
D.C. Office on Aging

www.dcoa.dc.gov

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Description	FY 2012	FY 2013	FY 2014	% Change
	Actual	Approved	Proposed	from FY 2013
Operating Budget	\$24,040,103	\$25,544,336	\$30,005,713	17.5
FTEs	31.8	42.0	54.0	28.6

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

Summary of Services

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

The agency's FY 2014 proposed budget is presented in the following tables:

FY 2014 Proposed Gross Funds Operating Budget, by Revenue Type

Table BY0-1 contains the proposed FY 2014 agency budget compared to the FY 2013 approved budget. It also provides FY 2011 and FY 2012 actual expenditures.

Table BY0-1
(dollars in thousands)

Appropriated Fund	Actual FY 2011	Actual FY 2012	Approved FY 2013	Proposed FY 2014	Change from FY 2013	Percent Change*
General Fund						
Local Funds	16,623	16,719	16,620	20,504	3,884	23.4
Total for General Fund	16,623	16,719	16,620	20,504	3,884	23.4
Federal Resources						
Federal Grant Funds	7,238	6,419	7,307	7,356	49	0.7
Total for Federal Resources	7,238	6,419	7,307	7,356	49	0.7
Private Funds						
Private Grant Funds	40	0	0	0	0	N/A
Total for Private Funds	40	0	0	0	0	N/A
Intra-District Funds						
Intra-District Funds	1,496	902	1,618	2,146	529	32.7
Total for Intra-District Funds	1,496	902	1,618	2,146	529	32.7
Gross Funds	25,397	24,040	25,544	30,006	4,461	17.5

*Percent change is based on whole dollars.

Note: If applicable, for a breakdown of each Grant (Federal and Private), Special Purpose Revenue type and Intra-District agreement, please refer to Schedule 80 Agency Summary by Revenue Source in the FY 2014 Operating Appendices located on the Office of the Chief Financial Officer's website.

FY 2014 Proposed Full-Time Equivalents, by Revenue Type

Table BY0-2 contains the proposed FY 2014 FTE level compared to the FY 2013 approved FTE level by revenue type. It also provides FY 2011 and FY 2012 actual data.

Table BY0-2

Appropriated Fund	Actual FY 2011	Actual FY 2012	Approved FY 2013	Proposed FY 2014	Change from FY 2013	Percent Change
General Fund						
Local Funds	19.5	16.1	175	275	10.0	57.1
Total for General Fund	19.5	16.1	175	275	10.0	57.1
Federal Resources						
Federal Grant Funds	72	5.6	10.5	10.5	0.0	0.0
Total for Federal Resources	72	5.6	10.5	10.5	0.0	0.0
Intra-District Funds						
Intra-District Funds	8.6	10.0	14.0	16.0	2.0	14.3
Total for Intra-District Funds	8.6	10.0	14.0	16.0	2.0	14.3
Total Proposed FTEs	35.3	31.8	42.0	54.0	12.0	28.6

FY 2014 Proposed Operating Budget, by Comptroller Source Group

Table BY0-3 contains the proposed FY 2014 budget at the Comptroller Source Group (object class) level compared to the FY 2013 approved budget. It also provides FY 2011 and FY 2012 actual expenditures.

Table BY0-3

(dollars in thousands)

Comptroller Source Group	Actual FY 2011	Actual FY 2012	Approved FY 2013	Proposed FY 2014	Change from FY 2013	Percent Change*
11 - Regular Pay - Continuing Full Time	2,010	2,036	2,322	2,148	-174	-7.5
12 - Regular Pay - Other	654	576	723	1,795	1,072	148.2
13 - Additional Gross Pay	129	134	0	0	0	N/A
14 - Fringe Benefits - Current Personnel	490	461	788	1,065	277	35.1
Subtotal Personal Services (PS)	3,283	3,208	3,834	5,008	1,174	30.6
20 - Supplies and Materials	178	48	98	98	0	0.0
31 - Telephone, Telegraph, Telegram, Etc.	6	31	0	0	0	N/A
40 - Other Services and Charges	665	546	792	980	188	23.7
41 - Contractual Services - Other	6,300	5,408	5,545	7,955	2,409	43.4
50 - Subsidies and Transfers	14,876	14,700	15,175	15,865	690	4.5
70 - Equipment and Equipment Rental	89	100	100	100	0	0.0
Subtotal Nonpersonal Services (NPS)	22,114	20,832	21,711	24,998	3,287	15.1
Gross Funds	25,397	24,040	25,544	30,006	4,461	17.5

*Percent change is based on whole dollars.

