



County of Delaware
Services for the Aging



2019 – 2020 ANNUAL PLAN AND BUDGET SUMMARY

The Older Americans Act of 1965 established Area Agencies on Aging throughout the country. Pennsylvania chose to establish area agencies on aging by county and in 1975, the County of Delaware Services for the Aging (COSA), was established as the Area Agency on Aging for Delaware County. As one of fifty-two Area Agencies on Aging in Pennsylvania, COSA is responsible for coordinating and implementing services and programs to assist seniors and their families. Through this role, COSA has dual accountability to both the County of Delaware and the Commonwealth through the Pennsylvania Department of Aging (PDA).

Area Agencies on Aging are required by the Older Americans Act to give preference in the delivery of services to those older persons with the greatest economic and social need with particular attention to low-income minority individuals, low-income individuals and frail individuals. Furthermore, *greatest economic need* is defined as need resulting from an income level at or below poverty levels established by the US Department of Health and Human Services. *Greatest social need* is the need caused by non-economic factors such as physical and mental impairments, language barriers as well as cultural, social or geographic isolation including that caused by racial or ethnic status which restricts an individual's ability to perform normal daily tasks or which threatens an individual's capacity to live independently.

COSA's mission and vision reflect the priority of serving seniors as described by the Older Americans Act and also set a foundation for how we operate within the County.

Our Mission: Connecting and empowering the County's older residents through services that support their health and well-being.

Our Vision: All seniors in Delaware County are living with dignity at the highest level of independence with the greatest quality of life.

Our mission and vision are carried out through programs and funds provided through contracts between the County of Delaware and the Commonwealth of Pennsylvania. The Pennsylvania Department of Aging uses an allocation formula based on the number of low income, minority, rural and persons over age 75 in each county to determine funding percentages. This funding percentage then determines the amount of funds Delaware County receives from the PDA in our Aging Services Block Grant (ASBG). ASBG funds are generated by Pennsylvania Lottery proceeds and federal Older Americans Act funds. COSA receives additional revenue from managed care organizations, the Corporation for National & Community Service, Delaware County, and locally collected fees and contributions.

In an ever increasing challenging fiscal environment, we continue to prioritize meeting the needs of those with the greatest economic and social needs. Managing over eighty contracts with community organizations and businesses we continue to collaborate with our network of service providers for the maximum benefit to seniors most in need.

The current fiscal year COSA has three priority areas as our focus:

- Continuing to serve seniors in the community through the provision of home and community based care;
- Providing health, wellness and socialization opportunities in the community and at senior centers;
- Responding to changes in the provision of aging services.

We are beginning the fiscal year with a cash budget of \$13,929,897. Of this total, \$10,224,409 is from the Aging Services Block Grant (ASBG). For the past three years the PDA fully funded our Title XIX Assessment costs. However, each of those years, COSA did not receive the fully funded amounts until the late winter or spring. At that time Aging Services Block Grant (ASBG) dollars were freed up to support one-time initiatives with many of our program funded contracts, especially the eight senior centers throughout the County. We were also able to use these funds to increase awareness about COSA and the services we provide.

We did receive a \$9,492 increase in Nutrition Services Incentive Program (NSIP) funding this year. This is due to an increase in meals provided and recorded in our SAMS database. We have worked diligently with the senior centers to assure all meals are being correctly captured and recorded.

The following pages illustrate our expenses and revenue sources, cost center descriptions, how cost centers are allocated in COSA's budget, a comparison of how funds were allocated the previous year, a summary of how we plan to allocate our Categorical OPTIONS funds for this fiscal year, and parameters we are required to remain within.

In preparing our budget, the Pennsylvania Department of Aging (PDA) determines cost centers (program areas and definitions) and budget parameters for COSA to follow. The following information highlights our budget and program priorities for the fiscal year 2019-2020.

Budget Parameters and Cost Centers

No more than 10% of the budget may be spent on *Administration*. COSA's administrative cost is planned at \$868,996, 6.2% of the budget.

