



COMMISSIONER
Chris Traylor

April 26, 2012

To: Title XIX and Title XX Home Delivered Meals Providers

Subject: Information Letter No. 12-43 (replaces Information Letter No.11-45)
Home Delivered Meals Rate Setting Procedures for Federal Fiscal Year 2013

The Texas Department of Aging and Disability Services (DADS) posted budget-based rate negotiation documents and detailed instructions on the Home Delivered Meals (HDM) provider page at “Federal Fiscal Year (FFY) 2013 Budget Negotiation” link:
<http://www.dads.state.tx.us/providers/HDM/BudgetNegotiation.html>

A Home Delivered Meals (HDM) provider funded through Title XIX or Title XX must use these documents during budget-based rate negotiations with the DADS contract manager to develop a per meal unit rate for federal fiscal year (FFY) 2013. In addition, a HDM provider that is a common provider (i.e., also delivers nutrition services funded through Title III of the Older Americans Act [OAA]) will be contacted by its Area Agency on Aging (AAA) to negotiate per meal unit rates for those meals.

The documents reflect revisions made by the Community Services Contracts and AAA sections of DADS Access and Intake division in response to comments and recommendations submitted by providers and contract managers after last year’s budget negotiation process. A new option has been added and is located on the top right of the first page of the workbook which allows for the tracking of submitted workbooks.

The deadline to submit the workbook to DADS is **July 31, 2012, at 8:00 a.m.**

DADS contract managers and HDM providers, in conjunction with AAA representatives, as applicable, will review projected expenses for FFY 2013 in conjunction with final budget numbers for FFY 2011 to ensure expenses are necessary to meet HDM program requirements and are properly allocated to arrive at the appropriate per meal unit rate for FFY 2013. Please contact your contract manager if you have any questions regarding the content of this information letter.

Sincerely,

[Signature on file]

Teresa Richard
Director
Center for Policy and Innovation

Sincerely,

[Signature on file]

Gary Jessee
Assistant Commissioner
Access and Intake