



COMMONWEALTH of VIRGINIA
Department for the Aging

[Click here to go to the Virginia Department for the Aging Home Page](#)

TABLE OF CONTENTS
AAA TUESDAY E-MAILING
December 6, 2011

SUBJECT	VDA ID NUMBER
<u>Auxiliary Grant Rate Increase</u> (Tim Catherman)	12-62
<u>National Center on Senior Transportation Announces Online Dialogue</u> (Kathy Miller)	12-63
<u>AMR, AMR-OC, AMR-ARRA, Payment Processing Reminder</u> (Marica Monroe)	12-64
<u>Director and Board Notes - Fundraising</u> (Tim Catherman)	12-65
<u>Presidential Proclamation – International Day of Persons with Disabilities</u> (Tim Catherman)	12-66
<u>Respite and the Virginia Lifespan Respite Care Grant Program</u> (Ellen Nau)	12-67

Note: The web addresses (links) in this document may change over time. The Department for the Aging does not attempt to refresh the links once the week has passed. However, this document is maintained on the web for a period of time as a reference. Some links may require registration.



12-62

COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Tim Catherman, Director of Administrative Services

DATE: December 6, 2011

SUBJECT: Auxiliary Grant Rate Increase

The Virginia Department of Social Services announced an increase in the Auxiliary Grant reimbursement rate effective January 1, 2012. There will be no increase in the personal needs allowance, which will remain at \$81 per month.

The Auxiliary Grant will increase by \$24 per month, raising the rate for most of the state from \$1,112 to \$1,136. Rates in Planning District 8 will increase from \$1,279 to \$1,303 with the 15% differential.

Information about the Auxiliary Grant is available at
<http://www.dss.virginia.gov/family/as/auxgrant.cgi>

For questions contact Tishaun Harris-Ugworji, Adult Services Program Consultant (804) 726-7560 Tishaun.harrisugworji@dss.virginia.gov.



12-63

COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Kathy Miller, Director of Programs

DATE: December 6, 2011

SUBJECT: National Center on Senior Transportation Announces Online Dialogue

Almost 40% of ADRCs nationally are operated by an organization that performs transportation services coordination and another 30% have a formal partnership with an organization that does. From **November 28 to December 16**, the National Center on Senior Transportation will host an online dialogue for individuals and organizations from the aging network and transportation industry. The dialogue is an opportunity to share experiences, methods, strategies, and recommendations related to planning for the transportation needs of older adults. The dialogue will give the aging network, older adults, advocates, volunteers, policy makers, public and private transportation providers, federal, state, and local transportation agencies, human services agencies, and municipal planning organizations the chance to submit, comment on, and rate ideas related to planning for senior-friendly transportation services.

To join the dialogue, go to <http://ncsttalks1.ideascale.com/>



12-64

COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Fiscal Officers
Area Agencies on Aging

FROM: Marica Monroe

DATE: November 28, 2011

SUBJECT: AMR, AMR-OC, AMR-ARRA Payment Processing Reminder

Hello everyone. Please be diligent in submitting AMR, AMR-OC, and AMR-ARRA reports by the due date and providing corrections and resubmissions as necessary. We are working to get payment requests processed as soon as possible. Our goal is to have them released from VDA for payment on or before the last day of each month.

Thank you in advance for your cooperation. If you have any questions, please do not hesitate to contact me.

Have a good day!



12-65

COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Tim Catherman, Director of Administrative Services

DATE: December 6, 2011

SUBJECT: Director and Board Notes – Fundraising

Charitable fundraising is an important source of financial support for many Area Agencies on Aging. The IRS encourages the adoption and monitoring of policies to ensure that fundraising solicitations meet federal and state law requirements and solicitation materials are accurate, truthful, and candid. The IRS also encourages fundraising costs to be kept reasonable and to provide information about fundraising costs and practices to donors and the public. The IRS Form 990 Schedules G and M ask for information about fundraising activities, revenues and expenses.

It is a good practice to incorporate a donor privacy policy into its fundraising materials to reassure donors that the agency respects their privacy interests. The agency's policy should discuss how it will use donor information, with whom donor information is shared, if at all, and how donors can have themselves removed from the agency's mailing list, if they choose to do so. A policy on donor privacy can be published in various fundraising and public relations materials, such as appeals, contribution receipts, annual reports, and the agency's website.

