BUREAU OF BUDGET & MANAGEMENT RESEARCH

OFFICE OF THE GOVERNOR
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ACTING DIRECTOR

MAR 05 2019

35GL-19-0199
Speaker Tina Rose Muña Barnes

MAR 05 2019
Time 4:39 ( )AM (/)PM
Received By:

2019 MAR -5 PM 4:27

The Honorable Tina Muña Barnes
Speaker
I Mina'trentai Singko na Liheslaturan Guåhan
35th Guam Legislature
Guam Congress Building
Hagåtña, Guam 96910

Dear Speaker Barnes:

Pursuant to §4123 of Chapter 4, Title 5 of the Guam Code Annotated, transmitted herewith is the Federal Receipts Report for the Fiscal Year Ending September 30, 2018.

As mandated, the report "compares the aggregate value of federal receipts each designated state agency received for the previous fiscal year to the aggregate amount of federal funds to the total budget of the designated state agency for that fiscal year." Also contained within the report are Action / Operating Plans submitted by designated state agencies which outlines steps that would be taken in the event that federal receipts are reduced to respective programs within their agencies.

As indicated in the Report, executive line department / agencies *not* reflected in the Report had reported to the Bureau that they *did not* receive 100% federal or federal matching funds in FY 2018.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

LESTER L. CARLSON, JR.

Attachment

0199

GOVERNMENT OF GUAM
FEDERAL RECEIPTS REPORT [Title 5 GCA, Ch. 4, § 4123(b)]
FY 2018 (October 1, 2017 - September 30, 2018)

	A	B	C	D	E	F
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GENERAL GOVERNMENT						
1. Office of I Maga'lahen Guahan & I Sigundo Na Maga'lahen Guahan 1/ (Offices of the Governor & Lt. Governor of Guam)	$0	$42,172,591	$42,172,591	$7,398,924	$49,571,515	85.1%
Guam Economic Development Strategy Grant: In the event there is a reduction in federal funding, the Comprehensive Economic Development Strategy project scope will be adjusted accordingly. Further, the Office of the Governor will establish and implement an appropriate plan of action to meet federal guidelines in accordance with the federally approved budget line items.						
Guam Buildup Office: A decrease in federal funding for operations and logistical support for the Guam Buildup Office will require decreasing staff and operational expenses. As the buildup is ongoing, there exists a requirement to continue Guam Buildup Office operations and the management of ongoing grants. Should funding cease altogether, the Office of the Governor should include office staff and operations costs in their overall annual budget.						
Serve Guam! Commission: The Commission will establish and implement an appropriate action plan for spending reductions in accordance to federal approved budget line items and by percentage based on travel, supplies, contractual and consultant services, other support costs, and the reduction of eight (8) hours weekly for staff.						
Guam Community Outreach-Federal Programs Office: The STOP Violence Against Women and Sexual Assault Services grant programs help supplement efforts for both government and non-profit community based organizations to provide for crucial services such as emergency services for women and referral services; legal services for victims; training and technical assistance for law enforcement, prosecution, judges, and court practitioners; visitation and exchange; counseling; short-term individual and group support services; 24-hour hotline services; crisis intervention; advocacy; and accompaniment services. Should there be a reduction in federal funding, valuable services will unfortunately be reduced or will no longer be available to victims and survivors of domestic violence, sexual assault, dating violence, and stalking.						
Guam Homeland Security/Office of Civil Defense (OHS/OCD): Should the GHS/OCD receive a reduction in federal receipts, there will be prioritized spending in the following object classes: Salary, Benefits, Utilities - Water, Power, and Telephone, Contractual Services, Materials/Supplies, Equipment, and Travel. The GHS/OCD will scale all operations, projects, and programs accordingly. Individuals will either be furloughed, transferred, or terminated, starting with employees in the unclassified ranks and prioritized based on knowledge, skills, and abilities. Utilities will be prioritized to operate the Emergency Operations Center (EOC). The EOC serves as the hub during all disasters, emergency and catastrophic events. There is currently a Memorandum of Agreement for utilities cost share in place with the Guam Police Department (GPD) and Guam Fire Department (GFD). In the event the GHS/OCD is unable to cover its portion of the utilities costs, the GPD and GFD will be required to cover the cost to sustain dispatch and E-911 services. Funding of all remaining object classes will be determined as mandated by the situation. In order to maintain programs in the event of a loss of federal receipts, the GHS/OCD will require an operations appropriation.						

Doc. No. 35GI-19-0199.

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2. **Department of Administration**	$0	$249,010	$249,010	$11,756,035	$12,005,045	2.1%
Due to the grant being a technical assistance grant, there is no intent to request for further funding to continue the programs as the program objectives to upgrade the current fixed assets software and hardware will be completed with the current grant award.						
3. **Department of Public Works**	$0	$10,660,671	$10,660,671	$19,462,207	$30,122,878	35.4%
Federal Highway Administration (FHWA) Program: A reduction in the yearly allocation for the Highway Program would reduce the funding of a project or reduce the scope of work of a project to meet the yearly allocation.						
National Highway Traffic Safety Administration (NHTSA) Program: In the event the Office of Highway Safety (OHS) does not meet the fully approved funding level for the National Highway Traffic Safety Administration (NHTSA), 1.) funding decreases for overtime, salaries, benefits, and travel will be applied to sub-grantee contracts or none applied to contracts, depending on the decrease of funding; and 2.) operational costs, such as printing, public service announcements, productions, media programs, and radio advertisements will be reduced to zero cost.						
4. **Department of Revenue and Taxation**	$0	$478,000	$478,000	$14,140,126	$14,618,126	3.3%
Motor Carrier Safety Assistance Program: If federal funding is reduced or eliminated for the Motor Carrier Safety Assistance Program, the Department of Revenue and Taxation would continue operations with what the Department's budget permits or seek other federal grants available to continue supporting the mission of the program, which is detrimental to the general public traversing our island highways and roadways.						

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PROTECTION OF LIFE AND PROPERTY						
5. Department of Youth Affairs	**$0**	**$79,742**	**$79,742**	**$6,321,857**	**$6,401,599**	**1.2%**
In the event of a possible reduction in federal receipts, the Department of Youth Affairs will make adjustments according to priority of program areas and mandates required by the Juvenile Justice and Delinquency Prevention Act of 2002. After-School Programs and Juvenile Justice Systems Improvements will be the first to be cut back or eliminated, as they are not mandated by law to fulfill. Planning and Administration will be reduced based on the percentage from new allocations. The State Advisory Group funding will be reduced and will meet less frequently, and/or members may choose to voluntarily waive their stipends. Compliance Monitoring and Disproportionate Minority Contact will operate with the remaining budget ensuring that all minimum requirements by law are met and that the overall mission and mandates of the grant and Office of Juvenile Justice and Delinquency Prevention are not jeopardized, which could result in the reduction of compliance activities and training.						
6. Guam Fire Department	**$0**	**$191,000**	**$191,000**	**$37,187,948**	**$37,378,948**	**0.5%**
In the event of a possible reduction in federal receipts, the Guam Fire Department will request for additional appropriation / release of funds under the F.L.A.M.E. fund.						
7. Guam Police Department	**$614,072**	**$2,343,950**	**$2,958,022**	**$35,921,783**	**$38,879,805**	**7.6%**
Recreational Boating Safety Program: Should the department not receive the additional federal grants, it will do its best to absorb what it can financially, particularly with the classified employees. The department will work to support budget object classes such as training, supplies, equipment, and capital outlay; however, if it is not feasible, then the GPD will have no choice but to discontinue the support and services of the program, if necessary.						

