



GRETCHEN WHITMER
GOVERNOR

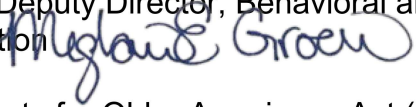
STATE OF MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

ELIZABETH HERTEL
DIRECTOR

MEMORANDUM

DATE: November 6, 2024

TO: Area Agency on Aging (AAA) Directors

FROM: Meghan E. Groen, Senior Deputy Director, Behavioral and Physical Health and Aging Services Administration 

SUBJECT: Data Reporting Requirements for Older Americans Act (OAA) Title III-D Funds

**TRANSMITTAL LETTER #2025-480
(Replaces TL#2022-480)**

The Michigan Department of Health and Human Services, Bureau of Aging, Community Living, and Supports (ACLS Bureau), is required to collect data from programs funded with OAA Title III-D funds. This is a transmittal letter to update the AAAs regarding the data collection and reporting process for Title III-D funding.

Effective October 1, 2024, data collected for evidence-based disease prevention (EBDP) programs must be submitted to BPHASA bi-annually upon completion of the program through the process outlined in the attached documents. This data collection will facilitate enhanced reporting of the scope and reach of wellness and self-management programs. It will also align with National Aging Program Information System (NAPIS) reporting requirements for OAA Title III-D disease prevention and health promotion programs. The data will be compared to the programs listed in the Annual Implementation Plans (AIP).

Please refer to the attached reporting instructions for additional information. If you have questions, please contact Kayla Smith, Health Promotion and Wellness Coordinator, at SmithK138@michigan.gov.

MEG:ks

Attachments

- c: Scott Wamsley, Director, ACLS Bureau
Kristina Leonardi, Director, Aging & Community Services Division
Cindy Masterson, Director, Operations & Aging Network Support Division
Nick Drzal, Manager, Health Promotion & Active Aging Section
Kayla Smith, Health Promotion and Wellness Coordinator
Aging Network Support Section