



Award# 24A60AD000139-01-01

FAIN# 24A60AD000139

Federal Award Date: 11/04/2024

Recipient Information

1. Recipient Name

MISSOURI DEPARTMENT OF HEALTH & SENIOR SERVICES
920 Wildwood Dr
Office of Womens Health
Jefferson City, MO 65109-5796

[NO DATA]

2. Congressional District of Recipient

03

3. Payment System Identifier (ID)

[REDACTED]

4. Employer Identification Number (EIN)

[REDACTED]

5. Data Universal Numbering System (DUNS)

878092600

6. Recipient's Unique Entity Identifier (UEI)

UETLXV8NG8F4

7. Project Director or Principal Investigator

Mindy Ulstad
Program Manager
mindy.ulstad@health.mo.gov
5735268534

8. Authorized Official

Mrs. Marcia Mahaney
Director, Division of Administration
Grants@health.mo.gov
5737516014

Federal Agency Information

ETA Office of Grants Management

9. Awarding Agency Contact Information

Ms. Shawaan L. Caridine
Grant Specialist
caridine.shawaan@dol.gov
312-596-5427

10. Program Official Contact Information

Ms. Jenna Holzberg
Workforce Development Specialist
holzberg.jenna.j@dol.gov
312-596-5524

Federal Award Information

11. Award Number

24A60AD000139-01-01

12. Unique Federal Award Identification Number (FAIN)

24A60AD000139

13. Statutory Authority

Older Americans Act

14. Federal Award Project Title

Senior Community Service Employment (SCSEP) Program

15. Assistance Listing Number

17.235

16. Assistance Listing Program Title

Senior Community Service Employment Program

17. Award Action Type

DOL - Other (Non-Monetary)

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date	06/30/2024	- End Date	06/30/2025
20. Total Amount of Federal Funds Obligated by this Action			\$0.00
20a. Direct Cost Amount			\$215,392.00
20b. Indirect Cost Amount			\$0.00
21. Authorized Carryover			\$0.00
22. Offset			\$0.00
23. Total Amount of Federal Funds Obligated this budget period			\$1,966,461.00
24. Total Approved Cost Sharing or Matching, where applicable			\$218,670.00
25. Total Federal and Non-Federal Approved this Budget Period			\$2,185,131.00
26. Period of Performance Start Date	06/30/2024	- End Date	06/30/2025
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance			\$2,185,131.00

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Carla Wills
Grant Officer

30. Remarks

To incorporate the Revised SF-424A, Revised Budget Narrative, State Plan acceptance letter, and Summary of Goals. This amendment fulfills all conditions of award.

Please see the important revision/clarification to Federal Award Term B(5), included as a separate attachment to this amendment, to ensure compliance with Cost Share/Match requirements per SCSEP statute.



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Federal Award Date: 11/04/2024

<p>Recipient Information</p> <p>Recipient Name MISSOURI DEPARTMENT OF HEALTH & SENIOR SERVICES 920 Wildwood Dr Office of Womens Health Jefferson City, MO 65109-5796 [NO DATA] Congressional District of Recipient 03 Payment Account Number and Type [REDACTED] Employer Identification Number (BIN) Data [REDACTED] Universal Numbering System (DUNS) 878092600 Recipient's Unique Entity Identifier (UEI) UETLXV8NG8F4</p>
<p>31. Assistance Type Discretionary Grant</p> <p>32. Type of Award Other</p>

33. Approved Budget (Excludes Direct Assistance)	
I. Financial Assistance from the Federal Awarding Agency Only	
II. Total project costs including grant funds and all other financial participation	
a. Salaries and Wages	\$13,986.00
b. Fringe Benefits	\$8,936.00
c. Total Personnel Costs	\$22,922.00
d. Equipment	\$0.00
e. Supplies	\$1,000.00
f. Travel	\$3,402.00
g. Construction	\$0.00
h. Other	\$675.00
i. Contractual	\$2,152,364.00
j. TOTAL DIRECT COSTS	\$2,180,363.00
k. INDIRECT COSTS	\$4,768.00
l. TOTAL APPROVED BUDGET	\$2,185,131.00
m. Federal Share	\$1,966,461.00
n. Non-Federal Share	\$218,670.00

34. Accounting Classification Codes						
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	ASSISTANCE LISTING	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
0501752425BD2024017500022450A012A0000AOWI00AOWI00	AD000139XX0	ETA	410023	17.235	\$0.00	01752425BD
0501752124BD2024017500022150A008A0000AOWI00AOWI00	AD000139XR0	ETA	410023	17.235	\$0.00	01752124BD

