



CDBG
Small Cities Program

Management Memorandum
Bulletin Number: 2008-002 Rev.

To: Small Cities Grantees and Interested Parties

Date: May 30, 2008

From: Lawrence Lusardi, Executive Director,
Office of Municipal Development

Subject: Update of Senior Center Policy (Initial Policy 3/13/08)

At this time the CT. Department of Economic and Community Development (DECD) is providing an update to the Senior Center Policy Statement in response to questions that have been received. You will find the previous policy under our website bulletins #2008-002.

- The previous bulletin will apply to grants beginning with the 2008 federal funding allocation. Communities with contracts to create or expand senior centers using Small Cities Program funds that pre-date the above policy effective date should follow requirements in effect at that time. Some of the items in the recent policy statement have been in effect for some time, others are more recent.
- The DECD attempted to address issues encountered at the local level with the management and operations of the funded senior center facilities. Going forward, DECD will not require a specific level of staffing or hours of operation but will review operating plans prepared locally to ensure that the facility meets local senior center needs. Operating plans should include how the center will be staffed to meet the needs of local seniors during the hours of operation desired by the senior citizen population. Towns must demonstrate best efforts in implementing all U.S. Department of Housing and Urban Development (HUD) policies and in ensuring that public dollars are put to appropriate use.
- The bulletin was also an attempt to respond to HUD questions on reasonable age of senior citizens for Small Cities Program funded senior center facilities and on the useful life of these facilities. Definitions were established in these areas to comply with the federal government's requirements. The minimum age of 60 and the useful

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life definitions were developed after extensive research of state and federal statutes and common practice found in the industry. After review of comments through this amended policy statement we are adjusting the 25 year useful life provision to 20 years. The age definition remains at 60.

DECD hopes that this update addresses questions on the purpose of the policy statement and makes changes in certain areas to make the policy more workable at the local level. If you have additional questions, please contact your DECD program representative or Veronica Hunter, the Small Cities Program manager, at (860) 270-8236 or at veronica.hunter@ct.gov.