Program Description

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

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

This program contains the following 4 activities:

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

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

This program contains the following 2 activities:

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

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

This program contains the following 4 activities:

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

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

Program Structure Change

The District of Columbia Office on Aging has no program structure changes in the FY 2014 proposed budget.

FY 2014 Proposed Operating Budget and FTEs, by Program and Activity

Table BY0-4 contains the proposed FY 2014 budget by program and activity compared to the FY 2013 approved budget. It also provides the FY 2012 actual data.

Table BY0-4

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2012	Approved FY 2013	Proposed FY 2014	Change from FY 2013	Actual FY 2012	Approved FY 2013	Proposed FY 2014	Change from FY 2013
(1000) Agency Management Services								
(1010) AMP-Personnel Costs Activity	2,187	2,850	3,763	914	19.5	24.0	32.0	8.0
(1040) AMP-Contract and Procurement Activity	862	796	977	181	0.0	0.0	0.0	0.0
(1087) AMP- Language Access	0	12	12	0	0.0	0.0	0.0	0.0
Subtotal (1000) Agency Management Services	3,048	3,658	4,752	1,094	19.5	24.0	32.0	8.0
(9200) Consumer Information, Assistance and Outreach								
(9205) Employment Services	296	314	314	0	0.0	0.0	0.0	0.0
(9215) Special Events	133	223	223	0	0.0	0.0	0.0	0.0
(9220) Training and Education	1,210	647	2,360	1,713	10.0	3.0	16.0	13.0
(9222) Advocacy/Elder Rights	0	497	467	-30	0.0	0.0	0.0	0.0
(9225) Advocacy Activity	0	87	0	-87	0.0	0.0	0.0	0.0
Subtotal (9200) Consumer Info., Assistance and Outreach	1,639	1,767	3,363	1,596	10.0	3.0	16.0	13.0
(9300) In-Home and Continuing Care Program								
(9325) In-Home and Day Care Services	5,775	5,731	5,731	0	0.0	0.0	0.0	0.0
(9330) Caregivers Support	655	701	701	0	0.0	0.0	0.0	0.0
Subtotal (9300) In-Home and Continuing Care Program	6,430	6,431	6,431	0	0.0	0.0	0.0	0.0
(9400) Community-Based Support Program								
(9440) Health Promotion. and Wellness	2,847	4,417	4,412	-6	2.2	15.0	6.0	-9.0
(9450) Community Services	8,735	8,109	9,886	1,776	0.0	0.0	0.0	0.0
(9470) Supportive Residential Facilities	699	675	675	0	0.0	0.0	0.0	0.0
(9480) Advocacy/Elder Rights	643	487	487	0	0.0	0.0	0.0	0.0
Subtotal (9400) Community-Based Support Program	12,923	13,688	15,459	1,771	2.2	15.0	6.0	-9.0
Total Proposed Operating Budget	24,040	25,544	30,006	4,461	31.8	42.0	54.0	12.0

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

Note: For more detailed information regarding the proposed funding for the activities within this agency's programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2014 Operating Appendices** located on the Office of the Chief Financial Officer's website.

FY 2014 Proposed Budget Changes

The District of Columbia Office on Aging's (DCOA) proposed FY 2014 gross budget is \$30,005,713, which represents a 17.5 percent increase over its FY 2013 approved gross budget of \$25,544,336. The budget is comprised of \$20,503,661 in Local funds, \$7,355,559 in Federal Grant funds, and \$2,146,494 in Intra-District funds.

Current Services Funding Level

The Current Services Funding Level (CSFL) is a Local funds ONLY representation of the true cost of operating District agencies, before consideration of policy decisions. The CSFL reflects changes from the FY 2013 approved budget across multiple programs, and it estimates how much it would cost an agency to continue its current programs and operations into the following fiscal year. The initial adjustments in the budget proposal represent changes that should be compared to the FY 2014 CSFL budget and not necessarily changes made to the FY 2013 Local funds budget. The FY 2014 CSFL adjustments to the FY 2013 Local funds budget are described in table 5 of this agency's budget chapter. Please see the CSFL Development section within Volume 1: Executive Summary for more information regarding the methodology used and components that comprise the CSFL.

