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# D.C. Office on Aging

[www.dcoa.dc.gov](http://www.dcoa.dc.gov)

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Description	FY 2011	FY 2012	FY 2013	% Change
	Actual	Approved	Proposed	from FY 2012
Operating Budget	\$25,397,221	\$25,445,324	\$25,544,336	0.4
FTEs	35.3	42.0	42.0	0.0

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The mission of the District of Columbia Office on Aging (DCOA) is to advocate, plan, implement, and monitor programs in health, education, employment, and social services that promote longevity, independence, dignity, and choice for our senior citizens.

## Summary of Services

The District of Columbia Office on Aging is the State and Area Agency on Aging for individuals 60 years of age and older. DCOA oversees an Aging Services Network of more than 20 community-based education, government, and private organizations, which operates more than 30 programs citywide; there are seven Lead Agencies that offer a broad range of legal, nutrition, social, and health services. Additionally, DCOA operates the Aging and Disability Resources Center (ADRC), a one-stop resource for long-term care information, benefits and assistance for residents age 60 and older and persons with disabilities age 18 and older; the information and referral system; and the Older Worker Employment and Training program, which provides training and job placement opportunities for older persons.

The agency's FY 2013 proposed budget is presented in the following tables:

## FY 2013 Proposed Gross Funds Operating Budget, by Revenue Type

Table BY0-1 contains the proposed FY 2013 agency budget compared to the FY 2012 approved budget. It also provides FY 2010 and FY 2011 actual expenditures.

**Table BY0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2010	Actual FY 2011	Approved FY 2012	Proposed FY 2013	Change from FY 2012	Percent Change*
<b>General Fund</b>						
Local Funds	16,638	16,623	16,068	16,620	552	3.4
<b>Total for General Fund</b>	<b>16,638</b>	<b>16,623</b>	<b>16,068</b>	<b>16,620</b>	<b>552</b>	<b>3.4</b>
<b>Federal Resources</b>						
Federal Grant Funds	7,493	7,238	8,126	7,307	-819	-10.1
<b>Total for Federal Resources</b>	<b>7,493</b>	<b>7,238</b>	<b>8,126</b>	<b>7,307</b>	<b>-819</b>	<b>-10.1</b>
<b>Private Funds</b>						
Private Grant Funds	0	40	0	0	0	N/A
<b>Total for Private Funds</b>	<b>0</b>	<b>40</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Intra-District Funds</b>						
Intra-District Funds	1,892	1,496	1,252	1,618	366	29.3
<b>Total for Intra-District Funds</b>	<b>1,892</b>	<b>1,496</b>	<b>1,252</b>	<b>1,618</b>	<b>366</b>	<b>29.3</b>
<b>Gross Funds</b>	<b>26,024</b>	<b>25,397</b>	<b>25,445</b>	<b>25,544</b>	<b>99</b>	<b>0.4</b>

\*Percent change is based on whole dollars.

Note: If applicable, for a breakdown of each Grant (Federal and Private), Special Purpose Revenue type and Intra-District agreement, please refer to Schedule 80 Agency Summary by Revenue Source in the FY 2013 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2013 Proposed Full-Time Equivalents, by Revenue Type

Table BY0-2 contains the proposed FY 2013 FTE level compared to the FY 2012 approved FTE level by revenue type. It also provides FY 2010 and FY 2011 actual data.

