

FFY2024 Title III and SFY2024 WyHS Reports (revised 10/3/2023)

Title III C1 Reports:

1. Services – Agency Summary Report: 2024 MONTHLY C1 – Unduplicated Count, run monthly for the monthly financial invoices.
2. Services – Agency Summary Report: 2024 Quarterly C1 – Unduplicated count by Care Program = run for the 1st, 2nd, 3rd, and 4th Quarters for the Financial Report’s Quarterly numbers.
The A&D Reports must be emailed in with the IIC1 2nd, 3rd, and 4th Quarter Financial Reports.
3. Services – Agency Summary Report: 2024 C1 YTD - Unduplicated count by Care Program = C1 Year To Date totals for Congregate Meals, Clients, Nutrition Education, and Nutrition Counseling, you run 2nd, 3rd, and 4th Quarters for the Financial Report’s YTD numbers.

Title III C2 Reports – will include Take Out Meals, Take Out Nutrition Education, and Take Out Nutrition Counseling:

1. Services – Agency Summary Report: 2024 MONTHLY C2 – Unduplicated Count, run monthly for the monthly financial invoices.
2. Services – Agency Summary Report: 2024 Quarterly C2 – Unduplicated count by Care Program = run for the 1st, 2nd, 3rd, and 4th Quarters for the Financial Report’s Quarterly numbers.
The A&D Reports must be emailed in with the IIC2 2nd, 3rd, and 4th Quarter Financial Reports.
3. Services – Agency Summary Report: 2024 C2 YTD - Unduplicated count by Care Program = C2 Year To Date totals for Home Delivered Meals, Clients, Nutrition Education, Nutrition Counseling, Take Out Meals, Take Out Nutrition Education, and Take Out Nutrition Counseling, you run 2nd, 3rd, and 4th Quarters for the Financial Report’s YTD numbers.

Title III B Reports:

1. Services – Agency Summary Report: 2024 MONTHLY IIIB-Unduplicated County by Care Program run monthly for the monthly financial invoices.
2. Services – Agency Summary Report: 2024 MONTHLY IIIB – Aggregate and Unduplicated count by Care Program, run monthly for the monthly financial invoices. Make sure the Total Consumers match the 2024 MONTHLY IIIB Unduplicated count report. If it doesn't then you have people who are 59 and younger enrolled in IIIB, which everyone has to be 60 and older.
3. Services – Agency Summary Report: 2024 Quarterly IIIB - Unduplicated count
4. Services – Agency Summary Report: 2024 Quarterly IIIB – Aggregate count. Make sure the Total Consumers match the 2024 Quarterly IIIB – Unduplicated count by Care Program report. If it doesn't then you have people who are 59 and younger enrolled in IIIB, which everyone has to be 60 and older.
5. *(Optional)* Services-Agency Summer Report: 2024 Provider Review of Consumers 59 & younger IIIB, C1, C2, & D YTD. You can utilize this report to see who is 59 years or younger and has received services for IIIB, C1, C2, & D within the database.

The A&D Reports must be emailed in with the Quarterly Financial and Program Reports.

Title III D Report:

1. Services – Agency Summary Report: 2024 Title III D Service Dates – Unduplicated count– If you have classes at the end of March and beginning of April, please provide a March and April A&D report with your Invoice for reimbursement. Remember to enter the correct dates, CLS will not be changing the dates monthly.

Title III E Reports: Caregiver and Older Relative Caregiver

Caregiver Reports:

1. Services - Agency Summary Report: 2024 Monthly IIIE – Unduplicated Count Caregiver Aggregate
2. Services - Agency Summary Report: 2024 Monthly IIIE – Unduplicated Caregiver
3. Services – Agency Summary Report: 2024 Quarterly IIIE Caregiver
4. Services – Agency Summary Report: 2024 Quarterly IIIE Caregiver Aggregate

5. Services – Agency Summary Report: 2024 Title IIIIE Caregiver End of Year ~ run this report for only the FFY2024 4th Quarter
6. Services – Agency Summary Report: 2024 Title IIIIE Caregiver End of Year – Lives Alone Status ~ run this report for only the FFY2024 4th Quarter
7. Services – Agency Summary Report: 2024 Title IIIIE Caregiver End of Year – Poverty Status ~ run this report for only the FFY2024 4th Quarter

Older Relative Caregiver Reports:

1. Services - Agency Summary Report: 2024 Monthly IIIIE – Unduplicated Older Relative Caregiver (only for Buffalo Senior Center, CALC, The Hub on Smith, Crook County Senior Services and Pine Bluffs Senior Center)
2. Services – Agency Summary Report: 2024 Monthly IIIIE – Older Relative Caregiver Aggregate (only for Buffalo Senior Center, CALC, The Hub on Smith, Crook County Senior Services and Pine Bluffs Senior Center)
3. Services – Agency Summary Report: 2024 Quarterly IIIIE ORC -Unduplicated count by Care Program (only for Buffalo Senior Center, CALC, The Hub on Smith, Crook County Senior Services and Pine Bluffs Senior Center)
4. Services – Agency Summary Report: 2024 Quarterly IIIIE ORC – Aggregate Count (only for Buffalo Senior Center, CALC, The Hub on Smith, Crook County Senior Services and Pine Bluffs Senior Center)
5. Services – Agency Summary Report: 2024 Title IIIIE ORC End of Year (only for Buffalo Senior Center, CALC, The Hub on Smith, Crook County Senior Services and Pine Bluffs Senior Center) ~ run this report for only the FFY2024 4th Quarter
6. Services – Agency Summary Report: 2024 Title IIIIE ORC End of Year – Lives Alone Status (only for Buffalo Senior Center, CALC, The Hub on Smith, Crook County Senior Services and Pine Bluffs Senior Center)~ run this report for only the FFY2024 4th Quarter
7. Services – Agency Summary Report: 2024 Title IIIIE ORC End of Year – Poverty Status (only for Buffalo Senior Center, CALC, The Hub on Smith, Crook County Senior Services and Pine Bluffs Senior Center) ~ run this report for only the FFY2024 4th Quarter

The A&D Reports must be emailed in with the Caregiver and ORC Monthly Invoices, the Quarterly Financial Reports and the End of Year Program Report.

Wyoming Home Services (WyHS):

1. Services – Agency Summary Report: 2024 Monthly WyHS – Unduplicated Count
2. Services – Agency Summary Report: 2024 Quarterly WyHS – Unduplicated Counts
3. Services – Agency Summary Report: 2024 WyHS YTD only for 4th Quarter – Unduplicated Counts

The A&D Reports must be emailed in with the Monthly Invoices and Quarterly Financial Reports.