DCOA's FY 2014 CSFL budget is \$16,698,090, which represents a \$78,368, or 0.5 percent, increase over its FY 2013 approved Local funds budget of \$16,619,722.

Major CSFL Cost Drivers

The FY 2014 CSFL calculated for DCOA included an adjustment entry that is not described in detail on table 5. This adjustment was made for an increase of \$14,932 in personal services to account for the Fringe Benefit growth rate adjustment of 4.2 percent year-over-year growth, and \$63,436 in nonpersonal services, based on the Consumer Price Index factor of 2.4 percent. During the development of the CSFL, some adjustments such as these were categorized as "other adjustments".

Agency Budget Submission

Increase: In Local funds, DCOA increased its nonpersonal services budget by \$124,106 to more accurately align the budget with programmatic needs. In Federal Grant funds, DCOA increased its personal services budget by \$48,861 to cover step increases and additional Fringe Benefits. In Intra-District funds, the agency increased its Contractual Services by \$633,054 due to additional services being provided under the Aging and Disability Resources Center (ADRC) project.

Decrease: In Local funds, DCOA decreased its personal services by \$23,463 as an offset to the increase in nonpersonal services. In Federal Grant funds, Subsidies and Transfers were decreased by \$205,119. These reductions are attributed to the anticipated impact of the impending federal sequestration.

Shift: DCOA moved \$100,643 and 2.0 vacant FTEs from its Local funds to its Intra-District funds to support the Nursing Home Quality of Care program.

Mayor's Proposed Budget

Enhance: The Local funds budget includes an enhancement of \$2,701,183, which will consist of \$1,805,822 to support the Food Service and Meal programs and \$895,361 for vehicle insurance coverage.

Cost of Living Adjustment: This agency received a proposed cost of living adjustment (COLA) in both Local and non-Local funds. This adjustment includes \$29,530 in Federal Grant funds. For more information about the Local funds portion of the COLA, please see the Workforce Investments chapter contained in Volume 3.

Increase: The agency received additional Local funding in the amount of \$1,104,388 and 12.0 FTEs, of which \$880,446 and 10.0 FTEs will be used to create a transition support team that will expand DCOA's services to the District residents in residential nursing facilities. The remaining funds will support the salaries and Fringe Benefits of 2.0 additional FTEs, an Age-Friendly Coordinator and a Facilities Manager, at \$109,040 and \$114,902, respectively.

Decrease: The agency decreased nonpersonal services in Federal Grants funds by \$29,530 to offset the cost of living adjustment.

FY 2013 Approved Budget to FY 2014 Proposed Budget, by Revenue Type

Table BY0-5 itemizes the changes by revenue type between the FY 2013 approved budget and the FY 2014 proposed budget.

Table BY0-5

(dollars in thousands)

	PROGRAM	BUDGET	FTE
LOCAL FUNDS: FY 2013 Approved Budget and FTE		16,620	17.5
Other CSFL Adjustments	Multiple Programs	78	0.0
LOCAL FUNDS: FY 2014 Current Services Funding Level Budget (CSFL)		16,698	17.5
Increase: Nonpersonal services to align the budget with programmatic needs	Multiple Programs	124	0.0
Decrease: Personal services as an offset to the increase in nonpersonal services	Multiple Programs	-23	0.0
Shift: Personal services budget to Intra-District funds, to support the Nursing Home Quality of Care Program	Multiple Programs	-101	-2.0
LOCAL FUNDS: FY 2014 Agency Budget Submission		16,698	15.5
Technical Adjustment: Annualize FY 2013 funding for personal services	Agency Management Services	1,104	12.0
Technical Adjustment: Annualize FY 2013 funding for the Food Service, the Meal programs, and for vehicle insurance coverage	Community Based Support Program	2,701	0.0
LOCAL FUNDS: FY 2014 Mayor's Proposed Budget		20,504	27.5
FEDERAL GRANT FUNDS: FY 2013 Approved Budget and FTE		7,307	10.5
Increase: Personal services due to projected step increases and Fringe Benefits costs	Multiple Programs	49	0.0
FEDERAL GRANT FUNDS: FY 2014 Agency Budget Submission		7,356	10.5
Cost of Living Adjustment: FY 2014 proposed cost of living adjustment (COLA)	Multiple Programs	30	0.0
Decrease: To offset the proposed cost of living adjustment	Multiple Programs	-30	0.0
FEDERAL GRANT FUNDS: FY 2014 Mayor's Proposed Budget		7,356	10.5
INTRA-DISTRICT FUNDS: FY 2013 Approved Budget and FTE		1,618	14.0
Increase: Funding for the projected increase in Contractual Services	Multiple Programs	633	0.0
Decrease: Subsidies and Transfers due to the anticipated impact of the impending federal sequestration	Multiple Programs	-205	0.0
Shift: Personal services budget from Local funds, to support the Nursing Home Quality of Care Program	Multiple Programs	101	2.0
INTRA-DISTRICT FUNDS: FY 2014 Agency Budget Submission		2,146	16.0
No Changes		0	0.0
INTRA-DISTRICT FUNDS: FY 2014 Mayor's Proposed Budget		2,146	16.0
Gross for BY0 - D. C. Office on Aging		30,006	54.0

