

# FY2026 Comprehensive Plan of Service Update

## **1. OVERVIEW**

Charles County was officially founded in 1658, making it one of the oldest counties in Maryland. Today, Charles County is a mix of historic charm, a variety of suburban and rural housing, and growing retail and business opportunities for residents. Located along the busy Baltimore-Washington-Richmond corridor, Charles County's proximity to the greater metropolitan area has been gradually transformed from a rural farming community to a bedroom community for many who work in the metropolitan region. The County's geography is 643 square miles, comprised of approximately 72% land area and 28% water area. Despite rapid growth in the area, the County retains its natural, agricultural, scenic water trails, secluded parks, family farms, and unspoiled woodlands. An area rich in history, Charles County's beginnings are still visible in the working farms, historic structures, and historic markers that dot the landscape throughout the region.

Charles County has one of the highest rates of growth among the senior population in the entire state of Maryland. There are approximately 30,765 residents who are 60 years of age or older. People of color represent 63% of the senior population, and 8% of seniors in the county are living in poverty (*U.S. Census Bureau, 2020*).

## **2. FY2026: The AAA's efforts to serve special populations in preceding year:**

The AAA strives to make a concerted effort to provide targeted outreach in geographically isolated and rural areas of the county, as well as within communities where the highest concentration of low-income older adults and minorities reside. Although Charles County is not classified as a rural county in the RUCA codes the area still has many pockets that are isolated and do not have amenities such as grocery stores, public transportation, or access to health care providers in close proximity. These areas often have a higher concentration of residents who are persons of color and lower income. While we have been able to bring back full operations of our senior centers, for many of these rural areas, the choices for delivery of food and household items are either very limited or non-existent, so residents often have difficulty getting supplies replenished. To try to address this we have ramped up all of our outreach efforts to include all the senior apartment complexes, staffed information tables at several community events, hosted distributions of groceries as well as small household goods and toiletries for pick up through our senior centers, increased our presence on social media, and continue to host free educational events all focused on reaching areas that have a higher concentration of low-income minority individuals with the greatest social and economic need. For those areas that have limited access to broadband services, we have partnered with the local libraries to host presentations and distribute outreach materials, as well as developing several mailers and fliers distributed in these areas.

In FY2026 will continue to provide more educational opportunities to help seniors plan for their future care needs. Too often our agency receives calls from families in crisis when an unplanned medical event occurs, or a senior is struggling to remain living independently in their home and they are looking for assistance immediately. Our Agency cannot always address crisis situations due to waitlists for programs, and lengthy enrollments processes. These clients have limited options when they do not make plans for future care needs. By providing proactive education on estate planning, community-based care options, Medicare coverage limitations, and advanced planning, the AAA aims to help seniors and their families have the knowledge to put things in place before a crisis occurs and decrease the chances of institutionalization.

While the AAA has made significant efforts to improve the quality of life for seniors in our jurisdiction, there are still some challenging barriers and service gaps to overcome. The median income in Charles County is relatively high, but so is the cost of living. This makes it difficult for lower income

households and older adults on fixed incomes to afford housing, property taxes, and all the basic necessities of daily living. Although many new initiatives have been implemented in recent years, the AAA still observes service gaps in all the familiar areas, such as safe and affordable transportation and safe, affordable senior housing. Charles County has grown with many new businesses and community organizations, but some service gaps remain. For example, there are not enough physicians and practitioners in certain medical specialties, and there is still only one hospital for the entire County. Outpatient behavioral health and human service providers are also in high demand, with long wait lists in some instances. It can be challenging for support planning agencies to find qualified providers to meet the high demand for home and community-based services.

### **3. FY2026 Plans for Targeting Priority Populations-**

#### **a) Individuals with greatest economic and social need:**

The Area Agency on Aging remains committed to serving the older adults of Charles County with the highest quality of services and with a focus on client-centered, consumer-directed care options. Priority is always given to individuals with the greatest social and economic needs, and the AAA has effective, established methodologies to facilitate the prioritization of clients within its funded programs. Performance of Level One Screening across all client service requests for AAA funded programs has also yielded positive results for the prioritization and delivery of services to persons with the greatest needs. The toll-free intake number for MAP has been widely advertised and utilized for several years and serves as an effective gateway for persons seeking long term care, supportive services, and information about aging and human services. Establishing a single “no wrong door” intake line that is widely advertised has allowed us to reach a broader audience and to offer equal access to those that are socially isolated and in economic need.

Across all its initiatives, the AAA remains firmly committed to the principles of consumer choice, person-centered planning, and helping individuals to age with dignity by promoting quality home and community-based care options as an alternative to premature institutionalization. The AAA has an ongoing commitment to raise the cultural competency of the personnel within the AAA. There has been a conscious attempt to select well-qualified replacement personnel who bring new, different, and complimentary skills sets, diverse backgrounds, and competencies into the agency as position vacancies are re-staffed. This has been an extremely beneficial approach to serving the public and new populations.

The number of persons who are non-English speakers or of Limited English Proficiency (LEP) remains relatively low at less than 10% in the county, but the AAA does maintain a supply of select brochures for state and federally funded services, as well as frequently used documents such as the “*Medicare and You*” handbook in alternate languages, to assure that these items will be available to persons of LEP, as requested. Senior Centers periodically invite leaders from various cultural and ethnic groups to host special events at the Center to share traditions, history, and appreciation in ways that are culturally sensitive and enjoyable for residents. Over this past several years programs such as our Juneteenth celebration, African Dance workshop, and Passport Around the World programs have grown in popularity. We did receive a request for hearing impaired interpretive services in 2023 and have been able to accommodate this request and will continue to do so moving into FY26 through a contract with a translation service company which now is available to all departments on an as needed basis. The County has supported these services using local funds so that the two clients who require interpreter services can continue to have their needs met and regularly participate in senior programming. These interpreter services has allowed seniors to have access and participate in fitness classes, art programs, and even allowed for assistance with tax preparation through our partnership with the AARP volunteer

tax aide program.

#### **Native American residents**

The population of Native American elders in Charles County remains very low at less than 1% of the total population of the county. The AAA will certainly try to provide outreach and access services to persons of indigenous origins in Charles County but based on the percentage of persons in the target population, there are no specific initiatives at this time. The AAA is aware of points of contact within the local tribal organizations and can work with those key individuals to raise awareness and assure access to information and services, as practicable.

#### **b) Advisory Council (Commission):**

The Commission on Aging in Charles County is comprised of persons selected and appointed by the Charles County Commissioners for the primary purpose of serving in an advisory and liaison capacity between the older adults of Charles County and the elected leadership. The Commission is called the "Area Council on Aging" (ACA) and a current membership roster for the Commission on Aging is maintained and available on the Charles County Government website, at [www.charlescountymd.gov/commissioners/boards/area-council-aging](http://www.charlescountymd.gov/commissioners/boards/area-council-aging). This group meets monthly and discusses current concerns of seniors in the community and can share those with the designated Commissioner for the council. Representatives from our Department as well as the Charles County Health Department are also present to provide updates and answer questions.

#### **4. Coordination Among AAA Programs and with Other Partners**

The Charles County AAA works closely with a number of agencies, organizations, and service providers whose mission is to serve older adults and persons with special needs, in order to continually ensure access, quality service, and effective planning to address gaps in services throughout Charles County. All of these organizations work in partnership with the AAA on an ongoing basis to help identify and meet specific gaps in services within the county. Inter-agency referrals between the AAA and several faith-based organizations continue to grow and flourish as public and private organizations collaborate to complement the array of services available to people in the community without duplicating services. Several private non-profit organizations include but are not limited to:

- Charles County Department of Health
- Charles County Department of Social Services
- United Way of Southern Maryland
- Charles County Meals on Wheels and Telephone Reassurance Program
- Local Lions Clubs
- Kiwanis Clubs
- Lifestyles of Maryland, Inc.
- Greater Waldorf Jaycees
- Alzheimer's Association of the National Capital Area
- University of Maryland Charles Regional Medical Center
- Springdell, Inc.
- Sagepoint Senior Living Services
- Fenwick Landing Adult Day Care and Assisted Living
- Health Partners (primary health & dental for uninsured/under-insured)
- Greater Baden Medical Services (non-profit primary & preventive for insured/ uninsured)
- Access to Care Coalition (ACC)

- Partnerships for a Healthier Charles County
- Charles County Sheriff's Department & Town of La Plata Police Department
- Charles County Public Schools
- Charles County Public Library
- Southern Maryland Center of Independent Living (SMCIL)
- Area churches and other faith-based organizations
- Department of Emergency Services, and local volunteer fire & rescue companies
- Private companies & small local businesses that provide services under contract with the AAA.

All these organizations work in partnership with the AAA on an ongoing basis to help identify and meet specific gaps in services within the county. The Maryland Access Point/I&A program also hosts a regular meeting with the Charles County Provider Council, which builds relationships between public and private sector service providers who primarily serve older adults or persons with disabilities. The AAA has encouraged community partners such as the local Health Department and the local Hospital to participate in training and certification programs aimed at expanding the availability of Evidence Based Health Promotion activities throughout the region. The effort to promote and expand evidence-based programs throughout the area will continue in the years ahead.

**a. Inter-Agency Committee on Aging Services- *No Significant Updates.***

**b. Community-Based Services to Promote Independence-** The AAA is confident that we will not have challenges with data collection or coordination of services with the recent legislation HB36/SB212 that was passed. Our program managers for both the senior care program and subsidy housing programs are co-located and the positions work directly with each other now. The same client database management system is used for both programs and the same fiscal staff monitors both budgets. With the combining of the programs, we plan to continue to have these two program managers work together on receiving referrals for clients for both programs and then balancing adding additional clients based on available funding throughout the year. It is important to us not to add a client on to the subsidy program unless there is adequate funding remaining to sustain their funding for the remainder of the budget year. If there is not enough funding for a new subsidy client to be added on midyear then the remaining funds will be utilized by the senior care program which is more flexible and can make allowances for one-time expenses or smaller allocations to clients waiting for service.

**c. Case Management- *No Significant Updates.***

**d. Mental Health Services-** Cognitive and behavioral health challenges, particularly dementia have a significant impact on older adults and their ability to maintain independence and remain engaged in daily activities. It can lead to social isolation, depression and increased caregiver burnout which can increase the risk of hospitalization or institutionalization. In FY25 and moving forward into FY26 we intend to use the Long Term Care and Dementia Care Navigation grant funds to make an impact in two specific areas. The first focus was on our MAP intake team. All members of the team have been training on the A8 dementia screening and now offer screening services to anyone who calls in for assistance to care for someone with dementia. We have also brought the screenings and made them available at several large senior center events and outreach opportunities. ADRC staff is including information on the availability of the screenings when doing educational sessions for groups looking to learn about Aging services. The second area these particular grant funds made an

impact was with our senior center plus program. This day program provides dementia inclusive activities while also providing the family caregiver some respite to lessen the burden. It strives to keep the client who has cognitive and mental health challenges engaged in senior center programming in a supervised safe setting. With the funds we were able to expand our program and add an additional day of service. This allowed us to offer availability to those clients who were currently on the waitlist. In addition, we purchased supplies such as games, craft projects, and video programs that are tailored to those suffering with dementia to enhance overall programming. In FY26 we plan to continue the additional day of senior center plus operations as well as look for additional ways to make dementia screenings available to the public.

e. **Emergency Preparedness-** *No Significant Updates*

f. **Senior Education:** *no significant updates*

**Facility Notification:** The AAA maintains an inclement weather hotline for the public and posts facility status information on the County website in the event of severe or inclement weather. If an emergency arises during operating hours for any AAA facility, the Department of Emergency Services will coordinate immediate notification and advise of any actions that may be necessary to protect the occupants of the facility. The identification of all facilities that may be used in the event of an emergency is addressed in the Charles County EOP, as noted above. None of the AAA's facilities are primary emergency shelters; however, if designated emergency shelters should become unavailable for any reason, the County EOP indicates the hierarchy for selecting and opening alternate sites. Staffing and supplying the facilities as emergency shelters is not handled by the AAA.

**Medicaid LTSS compliance for emergency plans & identification of vulnerable persons:** *No significant updates*

## **5. Older American Act Title III programs**

1. **Federal Program Title IIIC- Nutrition Trends:** The biggest trend we have seen recently in the Title IIIC programs is increases in meal costs. As we moved away from the long-standing intergovernmental agreement between Charles County Government and the Charles County Public School system and entered into contracts with new vendors, a significant increase in individual meal cost was seen. The increase is most like a result of several factors including increasing raw food costs occurring across the country, rising transportation costs and new vendors who built a profit margin in their meal cost rather than the "at cost" agreement. While this is understandable it does not make it easier to balance the demand for meals to be provided to the community with the available grant funding to cover the costs. In response to this we have already started exploring other revenue sources or grants that would be able to cover meal costs. Education on the importance of donations from the seniors to help pay for a portion of their own meal will also be key to increasing program income that can be used to directly pay meal invoices.

### **2. Nutrition Program Administration, Contracting and Operations:**

**Home Delivered Meals-** There have been significant changes to the Home Delivered Meal program that took effect fall of 2025 and will continue into operations for FY2026. For the past 20 years

the county had an agreement with a local non-profit group who we have partnered with to deliver the meals to the individual homes of the homebound seniors. This non-profit group was responsible for the recruitment and training of the volunteer drivers and then scheduled the deliveries to the clients. This non-profit group had expressed to us that since COVID they had been having increased difficulty finding enough volunteers to keep up with the demand for delivery of meals. Therefore, the non-profit group made the difficult decision to non-renew our contract after September 30, 2024. Therefore, the county chose to start the RFP process to find a new vendor to produce, package and deliver meals to our senior clients on the home delivered meal program. Through the competitive bid process, we were able enter into a new contract with the company Health Fresh Meals which started in October 2024. Meals are now delivered once a week on Mondays and clients receive 5 cold (not frozen) packed meals to be heated up throughout the week. While we were pleased to find an acceptable vendor which could provide meals as well as delivery to individual homes throughout the large geographic area of the county, the change did come with an increase in our overall meal cost. Efforts are being made to educate clients about the importance of their voluntary donations to help support the meals costs. To encourage donations along with an ongoing effort to keep up with technology we worked with our accounting department to develop a QR code that can now be used to make donations electronically which will go directly to supplement meals costs. For years we have received requests from family members of clients receiving meal deliveries if they could help by making an electronic donation on their behalf. The QR code which is posted on our website as well as included on the monthly donation statements that are mailed to clients, has allowed us to address those requests and the hope is that by making donating easier to access that donations will increase overall. While we do have a new vendor for the production and delivery of the meals, we have maintained the client intake, data collection, and referral process so that we are able to maintain all current levels of reporting.

**Congregate Meals-** With the change in our home delivered meal program and no longer continuing the original terms of the intergovernmental agreement that we had with the Charles County Public Schools as our food vendor, the decision was made that we need to go out to bid for our Congregate program and enter into a new contract July 2025. The formal bid process is still underway at this time but we are hoping to choose a local company so we can support a small local business. The program will still serve meals to all 4 of our senior center locations in bulk style and meet all the required menu standards. With any change, there will be some challenges with finalizing operations and working with a new vendor while also trying to balance meal preferences and feedback from senior clients. Careful consideration will be given to try new products and increasing variety while still meeting all required menu patterns and following food safety standards. With the change in vendors, we are expecting an increase in individual meal costs. This will be challenging given budget limitations so in FY26 we will also be focusing on educating the senior population on food costs and the importance of donations to support the lunch program. We will also be exploring alternative funding sources or grant opportunities that can help assist us with covering the increasing cost of providing meal service.

