

**Older Americans Act (OAA)
FY24 III-C Nutrition Services Definitions**

Eligibility: Meals must be served to individuals

- Age 60 and over
- Spouses of any age of an eligible participant
- Person with Disability residing with eligible participant

Verification: Must complete enrollment form and nutrition assessment annually. Volunteer must complete participant information on enrollment form. Eligible individuals may be authorized to receive C1 and/or C2 meals for recording activities of service.

Target Population under OAA for services and programs: Age 60+ with greatest social and economic need, low-income older adults, minority older individuals, those residing in rural areas, older people with limited English proficiency, and older people at greatest risk for institutional care (i.e., has at least two ADL impairments).

Service Category	Fund Source	Unit	Definition	Notes
Congregate Meals	Title III-C1 State Local Program Income Other	1 Meal = 1 Unit* Registered Participant Aggregate for approved events	A meal provided by a qualified nutrition project provider to a qualified individual in a congregate or group setting. The meal is served in a program that is administered by AAAs and meets all the requirements of the OAA and state/local laws. (SPR/OAAPS 2021)	Any meal counted as a unit (activity) of service must be provided under ADSS contract or must be approved by ADSS Registered Dietitian Nutritionist. *As of 10/01/2023 Liquid Meal Replacements are not an approved meal using Title III-C funds. See Liquid Nutrition Supplements below. Only congregate meals served under situations of picnics or shelf stables may be entered into AIMS as “aggregate” when approved by ADSS.
Home-Delivered Meals	Title III-C2 State Local Program Income Other	1 Meal = 1 Unit* Registered Participant	A meal provided to a qualified individual in his/her place of residence. The meal is served in a program administered by the AAA and meets all the requirements of the OAA and state/local laws. (SPR/OAAPS 2021)	Any meal counted as a unit (activity) of service must be provided under ADSS contract or must be approved by ADSS Registered Dietitian Nutritionist. Must complete the ADL/IADL section of the enrollment form for federal OAAPS reporting. Must have at least one ADL or one IADL Impairment. Individuals who are isolated and do not have access to public/private transportation can receive home-delivered

				<p>meals.</p> <p>* As of 10/01/2023 Liquid Meal Replacements are not an approved meal using Title III-C funds. See Liquid Nutrition Supplements below.</p>
<p>Transportation Subservice (Home-Delivered Meals)</p>	<p>Title III-C2 State Local Program Income Other</p>	<p>1 Delivery = 1 Unit</p> <p>Registered Participant</p>	<p>This unit of transportation may apply to meals of any type delivered to the participant’s residence from the senior center or other drop-off point.</p> <p>If the AAA pays to deliver a frozen meal pack, it is one unit of transportation per delivery and per person, but not per meal.</p>	<p>Does not include meal deliveries by TRIO to the participant’s residence. The cost of TRIO’s meal delivery is part of the meal cost.</p> <p>Does not include family pick-up and delivery.</p> <p>*Title III-B funds cannot be used to transport meals.</p>
<p>Nutrition Education</p>	<p>Title III-C1 Title III-C2 State Local Program Income Other</p>	<p>1 Session = 1 Unit</p> <p>Capture 1 unit per session</p> <p>Capture estimated audience size.</p> <p>Non-Registered Service (Aggregate)</p>	<p>An intervention targeting OAA participants and caregivers that uses information dissemination, instruction, or training with the intent to support food, nutrition, and physical activity choices and behaviors (related to nutritional status) in order to maintain or improve health and address nutrition-related conditions. Content is consistent with the Dietary Guidelines for Americans; accurate, culturally sensitive, regionally appropriate, and considers personal preferences; and overseen by a registered dietitian or individual of comparable expertise as defined in the OAA. (National Nutrition Monitoring and Related Research Act of 1990 and Input Committee)</p> <p>(SPR/OAAPS 2021)</p>	<p>All materials must be approved by ADSS Registered Dietitian Nutritionists prior to use.</p> <p>May be delivered in-person or via video, audio, online, or the distribution of hardcopy materials.</p> <p>Examples: 1 presentation = 1 session</p> <ul style="list-style-type: none"> • Even if offered more than 1 time, by more than 1 presenter, and/or in multiple formats. 1 social media message = 1 session • Includes text messages 1 newsletter = 1 session • Even if containing more than 1 article 1 set of hardcopy materials = 1 session • Each set covering a different topic/message = separate session <p>The same message communicated more than one way (e.g., menu notes + social media) = 1 session</p> <p>Title III-D funds cannot be used for Nutrition Education.</p>