**Table BY0-2**

Appropriated Fund	Actual FY 2010	Actual FY 2011	Approved FY 2012	Proposed FY 2013	Change from FY 2012	Percent Change
<b>General Fund</b>						
Local Funds	19.6	19.5	175	175	0.0	0.0
<b>Total for General Fund</b>	<b>19.6</b>	<b>19.5</b>	<b>175</b>	<b>175</b>	<b>0.0</b>	<b>0.0</b>
<b>Federal Resources</b>						
Federal Grant Funds	13.0	7.2	12.5	10.5	-2.0	-16.0
<b>Total for Federal Resources</b>	<b>13.0</b>	<b>7.2</b>	<b>12.5</b>	<b>10.5</b>	<b>-2.0</b>	<b>-16.0</b>
<b>Intra-District Funds</b>						
Intra-District Funds	0.0	8.6	12.0	14.0	2.0	16.7
<b>Total for Intra-District Funds</b>	<b>0.0</b>	<b>8.6</b>	<b>12.0</b>	<b>14.0</b>	<b>2.0</b>	<b>16.7</b>
<b>Total Proposed FTEs</b>	<b>32.6</b>	<b>35.3</b>	<b>42.0</b>	<b>42.0</b>	<b>0.0</b>	<b>0.0</b>

## FY 2013 Proposed Operating Budget, by Comptroller Source Group

Table BY0-3 contains the proposed FY 2013 budget at the Comptroller Source Group (object class) level compared to the FY 2012 approved budget. It also provides FY 2010 and FY 2011 actual expenditures.

**Table BY0-3**

(dollars in thousands)

Comptroller Source Group	Actual FY 2010	Actual FY 2011	Approved FY 2012	Proposed FY 2013	Change from FY 2012	Percent Change*
11 - Regular Pay - Continuing Full Time	1,989	2,010	2,699	2,322	-377	-14.0
12 - Regular Pay - Other	789	654	907	723	-184	-20.3
13 - Additional Gross Pay	1	129	0	0	0	N/A
14 - Fringe Benefits - Current Personnel	497	490	832	788	-44	-5.3
<b>Subtotal Personal Services (PS)</b>	<b>3,276</b>	<b>3,283</b>	<b>4,439</b>	<b>3,834</b>	<b>-605</b>	<b>-13.6</b>
20 - Supplies and Materials	74	178	218	98	-120	-54.9
30 - Energy, Comm. and Building Rentals	49	0	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc	55	6	0	0	0	N/A
32 - Rentals - Land and Structures	112	0	0	0	0	N/A
33 - Janitorial Services	23	0	0	0	0	N/A
34 - Security Services	19	0	0	0	0	N/A
35 - Occupancy Fixed Costs	96	0	0	0	0	N/A
40 - Other Services and Charges	261	665	300	792	492	163.9
41 - Contractual Services - Other	6,334	6,300	5,875	5,545	-330	-5.6
50 - Subsidies and Transfers	15,551	14,876	14,513	15,175	662	4.6
70 - Equipment and Equipment Rental	172	89	100	100	0	0.0
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>22,747</b>	<b>22,114</b>	<b>21,007</b>	<b>21,711</b>	<b>704</b>	<b>3.4</b>
<b>Gross Funds</b>	<b>26,024</b>	<b>25,397</b>	<b>25,445</b>	<b>25,544</b>	<b>99</b>	<b>0.4</b>

\*Percent change is based on whole dollars.

## Program Description

The District of Columbia Office on Aging operates through the following 4 programs:

**Consumer Information, Assistance and Outreach** – provides information and assistance, special events, training, education, and employment services for District residents and caregivers so that they can be better informed about aging issues and maintain their independence.

This program contains the following 5 activities:

- **Employment Services** – provides job counseling and placement opportunities for District residents age 55 or older so that they can gain and maintain employment;
- **Special Events** – provides socialization, information, and recognition services for District residents age 60 or older to increase awareness of services provided, expand their social network, and project a positive image of aging;
- **Training and Education** – provides consumer training for seniors and professional training for service providers and the general public to enhance their knowledge and increase their skills regarding policies and procedures affecting elderly programs and services; and
- **Advocacy Activity/Elder Rights** – these two activities support elder rights protection and adult protective service activities that concur with relevant state laws, provide public education regarding elder abuse, and assist in resolving complaints between residents/families and nursing homes and other community residential facilities for seniors.

**In-Home and Continuing Care** – provides homemaker assistance, day care, nutrition, case management services and caregiver support to allow older residents to age in place, in their own home.