**Nutrition Screening-** The AAA provides voluntary nutrition screening to program participants at least annually, in accordance with state policy. The form used for nutrition screening is the “*Determine Your Risk*” checklist. In FY24 to increase the number of screenings received in the Congregate Nutrition Program, the checklist was printed and attached to the annual registration form for all senior center participants. This significantly increased the overall number of screenings offered and completed. With this practice being successful, the intention is to repeat it during the registration period in FY26 make this our regular practice moving forward. The Nutritionist periodically visits each Senior Center

throughout the year, and offers complimentary, confidential screenings to all participants who are interested after each scheduled nutrition education program, as well as on an individual basis. Nutrition screenings for home delivered clients are completed as part of the initial intake process when referred for meal delivery. This along with the Home Delivered Prioritization tool allows us to make sure we are serving the most vulnerable and clients with the highest need first. At least once a year a reassessment is completed over the phone or in person if possible, to update all required client information and to complete the yearly assessment for both the Nutrition Screening and ADLs as required.

**New Initiatives-** Since FY25 and into FY26 will be of big transition for both our home delivered and congregate programs, we will need to limit starting too many new initiatives in these areas until operations in both programs are fully established and running smoothly. However, we are intending to focus on increasing the frequency of nutrition education sessions and expand into new topics. Currently our Nutritionist is developing a Blue Zone program that educates seniors on the principles of the health and wellness benefits studied in Blue Zone areas and offer a workshop series where seniors can sign up for multiple classes that work through how to implement the recommended principles into their lives. The workshop will be offered at multiple senior center locations in the upcoming year.

**2. Federal Programs: Title IIIB - *No significant Updates***

**3. Legal Assistance Services-** Since 2024 Legal Aid, Private Attorneys, and the Local Library (Provide Notary service) have partnered with the ADRC to provide Power of Attorneys, Advance directives and Simple Wills during a annual Law Day program which we plan to continue in FY2026. The Legal Aid Bureau also is a presenter and vendor at our SCAM JAM program and provides education on fraud and abuse or taking part the panel discussions.

**4. Federal Programs: Title IIID-** In FY2025 we were excited to add BingoCize as another offering for Evidence Based Health Promotion Programs. Using some remaining IIID funds to pay for program supplies and to train several staff to become instructors we were able to offer the program at two of our senior center locations. The response was positive and in FY2026 we plan to offer BingoCize at all four senior center locations so allow for access to all areas of the county. Plans are to continue all our other evidence-based programs as well and will continue to look for additional programs to add to our overall programs offered.

**5. Federal Programs: Title IIIE - Specific Programs offered under the Family Caregivers Support Program Include: *No significant updates.***

**6. Federal Programs: Title VII– State Long Term Care Ombudsman Program: Priorities and Plan-** The AAA was fortunate to fill the vacancy in the program and hire a part time Ombudsman. This has been a difficult position to keep filled in Charles County due to the high number of assisted living and nursing home facilities. Currently the Ombudsman grant funds only allow for one part-time position, which is challenging considering Charles County has 4 nursing homes and close to 35 assisted living facilities throughout the county. We will continue to provide as much service through this program as possible withing the budgetary constraints however it is unrealistic to meet the expectations for frequency of facility visits as well as responding to incoming complaints. Prioritization to address the most serious concerns will be continued in FY2026 but because of the lack of adequate hours, the work is more responsive in nature and does not allow for more proactive facility education, training, or facility visits that are not in response to a reported complaint. Every effort is made to provide the maximum privacy for the part-time ombudsman staff

position. A direct phone number with private voicemail, a password-protected email account with the ability to encrypt messages, and a workspace that is located in a secure employee only area with building security provided by the county. Since the position is currently part time, an exclusive private office is not assigned to this position. However, there are always offices available for use if a confidential space is needed for a conversation. The AAA's recommendation is to create a full-time regional position at the state level that would cover the Southern Maryland tri-county area, including Charles County. This would hopefully provide more consistency within the program to better meet the growing number of facilities needing service in the tri-county area. Our Agency would provide a host location for the position to facilitate local coordination. Since other counties in the Southern Region have also had difficulty recruiting and retaining Ombudsman staff, this might be of benefit to more than just Charles County. This option would be our preference but if not available, another consideration would be to combine grant management duties with another grant so that combined funding could support a full-time position. Since conflicts of interest are a concern in this program, the AAA would need to receive guidance from the State Ombudsman on what options were possible when having one staff person oversee multiple programs.

#### **Elder Abuse/Title VII – No Significant Updates**

#### **7. Other Federal Programs:**

**Senior Health Insurance Assistance Programs (SHIP), Medicaid Improvements for Patients and Providers Act (MIPPA), Senior Medicare Patrol (SMP), Low Income Subsidy (LIS), Qualified Medicare Beneficiary (QMB) and Specified Low-Income Medicare Beneficiary (SLMB)** -The Senior Health Insurance Program (SHIP) continues to increase the numbers of volunteers that assist during Open Enrollment and throughout the year. SHIP has adopted the philosophy of cross-training volunteers in the same manner that ADRC staff is cross-trained. Volunteers are taught multiple functions in the program, and most offer their services throughout the year. SHIP paid staff are providing quarterly educational seminars in the senior centers, focusing on covered Medicare Part B services. These services came about through the Affordable Health Care Act; however, many seniors do not know they have access to these types of care.

#### **8. State Programs:**

**MAP/Senior Information and Assistance** – MAP implemented a follow-up tracking system in October of 2024 to help assist persons who were Priority 1-4 waiting to receive an invitation to participate in the Medicaid Waiver Program. Prior to implementing the tracking system, many persons would receive an invitation and lose their chance of applying for the waiver. The applicants who missed their invitations would need to complete a new Level 1 Screen. Under the tracking system, these clients' cases are monitored weekly to see if they are sent an invitation for waiver services. When the state mails an invitation, client(s) are called to let them know that the letter has been mailed, and they are told to contact our office for an appointment if they need assistance with the application. When clients do not answer our calls, a letter is mailed from our office, and the obituary is checked. This system has proved to be successful and will be continued as part of our regular procedure in FY2026.

#### **Public Guardianship - No Significant Updates**

**Senior Care-** With the passage of the SOAR bill combining Senior Care funding with the Senior Assisted Living Group Home Subsidy Program coordination will need to occur between both

local program managers to determine how funding will be allocated. In addition our fiscal team will be regularly involved in the tracking of the funds so that the funds can be maximized to service the highest number of clients while remaining within budgetary constraints. The hope is that if there is any turnover of clients in one program that would have contributed to a difficulty in spending all the grant funds over the course of the year, that the flexibility between budgets will now help alleviate this challenge.

**Senior Center Plus-** The AAA is licensed to operate a Senior Center Plus program at its flagship senior center in La Plata. The daily fee for the program is \$50 per day which helps to cover salary expenses for the staff who provide direct supervision for the clients. The program includes lunch by utilizing the Congregate Meal program, and covers all program supplies, activities, snacks, and supervision for those who need it to participate in center programs. Transportation is coordinated through the County's VanGO transit service and is not included in the daily fee. The AAA can keep the cost of its Senior Center Plus program low by utilizing existing AAA staff and space within its senior centers. Since the AAA directly operates and staffs the site, the program is an integral part of the comprehensive plan of services. Because of its affordability, the Senior Center Plus Program is an excellent respite care option for persons who need socialization, assistance, and supervision with activities, but do not yet require the skilled care services of a medical adult day care program. Medicaid Waiver, Senior Care, IIIB and IIIE clients are also welcome and encouraged to participate in the Senior Center Plus program. In FY25 we were fortunate to be able to use a portion of the funding provided by the Long Term Care and Dementia Care Navigation to increase our operations of senior center plus from three days a week to four days a week and offer services to those families that were on our waitlist. We were able to cover the salary expenses for additional staff to provide supervision as well as assist the families in supplementing the daily attendance fee.

**9. Senior Assisted Living Group Home Subsidy Program- *No Significant Updates***

**10. Supports Planning for Medicaid Community Long Term Care Services and Supports –*No Significant Updates***

**11. Focal Points: Senior Centers -- *No Significant Updates***

**12. Volunteerism** – The volunteers for the ADRC program has grown from covering SHIP/SMP to covering I&A and data entry. As more persons become interested in these opportunities, we will continue to expand the area of services that our volunteers will be able to provide. Our volunteers undergo the same screening requirements that our employees adhere to (background checks, fingerprints, confidentiality, etc.).

**D. Public Input Consumer Rights**

**1. Public Hearings/Views of Recipients-** The AAA worked with the advisory council and all senior center councils to obtain public input. A copy of the Area Plan is distributed to all senior centers and it is available for review and comments by all participants. The advisory council meeting times and dates are advertised in the monthly newsletter and posted on the county website.

**2. Advocacy-** The AAA Director is very involved in the M4A association. Through that involvement information on upcoming hearings, proposed policy changes, and legislation that can affect older adults is shared. The group works together on many of the issues and evaluates the impact of any changes and provides comments. Through inter-agency meetings with the Charles County Health Department and the Department of Social Services, regular dialog is shared among partners. Options counseling is most often provided through our MAP intake line. Older adults, individuals with disabilities, and their caregivers can express their needs and staff are able to evaluate and then counsel them on all the available options. The AAA respects an individual's choice on which services they would be interested in and then advocates to have that person start receiving that service. If it is not something that we directly provide, we reach out to other county agencies, care providers, non-profit groups, and charities to try to facilitate meeting that need.

**3. Grievance Procedure-** A copy of the county's Grievance and Appeal Procedure is attached as a separate document.

**2017 - 2021 American Community Survey 60+  
Data**

<b>AAA/County</b>	<b>2017-2021 ACS Population 60+ (AGID MDs21003)</b>	<b>2017-2021 ACS Population 60+ and Below Poverty Line (MDs21055)</b>	<b>2017-2021 ACS Population 60+, Below Poverty and Minority (MDs21040)</b>
Alegany	18,195	1,700	64
Anne Arundel	123,250	5,795	1,840
Baltimore City	121,335	23,305	18,530
Baltimore Co	205,590	16,125	5,930
Calvert	20,335	885	375
Caroline	7,945	595	174
Carroll	41,370	1,815	74
Cecil	24,510	1,815	249
Charles	30,765	2,385	1,470
Dorchester	9,335	995	605
Frederick	55,700	2,900	490
Garrett	9,075	620	8
Harford	60,110	3,740	800
Howard	65,595	3,320	1,710
Kent	6,820	625	269
Montgomery	231,550	15,310	9,375
Prince George's	189,050	14,305	12,170
Queen Anne's	13,175	900	260
Somerset	5,600	515	320
St. Mary's	21,435	1,550	262
Talbot	14,080	820	259
Washington	36,145	3,085	475
Wicomico	22,305	1,815	694
Worcester	19,050	925	179
<b>Total</b>	<b>1,352,320</b>	<b>105,845</b>	<b>56,582</b>
MAC, Inc.	56,290	4,250	1,798
Upper Shore Aging	28,845	2,040	702
Alegany	18,195	1,700	64
Anne Arundel	123,250	5,795	1,840
Baltimore City	121,335	23,305	18,530
Baltimore Co	205,590	16,125	5,930
Calvert	20,335	885	375
Caroline	7,945	595	174
Carroll	41,370	1,815	74
Cecil	24,510	1,815	249
Charles	30,765	2,385	1,470
Dorchester	9,335	995	605
Frederick	55,700	2,900	490
Garrett	9,075	620	8
Harford	60,110	3,740	800
Howard	65,595	3,320	1,710
Kent	6,820	625	269
Montgomery	231,550	15,310	9,375
Prince George's	189,050	14,305	12,170
Queen Anne's	13,175	900	260
Somerset	5,600	515	320
St. Mary's	21,435	1,550	262
Talbot	14,080	820	259
Washington	36,145	3,085	475
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Upper Shore Aging	28,845	2,040	702
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Talbot	14,080	820	259

Source: 2017-2021 American Community Survey, Special Tabulation on Aging – Population Characteristics / prepared by the U.S. Census Bureau.

4/10/2024

## EEO INFORMATION

FY 2026

AAA: Charles

Complete this form for positions that are currently filled.

Date Completed: 5/2/2025

Type of Position	Gender		Identities as Other	Age and Disability			Racial-Ethnic Composition						
	M	F		18-59	60	With a Disability	White	African-American	Hispanic	Asian-Pacific Is.	Native American	Two or more races	Other
1) Agency Executive/Management Staff		1											
2) Other Paid/Professional Staff													
A. Planning													
B. Development													
C. Administration		2		2	0		2						
D. Service Delivery	2	4		6	0		2	4					
E. Access/Care		29		25	5		21	9					
F. Other		9		5	4		4	5					
3) Clerical/Support Staff		2		1	1		2						
Total Staff	2	47	0	39	10	0	31	18	0	0	0	0	0

<b>CONTRACTS</b> <b>Issued by the Area Agency on Aging</b> <b>For FY 2026</b>						
FY 2026				AAA: Charles		
Name of Contractor(s)	Beginning/Ending dates of Contract	Monitor of Contract (Person, Position, Contact Information)	Source of funds Amount of funds	Related Budget Pages	Service Categories Covered by Contract (use categories in budget)	Units of Service to be provided by Service Category (include unit names)
Healthy Fresh Meals	10/01/2024-09/30/2025	Nutritionist	Nutrition, NSIP (see budget pages for detail)	11, 12	Home Delivered Meals	43000
Phillips Lifeline	multi year- renewable	LTC Coordinator	(see budget pages for detail; costs are	4, 9, & Senior Care Agreement	In Home Services	1390
Legal Aid Bureau	10/1/24- 9/30/25	Elizabeth Phipps, ADRC Manager	IIIB, \$7,050		6 Legal Services	800
Multiple In-home Care Providers (independent contractors)	10/1/24 - 9/30/25	Cindy Olmsted, LTC Coordinator	IIIB, \$18,000	4, 9	In-home care, respite	1500
Charles County Public Schools	July 1, 2024-June 30, 2025	Brittney Bolin, Nutritionist	IIIC1 \$40,000		12 Congregate Meals	13,500
Multiple Assisted Living providers (separate list of providers attached)	July 1, 2024-June 30, 2025	Holly Conley, Long Term Care Coordinator	SALS \$108,000/ \$9000 per provider		10 SALS assisted living payments	4380

If the AAA has additional contracts that could not be included above, please include a separate attachment with this information.

Senior Care contracts do *not* need to be included here.