Compensation of fundraising personnel should reasonably reflect the skill, effort and time necessary to perform the job of fundraising. Compensation based on a percentage of funds raised creates the potential for both ethical and legal breaches. This may result in incentives for fundraisers to put their own interests ahead of those of the agency and its donors, which could lead to inappropriate fundraising activity. It may also result in compensation payments that are disproportionate compared to the actual work conducted. Many professional fundraisers prohibit percentage based compensation for their members in their ethical standards. An example, the Association of Fundraising Professionals' *Code of Ethical Principles and Standards*, Standard No. 21 is available online at

<http://www.afpnet.org/files/ContentDocuments/CodeOfEthicsLong.pdf>

Attached is a sample policy. Samples policies are available on the web:
www.publiccounsel.org/tools/assets/files/FundPolicy.doc

Sample Fundraising and Donor Privacy Policies & Procedures

Introduction

The Virginia Agency on Aging (VAA) is a nonprofit agency committed to providing services to older Virginians. All donations solicited on behalf of the agency shall be used to further this mission and follow the policies and procedures outlined below.

Fundraising Policy

Funds shall be solicited in a respectful manner and without pressure. All third parties not directly affiliated with VAA who wish to solicit funds on behalf of the agency must acquire written permission from the VAA development office prior to beginning any fundraising activities. Donor-designated restrictions on contributions shall be honored. The Virginia Agency on Aging is a non-profit 501(c)(3) agency and contributions made to the agency are tax deductible to the fullest extent of the law. Written tax receipts shall be issued for all donations. If the donor receives anything in exchange for their donation, such as a dinner or event admission, the tax receipt shall clearly state what portion of the donation is tax deductible. At the beginning of each calendar year VAA shall provide its donors with written documentation of all tax deductible gifts received during the prior calendar year.

Fundraising Procedures

Upon receipt, all monetary donations shall be forwarded to the accounting department for coding and recording purposes. After funds have been accounted for by the appropriate accounting staff, a written transmittal, check copies, cash receipts, and any other correspondence accompanying the gift shall be circulated through the development department. Donations are acknowledged by the development department. All monetary donations are recorded and deposited according to accounting procedures. All donor-designated restrictions shall be communicated to the accounting department so that they may be recorded and governed appropriately. All requests for donors to remain anonymous shall be honored by flagging the gift in the donor database as appropriate. All in-kind gifts that are accepted by VAA shall be recorded and acknowledged according to development and accounting procedures.

Donor Privacy Policy

Any information supplied to Virginia Agency on Aging by donors will be used solely to fulfill their donation and shall not be shared for any reason unless permission is granted by the donor to share such information. All requests to remain anonymous shall be honored. VAA does not sell or share donor lists. Donors who supply VAA with their postal address or email address may be contacted periodically for solicitation purposes and/or with information regarding upcoming events. All donors have the option of being placed on a "once-a-year" mailing list which grants VAA permission to contact them only once per year. Donors may request to be permanently removed from VAA's mailing list by contacting us via email, phone or postal mail. All requests to be removed from VAA's mailing list shall be honored. Donors who supply VAA with their telephone number shall only be contacted by telephone regarding donations they have made. VAA does not participate in telephone fundraising activities.



12-66

COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Tim Catherman, Director of Administrative Services

DATE: December 6, 2011

SUBJECT: Presidential Proclamation -- International Day of Persons with Disabilities

The White House
Office of the Press Secretary
For Immediate Release
December 02, 2011

Presidential Proclamation -- International Day of Persons with Disabilities
BY THE PRESIDENT OF THE UNITED STATES OF AMERICA
A PROCLAMATION

On International Day of Persons with Disabilities, we recommit to ensuring people living with disabilities enjoy full equality and unhindered participation in all facets of our national life. We recognize the myriad contributions that persons with disabilities make at home and abroad, and we remember that disability rights are universal rights to be recognized and promoted around the world.

For decades, America has been a global leader in advancing the rights of people with disabilities. From the Americans with Disabilities Act of 1990 to the Twenty-First Century Communications and Video Accessibility Act, which I signed last year, we have striven to bring the American dream and comprehensive opportunities in education, health care, and employment within reach for every individual. These actions --made possible only through the tireless and ongoing efforts of the disability community -- affirm our commitment to an equitable and just society where every American can play a part in securing a prosperous future for our Nation.

To fulfill this promise not only in America, but around the world, my Administration is putting disability rights at the heart of our Nation's foreign policy. With leadership from the Department of State and the United States Agency for International Development,

Presidential Proclamation -- International Day of Persons with Disabilities

December 6, 2011

Page 2

we are collaborating across governments and in close consultation with the global disability community to expand access to education, health care, HIV/AIDS prevention and treatment, and other development programs. In 2009, we signed the Convention on the Rights of Persons with Disabilities, which seeks to ensure persons with disabilities enjoy the same rights and opportunities as all people. If ratified, the Convention would provide a platform to encourage other countries to join and implement the Convention, laying a foundation for enhanced benefits and greater protections for the millions of Americans with disabilities who spend time abroad.