At least 60% of the Aging Services Block Grant must be spent on the provision of in-home services. The 60% calculation includes the regular block grant, state caregiver support program and federal caregiver support program (CSP), Nutrition Services Incentive Program (NSIP), categorical allocation OPTIONS services and categorical allocation Block Grant Supplement. The cost centers/programs included in this parameter are the following:

- Adult Day Care - \$78,000 - 100% of these funds go to contracts with Adult Day Care Centers for OPTIONS consumers.

- Care Management - \$3,380,658 (\$1,656,549 ASBG and \$1,724,109 Medical Assistance) – this includes our care management staff for the OPTIONS, Caregiver Support and Community Health Choices Waiver programs. Care managers arrange for services and assure consumers receive the care they need to live safely in the community.
- Consumer Reimbursement - \$279,981 – is a service offered through the federal and state Caregiver Support Program. Families purchase supplies and services and then are reimbursed up to a maximum of \$500 per month.
- Counseling - \$436,114 – is provided through our GATEWAY program, a link to mental/behavioral health services, as well as through a contract with Merakey. Merakey also works with the senior centers via counselors and trained peer counselors on site.
- Environmental Modifications - \$70,000 - Part of the Enhanced OPTIONS funds, this money is used to help seniors maintain their home with a focus on health and safety.
- Guardianship - \$115,842 – There continues to be an increased need to petition the courts for guardianship in protective services cases. These costs cover the associated legal fees.
- Home Delivered Meals - \$1,042,436 – are provided by 7 COSA funded senior centers as well as Main Line and Aston Meals on Wheels programs. This represents OPTIONS meals only. We generate revenue from NSIP (Nutrition Services Incentive Program) based on the number of reported meals served in the previous fiscal year. Although permitted by the state, COSA has made the choice to not initiate a waiting list for home delivered meals.
- Home Support - \$362,644 – is light housekeeping, shopping, home maintenance care that is NOT hands on care for a consumer but is needed to help keep a senior at home. 100% of this money goes to in-home providers through contracts. This service is solely for OPTIONS consumers.
- Medical Equipment/Supplies/Assistive Devices - \$126,000 – used 100% for OPTIONS consumers this includes PERS (Personal Emergency Response System), reimbursement for grab bars and other various necessary items to help maintain seniors in their homes.
- Passenger Transportation - \$81,716 – subsidizes transportation costs for senior center and adult day care participants.
- Personal Care – \$1,400,400 – is hands on care helping consumers with activities of daily living. 100% of this money goes to in-home providers through contracts. This funding is solely for OPTIONS consumers.
- Personal Care, Fiscal Agent Model - \$18,000 – is a service provided to OPTIONS consumers who can direct their own care. Through a contract with COSA a fiscal intermediary pays the worker assuring the required employment taxes are paid.
- Protective Services - \$1,195,674 – The protective services staff investigate allegations of abuse, neglect, exploitation and abandonment of county residents over age 60 providing support and services to eliminate risk.

The total amount of these cost centers is \$8,587,465 or 61% of the total cash budget of \$13,929,897. The total amount for ASBG dollars is \$6,716,901 or 65% of the \$10,224,409 ASBG total.

There are several additional cost centers/programs that COSA provides and the remaining budget covers those areas.

