

**NEW YORK STATE OFFICE FOR THE AGING**

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David A. Paterson, Governor                      Michael Burgess, Director  
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<b>PROGRAM INSTRUCTION</b>	<b>Number 08-PI-17</b>
	<b>Supersedes</b>
	<b>Expiration Date</b>

**DATE:** August 8, 2008

**TO:** AAA Directors

**SUBJECT: 1) Supplemental Nutrition Assistance Program Final Allocation Schedules Incorporating Senior Farmers Market Nutrition Program**

**2) Supplemental Nutrition Assistance Program (SNAP) Funding**

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**ACTION REQUESTED:**

- 1) Area agencies on aging (AAAs) must modify their SFY 2008-09 Supplemental Nutrition Assistance Program (SNAP) budgets to incorporate increased State funding. A program instruction concerning modification procedures for all grant programs impacted by the passage of the SFY 2008-09 budget was forwarded to AAAs on July 7 (see Program Instruction 08-PI-11). That program instruction provided response dates, allocation schedules and other pertinent information.
  
- 2) Guidance/suggestions for AAAs to consider in utilizing additional SNAP funds.

**PURPOSE:** AAAs will need to submit a budget modification to access the final allocation level of SNAP funding. SNAP allocations transmitted via 08-PI-11 did not show each AAAs share of the cost of the Senior Farmers Market Nutrition Program (SFMNP) coupon booklets. Two allocation schedules are attached to this PI. The first schedule, Coupon Book Allocation Schedule SFY 2008-09, shows the total coupon books allocated to each AAA, the cost in SNAP funding and the dollar value of the coupon books. The ratio of coupon value to SNAP cost is over 18:1. The second schedule shows the 08-PI-11 SNAP allocations reduced by the SNAP cost of the SFMNP coupon booklets to arrive at the net SNAP allocations upon which, the AAAs must base their budget modification.

**Twenty-Fifth Anniversary of the SNAP Initiative**—The new SNAP funding coincides with the twenty-fifth anniversary of the program. This presents a unique opportunity to “take stock” and consider:

- Goals your AAA had for the SNAP program when it was initiated twenty-five years ago;
- What has been accomplished in the twenty-five years the SNAP program has operated; and
- How your AAA will continue to strengthen the program with the increased funding now available.

The SNAP program is designed to improve the health status and well-being of the State’s most fragile citizens by reducing their hunger, malnutrition and nutritionally related illness. Key principles in implementing SNAP services for older adults are to:

- target communities with the highest concentration of persons at greatest nutritional risk, placing particular emphasis on those communities and individuals who currently receive no nutritional support;
- target services to individuals with one or more chronic diseases;
- use up to 10% of the funding to develop additional or new service delivery capacity in underserved areas to better identify and service the nutritional needs of frail elderly; and
- serve food tailored to the actual nutritional needs of individuals.

When the SNAP program was implemented in the 1980s, targeting older adults at greatest nutritional risk was typically done through use of proxy data such as advanced age, live alone status, income or minority status. Now, with the use of the Nutrition Screening Instrument in assessments for individuals seeking long term care services, the Aging Network has better data with which to identify individuals at high risk. AAAs are encouraged to use the data from assessments as its plans for spending the new SNAP funding are developed. AAAs may also wish to review Census data and other information to identify communities and individuals that are underserved.

**Strengthening the Effectiveness of SNAP Nutrition Services**—There is considerable flexibility for AAAs in using the new funding to strengthen SNAP nutrition services<sup>1</sup>. With food and other costs rising sharply in 2008, AAAs should give first priority to sustaining operations and assuring that existing service levels are maintained and at-risk seniors continue to receive the home delivered meals and other SNAP nutrition services they need to support good nutritional health. Once that priority is addressed, AAAs are strongly encouraged to strengthen their existing program or establish new initiatives focused on nutritional health and well-being. AAAs should consider:

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<sup>1</sup> Note: The COLA funds for the SNAP program must be used to promote the recruitment and retention of staff or respond to other critical non-personal service costs such as food or gasoline cost increases.