AWARD ATTACHMENTS

MISSOURI DEPARTMENT OF HEALTH & SENIOR SERVICES

24A60AD000139-01-01

1. Amendment cover letter
2. Revised SF-424A
3. Revised budget narrative
4. State plan acceptance letter
5. Summary of Goals
6. Federal Award Terms B(5)



Missouri Department of Health and Senior Services

P.O. Box 570, Jefferson City, MO 65102-0570 | Phone: 573-751-6400 | FAX: 573-751-6010
RELAY MISSOURI for Hearing and Speech Impaired and Voice dial: 711



Paula F. Nickelson
Director

Michael L. Parson
Governor

September 6, 2024

Jenna Holzberg, Workforce Development Specialist
ETA—Region 5
US Department of Labor
230 S. Dearborn St., 6th Floor
Chicago, IL 60604

Ms. Holzberg:

Enclosed, please find the required documentation to address the conditions of award to grant # 24A60AD000139-01-00 for SCSEP PY2024 funding.

Sincerely,

Marcia Mahaney, Director
Division of Administration

PROMOTING HEALTH AND SAFETY

The Missouri Department of Health and Senior Services' vision is optimal health and safety for all Missourians, in all communities, for life.

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. SCSEP	17.235	\$	\$	\$ 1,966,461.00	\$ 218,670.00	\$ 2,185,131.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 1,966,461.00	\$ 218,670.00	\$ 2,185,131.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) SCSEP	(2) N/A	(3) N/A	(4)	
a. Personnel	\$ 12,586.00	\$ 1,400.00	\$ 0.00	\$ 0.00	\$ 13,986.00
b. Fringe Benefits	8,042.00	894.00	0.00	0.00	8,936.00
c. Travel	3,062.00	340.00	0.00	0.00	3,402.00
d. Equipment	0.00	0.00	0.00	0.00	0.00
e. Supplies	900.00	100.00	0.00	0.00	1,000.00
f. Contractual	1,936,972.00	0.00	215,392.00	0.00	2,152,364.00
g. Construction	0.00	0.00	0.00	0.00	0.00
h. Other	608.00	67.00	0.00	0.00	675.00
i. Total Direct Charges (sum of 6a-6h)	1,962,170.00	2,801.00	215,392.00	0.00	2,180,363.00
j. Indirect Charges	4,291.00	477.00	0.00	0.00	4,768.00
k. TOTALS (sum of 6i and 6j)	\$ 1,966,461.00	\$ 3,278.00	\$ 215,392.00	\$ 0.00	\$ 2,185,131.00
7. Program Income	\$	\$	\$	\$	\$

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Prescribed by OMB (Circular A -102) Page 1A

SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. SCSBP	\$	3,278.00	215,392.00	218,670.00
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$	3,278.00	215,392.00	218,670.00

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year			
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$	\$	\$	\$
14. Non-Federal	\$			
15. TOTAL (sum of lines 13 and 14)	\$	\$	\$	\$

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. SCSBP	\$	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges: <small>See Budget Justification</small>	22. Indirect Charges: 20.80%
23. Remarks:	

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				Amount		Calculated Level		Budgeted Level		Budget in Compliance?
Federal Grant Award				1,966,461		1,966,461		1,966,461		Yes
Maximum Total Administration				10.00%		196,646		29,489		Yes
Minimum Participant Wages & Fringe				76.00%		1,474,846		1,474,846		Yes
Maximum Contractor Administration				10.00%		193,697		193,697		Yes
Minimum Non-Federal Match				11.12%		218,488		218,670		Yes