- Assessment - \$954,540 – An assessment is the entry point to home and community based care for both OPTIONS and Waiver consumers. Certified assessors determine level of care. This program cost is lower this year as we have fully switched to the Functional Eligibility Determination (FED) assessment form. Nurses are no longer required to sign off on assessments. Additionally, the assessment itself is a shorter form. Our assessors are able to complete 3 – 4 home visits each day. We now schedule assessments within a few days of a consumer calling and asking for one.
- Congregate Meals - \$607,190 – are served 5 days a week at each of the 8 COSA funded senior centers. COSA receives NSIP funding based upon the number of reported meals served in the previous year. COSA also provides meals two nights a week at both Episcopal Place and Grace Court. Both sites provide subsidized housing for low income seniors.
- Domiciliary Care - \$40,166 – COSA recruits and certifies Domiciliary Care homes throughout the county. These private homes offer rooms and supervision to seniors as well as those under age 60 with functional limitations.
- Information and Referral - \$1,181,727 – The staff in our Information and Referral department are instrumental in determining consumers' needs when they call. By gathering pertinent information, they can determine if a caller needs a list containing relevant information or if they should take a Report of Need for protective services and everything in between. This cost center also includes monies spent for the APPRISE Health Insurance Counseling program, community education, health fairs, website and the Senior Victim Services program with the District Attorney's Office.
- Legal Assistance - \$55,725 – COSA contracts with Legal Aide of Southeastern Pennsylvania to provide legal assistance to low income seniors. Some examples of their services include rent and landlord issues, housing issues, utility issues besides our assistance, and Power of Attorney. They do not handle any criminal issues.
- Ombudsman - \$166,782 – The Ombudsman recruits and trains volunteers to advocate on behalf of residents in over 60 long term living situations such as nursing homes, personal care boarding homes and assisted living. This year we are adding a second Ombudsman position. The requirements for this program have changed and we need the additional staff person to not only meet these new requirements but to also assure all residents of long term living are receiving information on their rights.
- Senior Centers - \$1,018,063 – COSA funds 8 senior centers located throughout the County. These centers provide socialization, education and volunteer opportunities. The funds in this cost center also support our Health and Wellness activities. July 1, 2019, the Havertown Senior Center moved from its previous location down the street to 401 Brookline Boulevard, Havertown.
- Volunteer Services - \$449,243 – Funds in this cost center reflect expenses primarily for the Foster Grandparent Program. We support volunteerism throughout the County's aging network with specific contracts with RSVP for volunteer recruitment and placement and Surrey Services Chore Connection program.

2019-2020 Line Item Budget

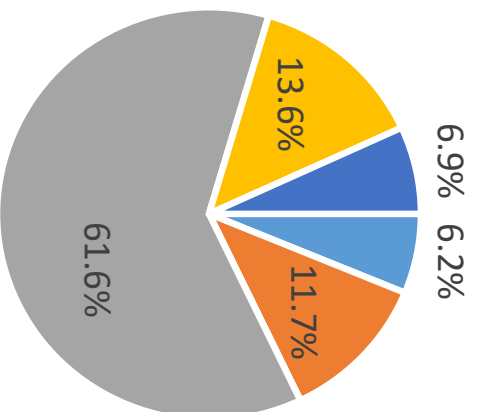
Expenses		Revenue	
PERSONNEL		BUDGETED RESOURCES	
Salary and Wages (from Personnel)	\$ 3,385,015	(AGING BLOCK GRANT)	
Fringe Benefits (from Personnel)	\$ 1,851,128	Regular Block Grant	\$ 8,091,925
Total Personnel	\$ 5,236,143	State Family Caregiver	\$ 92,744
		APPRISE	\$ 35,954
OCCUPANCY		NSIP	\$ 131,813
Rent/Mortgage	\$ 302,160	Health Promotion	\$ 44,239
Utilities	\$ 64,401	Federal Family Caregiver	\$ 416,310
Total Occupancy	\$ 366,561	Other**	\$ 1,411,424
		TOTAL AGING BLOCK GRANT	\$10,224,409
COMMUNICATIONS			
Telephone	\$ 127,626	(OTHER STATE GRANTS)	
Postage	\$ 15,400	Title XIX-PDA	\$ 136,818
Total Communications	\$ 143,026	Title XIX-Other	
		Title V	
SUPPLIES & MINOR EQUIPMENT		Other	
Office Supplies	\$ 14,600	TOTAL OTHER STATE GRANTS	\$ 136,818
Program Supplies			
Rented Equipment	\$ 26,294	(OTHER FUNDS)	
Computer Equipment/Software	\$ 18,000	Federal Program Income	\$ 145,200
Others:	\$ -	County Cash Contribution	\$ 121,000
Total Supplies, Minor Equip.	\$ 58,894	OPTIONS Consumer Cost Sharing	\$ 122,454
		State/Local Program Income	
TRANSPORTATION		Other***	\$ 3,180,016
Staff Travel	\$ 32,705	TOTAL OTHER FUNDS	\$ 3,568,670
Vehicle Maintenance & Repairs	\$ 6,750		
Others:	\$ 11,400	GRAND TOTAL RESOURCES	\$13,929,897
Total Transportation	\$ 50,855		
		Other**	
CONTRACTS		Ombudsman Volunteers	\$ 5,475
(List All Contracts)	\$ 7,714,333	Apprise Telecenters	\$ 15,000
Total Contracts	\$ 7,714,333	Apprise Additional Base	\$ 4,000
		APPRISE Bravo Award	\$ -
OTHER OPERATING EXPENSES		Options Services	\$ 1,162,566
Training & Staff Development	\$ 69,900	Block Grant Supplement	\$ 172,328
Printing & Duplicating	\$ 42,520	Protective Services	\$ 50,655
Misc.Other Operating Expenses	\$ 247,665	Apprise Telecenters AOEP	\$ 1,400
Total Other Operating Expenses	\$ 360,085		
		Other***	
FIXED ASSETS		Grace Court Meal Contributions	\$ 4,199
Purchased Fixed Assets (List)	\$ -	Foster Grandparents	\$ 333,615
Total Fixed Assets	\$ -	ADRC LINK	\$ 42,150
		Counseling - County Human Services	\$ 200,000
INDIRECT COSTS		Aging Well - Assessments	\$ 954,540
Total Indirect Costs	\$ -	Waiver - Service Coordination	\$ 1,627,212
		PCA Veterans	\$ 13,500
TOTAL EXPENSES	\$13,929,897	RONS- APS	\$ 4,800

