

Subject	Idaho Commission on Aging Policy for Reallotment		No.	25.11.PO
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Version	Revision Date	Description of Change	Author	

Acronyms:

AAA – Area Agency on Aging
ASA – Assistant Secretary for Aging
HHS – Health and Human Services
ICOA – Idaho Commission on Aging
IFF – Intrastate Funding Formula
OAA – Older Americans Act
SUA – State Unit on Aging

Purpose:

This policy establishes the procedures for the reallotment and voluntary return of State Unit on Aging (SUA) funding in accordance with 45 CFR 1321.9 (c)(2)(ix).

Scope:

This policy applies to Idaho Commission on Aging (ICOA), as Idaho's SUA.

Policy Statement:

In accordance with OAA, the ICOA shall maintain requirements for reallotment of funds that guarantee allocated funding is strategically, efficiently, and fully spent.

Definitions:

- **Reallotment** – Refers to the additional funds provided to a SUA when existing funding is reallotted in accordance with the HHS Intrastate Funding Formula (IFF), resulting in a revised distribution of available funds.

Requirements:

1. ICOA must annually review and notify the Assistant Secretary for Aging (ASA) prior to the end of the fiscal year in which grant funds are awarded if there is funding that will not be expended within the grant period for Title III or VII that ICOA will release to the ASA;

2. ICOA must annually review and notify the ASA of the amount of any released Title III or VII funding from other State agencies that ICOA requests to receive and expend within the grant period from the ASA; and
3. Any relocated funding from other states must be distributed to Area Agencies on Aging (AAAs) through the IFF.

Procedures:

1. By early September of each year, ICOA must certify the following to Health and Human Services (HHS):
 - a. Whether ICOA will fully use its Title III and Title VI funds during the project period of the grant award;
 - b. Whether ICOA will fully not use its Title III and Title VII funding and therefore will release Title III and/or Title VII funds back to the Assistant Secretary;
 - c. Whether ICOA requests reallocated funds from other states that will be used within the current project period of the current year grant.
2. In the situation that ICOA plans to certify with HHS its intention to return any unused funds, ICOA will notify the AAAs.
3. In the situation that ICOA receives reallocated funds from other states, ICOA will share this information to the AAAs and distribute funds through IFF.