We know from the historic struggle for disability rights in the United States that disability inclusion is an ongoing effort, and many challenges remain in securing fundamental human rights for all persons with disabilities around the world. On International Day of Persons with Disabilities, we press forward, renewing our dedication to embrace diversity, end discrimination, remove barriers, and uphold the rights, dignity, and equal opportunity of all people.

NOW, THEREFORE, I, BARACK OBAMA, President of the United States of America, by virtue of the authority vested in me by the Constitution and the laws of the United States, do hereby proclaim December 3, 2011, as International Day of Persons with Disabilities. I call on all Americans to observe this day with appropriate ceremonies, activities, and programs.

IN WITNESS WHEREOF, I have hereunto set my hand this second day of December, in the year of our Lord two thousand eleven, and of the Independence of the United States of America the two hundred and thirty-sixth.

BARACK OBAMA



12-67

COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Ellen Nau, Program Coordinator

DATE: December 6, 2011

SUBJECT: Respite and the Virginia Lifespan Respite Care Grant Program

A Respite Message from the Virginia Caregiver Coalition (VCC)

The Virginia Caregiver Coalition has developed a message about respite as part of their contributions to the Virginia Lifespan Respite Grant Program. Gale Davis and Julia Trivett Dillon, Chairs of the VCC Advocacy Committee led the message development effort. A.J. Hostetler of the Department of Rehabilitative Services aided their efforts. Please find a copy of the respite message attached to this Tuesday mailing.

Southern Gerontologist Society Newsletter

Chairman of the Virginia Caregiver Coalition, Christy Jensen, Director, Community and Health Services Research at The Center for Excellence in Aging and Geriatric Health in Williamsburg, VA, was requested to write an article about Virginia's Lifespan Respite Grant program for the Southern Gerontologist Society's Newsletter. Please find a copy of her article attached to this Tuesday Mailing. Chairman Jensen also led the effort to place information about Virginia's Lifespan Respite Care Grant Program on the ARCH National Lifespan Respite Program website. That information can be accessed at: <http://www.archrespite.org/lifespan-programs>

ARCH National Lifespan Respite Conference November 1-4, 2011

Ellen Nau was privileged to represent Virginia's Lifespan Respite Program at the *Many Faces of Respite*, the 2011 National Lifespan Conference and Grantee Meeting in Phoenix, Arizona. The Honorable Edwin L. Walker, Deputy Assistant Secretary for Program Operations, Administration on Aging, phoned in remarks to begin the Conference. Two plenary panel discussions followed Mr. Walker's remarks. The U.S. Department of Veterans Affairs presented information on supports for veterans and their caregivers and Greg Link of the U.S. Administration on Aging moderated a panel on the Lifespan Respite Program. The afternoon plenary session featured David W. Coon,

PhD., Professor at Arizona State University School of Nursing and Health Innovation discussing the *Many Faces of Family Caregiving*, a look at cultural diversity in family caregiving. Thursday's plenary sessions featured presentations on the establishment of The Ryan House, a palliative care and pediatric hospice house in Phoenix; a presentation by a laughter therapist, and a discussion of the variety of respite services. Greg Link chaired the grantees meeting on Friday. Plenary and breakout sessions should be on the ARCH website in the near future.

What's Happening with Virginia's Lifespan Respite Program?

The implementation of Virginia's Lifespan Respite program is underway! In addition to the informational pieces mentioned above, key partners with VDA in the grant program: the Partnership for Persons with Disabilities, Virginia Navigator and the Virginia Caregiver Coalition (VCC) are working in conjunction with VDA and the ADRCs on various sections of the grant program. The Partnership is working with the VCC Membership Committee to outreach to potential members of the Coalition. Efforts are being made to facilitate a VCC representative to serve on the state and local ADRC advisory committees and vice versa. Virginia Navigator, with the aid of ADRCs, Area Agencies on Aging personnel and VCC members, is surveying respite supports across the Commonwealth to identify gaps in services. In addition, Virginia Navigator hosted a meeting to learn taxonomy and keyword changes necessary for services for children with a disability. The VCC Education Committee, chaired by Kathleen Fogerty of Bon Secours Health Systems Richmond and Lucy Gerland, Fairfax Area Agency on Aging, had a phone meeting that included Katie Benghauser of Virginia Navigator and Kathleen Vaughan of VDA to discuss potential webinars to aid family and professional caregivers.