Total Cash Budget by Cost Center			
Cost Center	Final Budget 2018-2019	Beginning Budget 2019- 2020	Difference
Administration	\$ 897,014	\$ 868,996	\$ (28,018)
Home Delivered Meals	\$ 1,032,151	\$ 1,042,436	\$ 10,285
Congregate Meals	\$ 606,518	\$ 607,190	\$ 672
Senior Community Center Services*	\$ 1,077,722	\$ 1,018,063	\$ (59,659)
Volunteer Services	\$ 433,012	\$ 449,243	\$ 16,231
Passenger Transportation	\$ 81,695	\$ 81,716	\$ 21
Legal Assistance	\$ 55,725	\$ 55,725	\$ -
Ombudsman	\$ 113,353	\$ 166,782	\$ 53,429
Information and Referral	\$ 1,266,569	\$ 1,181,727	\$ (84,842)
Personal Care	\$ 1,396,964	\$ 1,400,400	\$ 3,436
Personal Care, Fiscal Agent Model	\$ 18,777	\$ 18,000	\$ (777)
Environmental Modifications	\$ 64,223	\$ 70,000	\$ 5,777
Med Equip/Supp/Adaptive Devices	\$ 124,234	\$ 126,000	\$ 1,766
Home Support	\$ 353,544	\$ 362,644	\$ 9,100
Adult Day Care	\$ 75,278	\$ 78,000	\$ 2,722
Counseling	\$ 399,903	\$ 436,114	\$ 36,211
Assessments**	\$ 1,252,651	\$ 954,540	\$ (298,111)
Care Management	\$ 3,448,608	\$ 3,380,658	\$ (67,950)
Protective Services-Intake/Investigate	\$ 943,971	\$ 1,195,674	\$ 251,703
Domiciliary Care	\$ 56,757	\$ 40,166	\$ (16,591)
Guardianship	\$ 121,095	\$ 115,842	\$ (5,253)
Consumer Reimbursement	\$ 244,461	\$ 279,981	\$ 35,520
TOTAL	\$ 14,064,225	\$ 13,929,897	\$ (134,328)

* denotes programs that received one-time support during FY18-19 based upon PDA fully funding Title XIX assessments

** Assessment no longer requires review/sign-off by RNs

Percentage Distribution by Service Total Cash Budget



- Administration
- Senior Centers/Meals
- In-Home Services
- Community Services
- Assessments