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8.	**Guam Environmental Protection Agency**	**$0**	**$259,138**	**$259,138**	**$4,362,344**	**$4,621,482**	**5.6%**
	U.S. Department of Defense, U.S. Department of Transportation, and U.S. Environmental Protection Agency (EPA) Grant Programs: The Agency would reassess its operational budget to meet federal requirements. GEPA will evaluate and prioritize the federally funded program line item budget to identify cuts to the program based on the least priority. GEPA would also explore, consult, and partner with Government and Non-Government Organizations and major federal agencies such as U.S. EPA, UOG (WERI) and / or Colleges of Engineering to augment and / or expand loss of federal funds. In addition, once GEPA is assigned an assistant Attorney General, they would be tasked to revisit all statutes and regulations which would result in the updating of the Agency's fines and fees.						
9.	**Guam Energy Office**	**$0**	**$513,083**	**$513,083**	**$0**	**$513,083**	**100.0%**
	Should federal receipts to the Guam Energy Office be reduced, the Office proposes the following: 1.) Evaluate and Prioritize line Items of Federally Funded Program(s) by a.) Identifying budgeted line items necessary for program implementation; 2.) Prioritize federally funded positions by a.) Identify current personnel to continue program implementation within job duties; b.) Suspend new recruitment; c.) Notify unclassified or temporary personnel of expected last date of employment; d.) Work with Dept. of Administration to properly layoff classified personnel and/or assist with transferring to another agency. 3.) Extreme Measures if all federal receipts ceased: a.) Work with Dept. of Administration to properly layoff classified personnel and/or transfer to another agency; b.) No longer employ unclassified or temporary personnel; c.) Request Governor to issue Executive Order merging Guam Energy Office into a General Funded Agency or Autonomous Agency that can continue implementing certain tasks/activities by critical personnel necessary for economics, such tasks as tracking of sales of petroleum products and other unfunded local mandates still needed to be carried out.						
10.	**Office of the Attorney General**	**$2,512,587**	**$6,312,659**	**$8,825,246**	**$16,249,713**	**$25,074,959**	**35.2%**
	The Office of the Attorney General of Guam would take the following planned action(s), including but not limited to, should there be a reduction in federal receipts: 1.) Evaluate all federal expenditures to determine areas for suspension or reduction without impairing critical needed services or jeopardizing the grant, and determine alternative funding measures to accomplish goals/objectives; 2.) Prioritize operational expenses for continuity of programs and critically needed services to maintain agency mission; 3.) Build relationships, maintain partnerships, and develop strategies with other agencies, both governmental and non-governmental to share program services.						

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PUBLIC HEALTH						
11. Guam Behavioral Health and Wellness Center	**$0**	**$2,975,485**	**$2,975,485**	**$20,830,291**	**$23,805,776**	**12.5%**
Should there be a reduction in federal receipts, the Guam Behavioral Health and Wellness Center would: 1.) Analyze and evaluate current federal expenditures to determine any areas that can be minimized, discontinued, or otherwise done away with; 2.) Communicate with federal funding agencies regarding priorities and justify need by demonstrating through data collected, highlighting critical need and the fact that HHCC services are unduplicated on the island; 3.) Prioritize federal funding for line items that cannot be funded through alternative measures; 4.) Advocate for program funding to the Legislature to secure local funding to absorb areas affected by federal cuts; 5.) Continue building relationships and maintaining partnerships with other agencies, both governmental and non-governmental in order to share services and develop strategies for continuity of care; 6.) Re-evaluate current services being provided and scale back if necessary (last resort); 7.) Evaluate and prioritize program line item budget to identify cuts to the program based on the least priority; 8.) Prioritize operational expenses for the most critical need; 9.) Suspend recruitment of federally funded position(s); 10.) Follow Government of Guam Personnel Rules and Regulations to implement lay off procedures of classified and limited term appointments; 11.) In the event that layoff procedures are implemented, consult with DOA HR in assessing positions within the Government of Guam to transfer classified federally funded employees to other government agencies; 12.) Explore, consult, and partner with Non-Government Organizations, Foundations, and major Federal agencies to augment and/or expand loss of federal funds; 13.) Continue to work with the Guam Legislature to access the Real Property Tax funding set aside to help fund more positions for the System of Care.						
12. Department of Public Health and Social Services	**$85,871,019**	**$143,684,246**	**$229,555,265**	**$67,821,278**	**$297,376,543**	**77.2%**
[REFER TO ATTACHMENT #1]						

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13. Guam Memorial Hospital Authority	$0	$562,815	$562,815	$131,145,551	$131,708,366	0.4%
Should the GMHA lose federal funds, its operational plan, as mandated by law, is to continue providing patient care services to the island community. However, we will work with the Governor of Guam and the Guam Legislature for critically needed assistance in filling GMHA's financial gaps, to include the operations of both the Guam Memorial Hospital and Skilled Nursing Unit. In so doing, the GMHA will continue to meet its mission "to provide quality patient care in a safe environment" and be guided by its vision "to achieve a culture and environment of safety and quality patient care meeting national standards and addressing the needs of the community in a fiscally responsible, autonomous hospital."						
COMMUNITY SERVICES						
14. Department of Integrated Services for Individuals with Disabilities	$1,400,750	$84,202	$1,484,952	$1,052,841	$2,537,793	58.5%
In the event federal receipts are decreased, the Division of Vocational Rehabilitation (DVR), which is the designated state unit responsible for administering federal vocational rehabilitation funds, will request for additional funding necessary to operate the program through the "reallotment process" that allows federal funds to be allocated from other states that are unable to use their full grant awarded funds. Secondly, the DVR will have a reduction in force to reduce the administrative costs of the program. Lastly, services to clients and other operational costs will be reduced, as an order of selection will be enforced where clients will be served based on their income and those with the most severe disabilities will be prioritized.						
RECREATION						
15. Department of Parks and Recreation	$0	$411,083	$411,083	$4,672,267	$5,083,350	8.1%

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	No Action Plan submitted.						
INDIVIDUAL AND COLLECTIVE RIGHTS							
16.	**Guam Council on the Arts and Humanities Agency (Dept. of Chamorro Affairs)**	**$294,000**	**$0**	**$294,000**	**$451,064**	**$745,064**	**39.5%**
	With a reduction in federal receipts, Guam CAHA would not be able to operate and must request for additional funding from the General Fund to cover costs that are currently being paid with federal funds received. Those costs are that of gallery/office space lease, supplies, and telephone and contractual services.						
17.	**Department of Labor**	**$39,000**	**$5,670,635**	**$5,709,635**	**$2,881,875**	**$8,591,510**	**66.5%**
	In the event of reduction of federal grant funds and based on final allocation: 1.) Identify service areas that may be cut back such as a redundancy in programs; 2.) Reduce the number of limited term staff who provide services needed to handle the number of job seekers and employers receiving our services and redistribute case load among classified staff; 3.) Reduce the number of participants enrolled into programs to ensure that funding available is sufficient to provide services.						
18.	**Department of Military Affairs**	**$1,216,968**	**$3,655,274**	**$4,872,242**	**$909,100**	**$5,781,342**	**84.3%**

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	The Department of Military Affairs (DMA) does not operate under a grant but rather a Master Cooperative Agreement (MCA) with the National Guard Bureau (NGB) and the Office of the Governor on a fiscal year basis. Any unused federal funds at the end of the fiscal year is returned to NGB. All programs supporting the Guam National Guard are funded separately and can experience an increase or decrease in funds throughout the fiscal year. Per DMA, they have not received any notice of plans for reduction to any MCA programs and do not anticipate any in the immediate future.						
19.	Guam Election Commission	$0	$600,000	$600,000	$1,514,576	$2,114,576	28.4%
	The grant is based upon availability and for the purpose of improvements in election administration, enhancement of election technology, and election security improvements. The Guam Election Commission's operations are not contingent on the award and any reduction in federal receipts will not hinder operations.						
	PUBLIC EDUCATION						
20.	Guam Public Library System (Dept. of Chamorro Affairs)	$0	$158,679	$158,679	$1,246,021	$1,404,700	11.3%
	Without the award of federal funds, Guam Public Library System's Program Coordinator I, as authorized in the Five-Year Grant, will have to be terminated; all available subscriptions will have to be ended; no new books could be ordered; no new computers can be provided for the usage of patrons as well as employees; and no office supplies, tables, and chairs can be purchased.						