PENDING CONTRACTS						
Contractor and/or terms have not been finalized by the Area Agency on Aging For FY 2026						
FY 2026				AAA: Charles		
Name of Contractor (if known)	Beginning Ending dates of Contract	Monitor of Contract (Person, Position)	Source of funds Amount of funds (if known)	Related Budget Pages (if known)	Service Categories Covered by Contract (use categories in budget)	Units of Service to be provided by Service Category (include unit names)
Suger Lips LLC	07/01/25-06/3/26	Nutritionist	IIIC1	12	Congregate Meals	14,500

*If the AAA has additional pending contracts that could not be included above, please include a separate attachment with this information.*

**Administration Form D3**

<b>GRANTS</b>					
<b>Awarded by the Area Agency on Aging</b>					
<b>For FY 2026</b>					
<b>FY 2026</b>			<b>AAA: Charles</b>		
Name of Grantee(s)	Type of Agency	Beginning/ Ending dates of Grant	Monitor of Grant (Person, Position)	Source of funds Amount of funds	Service Categories Covered by Contract (use categories in budget)

*If the AAA has additional grants it is awarding that could not be included above, please include a separate attachment with this information.*

**AGREEMENTS**  
**(INCLUDING MEMORANDA OF UNDERSTANDING WITH LOCAL AGENCY PARTNERS)**  
**For FY 2026**

**FY 2026**

**AAA: Charles**

Name(s) of Agency(ies) Organizations, etc. in Agreements	Effective Date of Agreement	Monitor of Agreement (Person Position)	Total funds in Agreement (if applicable) Identify if Revenue or Expense	Purpose of the Agreement or MOU (Describe briefly)

*If the AAA has additional agreements that could not be included above, please include a separate attachment with this information.*

*\*Please include any provider agreements with the Maryland Department of Health for Supports Planning and/or other services and any local partners with which the AAA has agreements (e.g. local health departments local departments of social services for MAP).*

Service Needs Form A

PROJECTED NUMBER OF CLIENTS TO BE SERVED	
UNDER TITLE III	
FY 2026	
AAA: Charles	
A. ELDERLY CLIENT COUNTS By Type of Service	TOTAL
1. Unduplicated Count of Persons to be Served for Registered Services Supported By OAA Title III	1,652
2. Estimated Unduplicated Count of Persons to be Served for Unregistered Services Supported by OAA Title III	3,979
3. Total Estimated Unduplicated Count of Persons to be Served through Services Supported by OAA Title III <i>Note: This total is not necessarily the sum of 1 and 2. There may be duplicates between 1 and 2, which will need to be subtracted out.</i>	5,631

B. TITLE III UNDUPLICATED CLIENT COUNTS	Clients for Registered Services	Clients for All Services	% Impact (Autofill)
1. Total Clients by Race	1652	5631	#N/A
White	569	1970	34.98%
American Indian or Alaskan Native	16	19	0.34%
Asian	38	71	1.26%
Black or African American	1014	214	3.80%
Native Hawaiian or Other Pacific Islander	15	3308	58.75%
Persons Reporting Some Other Race	0	49	0.87%
Persons Reporting 2 or More Races	0	0	0.00%
2. Total Clients by Ethnicity	1652	5631	100.00%
Hispanic or Latino	30	102	1.81%
Not Hispanic or Latino	1622	5529	98.19%
2. Rural Clients	0	0	0.00%
3. Clients in Poverty	391	1351	#N/A
4. Clients in Poverty/Minority	295	1013	#N/A

**Elderly Client Count:** Individuals age 60 or older.

**Registered Services include:** Personal Care, Homemaker, Chore, Home-Delivered Meals, Adult Day Care/Health, Case Management, Congregate Meals, Nutrition Counseling and Assisted Transportation. Definitions are included in the Area Plan attachments.

**Race, Ethnicity, Rural, Poverty and Poverty/Minority Data:** Prior year data can be found in the NAPIS report Section I-B and I-C. Gray shaded cells are percentages of total clients served. Other Percentage Impact is of total older adults, total older adults in poverty, and total minority older adults in poverty

TITLE III - Eligible PROJECTED SERVICE USE PROFILE				CLUSTER 1 MISSING DATA - FY 2024																	
PLEASE COMPLETE ALL BLANK FIELDS				Please report FY 2024 missing data from Cluster 1 Registered Services (refer to FY 23 OAAAPS)																	
FY 2026		AAA: Charles		FY 2026 AAA: Charles																	
Services	Number of Providers	Unduplicated Persons To Be Served	Projected Service Units	CLUSTER 1 MISSING DATA - FY 2024																	
<b>Cluster 1 Registered Services</b>				Please report FY 2024 missing data from Cluster 1 Registered Services (please refer to FY24 OAAAPS)																	
1) Personal Care	1	67	9750	<table border="1"> <thead> <tr> <th>Cluster 1 Registered Services</th> <th>Number Missing</th> <th>Percentage Missing (Relative to Total Clients in Cluster 1) (Autofill)</th> </tr> </thead> <tbody> <tr> <td>Age Missing</td> <td>0</td> <td>0.00%</td> </tr> <tr> <td>ADL Missing</td> <td>56</td> <td>16.57%</td> </tr> <tr> <td>Live Alone Missing</td> <td>0</td> <td>0.00%</td> </tr> <tr> <td>Total Clients in Cluster 1:</td> <td>338</td> <td></td> </tr> </tbody> </table>	Cluster 1 Registered Services	Number Missing	Percentage Missing (Relative to Total Clients in Cluster 1) (Autofill)	Age Missing	0	0.00%	ADL Missing	56	16.57%	Live Alone Missing	0	0.00%	Total Clients in Cluster 1:	338			
Cluster 1 Registered Services	Number Missing	Percentage Missing (Relative to Total Clients in Cluster 1) (Autofill)																			
Age Missing	0	0.00%																			
ADL Missing	56	16.57%																			
Live Alone Missing	0	0.00%																			
Total Clients in Cluster 1:	338																				
2) Homemaker	0	0	0																		
3) Chore	0	0	0																		
4) Home-Delivered Meals	1	290	43000																		
4a) NSIP Home-Delivered Meals*	1	290	43000																		
5) Adult Day Care/Day Health	1	8	750																		
6) Case Management	1	24	725																		
<b>Cluster 2 Registered Services</b>				Please briefly discuss what efforts the AAA is taking in FY 2025 and FY 2026 to reduce the percentage missing in each area to 5% or less.																	
7) Congregate Meals	1	1600	14500	We were fortunate to be able to hire a new Full Time Senior Center program assistant. The main responsibility																	
7a) NSIP Congregate Meals*	1	1600	14500																		
8) Nutrition Counseling	1	8	8																		
9) Assisted Transportation	0	0	0																		
Total Unduplicated Registered Clients																					
<b>Cluster 3 Specified Non-Registered Services</b>				<b>CLUSTER 2 MISSING DATA - FY 2024</b>																	
10) Transportation	0		0	Please report FY 2024 missing data from Cluster 2 Registered Services (refer to FY 23 OAAAPS)																	
11) Legal Assistance	1		800	FY 2026 AAA: Charles																	
12) Nutrition Education	1		20	<b>CLUSTER 2 MISSING DATA - FY 2024</b>																	
13) Information and Assistance	1		3500	Please report FY2024 missing data from Cluster 2 Registered Services (refer to your FY2024 OAAAPS Report)																	
14) Outreach	1		21500	FY 2026 AAA: Charles																	
15) Health Promotion: Evidence-Based	1	830		<b>CLUSTER 2 MISSING DATA - FY 2024</b>																	
16) Health Promotion: Non-Evidence-Based	1	3700		Please report FY2024 missing data from Cluster 2 Registered Services (refer to your FY2024 OAAAPS Report)																	
Total Unduplicated Count of Providers	4			FY 2026 AAA: Charles																	
Cluster 4 Other Non-Registered Services (see list and instructions, p.2)				<b>CLUSTER 2 MISSING DATA - FY 2024</b>																	
Service Name**	Service Unit Name (Hours, classes, contacts, etc.)	Projected Service Units		Cluster 2 Registered Services	Number Missing	Percentage Missing (Relative to Total Clients in Cluster 2) (Autofill)															
Protect Elder Rights	contacts	450		Live Alone	0	0.00%															
Ombudsman	contacts	20		Age Missing	0	0.00%															
Promoted Socialization	contacts	75000		Poverty Level	272	20.70%															
				Total Clients in Cluster 2:	1314																
				Please briefly discuss what efforts the AAA is taking in FY 2025 and FY 2026 to reduce the percentage missing in each area to 5% or less.																	
				We were fortunate to be able to hire a new Full Time Senior Center program assistant. The main responsibility																	
*NSIP projected meal counts (4a and 7a) are to be included in the Home-Delivered Meals (4) and Congregate Meals (7) figures.																					
**Use the same name as the budget categories noted in the Excel Budget Sheet.																					

**Chart 1 – Client Satisfaction and Meal Feedback**

Please indicate the results of your most recent annual client satisfaction survey for home delivered and congregate meals, respectively, and indicate the year of survey. You may also list up to two additional, important feedback results. Answer "n/a" if the question is not included in your client satisfaction data collection.

	Home Delivered Program			Congregate Program		
	Number of clients responding "Yes"	Total responses	Year	Number of clients responding "Yes"	Total responses	Year
<b>Charles</b>						
Rate meal quality good to excellent	35	62	2023	80	107	2024
Would recommend the service to a friend	54	65	2023	86	107	2024
Service helps them eat healthier foods	58	63	2023	92	107	2024
Service helps improve their health	47	61	2023	92	107	2024
Service allows them to see friends or socialize more	37	57	2023	100	107	2024
Service allows them to remain living in their home	51	62	2023	67	107	2024
Do you find the virtual or print Nutrition information (newsletters, flyers, etc.) helpful?	55	60	2023	n/a	n/a	
How satisfied are you with overall nutrition services?	53	64	2023	93	107	2024
Total						

**Chart 2 – Summary of Estimated Services FY 2025 and 2026**

Home Delivered Meals					Congregate Meals				
	FY 2023 Actual	FY 2024 Actual	FY 2025 Estimated	FY 2026 Estimated		FY 2023 Actual	FY 2024 Actual	FY 2025 Estimated	FY 2026 Estimated
Total Meals	51,271	41,275	42000	43000	Total Meals	18,963	28,768	13500	15000
NSIP Meals	50,374	41,229	42000	43000	NSIP Meals	9,621	17,620	13200	14500
Unduplicated clients	458	280	280	290	Unduplicated clients	1,229	1,338	1400	1600
Unduplicated Volunteers	100	73	0	0	Unduplicated Volunteers	10	20	20	20
Nutrition education units	2	2	4	4	Nutrition education units	2	10	10	10
Number of persons served at high nutritional risk	177	175	112	120	High nutritional risk	230	240	600	650

**Chart 3 - Average Costs & Donations Across All Contractors (1)**

Home Delivered Meals				Congregate Meals			
	FY 2024 Actual	FY 2025 Estimated	FY 2026 Estimated		FY 2024 Actual	FY 2025 Estimated	FY 2026 Estimated
Cost/meal	6	4.61	5.27	Cost /meal	11	6.1	9.37
Donation/meal	0.6	0.34	0.5	Donation / meal	1.9	2.8	2.9

**NOTES:** (1) A contractor is an organization or business that is contracted to provide meals which a provider organization or contractor delivers to participants. An example of a contractor is a caterer.

(2) A Provider is an organization or person which provides services to clients under a formal contractual arrangement with an AAA or State Unit on Aging. An example is a Meals on Wheels organization which has an agreement with a AAA to deliver meals to clients, perform assessments, and similar non-catering services. Some organizations may function as both a contractor and a provider.

**Chart 4 - Mandatory Monitoring and Screening Planned FY2026**

	Home Delivered	Congregate
Number of meal providers (2)	1	1
Planned AAA staff monitoring visits per meal provider	2	2
Planned number of annual assessments per home delivered meal participant. (Response is likely 1 or 2 based on annual or semi-annual assessments)	1	
Percent of participants who will be asked to complete a nutritional screening (5)	100	100

(4) reference: Most Current APD

**Chart 5 - Closing or Opening of Congregate Meal Sites**

Name and complete address (street, city, zip) of site	Opening in FY2026	Closed in FYs 2025	Closing in FY2026

## Non-Evidence-Based Health Promotion

**Chart 1: Actual and Projected Non-Evidence-Based Health Promotion Programs** (i.e. programs that do not meet the ACL definition for Evidence-Based; Title III-D funding may not support these programs)

FY2024	FY2025	FY2026
(A) Actual Persons Served (Autofill)	(A) Projected Persons Served	(A) Projected Persons Served
2322	3600	3700

## Evidence-Based Health Promotion

**Chart 2: FY2026 Actual and Projected Evidence-Based Health Promotion Programs** (includes all funding sources) – Note: Title III-D funds may only support the highest-tier evidence based programs (as defined by ACL), provided without a fee. This chart is limited to programs that meet the Title III-D requirements, regardless of funding source.

(A) Name of Program Please include all Title III-D-eligible evidence-based programs, even if not funded by Title III-D	If "Other" in column (A), please type name of program offered in this column	(B) Unduplicated Persons Served with Title III-D funds	(C) Number of Sessions funded with Title III-D funds (for example, a single CDSMP offering = 6 sessions)	(D) Unduplicated Persons Served without Title III-D funds, if any	(E) Number of Sessions funded without Title III-D funds, if any	(F) Amount of Title III-D funding, if any	(G) Amount of other funds, if any.	(H) Total persons served (Column B + D)*	(I) IID Funding Per Person Served
Arthritis Foundation Exercise Program		350	250			\$ 2,694.00		350.00	\$ 7.70
A Matter of Balance		40	20			\$ 1,200.00		40.00	\$ 30.00
Enhance Fitness		125	140			\$ 1,200.00		125.00	\$ 9.60
Tai Chi for Arthritis		85	65			\$ 1,050.00		85.00	\$ 12.35
Tai Ji Quan: Moving for Better Balance		70	55			\$ 450.00		70.00	\$ 6.43
Chronic Disease Self-Management Program		30	12			\$ 400.00		30.00	\$ 13.33
Diabetes Self-Management Program		25	12			\$ 400.00		25.00	\$ 16.00
Walk With Ease		35	18			\$ 733.00		35.00	\$ 20.94
Bingocize		70	90			\$ 2,300.00		70.00	\$ 32.86
								-	#DIV/0!
								-	#DIV/0!
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								-	#DIV/0!
								-	#DIV/0!
Actual FY24 (automatic)		972	780						
Projected FY25 (input)		925	780						
Total - Projected FY2026 (automatic)		830.00	662.00	-	-	\$ 10,427.00	\$ -	830.00	#DIV/0!

