



DEPARTMENT OF ECONOMIC SECURITY  
*Your Partner For A Stronger Arizona*

Janice K. Brewer  
Governor

Clarence H. Carter  
Director

March 21, 2014

To: Arizona Tribal Leaders  
Patrick McMullen, Acting Executive Director, Inter-Tribal Council of Arizona

From: Melanie K. Starns, M.A.G.  
DES Assistant Director  
Division of Aging and Adult Services

Subject: State Fiscal Year (SFY) 2015 Initial SSBG Funding Allocations

The following ALERTS are attached:

**ALERTS**

**FUND SOURCE/TYPE**

ALERT SFY-15-12A	Technical Assistance – Term and Condition Revision and Division of Aging and Adult Reporting System Service Code Conversion Table
ALERT SFY-15-13	Social Service Block Grants – SFY 2015 Planning Levels

The ALERT is subject to change as additional information is received by the Division pertaining to the funding sources identified.

ALERTS are available on the Division website using the link:

<https://www.azdes.gov/daas/alerts>

A SFY 2015 contract operating budget is due to the Division of Aging and Adult Services, Fiscal and Contracts Unit by close of business Monday, April 28, 2014. When developing your contract budgets please round up to whole numbers. Once budgets have been submitted to DAAS, amendments will be prepared.

Should you have any questions regarding the attached ALERT, please contact your assigned Contract Specialist.

cc: Lynn Larson, Nina Sutton, Bridget Casey, Cam Kowal, Jerry Lay, Cindy Saverino, David Besst, Mark Radan, Tammy Frazee, Matt LeCrone, Liz Storto, Roberta Blyth, Rebecca Clayton, Toi La'shawn Ramey, Ban Fransi, DAAS file

**Technical Assistance  
for SFY-2015**

Technical Assistance ALERTS are generated periodically to update contractual and/or programmatic requirements and/or clarifications.

The purpose of this ALERT is to notify Tribal entities of a revision to the Term and Condition that will be amended into contracts and to update the Tribes on the process that will be utilized to transition from the Aging Information Management System (AIMS) to the new Division of Aging and Adult Reporting System (DAARS) related to the service codes that will be used for identifying services when setting up budgets and reporting service delivery.

**Term and Condition**

To the Term and Condition titled *Confidentiality*, the following will be added to bring the contract in line with a new State Statute: *The Contractor shall comply with the requirements of Arizona Address Confidentiality Program, A.R.S. §41-161 et. seq. The Arizona Department of Economic Security will advise the Contractor as to applicable policies and procedures the Arizona Department of Economic Security has adopted for such compliance.*

**DAARS Service Code Conversion Table**

The enrollment process that will be used in DAARS will utilize a three-step procedure that will incorporate three distinct components related to the service being authorized. The three components will each contain three alpha characters:

<b>Service Code</b>	<b>Program Code</b>	<b>Service Detail Code</b>
Directly tied to the Scope of Work and taxonomy of the service being provided	Indicates the overall Program that is delivering or funding the service	The final three characters can distinguish a unique feature or funding/reporting stream of the service
Example: <b>ADV</b> for Advocacy	Examples: <b>HCB</b> for Home and Community Based Services	Examples: <b>LRP</b> for Lifespan Respite, or <b>ALZ</b> for Alzheimer's CarePRO

The Service Code Conversion Table (**Attachment A**) displays how each of the existing service codes in the AIMS will be mapped to the new three-part codes that will be used in the DAARS. The table breaks down each AIMS Service Code that is currently used in Tribal contracts, including the related taxonomy code that is the basis for the AIMS/DAARS Service Code and the official Service Name.

RTZ Associates, the DAARS developer, is using this Service Code Conversion Table to translate all of the service codes that were used in AIMS to the new coding system in DAARS. All budgeting and service enrollments in DAARS will use the new coding system, and historical data from SFY 2011-2014 will be rendered in DAARS using the new codes.

**Technical Assistance  
for SFY-2015**

The final component of the enrollment process that designates the “Service Detail Code” may provide opportunities for the Tribes to identify a unique feature about the service being delivered, but this element of the new coding system will have some pre-determined usages. Currently, this final component is not used in tribal contract services, however, DAAS will work with the tribes to ensure consistency if “Service Detail Codes” are needed.

If you have any questions, please contact your assigned Contract Specialist.