- Conducting outreach to older individuals on low or moderate incomes. These individuals may be at increased risk of food insecurity in 2008 due to increases in energy and food costs and the related reductions in their ability to purchase the nutritional foods needed to maintain optimal health and well-being.
- Increasing the overall levels of nutrition education and nutrition counseling for individuals at high risk (for example, seniors with special health needs or individuals who have recently been discharged from hospitals) and/or providing additional units of counseling service for specific individuals with special needs.
- Assuring that programs are in compliance with the Minimum Data Set (MDS) assessment for all home delivered meal participants and with minimum Registered Dietitian (RD) hour requirements.
- Strengthening the role of the registered dietitian by increasing hours available for nutrition counseling, in-depth assessments of nutritional health status and other critical efforts.
- Implementing evidence based nutrition education or counseling programs.
- Implementing the use of assessment tools such as the Diabetes Risk Assessment tool to identify individuals who are at risk of particular diseases.
- Evaluating staffing to assure appropriate personnel are available to conduct outreach, assessments and assure that health and safety requirements are met.
- Assessing computer needs to assure that staff who conduct MDS compliant assessments/reassessments for older adults requesting home delivered meals have appropriate software and hardware (including laptops, tablet computers, etc., to take into client homes and streamline data entry) and that needs for routing software are adequately addressed.
- Buying the latest version of nutrient analysis software to help assure compliance with dietary guidelines.
- Replacing worn out and inefficient capital equipment such as delivery vehicles, stoves or refrigerators.
- Reviewing training needs to determine if additional training is needed to continue and enhance the professionalism of food service staff.
- Integrating the nutrition programs as part of a chronic disease prevention and health promotion strategy.
- Developing different strategies for bringing nutrition services and supports to SNAP clients. For example, use of veggie carts, community-supported agriculture projects, or local fresh produce coupons to supplement or expand the Senior Farmer Market Nutrition Program might be strategies for increasing the availability and consumption of fresh fruits and vegetables by SNAP clients.
- Carrying out a program evaluation to determine if SNAP services are effective in keeping people in the community longer and improving health status.

**PROGRAMS AFFECTED:**

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|--------------------------------------|--------------------------------------|--------------------------------------|--|--|
| <input type="checkbox"/> Title III-D | <input type="checkbox"/> Title III-E | <input type="checkbox"/> Title III-B | <input type="checkbox"/> Title III-C-1   | <input type="checkbox"/> Title III-C-2 |
| <input type="checkbox"/> EISEP       | <input type="checkbox"/> NSIP        | <input type="checkbox"/> CSE         | <input checked="" type="checkbox"/> SNAP | <input type="checkbox"/> Energy        |
| <input type="checkbox"/> Other:      |                                      | <input type="checkbox"/> Title V     | <input type="checkbox"/> HIICAP          | <input type="checkbox"/> LTCOP         |

**CONTACT PERSONS:** Florence Reed,  
Coordinator, Nutrition Unit

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OR your assigned Grant Management Budget Specialist 2/Senior Accountant