**OMBUDSMAN PROGRAM DATA**

FY 2026

AAA: Charles

**1. This page has been omitted from this years area plan.**

LEGAL ASSISTANCE PROGRAM DATA		
FY 2026		AAA: Charles
IIB Provider Outreach Activities		
Location	Description of Community Outreach Topic (i.e. - overview of Legal Assistance Program/Services, Advance Directives, Power of Attorney, scams, Money SMART for Older Adults, etc.)	
Indian Head Senior Center	Power of Attorneys	
Clark Senior Center	Provided information on Money Smart	
Waldorf Senior and Recreational Center	Advanced Directives and Power of Attorney	
Nanjemoy Senior Center	Monday Smart for older Adults	
<b>Additional Legal Services (non-contracted IIB providers)</b> Please list services provided outside of contracted service providers' activities.		
Contributor	Description of Service Provided (i.e. - pro-bono assistance with advance directives on Law Day)	
Private Lawyer attending Law Day at Indian Head Center	Advance directives and power of attorney	
<b>Actual Legal Services Data for Federal Fiscal Year 2025</b>		
Time Periods	Total Number of Open Cases	Total Number of Closed Cases
10/1/2024-12/31/2024 (Actual)	35	31
1/1/2025-3/31/2025 (Actual)	39	23
4/1/2025-6/30/2025 (Projected)	37	30
7/1/2025-9/30/2025 (Projected)	48	14

Service Needs Form G

GUARDIANSHIP PROGRAM DATA		
FY 2026	AAA: Charles	
Avoidance Activities		
Number of Education/Training Events/Sessions:	Audience (family members, hospital/NH/ALF staff, etc.):	Topic(s) (i.e.: surrogate decision making, advance directives, overview of guardian responsibilities, appropriate referral process)
	4 Seniors/Caregivers/ attorneys	Guardianship process and advance directives

Service Needs Form G (Continued)

GUARDIANSHIP PROGRAM DATA								
FY 2026						AAA: Charles		
Actual and Projected Guardianship Data for State Fiscal Years						Household Status		
Time Periods	Total Number of Guardianship Cases	Number of <u>NEW</u> Guardianship Cases	Number of Closed Cases	Number of Cases Avoided	Number of Medical Consultations	Living Alone	Living with Others	Living in LTC Facilities
7/1/2023 - 6/30/2024 (Actual)	6	2	2	6	0	1	4	1
7/1/2024 - 6/30/2025 (Estimated)	8	2	2	3	2	0	5	1
7/1/2025 - 6/30/2026 (Projected)	7	1	0	4	0	0	6	1
<b>**Please provide a brief description of any trends resulting in a significant change in the number of petitions and/or appointments (i.e. – a local entity filing a high percentage of the recent cases):</b>								
We have noticed a trend of increasing petitions from our local hospital. Discharges can be difficult when someone wants to go back to the community but has been seen at the hospital for multiple readmissions. The Department on Aging has been pulled in several times when it was questionable if the client was making poor decision or was actually incapable of making decisions. The hospital is interested in facilitating a safe discharge but we are unable to provide 24 hr supervision in the community and facility placement is limited and costly.								
Number of Case Managers:		1						
Average Number of Wards per Case Manager:		5						
Comments:								

Service Users & Counts

NATIONAL FAMILY CAREGIVERS SUPPORT PROGRAM			
FY 2026		AAA: Charles	
Family Caregivers of Older Adults ONLY			
Service Category	Projected Units of Service	Number of Projected Unduplicated Caregivers Served	Number of Projected Unduplicated Providers
Counseling	0	0	0
Training	0	0	0
Respite Care	5000	12	1
Supplemental Services	100	2	1
Case Management	48	15	1
Support Groups	12	20	1
Information and Assistance	1700	100	1
Information Services	60	1000	1
TOTAL	6920	1149	6

<b>NATIONAL FAMILY CAREGIVERS SUPPORT PROGRAM</b>			
<b>Older Relative Caregiver Program</b>			
<b>Service Category</b>	<b>Projected Units of Service</b>	<b>Number of Projected Unduplicated Caregivers Served</b>	<b>Number of Projected Unduplicated Providers</b>
Counseling	0	0	0
Training	0	0	0
Respite Care	0	0	0
Supplemental Services	0	0	0
Case Management	0	0	0
Support Groups	0	0	0
Information and Assistance	0	0	0
Information Services	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>

Please note that the 10% funding cap has been removed from NFCSP's for support services to older relative caregivers of children and young adults with severe disabilities.

\*The local 25% matching funds requirement still remains.

MARYLAND ACCESS POINT OPERATIONS DATA							MARYLAND ACCESS POINT OPERATIONS DATA				MARYLAND ACCESS POINT OPERATIONS DATA				MARYLAND ACCESS POINT OPERATIONS DATA			
FY 2026 Chart 1 - Information and Assistance AAA: Charles							FY 2026 Chart 2 - Population Served (Assistance Only) AAA: Charles				FY 2026 Chart 3 - Staffing AAA: Charles				FY 2026 Chart 4 (will contain duplicates) AAA: Charles			
Service Category	Units of Service			# of Unduplicated People Served			Description	FY 2024 Actual	FY 2025 Estimated	FY 2026 Estimated	Category	FY 2024 Actual	FY 2025 Estimated	FY 2026 Estimated	Part IV: Topics Identified	FY 2024 Actual	FY 2025 Estimated	FY 2026 Estimated
	FY 2024 Actual	FY 2025 Estimated	FY 2026 Estimated	FY 2024 Actual	FY 2025 Estimated	FY 2026 Estimated	Adults ages 60+	2970	3029	3089	FTE Staff for MAP	6	7	8	Abuse	38	39	40
INFORMATION	2082	2123	2165				Ages 21-59	229	233	237	Volunteers for MAP	9	10	11	Assisted Living Facilities/Nursing Homes	22	23	24
REFERRAL	21052	21473	21902				Ages 20 or below	0	0	0	AIRS Certified Staff	4	5	6	Assistive Technology	1235	1259	1284
ASSISTANCE	17284	17630	17982	3199	3262	3327	Unknown Age	0	0	0	How many staff are performing Options Counseling?	2	3	4	Caregiver Support Services	1163	1186	1209
Application Assistance	1136	1128	1150				Total (Unduplicated)	3199	3262	3327	How many certified staff are performing Options Counseling?	1	2	3	Dementia/Dementias Related		9	11
Related to CFC/CPAS	13	14	15				Special Populations	FY 2024 Actual	FY 2025 Estimated	FY 2026 Estimated	How many staff have received Person Centered Counseling Training?	6	7	8	Employment	44	45	46
Related to the Waiver/Registry	429	437	445				Physical Disabilities	169	172	175	*Please follow the federal fiscal year (October 1 through September 30).				General Information (To be used only when the reason for intervention does not fit into other categories (e.g., all language interpretation, education, COVID, etc.)	1731	1696	1662
Other Applications	664	677	690				Intellectual/Developmental Disabilities	16	18	18				Health/Health Related	4241	4325	4411	
Total # In-depth Interviews for LTSS	404	412	420				Mental/Substance Use Disorders	34	36	36				Housing	1152	1175	1196	
With written Action Plan for LTSS (subset of above)	69	70	71				Traumatic Brain Injury	19	21	21				Income/Financial Resources	7500	7650	7803	
Arranging private pay services	0	1	2				Dementia/Alzheimer's and Related Disorders	39	41	41				In-Home Care	2396	2443	2491	
All other assistance	15774	16089	16410				Veterans (60+)	14	16	16				Legal	553	564	575	
FOLLOW-UP*	10438	10646	10858				Informal Supports/Caregivers	92	94	94				Leisure	3056	3117	3179	
Totals	50856	51872	52987											Nutrition/Food	1605	1637	1669	
*Follow up - Units of service must be equal to or greater than the number of unduplicated people receiving assistance														Prescription/Pharmacy Assistance	740	754	769	
														Transportation	508	518	528	
														Utility Assistance	743	757	772	
														Totals (includes duplicates)	26727	27197	27669	

**ELDER ABUSE PREVENTION PROGRAMS**

2026

AAA: Charles

**Education/Training and Outreach**

Please provide a brief description of proposed trainings to be provided to individuals, including caregivers described in part E of Title III, professionals, and paraprofessionals. Topics can include identification, prevention, and treatment of elder abuse, neglect, and exploitation, with particular focus on prevention and enhancement of self determination/autonomy.

Quarterly article in the monthly senior center newsletter the SCOOP. Quarterly senior center presentation in coordination with the ADRC program (SHIP & SMP) to promote awareness of elder abuse prevention and education programs, resident rights, financial exploitation, potential scams, and treatment options for abuse. Coordinate promotion of elder abuse awareness with Ombudsman staff when rehired.

**Indicate the actual number of training, education and outreach activities:**

	Number of Activities	Total Number of Attendees
Activities directed to seniors who live in the community	8	500
Activities directed to seniors who live in institutional settings	0	0
Activities directed to professionals	2	20

**Indicate the projected number of training, education and outreach activities:**

	Number of Activities	Total Number of Attendees
Activities directed to seniors who live in the community	11	500
Activities directed to seniors who live in institutional settings	2	10
Activities directed to professionals	2	30

**Coordination**

1. In your jurisdiction, is there an inter-agency group that carries out elder abuse activities?

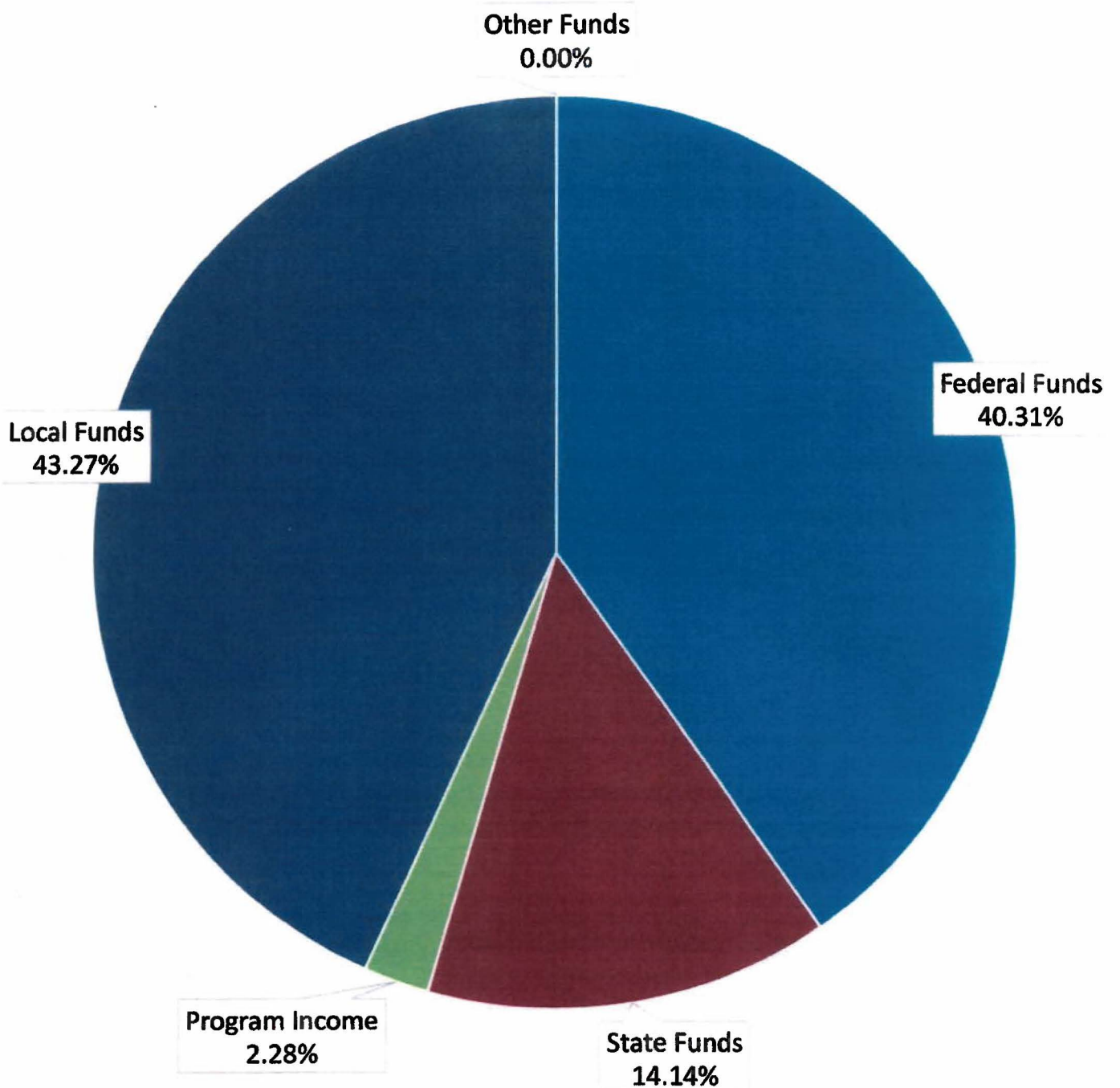
A. Yes ☐ No ☒

B. If yes, please provide a brief description of the group, including the name, others involved, and frequency of meetings.

2. Does the group have a Memorandum of Understanding or any other coordinating agreement in place?

A. Yes ☐ No ☒

## Share of Funds - FY 2025 Area Plan



■ Federal Funds ■ State Funds ■ Program Income ■ Local Funds ■ Other Funds

Data Submitted: 4/24/2025

Federal Funds	40%
State Funds	14%
Program Income	0.022837
Local Funds	43%
Other Funds	0%
Total	100%

	<b>BudPg3 Comm Svcs</b>			<b>BudPg 11 Cong Meals</b>				<b>Budpg 12 Home Del Meals</b>			
<b>Is Budget Balanced?</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

	<b>SUMMARY BUDGET</b>		<b>FY 2026</b>			
<b>Budget Page 1</b>				<b>Date:</b> 4/24/2025		
				<b>AAA:</b> Charles		
<i>Funding Allocation</i>	<i>Older Americans Act Funds</i>	<i>Non-Older Americans Act Funds</i>	<i>NSIP Funds</i>	<i>Program Income</i>	<i>Total Budget</i>	
<i>Administration</i>	\$ -	\$ 339,151			\$ 339,151	
<i>Community Services IIIB</i>	\$ 150,061	\$ 376,136		\$ -	\$ 526,197	
<i>Congregate Meals IIIC1</i>	\$ 214,918	\$ 135,862	\$ -	\$ 12,000	\$ 362,780	
<i>Home Delivered Meals IIIC2</i>	\$ 146,566	\$ 53,852	\$ 26,394	\$ 24,000	\$ 250,812	
<i>Evidence Based Health Promotion IIID</i>	\$ 10,427				\$ 10,427	
<i>Nat'l Family Caregiver Support Program IIIE</i>	\$ 74,689				\$ 74,689	
<i>Title III B - Ombudsman</i>	\$ 2,830				\$ 2,830	
<i>Title VII Part 2 - Ombudsman</i>	\$ 7,748				\$ 7,748	
<i>Title VII Part 3- Elder Abuse</i>	\$ 1,787				\$ 1,787	
<i>Total</i>	\$ 609,026	\$ 905,001	\$ 26,394	\$ 36,000	\$ 1,576,421	
	<i>State Grants</i>	<i>State Funds (Autofill)</i>		<i>Federal Grant Allocations (pre-transfers)</i>	<i>Total Funds (Autofill)</i>	
	State Guardianship	\$ 4,127		Community Services IIIB	\$ 150,061	
	State MAP Information & Assistance	\$ 134,877		Congregate Meals IIIC1	\$ 214,918	
	Support to MAC	\$ -		Home Delivered Meals IIIC2	\$ 146,566	
	VEPI	\$ 11,225		Evidence Based Health Promotion IIID	\$ 10,427	
	State Ombudsman	\$ 25,400		Nat'l Family Caregiver Support Program IIIE	\$ 74,689	
	State Nutrition	\$ 47,315		Title III B - Ombudsman	\$ 2,830	
	State Hold Harmless	\$ -		Title VII Part 2 - Ombudsman	\$ 7,748	
				Title VII Part 3- Elder Abuse	\$ 1,787	
				NSIP	\$ 26,394	
<b>Is the budget balanced?</b>		<b>Yes</b>				

				Date: 4/24/2025	
				AAA: Charles	
Budget Page 1A		PRIORITY SERVICES FY 2026			
Names of Access Services	HHB Funds Budgeted for Each Access Service	Names of In-Home Services	HHB Funds Budgeted for Each In-Home Service	Legal Assistance	HHB Funds Budgeted for Legal Assistance
Transportation	\$ -	Homemaker	\$ -	Legal Assistance	\$ 7,504
Assisted Transportation	\$ -	Personal Care	\$ 9,557		
Outreach	\$ 25,000	Chore	\$ -		
Information and Assistance	\$ 35,000	Friendly Visiting	\$ -		
Case Mgmt.	\$ 40,000	Telephone Reassurance	\$ -		
		Training	\$ -		
		Adult Day Care	\$ -		
		Minor Home Modifications	\$ -		
		Case Mgmt.	\$ 40,000		
Total	\$ 100,000	Total	\$ 49,557	Total	\$ 7,504
Minimum Percentage Required	15%		10%		5%
% of HHB in FY 2026	66.64%		33.02%		5.00%
**This page will automatically fill all items**					
NOTE: Case Management is counted for both Access and In-Home Services. Ensure at least one category meets the requirement WITHOUT case management counted.					