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21.	**Guam Department of Education**	**$17,173,914**	**$45,607,490**	**$62,781,404**	**$245,281,257**	**$308,062,661**	**20.4%**
	The Guam Department of Education is not anticipating a reduction in Federal Grants in FY 2019; No Action Plan submitted.						
22.	**University of Guam**	**$2,763,001**	**$25,324,220**	**$28,087,221**	**$39,416,366**	**$67,503,587**	**41.6%**
	Guam CEDDERS Program: In the event that funding is reduced to Guam CEDDERS federal awards, work scopes will be cut back without compromising compliances, vacant positions will not be filled, and work assignments will be aligned to minimize cuts of existing positions. Should a grant be completely defunded, a reduction in staff will be necessary. A request will be made to allow the carry over of indirect cost and discretionary fund balances to succeeding fiscal year in order to continue to support CEDDERS mission of service to the community.						
	HRSA Area Health Education Center Grant Program: Contracted services including tutoring, administrative/fiscal support, and travel to the Micronesian region will be reduced based on funding availability.						
	NIH U24 Pacific Island Cohort on Cardiometabolic Health (PICCAH) Grant Program: The faculty and staff will have reduction in time based on level of funding. Externally contracted staff/consultants may be reduced as necessary but will not affect the cohort data collection or the integrity of the study design.						
	NIH Building Undergraduate Infrastructure Leading to Diversity (BUILD) Enhancing Cross Disciplinary Infrastructure and Training at Oregon (EXITO) Program: Two staff can have their time reduced as the grant progresses without affecting student outcomes. There can be a decrease in the number of students accepted into the program depending on funding. There can be a limit on the number of faculty and staff who attend the annual training in Portland, Oregon from three people to a lower number as needed.						
	Pacific Islands Climate Science Center; NASA EPSCoR; Pacific Cancer Registry; Guam Cancer Registry; Sea Grant; Cooperative Ecosystem Studies Unit; Ecofeed; Rural Energy for America Program: Research projects will be halted and possible project staff lay-offs.						
	Guam EPSCoR - "Guam Ecosystem Collaboratorium": If there is a reduction in funds, actions will be dependent upon the severity of the cut. Procurement of equipment and supplies, funding cyberinfrastructure, Education, Outreach & Diversity (EOD) activities, and travel to National Science Foundation meetings will be reduced or curtailed accordingly. Salaries and benefits for staff and the Senior Research Faculty member will be maintained as long as possible and buyouts will be suspended as allowable.						

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	University of Guam/University of Hawaii Cancer Center Partnership Program: A cut in National Cancer Institute federal funds would impact UOG's ability to continue all projects and core activities. The University would have to decrease all activities and possibly lay off project staff.						
	National Science Foundation (NSF) Campus Cyberinfrastructure Network Design Grant Program: If funding is reduced, the University will need to look at Non-Appropriated Funds (NAF) and University Technical Advisory Council (UTAC) funds to support the work needed for the NSF project.						
23.	**Guam Community College**	**$1,159,433**	**$6,150,314**	**$7,309,747**	**$20,641,444**	**$27,951,191**	**26.2%**
	Adult Education Grant Program: Adult Education grant reductions will result in corresponding reductions in the number of course offerings and a decrease in the number of students to be served under the Adult Education/Adult High School programs. The grant currently supports four full-time employees, two permanent and two limited term (LTAs).						
	Federal Supplemental Educational Opportunities Grant Program: Reductions in this grant will result in direct reductions in the number and amount of student awards which provide need-based grant aid to eligible undergraduate postsecondary students to help meet educational expenses.						
	Federal Work-Study Grant Program: Reductions will result in the direct reduction in the number of students who will be awarded and the number of work-study hours available for students per semester.						
	Federal Pell Grant Program: If there is a reduction in the maximum Pell awards for the year, each student award will be reduced correspondingly. This may result in reduced student enrollment and course offerings for the academic year.						
	TRIO Student Support Services: Reduction in TRIO funding will result in reduced services to students such as tutors, counseling, and college preparation. The grant currently supports three full-time employees, one permanent and two limited term (LTAs).						
	Career and Technical Education Program: Reductions will result in the number of growth funded Career and Technical Education program initiatives that are funded. The grant currently supports three full-time employees, one permanent and two limited term (LTAs).						

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ECONOMIC DEVELOPMENT						
24. Bureau of Statistics and Plans	$0	$3,623,970	$3,623,970	$1,251,880	$4,875,850	74.3%
The Bureau of Statistics and Plans would evaluate and prioritize federally funded program budget line items to identify cuts to the program based on the least priority and prioritize operational expenses with the most critical need. The Bureau would suspend Personnel Action recruitments of federally funded positions and follow the Government of Guam Rules and Regulations to implement layoff procedures of classified limited term appointments. In the event that layoff procedures are implemented, consultations will be made with the Department of Administration's Human Resources Division in assessing positions within the government of Guam to transfer classified federally funded employees to other government agencies. Furthermore, the exploration, consultation, and partnership with non-government organizations, and major federal agencies such as FEMA, EPA, and Department of Commerce to augment and/or expand loss of federal funds.						
25. Department of Agriculture	$0	$5,307,142	$5,307,142	$4,441,925	$9,749,067	54.4%
Should there be a reduction in federal receipts, the Department of Agriculture's plan would be to pursue on-federal aid sources or the Guam Legislature. Should this fail, the Department would proceed with furloughing staff with procedures and guidance from the Department of Administration.						
OTHER DEPARTMENTS/AGENCIES						
26. Guam Economic Development Authority	$0	$150,000	$150,000	$3,218,302	$3,368,302	4.5%

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		A	B	C	D	E	F
		FY 2018 ACTUAL (10-1-17 to 9-30-18)					
	Government of Guam Department / Agency & Department / Agency Action Plan	Federal Matching Funds (Federal Share)	100% Federal Grant(s)	TOTAL [Federal Sources] [A + B]	TOTAL [Non-Federal Sources: GF & SF] P.L. 34-42 2/ & 3/	GRAND TOTAL FY 2018 (ALL SOURCES) [C + D]	FEDERAL RECEIPTS AS % OF TOTAL BUDGET [C / E]
	No Action Plan submitted.						
27.	**Guam Housing and Urban Renewal Authority**	**$0**	**$42,543,564**	**$42,543,564**	**$0**	**$42,543,564**	**100.0%**
	GHURA programs are 100% federally funded each through its respective Program Office under the U.S. Department of Housing and Urban Development. Federal regulations and the Authority's policies and procedures govern the processes established to mitigate the impacts of reduced funding. These processes include the establishment of reserve funds, the strategic allocation of annual funds, the conservative expenditure of funds, and prudent review and preparation for capital improvement projects to ensure completion of activities and the ongoing implementation of housing services. Moreover, the Authority maintains strong lines of communication with the federal funder to stay apprised of funding issues and impacts.						
28.	**Guam International Airport Authority**	**$18,517,558**	**$2,000,000**	**$20,517,558**	**$48,033,006**	**$68,550,564**	**29.9%**
	Most of the money received by the Authority is utilized for capital improvements to GIAA's airfield, air operations area, air terminal areas for safety and security, as well as specialized airfield equipment such as the Aircraft Rescue and Firefighting trucks. These funds are provided to the Authority on a reimbursable basis as grants are drawn down for completion of these projects or acquisition of equipment. Any additional funding that is not utilized may be reprogrammed for additional eligible projects in similar categories of de-obligated back to the grant issuing federal entity.						
29.	**Port Authority of Guam**	**$451,480**	**$0**	**$451,480**	**$46,133,885**	**$46,585,365**	**1.0%**

GOVERNMENT OF GUAM
FEDERAL RECEIPTS REPORT [Title 5 GCA, Ch. 4, § 4123(b)]
FY 2018 (October 1, 2017 - September 30, 2018)

	A	B	C	D	E	F
	FY 2018 ACTUAL (10-1-17 to 9-30-18)					
Government of Guam Department / Agency & Department / Agency Action Plan	Federal Matching Funds (Federal Share)	100% Federal Grant(s)	TOTAL [Federal Sources] [A + B]	TOTAL [Non-Federal Sources: GF & SF] P.L. 34-42 2/ & 3/	GRAND TOTAL FY 2018 (ALL SOURCES) [C + D]	FEDERAL RECEIPTS AS % OF TOTAL BUDGET [C / E]
The Port Security Grant Program is one of four USDHS/FEMA grant programs that constitutes the USDHS focus on transportation infrastructure security. Since its inception in 2003, federal funding has remained consistent with a small percentage in reduction during the past couple of years. Because of its critical importance to the nation's homeland security, it is not anticipated that this federal funding will be eliminated, although there is always a possibility for further funding reductions.						
30. Guam Power Authority	**$0**	**$1,250,000**	**$1,250,000**	**$349,663,970**	**$350,913,970**	**0.4%**
In the event of a reduction in federal receipts, the Guam Power Authority will re-evaluate project budget line items; strategically reallocate funds to project budget line items so that the Authority will still meet non-budget dependent project goals and objectives, meet all the grant requirements set by the grantor, comply to all rules and regulations set by the government, and be able to continue normal operations and provide all its designated services; and report budget changes to the Bureau of Budget and Management Research and all other related agencies that require reporting.						
31. Guam Waterworks Authority	**$0**	**$130,423,845**	**$130,423,845**	**$108,855,382**	**$239,279,227**	**54.5%**
As a contingency plan should federal funding be reduced or eliminated, the Guam Waterworks Authority will work to identify other funding sources (bonds, system development charges, internal revenues, etc.) to ensure project success.						
GRAND TOTAL	**$132,013,782**	**$483,442,808**	**$615,456,590**	**$1,256,935,485**	**$1,872,392,075**	**32.9%**

