

**NCDHHS Division of Social Services/Office of Economic Opportunity - Community Services Block Grant (CSBG)**

Title: CSBG funds providing services for elderly persons - Guidance Memorandum 2018-1

Purpose: To provide consistent guidance on required procedures and documentation necessary to provide services for elderly persons that are head of household.

Effective Date: July 1, 2018

Related (No Related GM)

Resources:

10A NCAC 97C.0105 Eligible Activities

Activities funded under this Subchapter may include only those projects which:

2. Provide activities designed to assist low-income participants, including the elderly poor:

(c) to obtain and maintain adequate housing and a suitable living environment;

(e) to obtain emergency assistance through loans or grants to meet immediate and urgent individual and family needs, including the need for health service, nutritious food, housing and employment-related assistance;

(f) to remove obstacles and solve problems which block the achievement of self-sufficiency;

**Background**

On April 5, 2018, the Office of Economic Opportunity (OEO) sought federal guidance regarding the state’s ability to use CSBG funds to support elderly persons (seniors) in North Carolina that are considered either head of household or legal guardian of a child under the age of 18 years old. Upon receiving confirmation that there is no federal prohibition relative to seniors receiving services provided by the Community Action Agencies in North Carolina and confirming the state’s authority to give final approval, OEO deemed it necessary to issue guidance relative to this matter to inform agencies of allowable practices and costs. Agencies are expected to provide all services to seniors in North Carolina as it relates to the CSBG Program. Also, this GM removes all restrictions that would require a senior to attend school or enroll in a workforce development program. However, all eligibility requirements must still be met by all program participants, which will now include the elderly. This GM will provide information needed to promote a consistent approach to serving elderly persons, who use CSBG funds.

**State Guidance and Interpretation for serving seniors in North Carolina with CSBG funds:**

1. Agencies must update their program manual to include seniors who are eligible to receive services through the CSBG Program. These updates should be reflected in Board of Directors’ minutes with BOD approval.
2. Agencies must provide OEO with a clear definition and program scope as to what type of services will be provided to the senior population.
3. Agencies must maintain all documentation of the services the whole family receives.
4. Agencies must serve all elderly persons that are eligible--especially those in need of CSBG-funded program services, who are head of household and are raising their grandchildren.
5. Refusal of workforce development and education training does not disqualify the elderly from receiving services.

This GM is accessible at the OEO website and will be sourced during OEO’s ongoing monitoring, training and technical assistance activities. All sub-grantee agencies will be accountable for this information.

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Office of Economic Opportunity Administrator Date