MISSOURI

**SCSEP Budget Justification
PY 2024 - State Fiscal Year 2025**

								Total	Federal	State GR	In-Kind	
Personnel (Rate x %)								13,986	12,668	1,400	0	
								Salary Rate				
								Monthly				
								Annual				
								FTE				
								Total				
Program Manager - Mindy Ulstad		7,325	12	87,902	0.05	4,395	4,395	3,955	440	0		
Senior Program Specialist - Kristin Davis		6,325	12	63,841	0.15	9,591	9,591	8,631	960	0		
Fringe Benefits (Fringe Rate x Personnel Cost)								2,808	2,527	281	0	
								Salary				
								Fringe %				
								Total				
Program Manager - Mindy Ulstad				4,395	63.800%	2,808	2,808	2,527	281	0		
Senior Program Specialist - Davis				9,591	63.800%	6,128	6,128	5,515	613	0		
Travel								3,402	3,062	340	0	
Travel includes both the Program manager and Senior Program Specialist												
								Trips				
								Total Miles				
								Mileage Rate				
								Rate & Meal Costs				
								Rate & Lodging Costs (per night)				
								Total				
Monitoring Subrecipients	2	250	138	88		300		528				
Data Validation	2	250	138	88		300		528				
Technical Assistance	2	250	138	88		300		528				
			760	414		900		1,578				
Annual Region VII Meeting												
Travel includes both the Program manager and Senior Program Specialist												
								Trips (1 trip for 2 staff)				
								Total Miles				
								Mileage				
								Meals				
								Lodging (2 nights each)				
								Total				
2 staff to attend meeting	2	733	\$ 403.00	\$ 88.00	\$ 600.00			1,824				
Equipment								0	0	0	0	
Supplies								1,000	900	100	0	
Office supplies, meeting supplies								1000				
Contractual								2,182,384	1,936,972	0	215,392	
								Federal				
								In-Kind Match				
								Total				
Administration (Federal Contractual x 10%)				193,697		193,697						
PWFB (Statewide Federal Grant x 76%)				1,474,846								
Other Participant Costs				286,429								
								In-Kind Match				
								Total				
				1,936,972				215,392				
Other								675	608	67	0	
								Rate Per FTE				
								FTE				
								Rate				
Network charges				3,375	0.20	\$ 675						
Total Direct Charges								2,180,363	1,962,170	2,801	215,392	
Indirect Charges (NICRA included)								4,768	4,291	477	0	
								Rate				
								Personnel / Fringe				
								Total				
				20.90%		22,822	\$ 4,768					
Total								2,185,131	1,966,461	3,278	215,392	

Non-Federal Required
218,496

Non-Federal Budgeted
218,670

Our Federal Admin: 29,489

Areas Served / Positions Authorized

Area DF	Authorized Positions	Percentage of Positions by Region	Total Funding	Maximum Administration	Minimum P.W.F.B.	Other Participant Costs
Clark County	0				1,474,846	268,429
Lewis County	2	43.8424%	849,214	84,921	646,607	117,686
Marion County	1	29.0640%	562,962	56,296	428,660	78,016
Scotland County	1	27.0888%	524,795	52,479	399,569	72,727
St. Charles	5					
St. Louis County	26					
St. Louis City	26					
Lincoln County	7					
Area DF	88	100.0000%	\$ 1,936,971	193,697	1,474,846.00	268,429.00
Totals	203					

Percentages 10.00% 76.14% 13.86% 100.00%

Authorized Positions

Area G	Authorized Positions
Cape Girardeau County	7
Gasconade County	2
Perry County	2
Sta. Genevieve County	2
Franklin County	13
Jefferson County	26
St. Francois County	7
Area G	59

Area E

Area E	Authorized Positions
Cass County	6
Clay County	6
Jackson County	30
Johnson County	2
Lafayette County	4
Ray County	4
Area E	55

Missouri Authorized Positions 203

Area	Positions	1 Year Funding	1 Qtr Funding	Amount in New Contract
Area DF	89	\$ 849,214.00	\$ 212,303.50	\$ 636,910.50
Area G	59	\$ 562,962.00	\$ 140,740.50	\$ 422,221.50
Area E	55	\$ 524,795.00	\$ 131,198.75	\$ 393,596.25
Totals	203	\$ 1,936,971.00	\$ 484,242.75	\$ 1,452,728.25

The contractual portion of the grant budget includes Administrative Costs, Participant Wages and Fringe Benefits (PWFB) and Other Participant Costs (OPC). The PWFB budget includes costs for annual physical exam, workers compensation coverage, and unemployment compensation coverage. The OPC budget includes allowed supportive services (such as bus passes, specific work attire, training certificates, etc.) necessary for the participants training or unsubsidized employment needs.

Missouri SCSEP does not have any Infrastructure costs. The Missouri State WIOA Steering Committee met and developed the Missouri WIOA Infrastructure Cost Sharing Guidelines. The steering committee determined that cost sharing would be required for those entities who are co-located. In Missouri, none of our contractors are co-located in the Job Centers. Each of the subgrantees in Missouri were able to complete MOUs with the Job centers as required without infrastructure costs.

U.S. Department of Labor

Employment and Training Administration
200 Constitution Avenue, N.W.
Washington, D.C. 20210



July 1, 2024

Ms. Melanie Highland
Director, Division of Senior and Disability Services
912 Wildwood Drive
Jefferson City, Missouri 65109

Dear Ms. Highland,

The U.S. Department of Labor, Employment and Training Administration (ETA) is pleased to inform you that we have approved Missouri's Senior Community Service Employment Program (SCSEP) stand-alone four-year State Plan submission for Program Years (PY) 2024–27. Missouri's State Plan that was submitted on March 28, 2024, pursuant to 20 CFR 641.300 which covers Program Years 2024 through 2027, will take effect July 1, 2024.

