The Administration for Community Living (ACL) has awarded funding from the Coronavirus Aid, Relief and Economic Security Act, or CARES Act, to support family caregivers providing care to people age 60+, as well as those caring for someone of any age with dementia. Grandparents and relatives living with and providing care for children under age 18 also qualify as caregivers. More than 65 million people in the US are considered family caregivers. Without support, many family caregivers experience burnout and declining health, particularly during this stressful time of the COVID-19 pandemic.

**Service Categories**

There are five categories of services available to support caregivers. These include:

1. **Information** – Public information and educational programs, community events, and program promotion.
2. **Assistance with Access** – Caregiver resource consultation, assistance, and emergency preparedness planning.
3. **Caregiver Counseling, Support Groups and Training** – Includes all caregiver support groups and educational training programs, such as *Powerful Tools for Caregivers*.
4. **Respite Care** – Community respite, in-home respite, older relative caregivers’ day and hourly respite.
5. **Supplemental Services** – Incontinence supplies, liquid nutrition supplements, home modifications, assistive technology, handy man/yard work, personal emergency response systems, miscellaneous errands and delivery services, emergency food boxes, cleaning supplies, and other similar services.

**Eligibility Requirements for Caregivers, Including Definition of “Frail” for Care Recipients**

The following specific populations of family caregivers are eligible to receive services:

- Adult family members or other informal caregivers age 18 and older providing care to individuals 60 years of age and older;
- Adult family members or other informal caregivers age 18 and older providing care to individuals of any age with Alzheimer’s disease and related disorders;
- Grandparents and other relatives (not birth or adoptive parents) 55 years of age and older providing care to children under the age of 18;
- Grandparents and other relatives 55 years of age and older providing care to adults age 18-59 with disabilities.
In addition to the eligibility presented above, the care recipient must meet the definition of “frail.” Frail means that the older individual is determined to be functionally impaired because the individual:

- Is unable to perform at least two activities of daily living without substantial human assistance, including verbal reminding, physical cueing, or supervision; or
- Due to a cognitive or other mental impairment, requires substantial supervision because the individual behaves in a manner that poses a serious health or safety hazard to the individual or to another individual.

**Reporting and Documentation Requirements**

Grantees will receive training on documentation required.

**Reimbursement**

Services provided by CARES Act funds will be reimbursed on a monthly basis through the state’s Aging Resource Management System (ARMS). Reimbursement is dependent upon accurate reporting of service data.

**Consumer Contribution Expectations**

The agency will maintain the required consumer contributions forms and documentation as specified in the “Division of Aging and Adult Services Manual – Consumer Contributions Policy and Procedures” (February 2013).

**Monitoring**

All services provided by CARES Act funds will be monitored by the PTRC Area Agency on Aging (PTRC AAA) according to a timeline that will be established by the North Carolina Division of Aging and Adult Services. Monitoring will be conducted following the “PTRC AAA Policies and Procedures For Monitoring” (November 2016) which also addresses the required monitoring of any subcontractors used to furnish services.

**Confidentiality and Security**

Client information in any format, whether recorded or not, shall be kept confidential and not disclosed in a form that identifies the person without the informed consent of the person or legal representative. Community service providers, including subcontractors and vendors, must adhere to all applicable federal, state, and departmental requirements for protecting the security and confidentiality of client information. This includes, but is not limited to appropriately restricting access, establishing procedures to reduce the risk of accidental disclosures from data processing systems, and developing a process by which the North Carolina Division of Aging and Adult Services is notified of suspected or confirmed security incidents and data breaches.
**Record Retention and Disposition**

All grant recipients are responsible for maintaining custody of records and documentation to support the allowable expenditure of funds, service provision, and the reimbursement of services, and grant recipients must adhere to the approved record retention and disposition schedule posted semiannually on the website of the NC Department of Health and Human Services (DHHS) Controller at:

https://www.ncdhhs.gov/about/administrative-offices/office-controller/records-retention

Service providers are not authorized to destroy records related to the provision of services under this Agreement except in compliance with the approved DHHS retention and disposition schedule, which allows for the proper destruction of records based on a schedule by funding source and fiscal year. Confidential records will be destroyed in such a manner that the records cannot be practically read or reconstructed.