**NEW YORK STATE OFFICE FOR THE AGING  
FARMERS MARKET NUTRITION PROGRAM  
COUPON BOOK ALLOCATION SCHEDULE SFY 2008-09**

<u>Area Agency</u>	<u>Total Books</u>	<u>SNAP Cost</u>	<u>Dollar Value</u>
Albany	1,600	\$1,747	\$32,000
Allegany	680	742	13,600
Broome	900	983	18,000
Cattaraugus	720	786	14,400
Cayuga	700	764	14,000
Chautauqua	860	939	17,200
Chemung	720	786	14,400
Chenango	680	742	13,600
Clinton	700	764	14,000
Columbia	700	764	14,000
Cortland	680	742	13,600
Delaware	700	764	14,000
Dutchess	900	983	18,000
Erie	3,700	4,039	74,000
Essex	680	742	13,600
Franklin	700	764	14,000
Fulton	700	764	14,000
Genesee	680	742	13,600
Greene	680	742	13,600
Herkimer	720	786	14,400
Jefferson	720	786	14,400
Lewis	480	524	9,600
Livingston	480	524	9,600
Madison	680	742	13,600
Monroe	2,000	2,183	40,000
Montgomery	700	764	14,000
Nassau	3,540	3,865	70,800
Niagara	900	983	18,000
Oneida	1,600	1,747	32,000
Onondaga	1,680	1,834	33,600
Ontario	700	764	14,000
Orange	1,560	1,703	31,200
Orleans	680	742	13,600
Oswego	720	786	14,400
Otsego	700	764	14,000
Putnam	480	524	9,600
Rensselaer	840	917	16,800
Rockland	880	961	17,600
St Lawrence	740	808	14,800
Saratoga	720	786	14,400
Schenectady	840	917	16,800
Schoharie	480	524	9,600
Schuyler	460	502	9,200
Seneca	480	524	9,600
Steuben	720	786	14,400
Suffolk	3,300	3,603	66,000
Sullivan	700	764	14,000
Tioga	480	524	9,600
Tompkins	680	742	13,600
Ulster	860	939	17,200
Warren/Hamilton	700	764	14,000
Washington	680	742	13,600
Wayne	700	764	14,000
Westchester	3,520	3,843	70,400
Wyoming	480	524	9,600
Yates	480	524	9,600
New York City	36,360	39,698	727,200
Seneca Nation	240	262	4,800
St Regis Mohawk	240	262	4,800
<b>Total</b>	<b>91,600</b>	<b>\$100,000</b>	<b>\$1,832,000</b>

**NEW YORK STATE OFFICE FOR THE AGING  
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM**

**ALLOCATION SCHEDULE SFY 2008-09 NET OF SFMNP SET ASIDE**

<u>Area Agency</u>	<u>Base Award</u>	<u>FMCP Set Aside</u>	<u>Adjusted Award</u>
Albany	\$503,597	\$1,747	\$501,850
Allegany	214,676	742	213,934
Broome	279,264	983	278,281
Cattaraugus	225,166	786	224,380
Cayuga	222,211	764	221,447
Chautauqua	270,051	939	269,112
Chemung	227,614	786	226,828
Chenango	214,721	742	213,979
Clinton	217,857	764	217,093
Columbia	219,307	764	218,543
Cortland	213,306	742	212,564
Delaware	216,387	764	215,623
Dutchess	279,907	983	278,924
Erie	1,161,694	4,039	1,157,655
Essex	213,435	742	212,693
Franklin	216,951	764	216,187
Fulton	218,994	764	218,230
Genesee	215,737	742	214,995
Greene	215,103	742	214,361
Herkimer	222,780	786	221,994
Jefferson	225,436	786	224,650
Lewis	148,617	524	148,093
Livingston	152,424	524	151,900
Madison	215,830	742	215,088
Monroe	625,153	2,183	622,970
Montgomery	220,244	764	219,480
Nassau	1,111,970	3,865	1,108,105
Niagara	283,509	983	282,526
Oneida	498,729	1,747	496,982
Onondaga	529,500	1,834	527,666
Ontario	220,248	764	219,484
Orange	491,707	1,703	490,004
Orleans	211,393	742	210,651
Oswego	226,127	786	225,341
Otsego	218,311	764	217,547
Putnam	152,224	524	151,700
Rensselaer	265,277	917	264,360
Rockland	274,037	961	273,076
St Lawrence	230,354	808	229,546
Saratoga	228,508	786	227,722
Schenectady	266,295	917	265,378
Schoharie	149,565	524	149,041
Schuyler	145,990	502	145,488
Seneca	149,451	524	148,927
Steuben	228,138	786	227,352
Suffolk	1,031,988	3,603	1,028,385
Sullivan	222,344	764	221,580
Tioga	150,768	524	150,244
Tompkins	215,729	742	214,987
Ulster	269,496	939	268,557
Warren/Hamilton	217,911	764	217,147
Washington	216,134	742	215,392
Wayne	220,390	764	219,626
Westchester	1,101,653	3,843	1,097,810
Wyoming	150,492	524	149,968
Yates	148,365	524	147,841
New York City	11,390,411	39,698	11,350,713
Seneca Nation	72,745	262	72,483
St Regis Mohawk	72,779	262	72,517
Total	<u>28,719,000</u>	<u>\$100,000</u>	<u>\$28,619,000</u>