GOVERNMENT OF GUAM
FEDERAL RECEIPTS REPORT [Title 5 GCA, Ch. 4, § 4123(b)]
FY 2018 (October 1, 2017 - September 30, 2018)

	A	B	C	D	E	F
	FY 2018 ACTUAL (10-1-17 to 9-30-18)					
Government of Guam Department / Agency & Department / Agency Action Plan	Federal Matching Funds (Federal Share)	100% Federal Grant(s)	TOTAL [Federal Sources] [A + B]	TOTAL [Non-Federal Sources: GF & SF] P.L. 34-42 2/ & 3/	GRAND TOTAL FY 2018 (ALL SOURCES) [C + D]	FEDERAL RECEIPTS AS % OF TOTAL BUDGET [C / E]

COMMENTS / FOOTNOTES:

[NOTE: Executive line departments / agencies *not* listed above reported that they did not receive 100% federal or federal matching grants in FY 2018]

1/: Inclusive of FY 2018 Compact Impact Assistance and CIP Grants ($23,691,216); if excluded, total Federal Funds is $18,481,375 and Federal Receipts as percentage (%) of Total Funds is reduced to 71%

2/: Inclusive of all appropriations made to executive line depts./agencies pursuant to P.L. 34-42 (FY 2018 Budget Act) or FY 2018 operating budgets (Autonomous / Semi-autonomous Depts./Agencies); appropriation levels are as of 9/30/2018 as reported in the Bureau's FY 2018 Appropriation Reserve Report submitted to the Guam Legislature on 10/31/2018

3/: Inclusive of State / Local Matching Funds (General Fund and/or Special Fund sources)

GOVERNMENT OF GUAM
DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES
DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT

EDDIE BAZA CALVO
GOVERNOR

RAY TENORIO
LIEUTENANT GOVERNOR

JAMES W. GILLAN
ACTING DIRECTOR

Department of Public Health and Social Services

Action Plans for operating designated state agencies and its affected Federal programs should there be reductions in the Federal receipts that the designated agencies receive.

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DIVISION OF PUBLIC HEALTH

Action Plans for operating designated state agencies and its affected Federal programs should there be reductions in the Federal receipts that the designated agencies receive.

Bureau of Nutrition Services

Federal Program	Cut/Reduced Funding	Eliminated Funding
- U.S. Department of Agriculture – Special Supplemental Program for Women, Infants, and Children - Preventive Health and Health Services Block Grant (PHHSBG) - Reduce Childhood Obesity Program (RCOP) - Lifestyle Disease Prevention and Control Program	For Administration Funding: Initiate request for availability of supplemental local funding source. Note, Program Management will initially consult federal grantor for guidance as to adverse impact to program operations; Reduce / halt overtime costs; Reduce / halt recruitment of vacant positions; Reduce expenses to include but not limited to travel / training, contractual services, office supplies, equipment, and capital outlay; Freeze salary increment of current personnel; 32-hour work week; Implement furlough / layoff procedures; For Food Funding: Reduce / halt new certifications; Reduce /program benefits;	For Administration Funding Initiate request for availability of supplemental local funding source. Note, Program Management will initially consult federal grantor for guidance as to adverse impact to program operations; Have staff profiled for other positions so they could be slotted into program that has continued funding; Consolidation/Reorganization based on functions within the division; Voluntary demotion for all current program personnel; Propose retirement for those with ≥ 25 years of service; Cease operation / discontinue services; For Food Funding: Cease operations / discontinue services;

DIVISION OF PUBLIC HEALTH
BUREAU OF COMMUNICABLE DISEASE CONTROL

Program	Cut/Reduced Funding	Eliminated Funding
Epidemiology and Laboratory Capacity (100% Federal funded FTEs)	• Terminate CLTA and contract positions. • Freeze increment schedules for current staff. • Cut back on overhead expenses such as supplies, equipment, vehicle lease, telephone costs. • Cut back on employee travel - No off-island training. • 32 hr. work week	• Initiate request for supplemental local funding. • Profile staff for other local positions • Consolidation based on each bureau program's functions • For drastic measure: Cease all operation and discontinue services
Immunization and Vaccines for Children (100% Federal funded FTEs)	• Cut back on overhead expenses such as supplies, equipment, vehicle lease, telephone costs. • Freeze increment schedules for current staff. • Cut back on employee travel - No off-island training 32 hr. work week	• Initiate request for supplemental local funding. • Profile staff for other local positions • Consolidation based on each bureau program's functions • For drastic measure: Cease all operation and discontinue services
Laboratory (4 FTE 100% Federal; 2 FTE 100% local; 1 CLTA)	• Terminate CLTA positions and cease recruitment of vacancies. • Cut back on overhead expenses such as supplies, equipment, vehicle lease, telephone costs. • Freeze increment schedules for current staff. • Cut back on employee travel - No off-island training • 32 hr. work week	• Initiate request for supplemental local funding. • Scale back on laboratory services.
Pharmacy (100% local FTEs)	• 32 hr. work week	• Initiate request for Initiate request for supplemental local funding.

		• Scale back on pharmacy services.
Public Health Emergency Preparedness (100% Federal funded FTEs)	• Cut back on overhead expenses such as supplies, equipment, vehicle lease, telephone costs. • Freeze increment schedules for current staff. • Cut back on employee travel - No off-island training • 32 hr. work week	• Profile staff for other local positions • Consolidation based on each bureau's' functions within the division. • For drastic measure: Cease all operation and discontinue services
STD/HIV (100% Federal funded FTEs)	• Cut back on overhead expenses such as supplies, equipment, vehicle lease, telephone costs. • Freeze increment schedules for current staff. • Cut back on employee travel - No off-island training • 32 hr. work week	• Initiate request for supplemental local funding. • Force Retirement for those with ≥ 25 years of service • Voluntary demotion. • Profile staff for other local positions • Consolidation based on each bureau program's functions • For drastic measure: Cease all operation and discontinue services.
Tuberculosis Disease Control (6 FTE 100% Federal; 1 FTE 100% local)	• Cut back on overhead expenses such as supplies, equipment, vehicle lease, telephone costs. • Hiring Freeze for vacant Positions and consolidate some staff functions within each bureau or temporary reorganization or consolidation of bureau's functions. • Freeze increment schedules for current staff.	• Initiate request for supplemental local funding. • Profile staff for other local positions • Consolidation based on each bureau program's functions

	• Cut back on employee travel - No off-island training • 32 hr. work week	

Department of Public Health * Social Services
Bureau of Family Health & Nursing Services
Action Plan for FY2016 to FY2017 for Federal Reduction on Grants

Grant Name:	Amount of Funding Now:	Number of Staff Funded:		Action Plan:	
		Position:	Percentage Funded:	Issues:	Plan of Action:
				•	•
Title V Maternal Child Health Program	$749.969.00	Program Coordinator IV	40% Local/60% MCH	**Personnel** **Classified positions**: - Program Coordinator IV - Community Health Nurse II (5) - Administrative Assistant (1) - Certified Nurse Aide (3) - Pharmacy Tech (1) - Medical Records Clerk (2) - SW III (2) - Administrator (1) **Operational** **Delivery of Nursing Services in the CRHC Clinic** Funding for Medical Supplies needed for the clinic and programs,	**Personnel** **Classified positions**: There **are 13 employees holding classified positions** that is funded with the grant. The local government must, in good faith, identify other funding sources (local/federal) to continue employment for these employees. If **no funding source is identified then other options for employees will be: transfer, reduction in salary/demotion** (voluntary), rights to other positions (bumping) and/or layoff. **Operational** Clinic services and hours of Clinic with the Women's Health, Child Health, Family Planning, Pregnancy Testing, STD/HIV, and Immunization will be Capped, 2-3 clinics a week, and decrease in Nurse Practitioner hours will be reduced. (More women with no prenatal care, increase in low birth weight, increase in Infant Mortality and increase in Communicable disease with no clinical services. Need to find local funding to supply the clinic or have the STD/HIV, TB, and Immunization fund the supplies needed to provide their program objectives and services. Need
		Admin. Assist.	90% Local/10% MCH		
		CHN II	40% Local/60% MCH		
		CHN II-Vacant	40% Local/60% MCH		
		CHN II- Vacant	50% Immunization/50% MCH		
		CHN II	50% Immunization/50% MCH		
		CHN II-Vacant	50% CCDF/ 50% MCH		
		CNA II	40% Local/60% MCH		
		CNA II	90% MIECHV/ 10% MCH		
		Pharmacy Tech.	40% Local/60% MCH		
		CNA II	40% FP /60% MCH		
		Medical Records	40% Local/60% MCH		
		Medical Records	40% FP /60% MCH		
		SW III	40% Local/60% MCH		
		SW III	50% MIECHV / 50% MCH		
		Administrator	10% MIECHV / 90% Local		