This program contains the following 2 activities:

- **In-Home and Day Care Services** – provides homemaker assistance, day care, nutrition and case management services for frail District residents 60 years of age and older; and
- **Caregivers Support** – provides caregiver education and training, respite, stipends, and transportation services to eligible caregivers.

**Community-Based Support** – provides residential facilities, elder rights assistance, health promotion, wellness, counseling, legal services, transportation, and recreation activities for District residents who are 60 years of age or older so that they can live independently in the community and minimize institutionalization.

This program contains the following 4 activities:

- **Health Promotion and Wellness** – provides physical fitness, health screening, and wellness information for District residents age 60 or older to increase their health awareness and to adopt healthier behaviors;
- **Community Services** – provides congregate and home delivered meals, transportation, recreation, counseling, volunteer activities, and legal services;
- **Supportive Residential Facilities** – provides emergency shelter, supportive housing, advocacy, and aging-in-place programs; and
- **Advocacy/Elder Rights** – supports elder rights protection and adult protective service activities that concur with relevant state laws, provides public education regarding elder abuse, and assists in resolving complaints between residents/families and nursing homes and other community residential facilities for seniors.

**Agency Management** – provides for administrative support and the required tools to achieve operational and programmatic results. This program is standard for all agencies using performance-based budgeting.

## Program Structure Change

The District of Columbia Office on Aging has no program structure changes in the FY 2013 proposed budget.

## FY 2013 Proposed Operating Budget and FTEs, by Program and Activity

Table BY0-4 contains the proposed FY 2013 budget by program and activity compared to the FY 2012 approved budget. It also provides the FY 2011 actual data.

**Table BY0-4**

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2011	Approved FY 2012	Proposed FY 2013	Change from FY 2012	Actual FY 2011	Approved FY 2012	Proposed FY 2013	Change from FY 2012
<b>(1000) Agency Management Services</b>								
(1010) AMP-Personnel Costs Activity	2,720	2,652	2,850	198	16.2	25.0	24.0	-1.0
(1020) AMP-Contract and Procurement Activity	39	0	0	0	2.0	0.0	0.0	0.0
(1030) AMP-Property Management	67	0	0	0	0.0	0.0	0.0	0.0
(1040) AMP-Contract and Procurement Activity	1,036	992	796	-196	2.0	0.0	0.0	0.0
(1050) AMP-Financial Services Activity	0	0	0	0	1.5	0.0	0.0	0.0
(1087) AMP- Language Access	0	10	12	2	0.0	0.0	0.0	0.0
(1090) AMP-Performance Management Activity	0	0	0	0	5.0	0.0	0.0	0.0
<b>Subtotal (1000) Agency Management Services</b>	<b>3,863</b>	<b>3,653</b>	<b>3,658</b>	<b>4</b>	<b>26.7</b>	<b>25.0</b>	<b>24.0</b>	<b>-1.0</b>
<b>(9200) Consumer Information, Assistance and Outreach</b>								
(9205) Employment Services	294	315	314	-1	0.0	0.0	0.0	0.0
(9215) Special Events	223	223	223	0	0.0	0.0	0.0	0.0
(9220) Training and Education	750	1,534	647	-887	8.6	12.0	3.0	-9.0
(9222) Advocacy/Elder Rights	0	0	497	497	0.0	0.0	0.0	0.0
(9225) Advocacy Activity	0	0	87	87	0.0	0.0	0.0	0.0
<b>Subtotal (9200) Consumer Info., Assistance and Outreach</b>	<b>1,266</b>	<b>2,071</b>	<b>1,767</b>	<b>-304</b>	<b>8.6</b>	<b>12.0</b>	<b>3.0</b>	<b>-9.0</b>
<b>(9300) In-Home and Continuing Care Program</b>								
(9325) In-Home and Day Care Services	8,366	5,810	5,731	-79	0.0	0.0	0.0	0.0
(9330) Caregivers Support	734	787	701	-86	0.0	0.0	0.0	0.0
<b>Subtotal (9300) In-Home and Continuing Care Program</b>	<b>9,100</b>	<b>6,597</b>	<b>6,431</b>	<b>-165</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>(9400) Community-Based Support Program</b>								
(9440) Health Promotion. and Wellness	3,774	4,336	4,417	82	0.0	5.0	15.0	10.0
(9450) Community Services	6,191	7,598	8,109	511	0.0	0.0	0.0	0.0
(9470) Supportive Residential Facilities	727	713	675	-38	0.0	0.0	0.0	0.0
(9480) Advocacy/Elder Rights	477	478	487	9	0.0	0.0	0.0	0.0
<b>Subtotal (9400) Community-Based Support Program</b>	<b>11,168</b>	<b>13,124</b>	<b>13,688</b>	<b>564</b>	<b>0.0</b>	<b>5.0</b>	<b>15.0</b>	<b>10.0</b>
<b>Total Proposed Operating Budget</b>	<b>25,397</b>	<b>25,445</b>	<b>25,544</b>	<b>99</b>	<b>35.3</b>	<b>42.0</b>	<b>42.0</b>	<b>0.0</b>