AIMS Service Code	DAARS Service Code	Program Code	Service Detail Code	Taxonomy	Service Code End Date	Service Name	Program Name
<b>AIMS</b>	<b>DAARS</b>	<b>DAARS</b>	<b>DAARS</b>				
ADV	ADV	HCB		H003-00		Advocacy	Home and Community Based Services
CMG	CMG	HCB		H009-CH		Case Management	Home and Community Based Services
CNG	CNG	HCB		H026-GM		Congregate Meals	Home and Community Based Services
CSL	CNS	HCB		H016-DY		Supportive Intervention/Guidance Counseling	Home and Community Based Services
HDM	HDM	HCB		H026-GS		Home Delivered Meals	Home and Community Based Services
HSK	HSK	HCB		H028-HL		Housekeeping and Homemaker	Home and Community Based Services
PRC	PRC	HCB		H039-II		Personal Care	Home and Community Based Services
TSP	TSP	HCB		H054-KZ		General Transportation	Home and Community Based Services

Program Code	Program Description
HCB	Home and Community Based Services

**Social Services Block Grants (SSBG) Tribal Allocations  
for SFY-2015**

This ALERT identifies the estimated local planned SSBG Tribal allocations for State Fiscal Year (SFY) 2015 and reflects a reduction of approximately 5.3 percent from SFY 2014 due to a decrease in funding as a result of sequestration. Attached are the allocations for each tribe for the period of July 1, 2014-June 30, 2015.

<b>Tribes</b>	<b>Allocation</b>
Ak-Chin Indian Community	\$ 14,303
Yavapai Apache Tribe	\$ 19,545
Cocopah Tribe	\$ 15,564
Colorado River Indian Tribes	\$ 23,838
Fort McDowell Yavapai Nation	\$ 14,850
Fort Mohave Indian Tribe	\$ 17,519
Gila River Indian Community	\$ 87,164
Havasupai Tribe	\$ 15,029
Hopi Tribe	\$ 88,509
Hualapai Tribe	\$ 23,177
Kaibab-Paiute Tribe	\$ 12,546
Pascua Yaqui Tribe	\$ 23,390
Fort Yuma Quechan Tribe	\$ 21,796
Salt River Pima Maricopa Indian Community	\$ 28,082
San Carlos Apache Tribe	\$ 84,576
San Juan Southern Paiute	\$ 11,039
Tonto Apache Tribe	\$ 12,062
White Mountain Apache	\$ 105,568
<b>Total</b>	<b>\$ 618,557</b>

Should you have any questions regarding the allocations, please contact your assigned Contract Specialist.

**DIVISION OF AGING & ADULT SERVICES**

**ALERT 15-13**

**SSBG FUNDS FOR SFY 2015**

**CONTRACTING LEVELS**

TRIBAL ALLOCATION	TARGET GROUP	SFY-2015 LOCAL PLAN SSBG	SFY-2015 STATE PLAN SSBG	SFY-2015 TOTAL FUNDS	SFY-2015 LOCAL SSBG (+)/(-)	SFY-2015 STATE SSBG (+)/(-)
<b>AK-CHIN</b>	ELD/PWD	\$ 14,303.00		\$ 14,303.00	\$ 14,303.00	
<b>YAVAPAI-APACHE</b>	ELD/PWD	\$ 19,545.00		\$ 19,545.00	\$ 19,545.00	
<b>COCOPAH</b>	ELD/PWD	\$ 15,564.00		\$ 15,564.00	\$ 15,564.00	
<b>COLORADO</b>	ELD/PWD	\$ 23,838.00		\$ 23,838.00	\$ 23,838.00	
<b>FT. McDOWELL</b>	ELD/PWD	\$ 14,850.00		\$ 14,850.00	\$ 14,850.00	
<b>FT. MOHAVE</b>	ELD/PWD	\$ 17,519.00		\$ 17,519.00	\$ 17,519.00	
<b>GILA RIVER</b>	ELD/PWD	\$ 87,164.00		\$ 87,164.00	\$ 87,164.00	
<b>HAVASUPAI</b>	ELD/PWD	\$ 15,029.00		\$ 15,029.00	\$ 15,029.00	
<b>HOPI</b>	ELD/PWD	\$ 88,509.00		\$ 88,509.00	\$ 88,509.00	
<b>HUALAPAI</b>	ELD/PWD	\$ 23,177.00		\$ 23,177.00	\$ 23,177.00	
<b>KAIBAB-PAIUTE</b>	ELD/PWD	\$ 12,546.00		\$ 12,546.00	\$ 12,546.00	
<b>PASCUA YAQUI</b>	ELD/PWD	\$ 23,390.00		\$ 23,390.00	\$ 23,390.00	
<b>QUECHAN</b>	ELD/PWD	\$ 21,796.00		\$ 21,796.00	\$ 21,796.00	
<b>SALT RIVER</b>	ELD/PWD	\$ 28,082.00		\$ 28,082.00	\$ 28,082.00	
<b>SAN CARLOS</b>	ELD/PWD	\$ 84,576.00		\$ 84,576.00	\$ 84,576.00	
<b>SAN JUAN</b>	ELD/PWD	\$ 11,039.00		\$ 11,039.00	\$ 11,039.00	
<b>TONTO</b>	ELD/PWD	\$ 12,062.00		\$ 12,062.00	\$ 12,062.00	
<b>WHITE MOUNTAIN</b>	ELD/PWD	\$ 105,568.00		\$ 105,568.00	\$ 105,568.00	
<b>TOTAL</b>		\$ 618,557.00	\$ -	\$ 618,557.00	\$ 618,557.00	\$ -