				Date: 4/24/2025	
				AAA: Charles	
Budget Page 1B	Older Americans Act Requirements FY 2026				
MINIMUM PERCENTAGE REQUIREMENT					
	Minimum % Requirement	IIB Funds Budgeted by AAA in FY 2025	% of IIB in FY 2025	Acceptable	
Access Services	15%	\$100,000	66.64%	Yes	
In-Home Services	10%	\$49,557	33.02%	Yes	
Legal Assistance	5%	\$7,504	5.00%	Yes	
MINIMUM MATCH PERCENTAGE REQUIREMENT					
	Minimum Local % Requirement	Local/Other Funds Budgeted by AAA in FY 2025	% of Local Funds in FY 2025	Acceptable	
IIB	10%	\$181,834	121.17%	Yes	
IIIC1 and IIIC2	10%	\$142,399	39.39%	Yes	
Caregiver - IIIE	25%	\$18,673	25.00%	Yes	
Federal Funds Transfers (See Instructions)					
FROM Title	TO Title	Maximum Allowable Transfer	Requested Transfer (in Dollars)	Percentage Transfer	Acceptable
IIB - Comm. Svcs.	IIIC1 - Cong. Meals				
IIB - Comm. Svcs.	IIIC2 - Home Del. Meals				
IIB - Comm. Svcs.	IIIC - Nutrition	30.00%	\$ -	0.00%	Yes
IIIC1 - Cong. Meals	IIB - Comm. Svcs.				
IIIC2 - Home Del. Meals	IIB - Comm. Svcs.				
IIIC - Nutrition	IIB - Comm. Svcs.	30.00%	\$ -	0.00%	Yes
IIIC1 - Cong. Meals	IIIC2 - Home Del. Meals	40.00%		0.00%	Yes
IIIC2 - Home Del. Meals	IIIC1 - Cong. Meals	40.00%		0.00%	Yes
Maximum Grandparent Percentage Requirement					
Maximum Grandparents	Maximum Percentage	Budgeted by AAA	% of IIIE Allocation	Acceptable?	
IIIE		\$ -	0	Yes	

# **ADMINISTRATION BUDGET FY 2026**

Date: 4/24/2025

AAA: Charles

Budget Page 2

Budget Category	Source of Title III Allocation				Total Title III	Matching Funds (Local Gov't)	Matching Funds - Other (non-	Totals (This Page)
	III B	III C-1	III C-2	IIIE				
1) Salaries					\$ -	\$ 257,805.00		\$ 257,805
2) Fringe					\$ -	\$ 81,346.00		\$ 81,346
3) Travel					\$ -			\$ -
4) Building Space					\$ -			\$ -
5) Printing & Supplies					\$ -			\$ -
6) Equipment					\$ -			\$ -
7) Equip. Maintenance & Repairs					\$ -			\$ -
8) Communications					\$ -			\$ -
9) Utilities					\$ -			\$ -
10) Vehicle Costs					\$ -			\$ -
11) Training					\$ -			\$ -
12) Contractual Services (MOUs and Agreements should be considered)					\$ -			\$ -
13) Other Costs					\$ -			\$ -
14)					\$ -			\$ -
15)					\$ -			\$ -
16)					\$ -			\$ -
<b>Totals</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 339,151	\$ -	\$ 339,151

Only 10 percent of the Area Agency Title III Allocation can be used for Administration. The minimum matching funds requirement is 25 percent of the total Administration budget.

## **Administration Requirements**

	Total Title III for Admin	Total Title III	Percentage	Acceptable
Only 10% of Title III can be used for Admin	\$ -	\$ 596,661	0.00%	Yes
	Total Match Funds	Total Admin Budget	Percentage	Acceptable
At least 25% of the admin budget must be non-Title III	\$ 339,151	\$ 339,151	100.00%	Yes
Other Administration Funding Sources				Total
<b>Total</b>				\$ -

COMMUNITY SERVICES BUDGET SUMMARY		FY 2026		Date: 4/24/2025
Budget Page 3				AAA: Charles
Budget Category	Community Services (Non-Food)	State Grants	Community Services Budget Total	
1) Salaries	\$ 193,026	\$ 145,999	\$ 339,025	
2) Fringe	\$ 58,970	\$ 10,329	\$ 69,299	
3) Travel	\$ -	\$ -	\$ -	
4) Building Space	\$ -	\$ -	\$ -	
5) Printing & Supplies	\$ 31,400	\$ 18,621	\$ 50,021	
6) Equipment	\$ -	\$ 680	\$ 680	
7) Equip. Maintenance & Repairs	\$ -	\$ -	\$ -	
8) Communications	\$ -	\$ -	\$ -	
9) Utilities	\$ 79,300	\$ -	\$ 79,300	
10) Vehicle Costs	\$ 2,000	\$ -	\$ 2,000	
11) Training	\$ 4,300	\$ -	\$ 4,300	
12) Contractual Services (MOUs and Agreements should be considered)	\$ 79,053	\$ -	\$ 79,053	
13) Other Costs	\$ -	\$ -	\$ -	
14) Total Costs (sum 1-13)	\$ 448,049	\$ 175,629	\$ 623,678	
15) Program Income (Reinvested)	\$ -	\$ -	\$ -	
16) Net Costs (14-15)	\$ 448,049	\$ 175,629	\$ 623,678	
17) State Funds (Hold Harmless/State Grants)	\$ -	\$ 175,629	\$ 175,629	
18) Local Gov't/County Funds	\$ 200,507		\$ 200,507	
19) Other Funds*	\$ -		\$ -	
20) Title III B Funds	\$ 150,061		\$ 150,061	
21) Title III C1 Funds	\$ -		\$ -	
22) Title III C2 Funds	\$ -		\$ -	
23) Title III D Funds	\$ 10,427		\$ 10,427	
24) Title III E Funds	\$ 74,689		\$ 74,689	
25) Title III B - Ombudsman	\$ 2,830		\$ 2,830	
26) Title VII Part 2 - Ombudsman	\$ 7,748		\$ 7,748	
27) Title VII Part 3 - Elder Abuse	\$ 1,787		\$ 1,787	
Is the budget balanced?	Yes	Yes	Yes	
	\$ -	\$ -	\$ -	
*Breakdown of Other Funds (Line 19)				
Source	Amount of Cash Contributions	Amount of In-Kind Contribution	If In-Kind, Identify Type of Contribution	Total Other Resources
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Totals	\$ -	\$ -		\$ -
Does "Other Funds Breakout" equal Line 19?				Yes
*Cell B22 reflects Hold Harmless funds dedicated for non-nutrition programs.				

Community Services Budget Detail Budget Page 4		FY 2026				Date: 4/24/2025 AAA: Charles	
		Cluster 1 Registered Services					
Budget Category	Personal Care	Homemaker	Chore	Adult Day Care	Case Mgmt.	Total (this page)	
1) Salaries					\$ 40,000	\$ 40,000	
2) Fringe					\$ 10,679	\$ 10,679	
3) Travel						\$ -	
4) Building Space						\$ -	
5) Printing & Supplies						\$ -	
6) Equipment						\$ -	
7) Equip. Maintenance & Repairs						\$ -	
8) Communications						\$ -	
9) Utilities						\$ -	
10) Vehicle Costs						\$ -	
11) Training						\$ -	
12) Contractual Services (MOUs and Agreements should be considered)	\$ 9,557					\$ 9,557	
13) Other Costs						\$ -	
14) Total Costs (sum 1-13)	\$ 9,557	\$ -	\$ -	\$ -	\$ 50,679	\$ 60,236	
15) Program Income (Reinvested)						\$ -	
16) Net Costs (14-15)	\$ 9,557	\$ -	\$ -	\$ -	\$ 50,679	\$ 60,236	
17) State Funds (Hold Harmless)						\$ -	
18) Local Gov't/County Funds					\$ 10,679	\$ 10,679	
19) Other Funds*						\$ -	
20) Title III B Funds	\$ 9,557				\$ 40,000	\$ 49,557	
21) Title III C1 Funds						\$ -	
22) Title III C2 Funds						\$ -	
23) Title III D Funds						\$ -	
24) Title III E Funds						\$ -	
25) Title III B - Ombudsman						\$ -	
26) Title VII Part 2- Ombudsman						\$ -	
27) Title VII Part 3- Elder Abuse						\$ -	
Is the budget balanced?	Yes	Yes	Yes	Yes	Yes	Yes \$0	
Breakout of Other Costs (if over \$1,000 or 10% of the total program) (Line 13)	Total Cost						
Total	\$ -						

<< \*Please record the other funding sources on budget page 3. >>

<b>Community Services Budget Detail</b>		<b>FY 2026</b>		<b>Date: 4/24/2025</b>	
<b>Budget Page 5</b>		<b>Cluster 2 Registered Services</b>		<b>AAA: Charles</b>	
<b>Budget Category</b>	<b>Nutrition Counseling (non-MNT)</b>	<b>Assisted Transportation</b>	<b>Total (this page)</b>		
1) Salaries			\$	-	
2) Fringe			\$	-	
3) Travel			\$	-	
4) Building Space			\$	-	
5) Printing & Supplies			\$	-	
6) Equipment			\$	-	
7) Equip. Maintenance & Repairs			\$	-	
8) Communications			\$	-	
9) Utilities			\$	-	
10) Vehicle Costs			\$	-	
11) Training			\$	-	
12) Contractual Services (MOUs and Agreements should be considered)			\$	-	
13) Other Costs			\$	-	
14) Total Costs (sum 1-13)	\$	-	\$	-	\$
15) Program Income (Reinvested)			\$	-	
16) Net Costs (14-15)	\$	-	\$	-	\$
17) State Funds (Hold Harmless)			\$	-	
18) Local Gov't/County Funds			\$	-	
19) Other Funds*			\$	-	
20) Title III B Funds			\$	-	
21) Title III C1 Funds			\$	-	
22) Title III C2 Funds			\$	-	
23) Title III D Funds			\$	-	
24) Title III E Funds			\$	-	
25) Title III B - Ombudsman			\$	-	
26) Title VII Part 2- Ombudsman			\$	-	
27) Title VII Part 3- Elder Abuse			\$	-	
Is the budget balanced?	Yes	Yes	Yes	\$0	
Breakout of Other Costs (if over \$1,000 or 10% of the total program) (Line 13)	Total Cost				
Total	\$	-			
<< *Please record the other funding sources on budget page 3. >>					

Community Services Budget Detail Budget Page 6		FY 2026		Cluster 3 Non- Registered Services		Date: 4/24/2025 AAA: Charles
Budget Category	Transportation	Legal Assistance	Nutrition Education	Information and Assistance	Outreach	Total (this page)
1) Salaries				\$ 35,000	\$ 25,000	\$ 60,000
2) Fringe				\$ 4,508	\$ 4,500	\$ 9,008
3) Travel						\$ -
4) Building Space						\$ -
5) Printing & Supplies						\$ -
6) Equipment						\$ -
7) Equip. Maintenance & Repairs						\$ -
8) Communications						\$ -
9) Utilities						\$ -
10) Vehicle Costs						\$ -
11) Training						\$ -
12) Contractual Services (MOUs and Agreements should be considered)		\$ 7,504				\$ 7,504
13) Other Costs						\$ -
14) Total Costs (sum 1-13)	\$ -	\$ 7,504	\$ -	\$ 39,508	\$ 29,500	\$ 76,512
15) Program Income (Reinvested)						\$ -
16) Net Costs (14-15)	\$ -	\$ 7,504	\$ -	\$ 39,508	\$ 29,500	\$ 76,512
17) State Funds (Hold Harmless)						\$ -
18) Local Gov't/County Funds				\$ 4,508	\$ 4,500	\$ 9,008
19) Other Funds*						\$ -
20) Title III B Funds		\$ 7,504		\$ 35,000	\$ 25,000	\$ 67,504
21) Title III C1 Funds						\$ -
22) Title III C2 Funds						\$ -
23) Title III D Funds						\$ -
24) Title III E Funds						\$ -
25) Title III B - Ombudsman						\$ -
26) Title VII Part 2- Ombudsman						\$ -
27) Title VII Part 3- Elder Abuse						\$ -
Is the budget balanced?	Yes	Yes	Yes	Yes	Yes	Yes
Breakout of Other Costs (if over \$1,000 or 10% of the total program) (Line 13)	Total Cost					\$0
Total	\$ -					

<< \*Please record the other funding sources on budget page 3. >>

Community Services Budget Detail Budget Page 7		FY 2026	Other Services Funded by Title III and Title VII			Date: 4/24/2025 AAA: Charles
Budget Category	Ombudsman	General (non- Omb.) Elder Abuse	Evidence-Based Health promotion	Non-Evidence Based Health promotion	Guardianship	Total (this page)
1) Salaries	\$ 10,578	\$ 1,787	\$ 10,027	\$ 57,937		\$ 80,329
2) Fringe	\$ 1,904	\$ 697	\$ 2,406	\$ 15,603		\$ 20,610
3) Travel						\$ -
4) Building Space						\$ -
5) Printing & Supplies			\$ 400	\$ 31,000		\$ 31,400
6) Equipment						\$ -
7) Equip. Maintenance & Repairs						\$ -
8) Communications						\$ -
9) Utilities				\$ 79,300		\$ 79,300
10) Vehicle Costs				\$ 2,000		\$ 2,000
11) Training				\$ 4,300		\$ 4,300
12) Contractual Services (MOUs and Agreements should be considered)						\$ -
13) Other Costs						\$ -
14) Total Costs (sum 1-13)	\$ 12,482	\$ 2,484	\$ 12,833	\$ 190,140	\$ -	\$ 217,939
15) Program Income (Reinvested)						\$ -
16) Net Costs (14-15)	\$ 12,482	\$ 2,484	\$ 12,833	\$ 190,140	\$ -	\$ 217,939
17) State Funds (Hold Harmless)						\$ -
18) Local Gov't/County Funds	\$ 1,904	\$ 697	\$ 2,406	\$ 157,140		\$ 162,147
19) Other Funds*						\$ -
20) Title III B Funds				\$ 33,000		\$ 33,000
21) Title III C1 Funds						\$ -
22) Title III C2 Funds						\$ -
23) Title III D Funds			\$ 10,427			\$ 10,427
24) Title III E Funds						\$ -
25) Title III B - Ombudsman	\$ 2,830					\$ 2,830
26) Title VII Part 2- Ombudsman	\$ 7,748					\$ 7,748
27) Title VII Part 3- Elder Abuse		\$ 1,787				\$ 1,787
Is the budget balanced?	Yes	Yes	Yes	Yes	Yes	Yes
Breakout of Other Costs (if over \$1,000 or 10% of the total program) (Line 13)	Total Cost					\$0
Total	\$ -					
<< *Please record the other funding sources on budget page 3. >>						
<< **Additional Title IIIB Eligible Services can be added on Budget Page 8 >>						