				Nurse Practitioner Services	programs to assist in Office, Clinic, and program supplies. If no funding from the Grants, need to identify local funding and other funding to provide for the NP services to the Women, Pregnant women, Adolescents, Children, and CSHCN clinics, **No funding, No NPs (Providers), No staff, No services provided and Clinics will be CLOSED.**
Affordable Care Act (ACA) Home Visit Program	$1,000,000.00	Program Coordinator IV	100% MIECHV	**Personnel** **Classified positions:** - Program Coordinator IV - Community Health Nurse Supervisor - Community Health Nurse II (1) - Community Health Nurse I(1) - Medical Social Worker II (1) - Medical Social Worker III (1) - Administrative Assistant	**Personnel** **Classified positions** There are seven employees holding classified positions that is funded with the grant. The local government must, in good faith, identify other funding sources (local/federal) to continue employment for these employees. If no funding source is identified then other options for employees will be: transfer, reduction in salary/demotion (voluntary), rights to other positions (bumping) and/or layoff.
		CHNS I	90% MIECHV/ 10% MCH		
		CHN I I	90% MIECHV/ 10% MCH		
		CHN I	90% MIECHV/ 10% MCH		
		CHN I-Vacant	90% MIECHV/ 10% MCH	**Classified Limited Term Appointment (CLTA)** - Community Program Aide II	There is two CLTA position that is funded with the grant. This employee will be dismissed of his/her duties due to unavailability of funds.
		SW III	50% MIECHV / 50% MCH		
		SW III	50% MIECHV / 50% MCH		
		CPA II	100% MIECHV	**Operational**	**Operational**
		CPA II	100% MIECHV		
		Data Clerk	100% MIECHV	**Delivery of Home Visiting Services to at risk families**	The CHN Supervisor and CHN I's are all trained in the evidence based model and curriculum. Home visiting services will be provided by staff, as long as they are still employed. The grant has an existing purchase order for the lease of four local vehicles. This purchase **order**
		Admin, Assist.	100% MIECHV		

				Lease of vehicles (2) **Memorandum of Understanding w/UOG CEDDERS** (data, CQI, and training and technical assistance services) **Data Consultant contract** (maintenance & refinement of atabase.	**expires 9/30/2018**. The local government is obligated to pay this and need to identify funds for this. The contract will be have to be **terminated.** The services (data, CQI and training) will be provided by the PC IV and Supervisor. Both staff are knowledgeable and trained in most of these areas. Any additional training needed will be requested from other local/federal agencies. The contract will be have to be **terminated.** Data support services will be requested from the local government's Office of Technology (IT).
Project LAUNCH	$800,000.00	Program Coordinator IV	100% LAUNCH		
		Program Coordinator III	100% LAUNCH		
		Admin. Aide	100% LAUNCH		
		Home Visitor	100% LAUNCH		
		Home Visitot			

Department of Public Health and Social Services
Division of Public Health

Bureau of Primary Care Services
Guam Community Health Centers
Title of Project (or Program): Pacific Basin Community Health Center
Grant No.: H80CS02468 Program CFDA: 93.224
Budget Period: 04/01/2018 – 03/31/2019

ACTION PLAN
Should the Federal funding be cut, reduced, or eliminated.

1. Reduce personnel costs
   2.1. Suspend recruitment of vacant positions.
   2.2. Cut outreach hours or outreach frequency. (i.e. make it quarterly instead of every other month)
   2.3. Eliminate overtime pay. Assigned RNs instead of Nurse Aides and LPNs. Stagger time schedule of the staff to limit time to 40 hours a week.
   2.4. Move other positions to Program Income.

2. Supplies Costs will be shifted to Program Income.

DIVISION OF ENVIRONMENT HEALTH

Reduced Federal Funding Operating Plan

Federal Grant	Federal Reduced Funding Operating Plan
BJA Harold Rogers Prescription Drug Monitoring Program 2016	• Staff salary/benefits will be funded locally using a combination of the Controlled Substance Diversion Fund and the General Fund. • Deliverables (equipment, supplies) not procured will be re-evaluated and based on priority will be cut or placed under local funds (Controlled Substance Diversion Fund, General Fund, Environmental Health Fund) if funding is available. • Contractual services for hosting and maintenance of the Guam PDMP database will be renegotiated with the vendor and placed on local funds. • The BJA Harold Rogers PDMP Grant is a non-continuing, competitive grant, and has not been subject to sequestration reductions in the past. We anticipate that the current grant award will not be reduced during the grant period.
BJA Harold Rogers Prescription Drug Monitoring Program 2013 (Re-Obligated Funds)	• Staff salary/benefits will be funded locally using a combination of the Controlled Substance Diversion Fund and the General Fund. • Deliverables (equipment, supplies) not procured will be re-evaluated and based on priority will be cut or placed under local funds (Controlled Substance Diversion Fund, General Fund, Environmental Health Fund) if funding is available. • Contractual services for hosting and maintenance of the Guam PDMP database will be renegotiated with the vendor and placed on local funds. • The BJA Harold Rogers PDMP Grant is a non-continuing, competitive grant, and has not been subject to sequestration reductions in the past. We anticipate that the current grant award will not be reduced during the grant period.
Technical Assistance Program (TAP) 2016	• All deliverables (contractual services, equipment, and supplies) will be re-evaluated and reduced or cut based on priority. The main project of procuring contractual services to transition PHPRO to FileMaker will be funded using the General Fund or Environmental Health Fund. Based on availability of funds, all other items that are re-evaluated and deemed to be a necessity will be funded using local funds as well. • The TAP Grant is a non-continuing, competitive grant, and has not been subject to sequestration reductions in the past. We anticipate that the current grant award will not be reduced during the grant period.

DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES
DIVISION OF SENIOR CITIZENS
Action Plan in Response to Federal Dollars Cut, Reduced or Eliminated for Aging Services (12.14.18)

For both, personnel and operations, the degree of cut, reduction or full elimination of federal funds will dictate the next steps the Division of Senior Citizens, the Division, will take. If cuts/reduction or elimination of federal dollars is experienced, the Division will provide services to the degree funds are able to. The clients to be provided services will be those identified to be in greatest social-economic need.

In terms of personnel, seven (7) positions are partially funded with federal dollars as follows:

1. Senior Citizens Administrator (6600)
2. Management Analyst IV (6601) (Vacant)
3. Administrative Assistant (6604)
4. Program Coordinator IV (6282)
5. Program Coordinator III (6609) (Vacant)
6. Program Coordinator III (6472) (Vacant)
7. Social Worker III (6612)

The Division is understaffed and to eliminate positions will only increase the daily demands placed on the remaining staff who are striving to keep programs and their services afloat and functional Any additional assignments due to a reduction in staff will only agitate the stress level wherein it may result in staff not reporting to work, increased turnaround time from two weeks to six to eight weeks if not more, and inevitably, staff opting to transfer to a job where they could get job satisfaction as their job tasks are manageable. As of December 14, 2018, two Bureaus, the Bureau of Community Support is manned with 1 of 3 staff, 2 vacancies; and the Bureau of Program Administration and Development is manned with 2 of 6 staff, 4 vacancies. And by December 21, 2018, the Bureau of Adult Protective Services will be manned with 3 of 4 due to the retirement of the Bureau's supervisor on December 21, 2018. On this date, December 21, 2018, at the close of business, the Division will be operating with 9 of 18 funded positions or 50% filled and 50% vacancy of funded positions.

In the case of federal funds being eliminated, we will either scale back or discontinue the program services that the eliminated or reduced programs funds are earmarked for. However, if local resources are able to continue the program service at the current level, this will be done.

