

## ICOA POLICY & INSTRUCTION

Policy Subject	Policy #
Distribution of Older American Act and Idaho Senior Services Act funds to Area Agencies on Aging	PO.AD.10

### Purpose:

The Idaho Commission on Aging (ICOA) shall review the Intrastate Funding Formula (IFF) for distribution of funds received under the Older Americans Act (OAA) and the Idaho Senior Services Act (SSA) during the year the Idaho Senior Services State Plan is being developed.

In accordance with OAA, the ICOA shall retain final decision making authority in developing and adopting the IFF.

The ICOA shall comply with all federal and state laws, rules, and regulations in developing the IFF to distribute funds received under OAA and SSA.

### Process:

Subject to the discretion of the ICOA Administrator, the ICOA will adhere to the following process to develop and adopt the IFF to distribute funds received under the OAA and SSA:

- a. The ICOA will hold a meeting with Area Agencies on Aging (AAAs) to facilitate discussions and receive comment regarding the proposed IFF.
- b. ICOA will publish the proposed IFF for review and comment by posting the information on ICOA's website. The publication will be posted on ICOA's website for a reasonable period of time, determined by the ICOA Administrator, prior to the date set for the ICOA Commissioners' consideration of the proposed IFF.
- c. The ICOA will provide a press release containing the proposed IFF to major newspapers in Idaho for publication.
- d. The ICOA will accept written public comment regarding the proposed IFF. The method and time frame for acceptance of public comment will be described on the ICOA'S website and in any newspaper publication.
- e. The ICOA will review all public comments received and provide a summary, along with the proposed IFF, to the ICOA Commissioners.
- f. The ICOA's final decision shall be posted on the ICOA's website.
- g. The ICOA shall distribute OAA and SSA funds proportionately based on the state fiscal year.
- h. Any amendments to the IFF will be at the discretion of the ICOA and may follow the Process above for purposes of review and feedback prior to adoption.

### References:

- 1) OAA Section 507(b) Equitable Distribution
- 2) CFR45 Section1321.37 Intrastate Funding Formula