Community Services Budget Detail Budget Page 8		FY 2026	Other Title IIIB-Eligible Services				Date: 4/24/2025 AAA: Charles
Budget Category	Friendly Visiting	Telephone Reassurance	Minor Home Modifications	Senior Centers/ Recreation	(Enter Program Name)	(Enter Program Name)	Total (this page)
1) Salaries							\$ -
2) Fringe							\$ -
3) Travel							\$ -
4) Building Space							\$ -
5) Printing & Supplies							\$ -
6) Equipment							\$ -
7) Equip. Maintenance & Repairs							\$ -
8) Communications							\$ -
9) Utilities							\$ -
10) Vehicle Costs							\$ -
11) Training							\$ -
12) Contractual Services (MOUs and Agreements should be considered)							\$ -
13) Other Costs							\$ -
14) Total Costs (sum 1-13)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15) Program Income (Reinvested)							\$ -
16) Net Costs (14-15)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17) State Funds (Hold Harmless)							\$ -
18) Local Gov't/County Funds							\$ -
19) Other Funds*							\$ -
20) Title III B Funds							\$ -
21) Title III C1 Funds							\$ -
22) Title III C2 Funds							\$ -
23) Title III D Funds							\$ -
24) Title III E Funds							\$ -
25) Title III B - Ombudsman							\$ -
26) Title VII Part 2- Ombudsman							\$ -
27) Title VII Part 3- Elder Abuse							\$ -
Is the budget balanced?	Yes	Yes	Yes	Yes	Yes	Yes	Yes \$0
Breakout of Other Costs (if over \$1,000 or 10% of the total program) (Line 13)	Total Cost						
Total	\$ -						
<< *Please record the other funding sources on budget page 3. >>							

Community Services Budget Detail Budget Page 9		FY 2026							Date: 4/24/2025 AAA: Charles	
National Family Caregiver Support Program - Family Caregivers of Older Adults Only										
Budget Category	Counseling	Training	Respite Care	Supplemental Services	Case Management	Support Groups	Access Assistance	Information Services	Total (this page)	
1) Salaries			\$ 12,697						\$ 12,697	
2) Fringe			\$ 18,673						\$ 18,673	
3) Travel									\$ -	
4) Building Space									\$ -	
5) Printing & Supplies									\$ -	
6) Equipment									\$ -	
7) Equip. Maintenance & Repairs									\$ -	
8) Communications									\$ -	
9) Utilities									\$ -	
10) Vehicle Costs									\$ -	
11) Training									\$ -	
12) Contractual Services (MOUs and Agreements should be considered)			\$ 61,992						\$ 61,992	
13) Other Costs									\$ -	
14) Total Costs (sum 1-13)	\$ -	\$ -	\$ 93,362	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 93,362	
15) Program Income (Reinvested)									\$ -	
16) Net Costs (14-15)	\$ -	\$ -	\$ 93,362	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 93,362	
17) State Funds (Hold Harmless)									\$ -	
18) Local Gov't/County Funds			\$ 18,673						\$ 18,673	
19) Other Funds*									\$ -	
20) Title III B Funds									\$ -	
21) Title III C1 Funds									\$ -	
22) Title III C2 Funds									\$ -	
23) Title III D Funds									\$ -	
24) Title III E Funds			\$ 74,689						\$ 74,689	
25) Title III B - Ombudsman									\$ -	
26) Title VII Part 2- Ombudsman									\$ -	
27) Title VII Part 3- Elder Abuse									\$ -	
Is the budget balanced?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Breakout of Other Costs (if over \$1,000 or 10% of the total program) (Line 13)	Total Cost									\$0
Total	\$ -									
<< *Please record the other funding sources on budget page 3. >>										

Community Services Budget Detail Budget Page 9A		FY 2026								Date: 4/24/2025 AAA: Charles	
National Family Caregiver Support Program - Older Relative Caregivers											
Budget Category	Counseling	Training	Respite Care	Supplemental Services	Case Management	Support Groups	Access Assistance	Information Services	Total (this page)		
1) Salaries									\$ -		
2) Fringe									\$ -		
3) Travel									\$ -		
4) Building Space									\$ -		
5) Printing & Supplies									\$ -		
6) Equipment									\$ -		
7) Equip. Maintenance & Repairs									\$ -		
8) Communications									\$ -		
9) Utilities									\$ -		
10) Vehicle Costs									\$ -		
11) Training									\$ -		
12) Contractual Services (MOUs and Agreements should be considered)									\$ -		
13) Other Costs									\$ -		
14) Total Costs (sum 1-13)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
15) Program Income (Reinvested)									\$ -		
16) Net Costs (14-15)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
17) State Funds (Hold Harmless)									\$ -		
18) Local Gov't/County Funds									\$ -		
19) Other Funds*									\$ -		
20) Title III B Funds									\$ -		
21) Title III C1 Funds									\$ -		
22) Title III C2 Funds									\$ -		
23) Title III D Funds									\$ -		
24) Title III E Funds									\$ -		
25) Title III B - Ombudsman									\$ -		
26) Title VII Part 2- Ombudsman									\$ -		
27) Title VII Part 3- Elder Abuse									\$ -		
Is the budget balanced?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
Breakout of Other Costs (if over \$1,000 or 10% of the total program) (Line 13)	Total Cost									\$0	
Total	\$ -										

<< \*Please record the other funding sources on budget page 3. >>

Community Services Budget Detail		FY 2026		Date: 4/24/2025		
Services Funded with State General Funds				AAA: Charles		
Budget Page 10		ONLY STATE FUNDS				
Budget Category	State Guardianship	State MAP Information & Assistance	Support to MAC	VEPI (Autofill from Page 10A)	State Ombudsman	Total this page
1) Salaries	\$ 4,127	\$ 107,507		\$ 11,225	\$ 23,140	\$ 145,999
2) Fringe		\$ 10,329		\$ -		\$ 10,329
3) Travel				\$ -		\$ -
4) Building Space				\$ -		\$ -
5) Printing & Supplies		\$ 16,421		\$ -	\$ 2,200	\$ 18,621
6) Equipment		\$ 620		\$ -	\$ 60	\$ 680
7) Equip. Maintenance & Repairs				\$ -		\$ -
8) Communications				\$ -		\$ -
9) Utilities				\$ -		\$ -
10) Vehicle Costs				\$ -		\$ -
11) Training				\$ -		\$ -
12) Contractual Services (MOUs and Agreements should be considered)				\$ -		\$ -
13) Other Costs				\$ -		\$ -
14) Total Costs (sum 1-13)	\$ 4,127	\$ 134,877	\$ -	\$ 11,225	\$ 25,400	\$ 175,629
15) Program Income (Reinvested)						\$ -
16) Net Costs (15-16)	\$ 4,127	\$ 134,877	\$ -	\$ 11,225	\$ 25,400	\$ 175,629
17) State Funds (excluding hold harmless)	\$ 4,127	\$ 134,877		\$ 11,225	\$ 25,400	\$ 175,629
18) Other Non-Federal, Non-State Resources	Please include "Other Funds" on Page 7	Please include "Other Funds" on Page 6			Please include "Other Funds" on Page 7	\$ -
Is the budget balanced?	Yes	Yes	Yes	Yes	Yes	Yes
Breakout of Other Costs (if over \$1,000 or 10% of the total program) (Line 13)	Total Cost					\$0
Total	\$ -					
<p><b>NOTE: The Department of Aging is aware that in reality, AAAs do not have two separate budgets for one program, however, a separate reporting of funds is necessary to facilitate the review of this Plan and to have an accurate record of the total of State funds and the total of Title III funds allocated and expended by the AAA for the specific programs.</b></p>						

Services Funded with State VEPI Funds		FY 2026		Date: 4/24/2025
Budget Page 10A				AAA: Charles
ONLY VEPI FUNDS				
Budget Category	VEPI SHIP	VEPI Ombuds	VEPI Guard	Total (this page)
1) Salaries			\$ 11,225	\$ 11,225
2) Fringe				\$ -
3) Travel				\$ -
4) Building Space				\$ -
5) Printing & Supplies				\$ -
6) Equipment				\$ -
7) Equipment Maintenance & Repair				\$ -
8) Communications				\$ -
9) Utilities				\$ -
10) Vehicle Costs				\$ -
11) Training				\$ -
12) Contractual Services				\$ -
13) Other Costs				\$ -
14) Total Costs (sum 1-13)	\$ -	\$ -	\$ 11,225	\$ 11,225
15) Program Income (Reinvested)				\$ -
16) Net Costs (15-16)	\$ -	\$ -	\$ 11,225	\$ 11,225
17) State Funds (excluding hold harmless)			\$ 11,225	\$ 11,225
18) Other Non-Federal, Non-State Resources				\$ -
Is the budget balanced?	Yes	Yes	Yes	Yes
				\$0
Breakout of Other Costs (if over \$1,000 or 10% of the total program) (Line 13)	Total Cost			
Total	\$ -			
Note: VEPI is not a program. It is directed funding towards SHIP, Ombudsman and/or Guardianship. If the AAA is utilizing local funds for one of these programs, please note that on pages 7 or 8 in the relevant program column.				

Congregate Meals Budget Budget Page 11		FY 2026	Congregate Meals		Date: 4/24/2025 AAA: Charles
Budget Category	Meal Costs	Supportive Services	Program Management	Total (this page)	
1) Salaries			\$ 173,794	\$ 173,794	
2) Fringe			\$ 39,105	\$ 39,105	
3) Travel				\$ -	
4) Building Space				\$ -	
5) Printing			\$ 4,800	\$ 4,800	
6) Supplies			\$ 7,200	\$ 7,200	
7) Equipment				\$ -	
8) Communications			\$ 480	\$ 480	
9) Utilities				\$ -	
10) Vehicle Costs				\$ -	
11) Food Costs	\$ 135,921			\$ 135,921	
12) Other Costs			\$ 880	\$ 880	
13) Non-Meal Contracts				\$ -	
14) Nutrition Education		\$ 600		\$ 600	
15) Nutrition Counseling				\$ -	
16) Total Costs (sum 1:15)	\$ 135,921	\$ 600	\$ 226,259	\$ 362,780	
17) Program Income (Reinvested into Congregate Meals)	\$ 12,000			\$ 12,000	
18) Net Costs = (16-17)	\$ 123,921	\$ 600	\$ 226,259	\$ 350,780	
19) Local Gov't/County Funds	\$ 4,000		122399	\$ 126,399	
20) State Nutrition Funds (excluding Hold Harmless)	\$ 9,463			\$ 9,463	
21) State Hold Harmless (if applicable)				\$ -	
22) Title III C1 Funds	\$ 110,458	\$ 600	\$ 103,860	\$ 214,918	
23) Nutrition Services Incentive Program (NSIP)				\$ -	
24) Other Resources* (Record details below)				\$ -	
Is the budget balanced?	Yes	Yes	Yes	Yes	
				\$0	
<b>*Breakdown of Other Resources (Line 24)</b>					
Source	Amount of Cash contribution	Amount of In-Kind contribution	If In-Kind, identify type of contribution	Total Other Resources	
				\$ -	
				\$ -	
				\$ -	
<b>Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$ -</b>	
Do not include clients' contributions under Other Resources. TOTAL should equal Line 24					
Breakout of Other Costs (if over \$5,000) (Line 12)	Total Cost		Please Enter the Number of Congregate Meals to be served	Unit Cost per Congregate Meal	
			14,500	9.373862069	
<b>Total</b>	<b>\$ -</b>				

Home Delivered Meals Budget Budget Page 12		FY 2026	Home Delivered Meals		Date: 4/24/2025 AAA: Charles
Budget Category	Meal Costs	Supportive Services	Program Management	Total (this page)	
1) Salaries				\$	-
2) Fringe				\$	-
3) Travel				\$	-
4) Building Space				\$	-
5) Printing				\$	-
6) Supplies			\$ 8,400	\$	8,400
7) Equipment				\$	-
8) Communications				\$	-
9) Utilities				\$	-
10) Vehicle Costs				\$	-
11) Food Costs	\$ 226,812			\$	226,812
12) Other Costs			\$ 15,000	\$	15,000
13) Non-Meal Contracts				\$	-
14) Nutrition Education		\$ 600		\$	600
15) Nutrition Counseling				\$	-
16) Total Costs (sum 1:15)	\$ 226,812	\$ 600	\$ 23,400	\$	250,812
17) Program Income (Reinvested into Home Delivered Meals)	\$ 24,000			\$	24,000
18) Net Costs = (16-17)	\$ 202,812	\$ 600	\$ 23,400	\$	226,812
19) Local Gov't/County Funds	\$ 16,000			\$	16,000
20) State Nutrition Funds (excluding Hold Harmless)	\$ 37,852			\$	37,852
21) State Hold Harmless (if applicable)				\$	-
22) Title III/C2 Funds	\$ 122,566	\$ 600	\$ 23,400	\$	146,566
23) Nutrition Services Incentive Program (NSIP)	\$ 26,394			\$	26,394
24) Other Resources* (Record details below)				\$	-
Is the budget balanced?	Yes	Yes	Yes	Yes	\$0
*Breakdown of Other Resources (Line 24)					
Source	Amount of Cash contribution	Amount of In-Kind contribution	If In-Kind, identify type of contribution	Total Other Resources	
				\$	-
				\$	-
				\$	-
Totals	\$ -	\$ -		\$	-
Do not include clients' contributions under Other Resources. TOTAL should equal Line 24					
Breakout of Other Costs (if over \$5,000) (Line 12)	Total Cost		Please Enter the Number of Home Delivered Meals to be served	Unit Cost per Home Delivered Meal	
			43000	\$	5.27
Total	\$ -				