Further, the Division has incorporated into its agreements with various providers of services for senior citizens and the caregiver program a Prioritization of Services (POS) system. The POS is in place and will be used to determine the clients in greatest need. The entire list of current and eligible clients will be put into a single list and once ranked based on the factors in the POS system, the clients in greatest need will be provided services. This system focuses on need and not when a client was first enrolled into program services. Once activated, a client who has been receiving services for five years may find themselves with reduced to no service(s) as a client junior to the one with five years of services has a documented greater need, thus, the client or clients in greatest need will be the ones to receive services.

The total amount of federal dollars for both personnel and program services is illustrated in **Table 1. Federal Dollars for FY 2018, FY 2017 and FY 2016**.

Table 1. Federal Dollars:

	FY 18	FY 17	FY 16
State Office *Funds drawn from Supportive Services	$ 164,249	$ 148,170	$ 147,617
Bureau of Adult Protective Services 1. Ombudsman Program $42,026 (FY 18) 2. Elder Abuse $11,855 (FY 18)	$ 53,881	$ 51,392	$ 51,394
Bureau of Community Support 1. State Health Insurance Assistance Program (Guam SHIP) 2. Senior Medicare Patrol Project (Guam SMP)	$ 46,345 $ 95,000	$ 44,898 $ 100,623	$ 42,914 $ 95,831
Bureau of Program Administration and Development 1. Supportive Services*: $791,262 a. Adult Day Care b. Case Management c. In-Home Services d. Legal Assistance Services e. Senior Center Operations f. Transportation Services 2. Elderly Nutrition Program: Congregate: $727,652 3. Elderly Nutrition Program: Home-Delivered: $1,092,718 4. Preventive Health: $61,552 5. National Family Caregiver Support Program: $447,548	$ 3,120,732	$ 2,819,439	$ 2,812,524
6. Nutrition Services Incentive Program	$ 413,311	$ 400,139	$ 406,456
TOTAL	$ 3,893,518	$ 3,564,661	$ 3,556,736

Bureau of Adult Protective Services (BAPS)

The Bureau of Adult Protective Services of the Division of Senior Citizens receives two (2) grants from the Administration for Community Living (ACL) under Title VII Allotments for Vulnerable Elder Rights Protection activities, namely, the Long Term Care Ombudsman and Elder Abuse Prevention Programs. In the event federal funding from ACL is cut, reduced or eliminated:

- The total award for Ombudsman is $42,026 of which 70% or $29,628 partially funds one (1) Social Worker position within BAPS. In terms of the total cost of this position, federal funds pay 40% or $29,628 while local funds pay 60% or $43,677 of this position for a total of $73,305, salaries and benefits. A reduction or elimination of federal funds will impact the funding of this position,

resulting in the need to increase the local portion from 60% to upwards of 100% of local funds to fund the position.

- The Social Worker III currently in this position serves as the Long-Term Care Ombudsman and services elderly clients/residents in nursing and Long-Term Care facilities such St. Dominic's Senior Care Home, GMHA Skilled Nursing Unit, and the three (3) Adult Day Care Centers.

- The total award for Elder Abuse is $11,855 of which approximately 12% or $1,423 partially funds the Social Services Supervisor I position. In terms of the total cost of this position, federal funds pay approximately 2% or $1,423 while local funds pay 98/% or $81,633 of this position for a total of $83,056. A reduction or elimination of federal funds will impact the funding of this position, resulting in an increase from 98% to 100% of local funds to fund the position.

- Additionally, Title VII federal funds received under the Ombudsman and Elder Abuse Prevention Programs are used for printing of information and education brochures for the BAPS and Ombudsman programs, off-island training to build staff capacity, ability to purchase desk top units that allow social workers to complete their investigations on more efficient and updated desk top units, and other program needs such as, purchasing office supplies and equipment.

BAPS will still be able conduct awareness presentations at the above facilities and participate in outreach activities, however, not to the extent it currently provides. Ombudsman visits to these facilities will be reduced from monthly visits by the Ombudsman to quarterly visits. Additionally, printing of information brochures, purchasing needed supplies and equipment, off-island training for staff will also be impacted and likely reduced or eliminated based on the availability of local funds appropriated to this Bureau.

Bureau of Community Support (BCS)

The Bureau of Community of the Division of Senior Citizens receives two (2) grants from Administration for Community Living (ACL), the *Senior Medicare Patrol Project (SMP*) and the *State Health Insurance Assistance Program (SHIP.)* If federal funding from ACL is cut, reduced or eliminated, three (3) positions within BCS will be directly impacted.

- The total award for *SMP* is $95,000 of which approximately 50.57% or $48,042 partially funds one Program Coordinator IV and two (2) Program Coordinator III positions within BCS.

- The total award for *SHIP* is $46,345 of which approximately 73% or $33,832 partially funds two (2) Program Coordinator III positions within BCS.

- If funds were reduced (cut) or eliminated, local funds in the amount of $81,874 would be required to fund one Program Coordinator IV and two Program Coordinator III positions of this Bureau.

BCS will still be able to service the island's Medicare beneficiaries with Medicare information and counseling. Further needs can be met through the Bureau's Information, Referral and Assistance (IR&A) responsibilities, but it would not be able to maintain the same level of Medicare based activities currently provided without receipt of federal funding. Without local funds to bear the cost of the two

Program Coordinator III positions, beneficiaries would have to wait several weeks to be assisted with Medicare related inquiries.

Further, BCS would rely on the Title III Case Management Services (CMS) program who provides services to seniors age 60 and older to also assist those with Medicare inquires and issues as part of their duties is to provide information to older individuals who are in need of a variety of assistance, such as medical care, welfare programs, housing and legal. However, those under 60 with Medicare would not be able to obtain assistance from CMS because they do not meet the age requirement to be served under this program. These individuals would be referred to 1-800-Medicare or to www.medicare.gov to obtain Medicare information and assistance or to the Department of Integrated Services for Individuals with a Disability (DISID), as appropriate.

Bureau of Program Administration and Development (BPAD)

The Bureau of Program Administration and Development, the Bureau, is responsible for managing 11 programs serving the seniors, their families and the caregivers of Guam.

Staffing: As of December 14, 2018, the Bureau is currently staffed with one (1) Program Coordinator IV and one (1) Program Coordinator IIIs. Four (4) positions are earmarked to be recruited this fiscal year, a Program Coordinator IV and a three (3) Program Coordinator III's. The positions to be recruited are as follows:

1. Program Coordinator IV (6912)
2. Program Coordinator III (6917)
3. Program Coordinator III (6505)
4. Program Coordinator III (6201)

Programs Impacted: State Office on Aging Personnel and Fringe and six (6) Home and Community Based Programs funded through a combination of federal-local matched funds (Maintenance of Effort MOE) and local overmatch funds. The chart below illustrates the break-down of programs for the Bureau.

Programs	Local Overmatch	Federal MOE	Federal 100%
State Office on Aging	✓	✓	
Title III B: Supportive Services	✓	✓	
Title III C1: Elderly Nutrition Program, Congregate Meals		✓	
Title III C2: Home-Delivered Meals Program	✓	✓	
Title III D: Preventive Health			✓
Title III E: National Family Caregiver Support Program		✓	
Nutrition Services Incentive Program			✓

Title III-B Supportive Services is comprised of the following:

1) Adult Day Care (ADC)
There are three (3) ADC Centers which provides care for dependent adults in a supervised, protective setting during some portion of a day. The services are provided to older adults who are unable to function at home without supportive services and who do not need 24-hour care; who are not suitable for participation at a Senior Citizens Center. Activities are individualized and consider the education, social, therapeutic, spiritual, and recreational needs of the older individual. The program provides respite to caregivers and allows working family members who are part of the client's support system to remain gainfully employed. The program provides respite to the caregiver and family, thus allowing them to destress for a period of time which enables them to continue in their role as caregivers; to provide care to their loved one within their home.

2) Case Management Services (CMS)
The CMS program provides Case Management Services to elderly individuals in a systematic process of assessment and reassessment, planning, service and care coordination, referral, and monitoring whereby multiple service needs of clients are met with available resources, and unmet needs identified. The clients served in this program are 60 years of age and older.

The CMS program serves as the point of entry for the Adult Day Care, In-Home Services and Elderly Nutrition Program Home-Delivered Meals component. Other services provided include, but is not limited to providing information and referral, assistance in applying for public assistance (housing, welfare, Medicaid, MIP, legal services, etc.), assisted transportation, money management, and picking up medications.

