



Alameda County
Social Services Agency

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Robert Woolley
Financial Services Director

Andrea Ford
Agency Director

To: Jestin Johnson, City of Oakland
150 Frank H. Ogawa Plaza, 4th Floor
Oakland, CA 94612

From: Robert Woolley, SSA Financial Services Director

Date: December 20, 2024

Re: Fiscal Year (FY) 25-26 Side Letters and Proposed Budget

In meeting our goal to bring about greater efficiency, timeliness, and transparency into the Area Agency on Aging (AAA) budgeting process, the Alameda County Social Services Agency (ACSSA) is requesting your cooperation in completing the attached document no later than the deadline outlined in the table below.

The ACSSA's FY 25-26 budget is being developed based on the California Department of Aging's (CDA) baseline funding from FY 24-25 and estimated One-Time-Only (OTO) funds. This proposed budget does not include other one-time funding from the past, such as the Older Adults Recovery and Resilience (OARR) and American Rescue Plan Act funding. As such, your input is critical in ensuring that services funded under the Older Americans Act (OAA) and the Older Californians Act (OCA) continue to meet the needs of our community's older adults and caregivers effectively.

Submission Instructions:

Below is the proposed award amount based on your organization's FY 2022-23 allocation, which did not include the one-time funds listed above. The proposed amount also includes an approximate 15% increase from FY 2022-23 baseline funding. The award amount(s), by category, for your organization are as follows:

<u>Service Category:</u>	<u>Award Amount for FY 25-26</u>
Information & Assistance	\$110,000

Based on the proposed award amount, if you already know your minimum projected units of service by categories, please complete the attached form and return it to **Muang Saechao** by the deadlines outlined below.

Once you've submitted the minimum projected service unit data, ACSSA will provide an updated budget template for your submission of the FY25-26 budget in January.

If you require assistance with this task, please contact **Muang Saechao** to ensure you meet the deadlines.

Please submit your document(s) to Muang.Saechao@acgov.org.

ITEM	DEADLINE
Organizations submission of FY25-26 minimum projected service units for inclusion in Side Letters	By January 17, 2025
Organizations submission of FY 25-26 budgets to AAA and Contracts for review	By February 14, 2025

Thank you for your prompt attention to this matter.

cc: Andrea Ford, Agency Director
Howard Chen, Deputy Financial Services Director
Faith Battles, Assistant Agency Director, Adult & Aging Services
Jennifer Stephens Pierre, Director, Area Agency on Aging (AAA)

Attached: FY 2025-2026 Units of Service