Sources:

1. <https://www.aaaps-pilot.acl.gov/api/upload/download?title=III&downloadType=AppendixA>
2. [Nutrition Services | ACL Administration for Community Living](#)

**Older Americans Act
FY24 Transportation Services Definitions (Title III-B)**

Eligibility: **Must be age 60 or older.** Exceptions that apply to Nutrition Services do not apply to other Title III-B services. If transportation is provided to someone under 60 you must code the registered client to another fund source such as local.

Verification: Must have at least one ADL or IADL impairment or a dementia-related diagnosis for Assisted Transportation. Must have enrollment form completed annually with AAA staff approval for service delivery.

Target Population under OAA for services and programs: Age 60+ with greatest social and economic need, especially low-income older people, those residing in rural areas, older people with limited English proficiency, and older people at greatest risk for institutional care (i.e., has at least two ADL impairments).

*******Transportation Title III-B funds cannot be expended to transport meals*******

Service Category	Fund Source	Unit	Definition	Notes
Assisted Transportation	Title III-B State Local Program Income Other	1 one-way trip = 1 unit Registered Participant	Services or activities that provide or arrange for the travel, including travel costs, of individuals from one location to another. This service includes escort or other appropriate assistance for a person who has difficulties (physical or cognitive) using regular vehicular transportation. Does not include any other activity. *A one-way trip may include the following: assisting the individual in preparation for the trip, assisting from their place of residence into the transportation vehicle, assisting the individuals from the vehicle to the destination, staying with the individual at the point of destination, assisting the individual back to the vehicle and then assisting the individual back to home.	Participant must be enrolled in Title III services, and Title III funds must be used to pay for some portion of the trip. Participant must have at least one ADL/IADL impairment and/or have cognitive/dementia challenge.
Transportation	Title III-B State Local Program Income Other	1 one-way trip = 1 unit Registered Participant	Services or activities that provide or arrange for the travel, including travel costs, of individuals from one location to another. Does not include any other activity. *Senior Center participants will already be registered in AIMS if they are receiving transportation to the center and will not need an	Participant must be enrolled in Title III services, and Title III funds must be used to pay for some portion of the trip.

			additional enrollment form completed. Those who are not nutrition participants and receive other transportation to places such as medical appointments, shopping, etc. should be registered with the III-B enrollment form.	
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Sources:

1. Older Americans Act – 2020 Reauthorization, <https://acl.gov/about-acl/authorizing-statutes/older-americans-act>
2. State Program Performance Report for State Units on Aging, Appendix A: Data Element Definitions, OMB Approval Number 0985-0008

**Older Americans Act (OAA)
FY24 III-B Supportive Services Definitions**

Eligibility: Must be age 60 or older. Local funds must be used for services provided to those under 60.

Verification: Must have enrollment form (Title III – Participant Enrollment Form) completed annually with AAA staff approval for service delivery. Complete with ADL/IADL checklist for Personal Care, Homemaker, Chore, and Adult Day Care/Health Services.

Target Population under OAA for services and programs: Age 60+ with greatest social and economic need, low-income, those residing in rural areas, limited English proficiency, and at greatest risk for institutional care (i.e., has at least two ADL impairments).