(Change is calculated by whole numbers and numbers may not add up due to rounding)

**Note:** For more detailed information regarding the proposed funding for the activities within this agency's programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2013 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## **FY 2013 Proposed Budget Changes**

The D.C. Office on Aging's (DCOA) proposed FY 2013 gross budget is \$25,544,336, which represents a 0.4 percent decrease from its FY 2012 approved gross budget of \$25,445,324. The budget is comprised of \$16,619,722 in Local funds, \$7,306,698 in Federal Grant funds, and \$1,617,916 in Intra-District funds.

### **Current Services Funding Level**

The Current Services Funding Level (CSFL) is a Local funds ONLY representation of the true cost of operating District agencies, before consideration of policy decisions. The CSFL reflects changes from the FY 2012 approved budget across multiple programs, and it estimates how much it would cost an agency to continue its current programs and operations into the following fiscal year. The initial adjustments in the budget proposal represent changes that should be compared to the FY 2013 CSFL budget and not necessarily changes made to the FY 2012 Local funds budget. The FY 2013 CSFL adjustments to the FY 2012 Local funds budget are described in table 5 of this agency's budget chapter. Please see the CSFL Development section within Volume 1: Executive Summary for more information regarding the methodology used and components that comprise the CSFL.

DCOA's FY 2013 CSFL budget is \$16,145,547, which represents a \$77,956, or 0.5 percent, increase over the FY 2012 approved Local funds budget of \$16,067,591.

### **Initial Adjusted Budget**

**Cost Increase:** In Local funds, DCOA increased Other Services and Charges by \$512,491. In Federal Grant funds, Subsidies and Transfers was increased by \$77,960. In Intra-District funds, the agency increased its Subsidies and Transfers by \$214,612 and its personal services by \$157,301 and 2.0 FTEs to reflect an increase in Intra-District funding from the Department of Health Care Finance.

**Cost Decrease:** In Local funds, DCOA decreased its Contractual Services by \$339,400, personal services by \$87,776, Supplies and Materials by \$83,314, and Equipment and Equipment Rentals by \$2,000. In Federal Grant funds, the agency decreased its personal services by \$719,585 and 2.0 FTEs, Contractual Services by \$114,875, Supplies and Materials by \$40,099, and Other Services and Charges by \$26,100. The primary reason for the decline in Federal Grant funds is the reduction in the anticipated grant award funding in FY 2013.

In Intra-District funds, the agency reduced its Contractual Services by \$5,607.

### **Additionally Adjusted Budget**

**Technical Adjustment:** Adjustment of Fringe Benefits to restore the District Government contribution for employee health insurance from 72 percent, implemented in the FY 2011 budget, to 75 percent in FY 2013, resulting in an increase of \$7,664 in Local funds, \$3,277 in Federal Grant funds, and \$2,957 in Intra-District funds.

