



1401 El Camino Avenue, 4th Floor, Sacramento, CA 95815
 Phone: (916) 486-1876 / Fax: (916) 486-9454
 www.agencyonaging4.com

PLACE DATE
 "RECEIVED" HERE

AAA4 BULLETIN

TO: AAA4 Funded Programs	NO: A4B2025-01
SUBJECT: One-Time-Only (OTO) Fund Requests	DATE ISSUED: January 22, 2025
REFERENCES: N/A	SUPERSEDES: N/A
PROGRAMS AFFECTED: <input type="checkbox"/> ALL <input checked="" type="checkbox"/> Title III-B <input checked="" type="checkbox"/> Title III C-1 <input checked="" type="checkbox"/> Title III C-2 <input checked="" type="checkbox"/> Title III-D <input checked="" type="checkbox"/> Title III-E <input type="checkbox"/> HICAP <input checked="" type="checkbox"/> OTO <input checked="" type="checkbox"/> Other: LTCOP	
PURPOSE OF BULLETIN: <input type="checkbox"/> Amend Policy or Procedure <input type="checkbox"/> Clarification <input checked="" type="checkbox"/> Information:	
FOR INQUIRIES CONTACT: Will Tift, Planner (916) 710-8391 or wtift@agencyonaging4.org	

AAA4 will receive \$1.6 million in One-Time-Only (OTO) funds which must be encumbered by June 30, 2025. Given the scale of this award, Funded Programs will have the opportunity to request funds for essential, "big-ticket" expenditures which would not otherwise be possible with the requesting organization's existing revenue streams.

AAA4's total OTO allocation is divided as follows.

Title III-B (Supportive Services)	\$ 111,025
Title III-C1 (Congregate Meals)	\$ 484,231
Title III-C2 (Home-Delivered Meals)	\$ 416,675
Title III-D (Health Promotion)	\$ 57,100
Title III-E (Family Caregiver)	\$ 109,513
Long-Term Care Ombudsman Program	\$ 481,604
Elder Abuse Prevention	\$ 3,419
Total	\$1,663,567

AAA4 Governing Board approval is required for each special OTO request. At their February 14 meeting, the Board is also expected to use some OTO funds to "offset" parity losses; this includes \$30,944 in Nevada County in Minor Home Modifications (Title III-B) and \$155,198 in Yuba-Sutter in Nutrition (Title III-C). All remaining OTO funds will be distributed to Funded Partners by Title in a proportionate manner, based on their current baseline awards.

OTO dollars are not transferable between Titles. OTO does not have a match requirement. The spending rules for OTO funds are the same as for regular Older Americans Act funds. This means OTO can be used to support personnel and other costs that are not necessarily "one-time" in nature. This also means regular policies and procedures apply for the purchase of equipment after final AAA4 approval to make such purchases has been explicitly granted.

Special OTO requests must be received by AAA4 no later than **February 5, 2025**. Please submit all requests via email to: wtift@agencyonaging4.org and only provide: 1) the total amount of OTO funding you are requesting; 2) a brief written description of the item(s) you wish to purchase; 3) a brief explanation of why you consider this purchase “essential” and why the purchase cannot be made with your existing revenue streams; and, 4) if applicable, one bid for each piece of equipment (i.e., items of any cost that store digital information and all individual items with a cost of \$5,000 or higher).

Programmatic questions should be directed to your Regional Services Specialist (RSS) or the appropriate AAA4 Program Administrator. Fiscal questions should be directed to the fiscal team.