3) In-Home Services (IHS)
The IHS program provides assistance to frail individuals who are without a caretaker and are at risk of institutionalization due to limitations on their ability to function independently, as well as to frail individuals who have a caretaker, but who may need additional assistance with personal care, homemaker and chore services at home. This program is an essential part of the overall support that caregivers and those seniors without a caregiver and are able to remain at home with some formal support system to assist them in their desire to stay in their homes. The program also assist caregivers keep their senior family member at home and prevents premature institutionalization, abuse and off-island placements for those with and without caregivers.

4) Legal Assistance Services (LAS)
The LAS provides legal advice and representation by an attorney to older individuals with economic or social needs and includes to the extent feasible, counseling or other appropriate assistance by a paralegal or law student under the direct supervision of an attorney; and counseling or representation by a non-lawyer where permitted by law to approximately 300 eligible older individuals.

5) Senior Center Operations (SCO)
The SCO program provides services designed to enable older individuals attain and maintain physical and mental well-being by addressing their physical, social, psychological, economic, educational, and recreational and health needs. The 12 Senior Citizens' Centers are located in the

villages of Agana Heights, Agat, Astumbo, Dededo, Inarajan, Mangilao, Merizo, Santa Rita, Sinajana, Tamuning, Yigo, and Yona/Talofofo.

SCO services are available to individuals, age 60 years or older and their spouse below age 60, provided the spouse is accompanying the participating senior. Each Center offers participants a broad spectrum of services and activities, which at a minimum, include information and assistance, disease prevention and health promotion activities, health and wellness programs, recreational opportunities, arts programs, volunteer opportunities, educational opportunities, multi-generational activities, social and community interaction opportunities, activities to support annual Senior Citizens' Month Celebrations, and other special activities and services.

6) Transportation Services Program (TSP)
The TSP provides transportation services to older persons who are unable to operate a vehicle or have no mode of transportation to enable them to gain mobility and independence in accessing essential services. Persons who are frail, homebound by reason of illness or incapacitating disability, or otherwise isolated, are given priority in the delivery of transportation services. The TSP consists of two (2) service components:

a) *Fixed - Transportation (General).* This is a door-to-door service that provides transportation for the senior from their home to one of the 12 Senior Citizens' Centers and three (3) Adult Day Care Centers, with a return trip home upon conclusion of the day's activities. This service applies to all adults, age 60 years and older and their accompanying spouse. Many of these persons would be homebound with no means of transportation without this service.

b) *Non-Fixed - Assisted Transportation.* The Assisted Transportation service provides assistance, including escort, to a senior who has difficulties (physical or cognitive) using regular vehicle transportation. This service provides transportation from their homes to specifically requested medical services such as: doctor's appointments, lab tests, therapy, pick up of prescriptions, dental appointments, and access to medical-related services (i.e., Medicare, Medicaid).

Title IIIC-1 and C-2: Elderly Nutrition Program:
This program ensures the provision of a hot, nutritious meal that meets a minimum of 33 and 1/3 percent of the current daily Recommended Dietary Allowance (RDA), as established by the Food and Nutrition Board of the National Academy of Sciences, National Research Council.

7) Elderly Nutrition Program, Congregate (C1)
ENP C1 services are provided to individuals age 60 years or older and their spouse, regardless of age, if accompanying the senior, in a congregate setting Monday through Friday, except on 10 recognized holidays in compliance with the U.S. Department of Labor Wage and Hour for Guam. There are 15 Congregate Sites comprised of 12 Senior Citizens Centers and three (3) Adult Day Care Centers.

8) Elderly Nutrition Program, Home-Delivered (C2)
The ENP C2 provides nutrition services island-wide to individuals age sixty (60) years or older who are home-bound and have difficulty performing at least two (2) Activities of Daily Living and their spouse who serves as a primary caregiver regardless of age, in a home setting Monday through Sunday, except on 10 recognized holidays in compliance with the U.S. Department of

Labor Wage and Hour for Guam. Home-Delivered meals are served 355 days of the year.

9) **Title III-D: Preventive Health**
The Preventive Health services are provided at pre-selected Senior Citizens Centers and/or Adult Day Care Centers. The objectives are to provide older individuals with opportunities for increased life expectancy and improved health and quality of life, and to enhance access to public and private programs that promote physical and mental well-being utilizing evidence-based programs approved by the Administration for Community Living.

10) **Title III-E: National Family Caregiver Support Program (NFCSP)**
The NFCSP provides support services to families and older individuals that are relative caregivers caring for their frail elderly family members and to grandparents or older individuals who are relative caregivers of children who are 18 and under or adults with disability. The NFCSP provides the five (5) basic services required by the Older Americans Act (OAA), as amended in 2006, as follows:

a) Information Services: information to caregivers about available services;
b) Access Assistance: assistance to caregivers in gaining access to supportive services;
c) Counseling: individual counseling, which includes organization of support groups, and caregiver training to caregivers to assist the caregivers in making decisions and solving problems relating to their care giving roles;
d) Respite Care: respite care to enable caregivers to be temporarily relieved from their care giving responsibilities; and
e) Supplemental services, on a limited basis, to complement the care provided by caregivers.

11) **Nutrition Services Incentive Program (NSIP)**
The Nutrition Services Incentive Program (NSIP) provides meals served in compliance with all the requirements of the OAA, which means at a minimum that: 1) it has been served to a participant who is eligible under the OAA and has NOT been means-tested for participation; 2) it is compliant with the nutrition requirements; 3) it is served by an eligible agency; and 4) it is served to an individual who has an opportunity to contribute.

Impact: Federal Funding Reduction to Title III

The charts that follow provide the projection of home and community based programs and the impact of federal funding cuts/reduction or elimination will have on clients projected to be served in FY18. Additionally, any impact will impact contract funds which may result in projected budgets being reduced.

	Title III-B Supportive Services Programs		Federal Projection			
		FY 16 Clients Served	Reduction of Clients	FY 18 Clients	% of Clients Reduced	Reduction of Federal Funding
1.	Adult Day Care Services	150	17	133	12%	$ 158,550
2.	In-Home Services	549	62	487	11%	$ 149,539
3.	Case Management Services	2,220	263	1,957	12%	$ 69,592
4.	Legal Assistance Services	153	16	137	11%	$ 20,570

5.	Transportation Services	722	77	645	11%	$	233,815
6.	Senior Center Operations	1,258	154	1,104	12%	$	80,936
7.	TOTAL	5,052	589	4,463	12%	$	713,002

	Title III-C: Elderly Nutrition Programs		Federal Projection			
		FY 16 Clients Served	Reduction of Clients	FY 18 Clients	% of Clients Reduced	Reduction of Federal Funding
8.	Congregate Meals	1,275	206	1,069	16%	$ 667,572
9.	Home Delivered Meals**	1,758	1,044	714	59%	$ 1,006,733

	Programs		Federal Projection			
		FY 16 Clients Served	Reduction of Clients	FY 18 Clients	% of Clients Reduced	Reduction of Federal Funding
10.	Preventive Health	27	27	0	100%	$ 49,232
11.	National Family Caregiver Support Program	401	301	100	75%	$ 373,684
12.	Nutrition Services Incentive Program	226**	226	0	100%	$ 406,456

The data above serves as the gauge as to what the impact will be on the number of clients affected by a reduction of federal funding. For years, the Division has operated on level funding, therefore, it is not anticipated that the degree of impact would significantly increase or decrease within two fiscal years, FY 16 and FY17. And, in terms of FY 18 data, the data for this fiscal year is being reconciled.

In the event federal funding is cut/reduced and/or eliminated, the Division of Senior Citizens will activate the Prioritization of Services for all contracts. Once activated, clients will be weighed and listed based on pre-determined variables to identify the clients in greatest social-economic need. Those in greatest social-economic need will be provided services in ranking order. The services of those programs that are 100% federally funded may appear to continue under local resources, such as evidence-based Preventive Health activities or providing information to Medicare beneficiaries. Where it will become apparent are those services in which the number of hours services are provided are reduced, longer waiting periods to be assessed for services, or clients are removed entirely from program services. In a similar way, Medicare activities will be available, but not at the intensity or degree it is today given the reduction or elimination of federal dollars that once supported a more robust presence of Medicare activities, i.e. one-to-one counseling.

Should you have any questions or need additional information, please contact Mr. Arthur San Agustin at arthur.sanagustin@dphss.guam.gov or Ms. Charlene D. San Nicolas at charlene.sannicolas@dphss.guam.gov or they may be reach at 735-7415/7421.