This decision constitutes a written determination that covers the SCSEP specific requirements and planning elements submitted as an independent document (still referred to as a stand-alone plan). This decision does not include submissions in conjunction with the Unified or Combined State Plan submitted pursuant to 102(c)(3)(A) and 103(b)(1) of WIOA. This approval will be valid from July 1, 2024, through June 30, 2027, though ETA encourages you to review your SCSEP State Plan in two years, at minimum, and make modifications as circumstances warrant. For your reference, see SCSEP regulations at 20 CFR 641.345 for conditions which require modifications of the State Plan.

We value Missouri's commitment to SCSEP. Although you have opted to submit a stand-alone plan, we strongly encourage you to continue to work together with your stakeholders, including State and local workforce development boards, to coordinate SCSEP services with activities carried out under title I of WIOA by the public workforce system as a required partner. ETA will continue to provide technical assistance to you and your team, monitor Missouri's progress on an ongoing basis, and work together to achieve the vision and goals of the SCSEP project, as needed, to implement SCSEP activities using the WIOA One-Stop delivery system to serve individuals aged 55 and older.

If you have any questions, please contact your Federal Project Officer (FPO) for assistance.

Sincerely,

**CARLA
WILLS**

Digitally signed by
CARLA WILLS
Date: 2024.07.22
16:07:32 -05'00'

Carla Wills
Grant Officer

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM

Summary of PY 2024 Goals

Grantee: Missouri

<u>Q2 Employment Target:</u>	42.0%
<u>Q4 Employment Target:</u>	35.0%
<u>Median Earnings Target:</u>	\$3,338
<u>Community Service Goal:</u>	N/A
<u>Service Level Goal:</u>	N/A
<u>Most-in-Need Goal:</u>	3.10
<u>Effectiveness in Serving Participant:</u>	87.0
<u>Effectiveness in Serving Host Agency:</u>	87.0
<u>Effectiveness in Serving Employer:</u>	N/A

IMPORANT AMENDMENT TO FEDERAL AWARD TERM B(5)

FEDERAL AWARD TERM B(5) REFERENCED IN THE INITIAL AWARD IS REVISED/CLARIFIED AS FOLLOWS, TO ENSURE SCSEP RECIPIENTS COMPLY WITH SCSEP STATUTORY REQUIREMENTS.

B(5.) Non-Federal Cost Sharing or Matching

This award includes a non-Federal cost sharing requirement, per the Older Americans Act [P.L.109-365 OAA 502(c)(1)]: The Secretary may pay a Federal share not to exceed 90 percent of the cost of any project for which a grant is made under subsection (b), except that the Secretary may pay all of such cost if such project is— (A) an emergency or disaster project; or (B) a project located in an economically depressed area, as determined by the Secretary in consultation with the Secretary of Commerce and the Secretary of Health and Human Services. (2) NON-FEDERAL SHARE.—The non-Federal share shall be in cash or in kind. In determining the amount of the non-Federal share, the Secretary may attribute fair market value to services and facilities contributed from non-Federal sources.

The costs that the award recipient incurs in fulfilling its cost sharing requirement are subject to the same requirements, including the cost principles, that are applicable to the use of Federal funds. Such costs must be reasonable, allocable and allowable to the program. In addition, those costs must adhere to the guidelines specified in 2 CFR 200.306 and be verifiable in the recipient's records with proof that prior approval, where required, was obtained. Cost sharing funds must be expended as required at 2 CFR Part 2900 before they can be recognized and reported as cost sharing on the ETA-9130 report. Whether in cash or in-kind, the non-Federal share is expected to adhere to the same cost limitations.

The cost sharing requirement must be met at the time all such funds have been expended or the period of availability of such funds has expired, whichever comes first. If the required contribution is not met, award recipients will be responsible for reimbursing DOL/ETA the amount of unmet cost sharing contribution when the award is closed. Cost sharing must be reported on the quarterly ETA-9130 Federal financial report under the Recipient Share section. Cost sharing funds must be expended as required at 2 CFR Part 2900 before they can be recognized and reported as cost sharing.

The formula for calculation of SCSEP cost share is as follows:

$[\text{Federal Expenditures} \div 0.90] - \text{Federal Expenditures} = \text{Required Cost Share Example:}$

For a grant expending \$1,000,000: $[1,000,000 \div .90] - \$1,000,000 = \$111,111.$