If you would like to join the Virginia Caregiver Coalition and participate in this dynamic process of implementing Virginia's Lifespan Respite Program, please contact either one of the VCC's Membership Committee's co-chairs: Sharon Brandau, swdirector@paa.inc or Annie Marris, Annie.Marris@alz.org.

The next meeting of the Virginia Caregiver Coalition will be January 12, 2012

VCC Respite Care Message- October 2011

What is “respite”?

Defined by the Lifespan Respite Act of 2006, respite is “planned or emergency care provided to a child or adult with special needs in order to provide temporary relief to the family caregiver, (Lifespan Respite Care Act definition PI109-442). Respite services may be provided in a variety of settings, including home, adult day care centers or residential care facilities.

Respite is a key component of family support and home and community based care services. Respite care programs are necessary to strengthen the family as the current backbone of America’s long-term care system and to protect the health and well being of both caregivers and care recipients.

Why is respite care so important?

The value of respite cannot be overstated. It provides the family caregiver with dependable care options while the primary caregiver engages in self-care and tends to other family, social and community roles. Respite care can help prevent a premature and costly out-of-home placement. Respite can also be a source of prevention for potential child/elder abuse and neglect. Respite care also serves to enhance a family’s overall well being and stability. Uninterrupted and persistent stress among family caregivers has been shown to contribute to negative health outcomes, increased use of medications and increases in depression.

Virginia Caregiver Coalition’s Relationship to Respite Care

VCC Mission: The VCC will work passionately to improve the experience of caregiving through education, advocacy and access to resources.

VCC Vision: All Virginia caregivers will be valued, respected and supported and will have easy access to information, education and services.

Founded in 2005, VCC is a natural collaborative partner for the Lifespan Respite Care Program. The VCC’s membership provides a catalyst for coordination and development of community-based respite programs that are fiscally aligned, collaborative, inclusive of ADRC and all agencies with clients needing respite care regardless of age or need.

Our Goal:

Build a statewide infrastructure of coordinated and accessible caregiver respite resources for families providing support to individuals of any age and/or with any disability or chronic condition. Judiciously work to evaluate existing respite entities and develop a regional and local infrastructure for the use and delivery of respite services and a sustainable foundation for lifelong respite services.

Lifespan Respite Funding Comes to Virginia

Christine Jensen, Chair of the Virginia Caregiver Coalition and Director, Director, Community and Health Services Research

The Center for Excellence in Aging and Geriatric Health

Williamsburg, VA

The Virginia Department for the Aging (VDA) recently received funding through the U.S. Administration on Aging Lifespan Respite Care Program. The VDA program, which is federally funded for three years, will engage in activities to enhance respite and caregiver services throughout Virginia. The Commonwealth's strong statewide caregiver alliance, the Virginia Caregiver Coalition (VCC), will be instrumental to this program. SGS member Christy Jensen is in her second year as chair of VCC.

Respite, as defined by the Lifespan Respite Act of 2006, is "planned or emergency care provided to a child or adult with special needs in order to provide temporary relief to the family caregiver" (Lifespan Respite Care Act definition PI109-442). Respite may be provided in a variety of settings, including the family home, adult day centers, respite centers, or residential care facilities.

Virginia's Lifespan Respite Care Program calls for the following:

1. Build an integrated and sustainable lifespan respite infrastructure, with VCC at its core; strengthen the intellectual disability and developmental disability voice, embed it in the Code of Virginia, and integrate it into Virginia's Aging and Disability Resource Center (ADRC) network.
2. Help caregivers gain information about and access to respite care services; expand the ADRC database with respite services for families of children with disabilities; and develop a web-based "Family Caregiver Solution Center."
3. Train and recruit respite workers/volunteers with a statewide campaign, educational webinars and trainings.
4. Develop and secure funding for an Emergency Family Respite Care Voucher Program for caregivers unable to afford respite care in an emergency or crisis.

The program should increase respite care listings on the state's VirginiaNavigator website (www.virgininavigator.org), the Commonwealth's family of websites providing connection to services; referrals by ADRC partners; caregiver knowledge and preparedness to use respite services; and volunteer preparedness to provide respite services.

Other southern states which have received Lifespan Respite Funding include North Carolina, South Carolina, Tennessee, Louisiana, Alabama, and Texas.

This article will appear in the Southern Gerontologist Newsletter.

For further information about Virginia's Lifespan Respite Care Program, please contact Ellen Nau at the Virginia Department for the Aging at 804-662-9340 or Ellen.Nau@vda.virginia.gov