Ombudsman Program Budget Page 13	FY 2026			
			Date: 4/24/2025 AAA: Charles	
(Program funding from all sources will autofill)				
Revenue Source	OAA and Locally Funded Ombudsman	State Ombudsman	VEPI Ombudsman	Total Ombudsman
<b>Budget Category</b>				
1) Salaries	\$ 10,578	\$ 23,140	\$ -	\$ 33,718
2) Fringe	\$ 1,904	\$ -	\$ -	\$ 1,904
3) Travel	\$ -	\$ -	\$ -	\$ -
4) Building Space	\$ -	\$ -	\$ -	\$ -
5) Printing & Supplies	\$ -	\$ 2,200	\$ -	\$ 2,200
6) Equipment	\$ -	\$ 60	\$ -	\$ 60
7) Equip. Maint. & Repair	\$ -	\$ -	\$ -	\$ -
8) Communications	\$ -	\$ -	\$ -	\$ -
9) Utilities	\$ -	\$ -	\$ -	\$ -
10) Vehicle Costs	\$ -	\$ -	\$ -	\$ -
11) Training	\$ -	\$ -	\$ -	\$ -
12) Contractual Services	\$ -	\$ -	\$ -	\$ -
13) Other Costs	\$ -	\$ -	\$ -	\$ -
14) Total Costs (sum 1-13)	\$ 12,482	\$ 25,400	\$ -	\$ 37,882
15) Program Income (Reinvested)	\$ -	\$ -	\$ -	\$ -
16) Net Costs (14-15)	\$ 12,482	\$ 25,400	\$ -	\$ 37,882
17) State Funds (Hold Harmless)	\$ -			\$ -
18) Local Gov't/County Funds	\$ 1,904			\$ 1,904
19) Other Funds*	\$ -			\$ -
20) Title III B Funds	\$ -			\$ -
21) Title III C1 Funds	\$ -			\$ -
22) Title III C2 Funds	\$ -			\$ -
23) Title III D Funds	\$ -			\$ -
24) Title III E Funds	\$ -			\$ -
25) Title III B - Ombudsman	\$ 2,830			\$ 2,830
26) Title VII Part 2- Ombudsman	\$ 7,748			\$ 7,748
27) Title VII Part 3- Elder Abuse	\$ -			\$ -

<b>Guardianship Program</b>	<b>FY 2026</b>			
Budget Page 14			<b>Date: 4/24/2025</b>	
			<b>AAA: Charles</b>	
<b>(Program funding from all sources will autofill)</b>				
Revenue Source	OAA and Locally Funded Guardianship	State Guardianship	VEPI Guardianship	Total Guardianship
<b>Budget Category</b>				
1) Salaries	\$ -	\$ 4,127	\$ 11,225	\$ 15,352
2) Fringe	\$ -	\$ -	\$ -	\$ -
3) Travel	\$ -	\$ -	\$ -	\$ -
4) Building Space	\$ -	\$ -	\$ -	\$ -
5) Printing & Supplies	\$ -	\$ -	\$ -	\$ -
6) Equipment	\$ -	\$ -	\$ -	\$ -
7) Equip.Maint.& Repair	\$ -	\$ -	\$ -	\$ -
8) Communications	\$ -	\$ -	\$ -	\$ -
9) Utilities	\$ -	\$ -	\$ -	\$ -
10) Vehicle Costs	\$ -	\$ -	\$ -	\$ -
11) Training	\$ -	\$ -	\$ -	\$ -
12) Contractual Services	\$ -	\$ -	\$ -	\$ -
13) Other Costs	\$ -	\$ -	\$ -	\$ -
14) Total Costs (sum 1-13)	\$ -	\$ 4,127	\$ 11,225	\$ 15,352
15) Program Income (Reinvested)	\$ -	\$ -	\$ -	\$ -
16) Net Costs (14-15)	\$ -	\$ 4,127	\$ 11,225	\$ 15,352
17) State Funds (Hold Harmless)	\$ -			\$ -
18) Local Gov't/County Funds	\$ -			\$ -
19) Other Funds*	\$ -			\$ -
20) Title III B Funds	\$ -			\$ -
21) Title III C1 Funds	\$ -			\$ -
22) Title III C2 Funds	\$ -			\$ -
23) Title III D Funds	\$ -			\$ -
24) Title III E Funds	\$ -			\$ -
25) Title III B - Ombudsman	\$ -			\$ -
26) Title VII Part 2- Ombudsman	\$ -			\$ -
27) Title VII Part 3- Elder Abuse	\$ -			\$ -

## **FEDERAL FUNDS ATTACHMENT**

**Because some federal funds finance the grant to which this form is attached, certain federal requirements and restrictions apply to the grantee.**

1. Certification Regarding Lobbying Form (Exhibit 1 attached). Sign and return if applicable. 18 U.S.C. 1913 and Section 1352 of P.L. 101-121 require that all prospective and present subgrantees and subcontractors (this includes all levels of funding) who receive more than \$100,000 in federal funds must submit the form "Certification Against Lobbying." It assures, generally, that recipients will not lobby federal entities with federal funds, and that, as is required, they will disclose other lobbying on form SF- LLL.
2. Form SF-LLL, Disclosure of Lobbying Activities: must be submitted by those receiving more than \$100,000 in federal funds, to disclose any lobbying of federal entities (a) with profits from federal contracts or (b) funded with nonfederal funds.
3. Uniform Guidance Pursuant to 2 C.F.R. part 200 and 45 C.F.R. part 75. Grantee must comply with all applicable provisions of 2 C.F.R. part 200 and 45 C.F.R. part 75.
4. Contract Provisions Required by 2 C.F.R. part 200 and 45 C.F.R. part 75. In accordance with 2 C.F.R. part 200 and 45 C.F.R. part 75, and in addition to other provisions required by the grant, all contracts made by the grantee must contain provisions covering the following, as applicable:
  - A. Remedies. Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
  - B. Termination for Cause and Convenience. All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.
  - C. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working

conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

- D. Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR part 401 and any implementing regulations issued by the awarding agency.
  - E. Clean Air Act (42 U.S.C. 7401–7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
  - F. Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR part 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
  - G. Procurement of Recovered Materials (45 C.F.R. § 75.331). A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.
5. Audit Requirements. Subpart F of 2 C.F.R. part 200 and 45 C.F.R. part 75 requires that grantees (both recipients and sub-recipients) which expend a total of \$750,000 or more in federal assistance shall have a single or program-specific audit conducted for that year in accordance with the aforementioned regulations. All sub-grantee audit reports, performed in compliance with the aforementioned regulations, shall be forwarded within 30 days of

report issuance to the Maryland Department of Aging, Planning and Operations Division,  
36 S. Charles Street, 12th Floor, Baltimore, MD 21201.

6. No Discrimination. Grantees receiving federal funding must comply with certain anti discrimination laws, as described below.
- A. Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794, as amended, provides that no otherwise qualified handicapped individual in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. These requirements pertain to the provision of benefits or services as well as to employment. The HHS implementing regulations are codified at 45 CFR parts 84 and 85.
  - B. All subrecipients comply with Title VI of the Civil Rights Act of 1964. Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d *et seq.*, provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The HHS implementing regulations are codified at 45 CFR part 80.
  - C. There may be no discrimination on the basis of age, according to the requirements of the Age Discrimination Act of 1975.
  - D. For any education program, as required by Title IX of the Education Amendments of 1972, there may be no discrimination on the basis of sex.
  - E. The Drug-Free Workplace Act of 1988, 42 U.S.C. 701 *et seq.*, requires that all organizations receiving grants from any Federal agency agree to maintain a drug-free workplace. The recipient must notify the awarding office if an employee of the recipient is convicted of violating a criminal drug statute. Failure to comply with these requirements may be cause for debarment. HHS implementing regulations are set forth in 2 CFR part 382, "Requirements for Drug-Free Workplace (Financial Assistance)."
  - F. Limited English Proficiency - Recipients of Federal financial assistance must take reasonable steps to ensure that people with limited English proficiency have meaningful access to health and social services and that there is effective communication between the service provider and individuals with limited English proficiency. To clarify existing legal requirements, HHS published "Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons." This guidance, which is available at <http://www.hhs.gov/ocr/lep/revisedlep.html>, provides a description of the factors that recipients should consider in determining and fulfilling their responsibilities to individuals with limited English proficiency under Title VI of the Civil Rights Act of 1964.

7. Acknowledgment of Federal Funding. As required by HHS appropriations acts, all HHS recipients must acknowledge Federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds. Recipients are required to state (1) the percentage and dollar amounts of the total program or project costs financed with Federal funds and (2) the percentage and dollar amount of the total costs financed by nongovernmental sources.
8. The Federal Funding Accountability and Transparency Act, as amended ("FFATA"). Complete and return the attached form: Exhibit 2. FFATA requires that information on federal awards (federal financial assistance and expenditures) be made available to the public. For example, FFATA requires the submission of a Dun & Bradstreet Data Universal Numbering System (DUNS) Number for grantee. The FFATA Subaward Reporting System ("FSRS") is the reporting tool Federal prime awardees (i.e. prime contractors and prime grants recipients) use to capture and report subaward and executive compensation data regarding their first-tier subawards to meet the FFATA reporting requirements. The sub-award information entered in FSRS will be displayed on [www.USASpending.gov](http://www.USASpending.gov). See the FSRS website for additional information: <https://www.fsrs.gov>

**Exhibit 2**

**STATE OF MARYLAND**

# **Federal Funding Accountability and Transparency Act Sub-recipient Data Sheet**

*Grantee must provide the following information along with Grantee's signed grant application or agreement. The State will not process the grant until such time that Grantee provides such information.*

## **DUNS NUMBER**

DUNS Number	DUNS # 080570500/ SAM # TVSREGABK3F9
DUNS Number+ 4 (if applicable)	

[INSTRUCTIONS: Grantee must provide its assigned DUNS number, and DUNS + 4 number if applicable. Grantee must maintain current registration in the Central Contractor Registration ([www.ccr.gov](http://www.ccr.gov)) at all times during which they have active federal awards funded pursuant to their sub-grant agreement. A Dun and Bradstreet Data Universal Numbering System (DUNS) Number ([www.dnb.com](http://www.dnb.com)) is one of the requirements for registration in the Central Contractor Registration.]

## **PRIMARY LOCATION**

City	Port Tobacco
State	Maryland
Zip+4	20677

[INSTRUCTIONS: Grantee must provide to the State the primary location of performance under the award, including the city, State, and ZIP code including 4-digit extension. If performance is to occur in multiple locations, then Grantee must list the location where the most amount of the grant award is to be expended pursuant to the grant agreement.]

## **Compensation of Officers**

Officer 1 Name	
Officer 1 Compensation	
Officer 2 Name	
Officer 2 Compensation	
Officer 3 Name	
Officer 3 Compensation	
Officer 4 Name	
Officer 4 Compensation	
Officer 5 Name	
Officer 5 Compensation	

By marking the following box, the Grantee affirms they do not meet the conditions for reporting highly compensated officials.



[INSTRUCTIONS: Grantee must provide to the State the names and total compensation of the five most highly compensated officers of the entity if--

- i. the entity in the preceding fiscal year received-
  - a. 80 percent or more of its annual gross revenues in Federal awards and
  - b. \$25,000,000 or more in annual gross revenues from Federal awards: and
- ii. the public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 18o(d)) or section 6104 of the Internal Revenue Code of 1986.

If the Grantee does not meet the conditions listed above, then it must specifically affirm to the State that the requirements of this clause are inapplicable to the Grantee.

# ESTIMATED\*

## FY 2026 Federal Older Americans Act Allocations - For Area Plan Preparation Only

AAA/County	IIIB (6501)	IIIC1 (6502)	IIIC2 (6503)	IIID (6506)	IIIE (6520)	IIIB Omb. (6521)	VII Omb. (6507)	VII Elder Abuse (6509)	NSIP (6505)**
Allegany	\$ 84,411	\$ 120,893	\$ 82,445	\$ 9,000	\$ 42,013	\$ 2,684	\$ 8,464	\$ 1,671	\$ 49,683
Anne Arundel	\$ 444,865	\$ 637,137	\$ 434,503	\$ 27,520	\$ 221,419	\$ 9,864	\$ 28,461	\$ 6,029	\$ 59,453
Baltimore City	\$ 1,092,630	\$ 1,564,868	\$ 1,067,180	\$ 65,076	\$ 543,827	\$ 14,978	\$ 48,735	\$ 10,223	\$ 317,184
Baltimore Co	\$ 929,111	\$ 1,330,676	\$ 907,470	\$ 55,595	\$ 462,440	\$ 53,487	\$ 66,783	\$ 12,882	\$ 103,678
Calvert	\$ 72,691	\$ 104,108	\$ 70,997	\$ 9,000	\$ 36,180	\$ 15,474	\$ 3,476	\$ 658	\$ 19,375
Carroll	\$ 138,264	\$ 198,022	\$ 135,043	\$ 9,743	\$ 68,817	\$ 48,782	\$ 13,587	\$ 2,586	\$ 26,693
Cecil	\$ 103,651	\$ 148,450	\$ 101,237	\$ 9,000	\$ 51,590	\$ 1,582	\$ 5,162	\$ 974	\$ 18,639
Charles	\$ 150,061	\$ 214,918	\$ 146,566	\$ 10,427	\$ 74,689	\$ 2,830	\$ 7,748	\$ 1,787	\$ 26,394
Frederick	\$ 208,878	\$ 299,155	\$ 204,012	\$ 13,837	\$ 103,963	\$ 4,885	\$ 14,626	\$ 3,150	\$ 55,132
Garrett	\$ 35,557	\$ 50,925	\$ 34,729	\$ 9,000	\$ 17,697	\$ 1,079	\$ 3,435	\$ 656	\$ 26,976
Harford	\$ 239,741	\$ 343,358	\$ 234,157	\$ 15,627	\$ 119,325	\$ 4,001	\$ 11,742	\$ 2,423	\$ 29,989
Howard	\$ 253,231	\$ 362,678	\$ 247,332	\$ 16,409	\$ 126,039	\$ 5,644	\$ 16,997	\$ 3,563	\$ 37,945
MAC	\$ 259,002	\$ 370,943	\$ 252,969	\$ 36,000	\$ 128,911	\$ 5,211	\$ 16,519	\$ 3,254	\$ 73,473
Montgomery	\$ 1,015,230	\$ 1,454,015	\$ 991,583	\$ 60,588	\$ 505,303	\$ 57,333	\$ 64,360	\$ 13,573	\$ 220,669
Prince George's	\$ 936,418	\$ 1,341,141	\$ 914,607	\$ 56,019	\$ 466,076	\$ 49,139	\$ 41,127	\$ 8,446	\$ 143,419
Queen Anne's	\$ 56,846	\$ 81,415	\$ 55,522	\$ 9,000	\$ 28,294	\$ 592	\$ 1,806	\$ 391	\$ 9,250
St. Mary's	\$ 92,028	\$ 131,802	\$ 89,884	\$ 9,000	\$ 45,804	\$ 2,028	\$ 6,305	\$ 1,254	\$ 37,935
Upper Shore	\$ 123,364	\$ 176,682	\$ 120,490	\$ 27,000	\$ 61,401	\$ 2,637	\$ 9,117	\$ 1,819	\$ 40,923
Washington	\$ 166,171	\$ 237,990	\$ 162,300	\$ 11,361	\$ 82,707	\$ 4,401	\$ 13,344	\$ 2,746	\$ 23,389
<b>Total</b>	<b>\$ 6,402,149</b>	<b>\$ 9,169,175</b>	<b>\$ 6,253,027</b>	<b>\$ 459,203</b>	<b>\$ 3,186,494</b>	<b>\$ 286,631</b>	<b>\$ 381,794</b>	<b>\$ 78,087</b>	<b>\$ 1,320,198</b>

\* FY26 ESTIMATED Allocations are based on the ACS 5-year tabulation 2017-2021 or 2022 data. Funding levels are based on the total funding received for FY24

\*\* NSIP calculations are based on FY24 NSIP meal counts for the purpose of this allocation.

