

Older Americans Act Transfers Frequently Asked Questions

As of March 18, 2020

Transfers: C/1-C/2 and B/C

The Older Americans Act allows an SUA to transfer up to 40% of funds received between C-1 and/or C-2 and 30% between C and/or B.

While final transfer requests are due by 8/17/2020, transfer requests can be submitted at any time. We ask that the number of transfer requests per SUA be minimized and consolidated as much as possible since a new Notice of Award (NOA) is issued for every transfer request received. Please see the attached transfer request program instruction and technical assistance spreadsheet tool for requesting a transfer. Please note a cover letter on official letterhead is required to be submitted for the request in addition to any excel spreadsheets. Please ensure the request includes a description of the amount to be transferred, the purposes of the transfer, the need for the transfer, and the impact of the transfer on the provision of services from which the funding will be transferred.



Please send the requests to the SUA's assigned fiscal contact with a cc to the Regional Administrator.

States may wish to review the *Older Americans Act Disaster Relief FAQ* issued on March 16, 2020 to determine whether further transfer waiver requests are needed. States may wish to consider their practices and mechanisms depending on options available, i.e. presidentially declared major disaster, additional funding opportunities, etc.

Waiver of C-1/C-2 Transfers

If a waiver under Section 308(b)(4)(b) is required by the SUA for additional transfer authority between C-1 and C-2 -- beyond 40% -- up to an additional 10% may be granted, for a total of 50% transferred. During the current COVID-19 pandemic, the Assistant Secretary for Aging is providing a presumptive waiver for FFY2020 granting an additional 10% transfer authority for C-1/C-2 to all SUAs. While this waiver is approved, administratively, SUAs will need to submit their specific requests to ACL once known. ACL will issue a new NOA reflecting the transfer amounts. We ask the number of transfer requests per State be minimized and consolidated with regular transfer requests as much as possible since a new NOA is issued for every transfer request received.

The documentation of your request for this waiver of an additional 10% between the C programs should be consistent with the provisions in Section 308(b)(4)(C):

1. not more than 1 page in length,
2. request the waiver,
3. specify the amount requested over the 40%, and
4. not request a transfer if the amount would jeopardize the appropriate provision of services

If known, we encourage States to submit all transfer requests at the same time.

Please send the requests to the SUA's assigned fiscal contact with a cc to the Regional Administrator.

Waiver of B/C Transfers above 30%:

The Assistant Secretary for Aging has the option to waive transfer amounts in excess of 30% between Parts B and C per section 316(b)(4) of the OAA. Please send any requests to exceed 30% transfers to the SUA's assigned fiscal contact with a cc to the Regional Administrator. Please ensure the request includes a description of the amount to be transferred, the purposes of the transfer, the need for the transfer, and the impact of the transfer on the provision of services from which the funding will be transferred. Additionally, include why a transfer above 30% is needed.

If known, we encourage States to submit all transfer requests at the same time.

Additional Frequently Asked Questions:

1. The SUA would like to request a waiver above 40% allowed for transfers between for the C1 and C2, but not a specific limit. Is it possible to have approval without a specific additional percentage?
 - Please see the **SUA Directors Letter #01-2020** issued on March 18, 2020 from the Assistant Secretary for Aging granting presumptive waiver approval. Please provide the final amounts once known.
2. Can we request a transfer now?
 - Yes, please submit to the SUA's assigned fiscal contact with a cc to the Regional Administrator. We encourage SUAs to consolidate the number of requests as much as possible since new NOAs are issued for each request.
3. Under this public health emergency, can we provide C-2 meals for participants who are not considered homebound by reason of illness or disability? Can we assume due to the current emergency (no C-1 meals are available), that we can consider a C-1 participant "homebound" due to risk of illness of COVID-19, therefore we can use C-2 funds for those meals and we can move with transfers up to the 40% and 50%?
 - Please see the **SUA Directors Letter #01-2020** issued on March 18, 2020 from the Assistant Secretary for Aging granting presumptive waiver approval. Please provide the final amounts once known.
 - The OAA does not make provisions for when or how home-delivered meal determinations or assessments are conducted. The SUAs/ AAAs have the flexibility to make this program decision. (See Senior Nutrition Program [Frequently Asked Questions \(March 12, 2020\)](#), #28)
4. Since the transfer request process is not immediate, would we be able to request a "retro-transfer" after we know the amount that we need to transfer? This would allow typical congregate sites to immediately have access to home-delivery of meals.
 - Yes, transfers can be issued at a later date up to 50% between C-1 and C-2.

5. In going up to the 40% transfer, is each PSA limited to a 40% transfer, or is the limit just at the state level (for example, if some PSAs are already at 40%, but others are only at 20%, can the state allow some PSAs to go to 52% or higher, as long as the state amount is no more than 40% without a waiver).
 - The transfer maximum is for the State as a whole. Therefore, if some PSAs within a State need additional transfers and others less, it is at the State's discretion to approve as long as in total, the state is at or under the maximum transfer percentages.