**Additional Adjustment:** Adjustments were made to reflect the offset of the impact of health insurance contribution in Intra-District funds by a reduction of \$2,957 from the Consumer Information Assistance and Outreach program.

### **Policy Initiatives**

**Cost Increase:** DCOA's Local funds budget increased by \$466,511 in Consumer Information Assistance and Outreach program to support the "Long-Term Care Ombudsman Program Amendment Act of 2011." Additionally, the Intra-District budget increased by \$204,728 in the Agency Management program to reflect the agreement with the Department of Health Care Finance.

**Reduce:** The Intra-District budget was adjusted to reflect the agreement with the Department of Health Care Finance. This adjustment accounts for reductions of \$70,931 in the Community-Based Support program and \$133,800 in the Consumer Information Assistance and Outreach program.

## FY 2012 Approved Budget to FY 2013 Proposed Budget, by Revenue Type

Table BY0-5 itemizes the changes by revenue type between the FY 2012 approved budget and the FY 2013 proposed budget.

**Table BY0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2012 Approved Budget and FTE</b>		<b>16,068</b>	<b>17.5</b>
Fringe Benefit Rate Adjustment	Multiple Programs	24	0.0
Personal Services Growth Factor	Multiple Programs	7	0.0
Consumer Price Index	Multiple Programs	47	0.0
<b>FY 2013 Current Services Funding Level Budget (CSFL)</b>		<b>16,146</b>	<b>17.5</b>
Cost Increase: In Other Services and Charges	Multiple Programs	512	0.0
Cost Decrease: In Contractual Services	Multiple Programs	-339	0.0
Cost Decrease: To align personal services with projected expenses	Multiple Programs	-88	0.0
Cost Decrease: In Supplies and Materials	Agency Management Services	-83	0.0
Cost Decrease: In Equipment and Equipment Rental	Agency Management Services	-2	0.0
<b>FY 2013 Initial Adjusted Budget</b>		<b>16,146</b>	<b>17.5</b>
Technical Adjustment: Health insurance contribution	Multiple Programs	8	0.0
<b>FY 2013 Additionally Adjusted Budget</b>		<b>16,153</b>	<b>17.5</b>
<b>FY 2013 Policy Initiative</b>			
Cost Increase: Funding for the "Long-Term Care Ombudsman Program Amendment Act of 2011"	Consumer Info., Assistance and Outreach	467	0.0
<b>LOCAL FUNDS: FY 2013 Proposed Budget and FTE</b>		<b>16,620</b>	<b>17.5</b>
<b>FEDERAL GRANT FUNDS: FY 2012 Approved Budget and FTE</b>		<b>8,126</b>	<b>12.5</b>
Cost Increase: In Subsidies and Transfers	Multiple Programs	78	0.0
Cost Decrease: To align personal services with projected expenses	Multiple Program	-720	-2.0
Cost Decrease: In Contractual Services	Multiple Programs	-115	0.0
Cost Decrease: In Supplies and Materials	Community-Based Support Program	-40	0.0
Cost Decrease: In Other Services and Charges	Community-Based Support Program	-26	0.0
<b>FY 2013 Initial Adjusted Budget</b>		<b>7,303</b>	<b>10.5</b>
Technical Adjustment: Health insurance contribution	Multiple Programs	3	0.0
<b>FY 2013 Additionally Adjusted Budget</b>		<b>7,307</b>	<b>10.5</b>
<b>FEDERAL GRANT FUNDS: FY 2013 Proposed Budget and FTE</b>		<b>7,307</b>	<b>10.5</b>
<b>INTRA-DISTRICT FUNDS: FY 2012 Approved Budget and FTE</b>		<b>1,252</b>	<b>12.0</b>
Cost Increase: In Subsidies and Transfers	Multiple Programs	215	0.0
Cost Increase: To align personal services with projected expenses	Agency Management Services	157	2.0
Cost Decrease: In Contractual Services	Multiple Programs	-6	0.0
<b>FY 2013 Initial Adjusted Budget</b>		<b>1,618</b>	<b>14.0</b>
Additional Adjustments: Adjust the budget to reflect the offset for the impact of Health insurance contribution	Consumer Info., Assistance and Outreach	-3	0.0
Technical Adjustment: Health insurance contribution	Multiple Programs	3	0.0
<b>FY 2013 Additionally Adjusted Budget</b>		<b>1,618</b>	<b>14.0</b>
<b>FY 2013 Policy Initiatives</b>			
Cost Increase: Revise the budget to reflect the actual amount in the agreement with the Department of Health Care Finance	Agency Management Services	205	0.0
Reduce: Revise the budget to reflect the actual amount in the agreement with the Department of Health Care Finance	Consumers Info., Assistance and Outreach	-134	0.0
Reduce: Revise the budget to reflect the actual amount in the agreement with the Department of Health Care Finance	Community-Based Support Program	-71	0.0
<b>INTRA-DISTRICT FUNDS: FY 2013 Proposed Budget and FTE</b>		<b>1,618</b>	<b>14.0</b>
<b>Gross for BY0 - D. C. Office on Aging</b>		<b>25,544</b>	<b>42.0</b>