**ESTIMATED**  
**FY 2026 State Allocations**

AAA	State Guardianship	*State I&A	State Support to MAC	State VEPI	State Ombudsman	State Nutrition
Allegany	\$ 20,789	\$ 106,884		\$ 6,314	\$ 24,089	\$ 31,710
Anne Arundel	\$ 32,986	\$ 288,434		\$ 33,280	\$ 88,521	\$ 132,915
Baltimore City	\$ 177,104	\$ 743,784		\$ 81,740	\$ 134,422	\$ 386,750
Baltimore Co	\$ 118,186	\$ 610,938		\$ 69,507	\$ 189,720	\$ 312,695
Calvert	\$ 4,299	\$ 87,599		\$ 5,437	\$ 11,232	\$ 20,960
Carroll	\$ 23,538	\$ 126,145		\$ 10,343	\$ 38,669	\$ 42,447
Cecil	\$ 9,796	\$ 114,344		\$ 7,753	\$ 14,193	\$ 35,869
Charles	\$ 4,127	\$ 134,877		\$ 11,225	\$ 25,400	\$ 47,315
Frederick	\$ 15,808	\$ 166,456		\$ 15,625	\$ 43,838	\$ 64,918
Garrett	\$ 2,000	\$ 72,278		\$ 2,659	\$ 9,680	\$ 12,419
Harford	\$ 38,482	\$ 190,017		\$ 17,934	\$ 35,904	\$ 78,053
Howard	\$ 22,164	\$ 183,767		\$ 18,943	\$ 50,656	\$ 74,568
MAC	\$ 20,446	\$ 201,018	\$ 131,800	\$ 19,214	\$ 46,768	\$ 84,185
Montgomery	\$ 46,384	\$ 611,932		\$ 75,949	\$ 198,099	\$ 313,249
Prince George's	\$ 74,555	\$ 558,598		\$ 70,053	\$ 123,935	\$ 283,518
Queen Anne's	\$ 2,000	\$ 83,084		\$ 4,252	\$ 5,314	\$ 18,443
St. Mary's	\$ 9,452	\$ 105,916		\$ 6,884	\$ 18,197	\$ 31,170
USA	\$ 8,765	\$ 122,945		\$ 9,212	\$ 23,669	\$ 40,664
Washington	\$ 10,311	\$ 155,984		\$ 12,431	\$ 39,495	\$ 59,081
<b>TOTAL</b>	<b>\$ 641,192</b>	<b>\$ 4,665,000</b>	<b>\$ 131,800</b>	<b>\$ 478,755</b>	<b>\$ 1,121,801</b>	<b>\$ 2,070,929</b>

4.15.2025

**Attachment G**

**FY 2026 Area Plan Questionnaire  
COVID-19 Supplemental Spending, OAA Compliance, SPR Missing Data  
and Longevity Ready Maryland Multisector State Plan on Aging.**

**Instructions:**

- Please provide a thorough detailed response to questions 1-3 below.
- Please follow the link below to provide responses to the LRM questionnaire.
- The questionnaire(s) must be completed and returned by the **May 02, 2025** due date as part of your formal Area Plan application. .

1. Please advise MDoA on the status of the final phase of your AAAs ARPA spending for each Title III and Title VII funding. (A). For expenditures where there were new and/or program expansion as a result of these funds please comment on the program's sustainability or its conclusion. How will this program continue or, how will this program be concluded? (B) Please include the number of persons served and the overall impact to the service area.

*All ARPA dollars have been fully expended as of August 2024. With the additional funds program expansions included additional congregate meals served, additional home delivered meals were provided, and an increase in Health Promotion program sessions and supplies for classes, and case management and respite hours were provided to family caregivers. Unfortunately, without sustainable funds those programs will need to return to their prior service numbers allowable through traditional OAA funds.*

2. Explains the AAA's process for coming into compliance with the OAA- Final Rule. How will the AAA ensure they meet the October 1, 2025 deadline. Discuss the role of your administration, local government and board where applicable. Include efforts for program and staff compliance, and that of fiduciary responsibilities and stewardship.

*Charles County AAA has attended all final rule TA sessions hosted by MDoA. MDoA has had consistent messaging that their staff are still assessing and implementing final rule changes so there are many of those that have yet to be seen how they will create final impact. Charles County AAA is committed to being flexible and making every effort to align practices with the final rule requirements. Steps have already been taken to reach out to our meal vendors to ensure that NSIP funds can be spent on domestically produced food items and that documentation can be made available. Ongoing meetings with program managers have been keeping them up to date on guidance provided by MDoA and new documentation that will be needed to show compliance.*

3. Please provide the Department with a written process on how the AAA will reduce missing data for registered and unregistered services reflected in the annual OAAPS

reporting and overall data tracking. This information must be discussed in the following format:

- Older Adults- *We have worked hard to reduce our overall missing data and the past several years have show improvements in these percentages across programs. In FY25 we reached out to our data management vendor and worked with him to start utilizing a series of reports that can be run which pull missing data information throughout the year. Previously this was extremely difficult data to isolate and therefore too time consuming to try to correct prior to running NAPIS/OAAPS. In FY25 we have made this a priority and have assigned the task of pulling missing data reports quarterly and sending them to each program manager for corrections throughout the year. This should continue to reduce the % of missing data for all the categories for both Older Adults and Caregivers of Older Adults. While there will still be some data that is missing due to client refusal or a client stopping service before a full assessment can be made, the expectation is that in FY26 we should be below the 10% limit in all categories.*
  - Caregivers of Older Adults- *See answer above, the same method will be used for Caregivers of Older Adults*
  - Older Relative Caregivers- *we currently do not have clients through the older relative caregiver program*
4. The Longevity Ready Maryland multisector plan on aging will move from the initial planning to the implementation stage on July 1, 2025. AAAs must provide information about how the work within their Area Plan aligns with the LRM Plan using the form found at the following link: <https://forms.gle/HMaSgA9EGD5wXfw86>

*Response provided via link*



Wes Moore | Governor

Aruna Miller | Lt. Governor

Carmel Roques | Secretary

**AAA Area Plan Contact Form -FFY2026**

AAA Area Plan Contacts	Name	Email	Contact Number
Designated AAA Area Plan Coordinator	Lisa Furlow	<a href="mailto:furlowl@charlescountymd.gov">furlowl@charlescountymd.gov</a>	301-934-0100
Data	Lisa Furlow	<a href="mailto:furlowl@charlescountymd.gov">furlowl@charlescountymd.gov</a>	301-934-0100
Fiscal	Laurie Smith	<a href="mailto:Smithl@charlescountymd.gov">Smithl@charlescountymd.gov</a>	301-934-9305
Program Managers	Brittney Bolin- IIIC	<a href="mailto:Bolinb@charlescountymd.gov">Bolinb@charlescountymd.gov</a>	301-934-0138
	Cindy Olmsted-IIIB, IIIE	<a href="mailto:Olmstedc@charlescountymd.gov">Olmstedc@charlescountymd.gov</a>	301-934-0128
	Deborah Shanks-IIID	<a href="mailto:Shanksd@charlescountymd.gov">Shanksd@charlescountymd.gov</a>	301-609-5711
	Amber Logalbo-Ombudsman	<a href="mailto:LogalboA@charlescountymd.gov">LogalboA@charlescountymd.gov</a>	301-934-9305
	Holly Conley-guardianship	<a href="mailto:conleyh@charlescountymd.gov">conleyh@charlescountymd.gov</a>	301-934-9305
Administrative Staff	Elizabeth Phipps	<a href="mailto:phippse@charlescountymd.gov">phippse@charlescountymd.gov</a>	301-934-0117
Other Contacts			

### Grievance Procedures for Senior Center Participants

The Charles County Bureau of Aging follows the requirements established by the Maryland Department of Aging in accordance with **Sec. 3027(a)(5)(B)** of the Older Americans Act which requires the establishment of a grievance procedure for older individuals who are dissatisfied with or denied services.

To file a grievance the senior center participant must:

- Within 20 days of the occurrence, state in writing the complaint.

This letter should include, at a minimum:

1. Name, address, phone number.
2. Must clearly identify the issue.
3. Contain a full statement of his/her position on the issue(s) along with pertinent facts and reasons in support of his/her issue.
4. What remedy/corrective action is being requested.
5. Signature

Within 10 days, center staff will acknowledge, in writing, that they have received the written complaint.

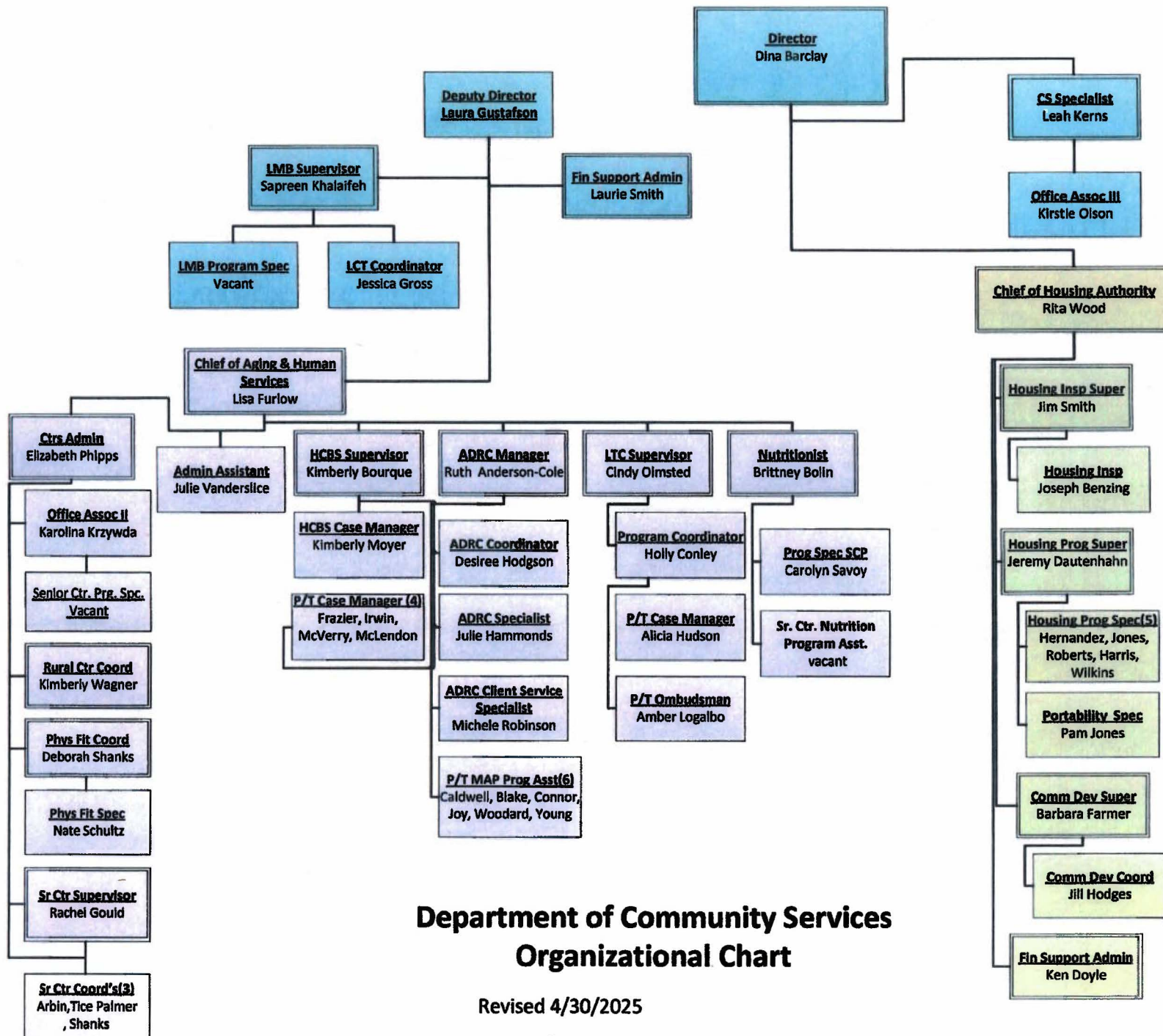
Within 30 days, the senior center participant will be notified in writing the results of the review. The review may support, modify, reverse, or let stand the original decision. A copy of the review results will be given to the Community Services Supervisor.

To appeal a decision -

The senior center participant may request an appeal if they are not satisfied with the results of the review. The participant must request an appeal, in writing, to the Center Supervisor. If requested, the appeal hearing must take place within 10 days of receipt of the review. This hearing will allow the senior center participant an opportunity to present a statement of facts and additional pertinent information. Center staff must notify the senior center participant in writing of the date, time, and place of the appeal meeting.

The appeal hearing will be before the Bureau of Aging Bureau Chief, the Community Services Supervisor, and the Fiscal Supervisor.

The Office of Aging will issue a written final decision to the senior center participant within 10 days after the meeting.



## Department of Community Services Organizational Chart

Revised 4/30/2025

**FY2026 Projected Senior Assisted Living Subsidy Provider Units of Service**

<b><u>Provider</u></b>	<b><u>Units of Service</u></b>
<b>Angels Heart Assisted Living Home</b> 2309 Pinefield Road Waldorf, MD 20601	<b>365</b>
<b>Angels Heart Assisted Living Home</b> 2866 Marshall Hall Rd Bryans Road, MD 20616	<b>365</b>
<b>Ardent Assisted Living</b> 2130 Greenwood Drive Waldorf, MD 20601	<b>365</b>
<b>Arisecare Assisted Living</b> 1106 Cambridge Drive Waldorf, MD 20602	<b>365</b>
<b>The Charleston</b> 45 St. Patricks Dr. Waldorf, MD 20603	<b>0</b>
<b>Compassionate Care</b> 4613 Coastal Blvd White Plains, MD 20695	<b>730</b>
<b>Compassionate Care II</b> 4608 Coastal Blvd White Plains, MD 20695	<b>0</b>
<b>Embrace Assisted Living</b> 2863 Starling Drive Waldorf, MD 20601	<b>0</b>
<b>Fenwick Landing Senior Care Community</b> 11665 Doolittle Drive Waldorf, MD 20602	<b>365</b>
<b>Golden Life Assisted Living</b> 6706 Amherst Rd Bryans Road, MD 20616	<b>365</b>

<b>Provider</b>	<b>Units of Service</b>
<b>Lilly's Place- Indian Head</b> 6835 Indian Head Hwy Bryans Road, MD 20616	0
<b>Lilly's Place- Marshall</b> 2708 Marshall Hall Rd Bryans Road, MD 20616	0
<b>Lilly's Place- Tyler</b> 1001 Tyler Court Waldorf, MD 20602	0
<b>Lilly's Place-Daniel</b> 5600 Daniel Circle Waldorf, MD 20601	0
<b>Pure Heart Assisted Living</b> 509 University Drive Waldorf, MD 20602	730
<b>Three Angels Assisted Living</b> 1012 Ivy Lane Waldorf, MD 20602	365