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

Agency Performance Plan

The agency's performance plan has the following objectives for FY 2014:

Objective 1: To advocate and support legislation that would improve housing, safety, and financial security for seniors living in the District of Columbia.

Objective 2: To enhance and expand programs and services offered by the DCOA's Aging Disability Resource Center and Aging Services Network Providers (One City Action Plan Action 3.3.2).¹

Objective 3: To increase active customer participation in the decision making process of home and community based services.

Objective 4: To explore and launch new senior programs and services and expand current programs and services, to continue to provide community resources.

Objective 5: To improve financial sustainability of services to seniors and persons with disabilities.

Objective 6: To foster relationships with local employers, in an effort to increase employment opportunities for seniors.

Objective 7: To develop and implement a comprehensive "One Stop Shop" Human Resources Division that provides an integrated human resource products and services perspective.

KEY PERFORMANCE INDICATORS

Measure	FY 2011 Actual	FY 2012 Target	FY 2012 Actual	FY 2013 Projection	FY 2014 Projection	FY 2015 Projection
Number of Seniors receiving: health promotion, nutrition education, counseling at centers and network sites	9,650	9,900	9,900	10,395	10,395	10,400
Percentage of Wellness Center participants who increase their awareness and adopt healthy behaviors as identified by improvements in their overall health (evidence based health outcomes)	80%	85%	90%	90%	90%	90%
Percentage of seniors seeking employment that receive job training or placements	32.8%	50%	50%	55%	55%	55%
Number of elderly and disabled customers served for all services by DCOA/ADRC	10,400	10,800	10,800	10,900	10,900	10,900
Number of new customers served by ADRC age 18-59	1,458	700	700	750	750	800
Average time (days) to close ADRC cases	14	14	14	14	14	14
Number of persons transitioning into the community (i.e. Hospital Discharge Planning and Nursing Home)	96	96	51	128	128	128

(Continued on next page)

KEY PERFORMANCE INDICATORS

Measure	FY 2011 Actual	FY 2012 Target	FY 2012 Actual	FY 2013 Projection	FY 2014 Projection	FY 2015 Projection
Number of persons attending DCOA/ADRC outreach events and activities	24,122	34,000	34,000	39,000	39,000	39,000
Number of consumers receiving Options Counseling	174	180	217	350	380	400
Number of family caregivers receiving flex-spending funds ²	Not Available	Not Available	Not Available	30	40	45
Value of competitive grants awarded to DCOA	\$6,829M	\$7,147M	\$2,030M	\$6,829M	\$6,829M	\$6,829M
Percentage of scheduled monitoring reports as defined by agency monitoring plan completed for each grant award	Not Available	100%	100%	100%	100%	100%
Number of Senior Villages	5	5	8	10	12	14
Number of life support transportation customers provided assistance	Not Available	Not Available	1,910	2,100	2,200	2,300
Number of people that remain in the community (prevented from going to nursing homes and/or hospitals prematurely)	70	60	43	60	70	70
Number of DCOA Ambassadors	Not Available	100	115	200	350	300

Performance Plan Endnotes:

¹<http://mayor.dc.gov/page/one-city-action-plan>

²Denotes new programming beginning in FY 2013