(Change is calculated by whole numbers and numbers may not add up due to rounding)

## Agency Performance Plan

The agency's performance plan has the following objectives for FY 2013:

**Objective 1:** To improve financial sustainability of services to seniors and persons with disabilities.

**Objective 2:** To expand DCOA's efforts in partnering with sister agencies for the purpose of employing older workers.

**Objective 3:** To improve access to services by District seniors and persons with disabilities.

**Objective 4:** To increase active consumer participation in the decision making process.

**Objective 5:** To explore and launch new programs and services, as well as expand current programs and services, to continue to provide the community resources that seniors need.

## Agency Performance Measures

Measure	FY 2010 Actual	FY 2011 Target	FY 2011 Actual	FY 2012 Projection	FY 2013 Projection	FY 2014 Projection
Number of seniors receiving health promotion, nutrition education and counseling programs at centers and network sites	9,575	8,000	9,650	9,900	10,395	10,395
Percentage of persons requesting and receiving nutritious meals	99.48%	98%	100%	98%	98%	98%
Percentage of wellness center participants who increase their awareness and adopt healthy behaviors as identified by improvements in their overall health (evidence-based health outcomes)	80%	80%	80%	85%	90%	90%
Percentage of seniors seeking employment that receive job placements	25%	55%	32.77%	50%	55%	55%
Number of elderly and disabled customers served for all services by DCOA/ADRC	16,540	10,400	10,400	10,800	10,900	10,900
Number of new customers served by ADRC age 18-59	1,009	1,500	1,458	700	750	750
Average time (days) to close ADRC case	14	14	14	14	14	14
Number of Medicaid waivers for elderly and persons with disabilities	2,769	4,500	288	288	300	300
Number of persons attending DCOA ADRC outreach events and activities	16,950	16,000	24,122	34,000	39,000	39,000
Number of satellite offices established in Senior Housing communities (assertive case management delivery model)	Not Applicable	Not Applicable	2	4	6	6

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## Agency Performance Measures

<b>Measure</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Target</b>	<b>FY 2011 Actual</b>	<b>FY 2012 Projection</b>	<b>FY 2013 Projection</b>	<b>FY 2014 Projection</b>
Number of organized aging in place programs and senior villages operational	5	5	5	3	3	3
Value of competitive grants awarded	\$6.478 Million	\$700,000	\$6.829 Million	\$7.147 Million	\$7.147 Million	\$7.147 Million
Percentage of subgrantee's budget spent on programmatic costs	87%	65%	92%	92%	92%	92%
Percentage of scheduled monitoring reports as defined in agency monitoring plan completed for each grant award	Not Available	100%	Not Available	100%	100%	100%

\*Denotes new programming beginning in FY 2012.