Service Category	Fund Source	Unit	Definition	Notes
Information and Assistance (I&A)	Title III-B State Local Program Income Other	1 Contact = 1 Unit Aggregate	A service that: provides the individuals with current information on opportunities and services available to the individuals within their communities, including information relating to assistive technology; assesses the problems and capacities of the individuals; links the individuals to the opportunities and services that are available; to the maximum extent practicable, ensures that the individuals receive the services needed by the individuals, and are aware of the opportunities available to the individuals, by establishing adequate follow-up procedures; and serves the entire community of older individuals, particularly with greatest social and economic need and at risk of institutional placement.	I&A can be provided to individuals under age 60. Anyone that receives I&A at the senior center should be referred to the ADRC. Referrals to the ADRC are counted as a unit of I&A. *Phoning an individual to provide comfort or help (previously captured as Telephone Reassurance)

Service Category	Fund Source	Unit	Definition	Notes
Outreach	Title III-B State Local Program Income Other	1 Contact = 1 Unit Aggregate	Intervention with individuals initiated by an agency or organization for the purpose of identifying potential participants or their caregivers and encouraging their use of existing services and benefits.	*Going to see a participant to provide comfort or help (previously captured as friendly visiting) *Outreach is not an appropriate category to collect large group numbers from media events. Report under Marketing
Public Education	Title III-B State Local Program Income Other	1 Contact = 1 Unit Aggregate	Providing opportunities for individuals to acquire non-nutrition related knowledge, experience, or skills. This service may include workshops designed to increase awareness on various topics, such as crime or accident prevention, continuing education, or legal issues. Workshops may be designed to teach participants a specific skill in a craft, job, or occupation if the participant does not expect to receive wages or other stipends.	
Marketing	Title III B State Local Program Income Other	1 Activity = 1 Unit Aggregate	An activity that involves contact with multiple individuals through newsletters, publications, or other social or mass media activities providing education and outreach. Examples: Newspaper Ad/story – 1 unit / Estimated audience (Clients) = 1,500 Newsletter – 1 unit / Estimated audience (Clients) = 200 Billboard ad – 1 unit / Estimated audience (Clients) = Number of passerby’s the billboard company estimates (number must not exceed 10,000 in AIMS, i.e if billboard company states passerby’s = 50,000 please still enter only 10,000) Social Media Post – 1 unit / Estimated audience (Clients) = Number of followers of social media page	**Do not report over 10,000**

Sources:

1. Older Americans Act – 2020 Reauthorization, <https://acl.gov/about-acl/authorizing-statutes/older-americans-act>
2. State Program Performance Report for State Units on Aging, Appendix A: Data Element Definitions, OMB Approval Number 0985-0008

Reminder: ADRC’s screen the individual but it is up to the III-B staff to enroll the client utilizing the III-B Enrollment Form located in AIMS.

**Older Americans Act
FY24 Health Promotion Services Definitions**

Eligibility: Must be age 60 or older.

Verification: Evidence-Based and Non-Evidence Based refers to **Non-Registered Services**. Non-registered services are provided using OAA funds in whole or in part for which demographic and consumer characteristics are not reported in the Title III new SPR. Title III-D funds can only be used for evidence-based services.

Target Population Under OAA for Services and Programs: Age 60+ which are medically underserved and in which there are a large number of older individuals who have the greatest economic need for such services.

Service Category	Fund Source	Unit	Definition	Notes
Health Promotion: Non-Evidence Based (Recreation)	Title III-B State Local Program Income Other	Unit = Persons Served Non-Registered Service (Aggregate)	Health promotion and disease prevention activities that do not meet ACL/AoA’s definition for an evidence-based program as defined. These activities may include: health risk assessments, routine health screenings, physical fitness or group exercise programs, art therapy, music therapy, counseling regarding social services and follow -up health services, or other non-evidence based programming (recreation / i.e. games and crafts).	<p>*Title III-D funds CANNOT be used for these services.</p> <p>*Beginning October 1, 2021 report recreation under the new Health Promotion: Non-Evidence Based service</p> <p>*Unit should be captured per person. Example – bingo with 10 in attendance = 10 units*</p>