DIVISION OF PUBLIC WELFARE
ACTION PLANS

Bureau of Economic Security (BES)

Program	Cut/Reduced Funding	Eliminated Funding
Supplemental Nutrition Assistance Program (SNAP) (50% Federal/50% Local)	• Hiring Freeze for some vacant Positions. • Reduction on procurement of office supplies and equipment. • Freeze increment schedules for current staff. • 32 hr. work week • Cutback on off-island travels.	• Initiate request for supplemental local funding. and reduce the income guideline based on local budget appropriation • Voluntary demotion. • Have staff profiled for other positions so they could be slotted into program that has continued funding. • Consolidation/Reorganization based on current bureau's functions. • For drastic measure: Cease all operation and discontinue services.
Temporary Assistance for Needy Families (TANF) (100% Federal)	• Hiring Freeze for some vacant Positions. • Reduction on procurement of office supplies and equipment. • Freeze increment schedules for current staff. • 32 hr. work week • Cutback on off-island travels	• Initiate request for supplemental local funding and reduce the income guideline based on local budget appropriation • Voluntary demotion. • Have staff profiled for other positions so they could be slotted into program that has continued funding. • Consolidation/Reorganization based on current bureau's functions. • For drastic measure: Cease all operation and discontinue services.
Adult Programs (OAA, AB, APTD) (75% Federal/25% Local)	• Hiring Freeze for some vacant Positions. • Reduction on procurement of office supplies and equipment.	• Initiate request for supplemental local funding and reduce the income guideline based on local budget appropriation • Voluntary demotion.

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	• Freeze increment schedules for current staff. • 32 hr. work week • Cutback on off-island travels	• Have staff profiled for other positions so they could be slotted into program that has continued funding. • Consolidation/Reorganization based on current bureau's functions. • For drastic measure: Cease all operation and discontinue services.

Bureau of Management Support (BMS)

Program	Cut/Reduced Funding	Eliminated Funding
Supplemental Nutrition Assistance Program (SNAP) (50% Federal/50% Local)	• Cut back on overhead expenses such as supplies, equipment, telephone costs • Hiring freeze for vacant positions and consolidate some staff functions within each bureau or temporary reorganization or consolidation of bureau's functions within the division • Freeze increment schedules for current staff • Cut back on employee travel - No off-island training • 32 hr. work week	• Initiate request for supplemental local funding and reduce the income guideline based on local budget appropriation • Force Retirement for those with ≥ 25 years of service • Voluntary demotion • Have staff profiled for other positions so they could be slotted into program that has continued funding • Consolidation/Reorganization based on each bureau's' functions within the division • For drastic measures: Cease all operation and discontinue services
Temporary Assistance for Needy Families (TANF) (100% Federal)	• Cut back on overhead expenses such as supplies, equipment, telephone costs • Hiring freeze for vacant positions and consolidate some staff functions within each bureau or temporary reorganization or consolidation of bureau's functions	• Initiate request for • supplemental local funding and reduce the income guideline based on local budget appropriation • Force Retirement for those with ≥ 25 years of service • Voluntary demotion • Have staff profiled for other positions so they could be slotted into program that has

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	within the division • Freeze increment schedules for current staff • Cut back on employee travel - No off-island training • 32 hr. work week	continued funding • Consolidation/Reorganization based on each bureau's' functions within the division • For drastic measures: Cease all operation and discontinue services
Child Care Development Fund (CCDF) (100% Federal)	• Cut back on overhead expenses such as supplies, equipment, telephone costs • Hiring freeze for vacant positions and consolidate some staff functions within each bureau or temporary reorganization or consolidation of bureau's functions within the division • Freeze increment schedules for current staff • Cut back on employee travel - No off-island training • 32 hr. work week • Amend state Plan to decrease program benefit	• Initiate request for supplemental local funding • Force Retirement for those with ≥ 25 years of service • Voluntary demotion • Have staff profiled for other positions so they could be slotted into program that has continued funding • Consolidation/Reorganization based on each bureau's' functions within the division • For drastic measures: Cease all operation and discontinue services

Bureau of Social Services Administration (BOSSA)

Program	Cut/Reduced Funding	Eliminated Funding
Title XX, Consolidated Block Grant Program (100% Federal)	• Cut back on overhead expenses such as supplies, equipment, vehicle cleaning, telephone costs, copier machines, CCTV system, PA system, cleaning of office furniture, printing, advertising, and office uniforms.	• Initiate request for supplemental local funding • Force retirement for those with ≥ 25 years of service • Voluntary demotion, transfer, layoff, bumping of staff

	• Cut back on office rental. Look for cheaper and smaller office space. • Cut back on staff training • Cut back or eliminate expenses for professional membership fees, on-call therapist for staff, and foster parent training. Cuts in supplies mean decreases in emergency supplies for children. We will work with the families we serve by having them help to pay for the needs of children while under our care. Look into no-cost online training courses for foster parents. • Hiring freeze for vacant positions and consolidate some staff functions within each bureau or temporary reorganization or consolidation of bureau's functions within the division. Family Preservation (FP) services will be scaled back to the degree that funds are cut, and the FP Social Worker can work on Child Protective Services (CPS) cases, as well as adoption and custody cases. In the event of a severe shortage of direct services staff needed to comply with the mandates of the Guam Child Protective Act, the bureau will utilize administrative staff and Homemakers to assist with CPS intake while Social Workers focus on interviewing, case assessments,	• Have staff profiled for other positions so they could be slotted into program that has continued funding • Consolidation/Reorganization based on each bureau's functions within the division • For drastic measure: Cease all operations and discontinue services

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	investigations, and case management. Social Workers from other units may also be tasked to work on CPS cases in order to meet our mandates. Scale back or make adjustments on CPS timelines/deadlines indicated on SOPs, and on work flow deadlines, to the degree that funds are reduced. Streamline or eliminate non-workflow functions and bureau processes, i.e. prioritize only those reports that are absolutely necessary across all programs. Program monitoring for contracted social services (emergency shelters for victims of family violence and child abuse and neglect, and emergency shelters for the homeless) shall be cut back from quarterly monitoring to twice a year. • Freeze increment schedules for current staff. • Cut back on employee travel. No off-island training. • 32-hour work week.	

Bureau of Health Care Financing Administration (BHCFA)

Program	Cut/Reduced Funding	Eliminated Funding
Medicaid Assistance Program (Admin: 50% /50%) Payments: Regular MAP (55% /45%) Childless Adults (90% /10%)	• Cut back on overhead expenses such as supplies, equipment, vehicle lease, telephone costs. • Hiring Freeze for vacant positions and consolidate some staff functions within each bureau or temporary	• Initiate request for supplemental local funding and reduce the income guideline based on budget appropriated. • Force Retirement for those with ≥ 25 years of service • Voluntary demotion.

	reorganization or consolidation of bureau's functions within the division. • Freeze increment schedules for current staff. • Cut back on employee travel - No off-island training • 32 hr. work week • Amend Medicaid State Plan to reduce program benefits or decrease the program income guideline	• Have staff profiled for other positions so they could be slotted into program that has continued funding. • Consolidation/Reorganization based on each bureau's' functions within the division. • For drastic measure: Cease all operation and discontinue services.
Children Health Insurance Program (91.5% Federal/8.5% Local)	• Cut back on overhead expenses such as supplies, equipment, vehicle lease, telephone costs. • Hiring Freeze for vacant positions and consolidate some staff functions within each bureau or temporary reorganization or consolidation of bureau's functions within the division. • Freeze increment schedules for current staff. • Cut back on employee travel - No off-island training • 32 hr. work week • Amend Medicaid State Plan to reduce program benefits or decrease the program income guideline	• Initiate request for supplemental local funding and reduce the income guideline based on budget appropriated. • Force Retirement for those with ≥ 25 years of service • Voluntary demotion. • Have staff profiled for other positions so they could be slotted into program that has continued funding. • Consolidation/Reorganization based on each bureau's' functions within the division. • For drastic measure: Cease all operation and discontinue services.
Medicaid-HIT Admin: 90%/10% Payments: 100%	• Cut back on overhead expenses such as supplies, equipment, vehicle lease, telephone costs. • Hiring Freeze for vacant • Positions and consolidate some staff functions within each bureau or temporary reorganization or consolidation of bureau's	• Voluntary demotion • Have staff profiled for other positions so they could be slotted into program that has continued funding • Cease operation and discontinue services

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	functions within the division. • Freeze increment schedules for current staff. • Cut back on employee travel - No off-island training • 32 hr. work week	

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