and description of what other mitigation measures have taken place to address the issue.
4. A clear explanation of how the one-time funding will demonstrate improvement of the ADRC or tribal ADRS program, contributing to long-term sustainability in the community, and/or move the organization towards integration.
5. Documentation, through a budget projection, that the requested one-time funding will not supplant existing funding.

6. Itemized list of requested line items and requested funding amount.

An evaluation committee will review all requests submitted. BADR reserves the right to reject any or all requests, and to negotiate the award amount, authorized budget items, or plans with the applicants prior to granting an award. Notification of intent to award will be made to agencies by May 15, 2019.

Reporting Requirements

Award recipients are required to provide a brief (two pages or less) written summary on their progress and accomplishments related to the awarded project, and submit a fiscal report on project spending. Counties must submit the written summary by March 2, 2020. Tribes must submit the written summary by January 2, 2020.