



c/o Aging Division, Community Living Section
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POLICY NOTICE

Reference: Funding, Education, and Directives to Non-Compliant Senior Centers
Policy Number: WSSB-081511-08

Effective Date: October 1, 2011

This policy provides guidance to all Wyoming Senior Services Board (WSSB) contractors regarding the awarding of funding when a WSSB contractor is deemed to be non-compliant.

Policy:

When a senior center is non-compliant with the Wyoming Senior Services Board (WSSB) grant deliverables, reporting procedures, rules, or policies, WSSB may apply educational, directive, and fiscal measures. WSSB may place the non-compliant senior center on probation and apply any of the four following measures:

1. Award funding to the center on a quarter-to-quarter basis or a month-to-month basis in lieu of the usual award funding times of one annual payment for the basic grant and two payments annually for the formula grants. Instead, funding may be awarded as follows:
 - First quarter payment in late July or early August
 - Second and third quarter payments after the previous quarter's reports are approved by the WSSB representative who relates to the non-compliant senior center;
 - Fourth quarter payment may be released, with WSSB representative recommendation and board approval, when the third quarter funds are released.

2. Funding monthly payments may be awarded as follows:
 - Following receipt and approval of required monthly reports by the WSSB representative who relates to the non-compliant

senior center. The monthly reports shall include a narrative report and a monthly profit and loss statement. monthly payments may be issued; or

3. The center may be denied funding of the Formula Grant, in full or in part, for one fiscal year. The senior center will be eligible to apply for the Basic Grant during the next fiscal year. If the senior center adheres to prompt and accurate submission of quarterly reports during the probationary year, the senior center will be eligible to apply for all WSSB grants during the next fiscal year; or

4. The center may receive partial year funding for the Basic Grant award during the current fiscal year. This grant funding would be pro-rated based upon the remaining months in the current fiscal year.

5. If a center is:

Ineligible for Older Americans Act (OAA) Funding

Ineligible for WSSB funding

Regains OAA funding eligibility

WSB considers eligibility for WSSB funding

OAA fiscal year begins 10/1

WSSB funding pro-rated to begin 10/1

Senior center compliant with reporting

Senior center may be eligible to apply for WSSB grants the following year

WSSB may develop a written plan of action and/or corrective steps to be completed by a mutually agreed upon date, not later than sixty (60) days from the date of the agreed upon plan of action.

WSSB may re-access or re-evaluate the grantee at the end of the sixty (60) day correction period for compliance with all applicable rules and the plan of action.

WSSB may authorize the Aging Division - Community Living Section staff to collect, monitor, and request an onsite review on behalf of the board. All information collected by the Aging Division-Community Living Section will be turned over to the WSSB Chair.

This policy was approved at the Wyoming Senior Services Board meeting on November 1, 2011.

This policy was reviewed and approved at the Wyoming Senior Services Board meeting on March 19, 2015.