

GLOSSARY

AoA (Administration on Aging)—An operating unit within the U.S. Department of Health and Human Services that oversees the administration of the Older Americans Act (OAA) programs.

CDBG (Community Development Block Grant)—A federal grant that supports various activities within DHR.

CMS (Centers for Medicare and Medicaid Services)—An operating unit within the United States Department of Health and Human Services that oversees the administration of the Medicare and Medicaid programs.

HBO (House Budget Office)—The office that works with the Georgia House of Representatives to review the Governor's proposed budgets and provides input on budget for the State.

HCBW (Home and Community Based Waiver)—Exceptions granted to individuals to allow them to live in their own home or in a community setting and receive specialized services that allow them to continue to live in the community rather than having to be receive those services in an institution such as a hospital or a nursing home.

MOE (Maintenance of Effort)—A federal requirement that is attached to the receipt of federal funds, such as TANF, that a state must spend at least a certain amount of state funds on the persons that the targeted federal funds are supposed to help. For example, Georgia must show its MOE in spending state money to help needy families each year in order to draw down TANF money.

MUST DO = Outcomes you must achieve. For purposes of budget building, it is those services we are required to deliver, provide by any of the following: state statute, rule, regulation or requirement; federal statute, rule, regulation or requirement; grant or contractual obligations that extend through FY10 at a minimum; court orders, minimum requirements of consent decrees.

NET (Non Emergency Transportation) -- A Medicaid program administered by the Department of Community Health. This program provides necessary transportation to and from Medicaid-covered services in the least expensive form available and appropriate for the client; to the nearest qualified provider; if no other transportation resource is available free of charge. DHR coordinates with the NET program to provide transportation services to its customers and consumers.

NICE TO DO = Outcomes you would like to achieve. For purposes of budget building, it is those other activities that support your mission but are less critical; those services beyond the needed and necessary state, federal, grant or contractual requirements and those strategic initiatives that do not significantly move the 5 DHR organizational goals.

OIG (Office of the Inspector General)—The person or office designated to provide independent review of a program or activity to determine whether program or activity was operating in accordance with required standards.

OPB (Office of Planning and Budget)—The Governor's office that is charged with the responsibility of preparing the Governor's budget for the State of Georgia that is presented to the legislature. In connection with this responsibility, OPB receives proposed budgets with sets requirements for all state agencies to follow in submitting the proposed budgets for the agencies.

SBO (Senate Budget Office)-- The office that works with the Georgia Senate to review the Governor's proposed budgets and provides input on budget for the State. Staff from this office work closely with the Senate Appropriations Committee.

SHOULD DO = Outcomes you should achieve that are strategic initiatives and involve services that extend beyond the minimum requirements of the "Must Do's" (i.e. Social Obligations) ; strategic initiatives that significantly move the 5 DHR organizational goals or are in alignment with legislative intent.

SSBG (Social Services Block Grant)—A federal grant program that funds various activities in DHR.

STATE MATCH = The state money that must be contributed (matched) by the state to receive the federal funds. The amount of the state match required will vary depending on the federal funding source. Some federal fund sources require the state to match the federal dollars one to one, other federal funds will require the state to put in \$1 (state) to get \$2 (federal) back.

TANF = Temporary Assistance to Needy Families—Federal funds that are made available to the states for the following purposes: (1) provide assistance to needy families so that the children may be cared for in their homes or in the homes of relatives; (2) end the dependency of needy parents on government benefits by promoting job preparation, work, and marriage; (3) prevent and reduce the incidence of out-of-wedlock pregnancies and establish annual numerical goals for preventing and reducing the incidence of these pregnancies; and (4) encourage the formation and maintenance of two-parent families."

TCM = Targeted Case Management-- "Targeted" case management services are those case services aimed specifically at special groups of enrollees such as those with developmental disabilities or chronic mental illness which help the beneficiaries gain access to needed medical, social, educational and other services.

WAIVER—An exception to the general rule that the person making the rules grants to allow the holder of the waiver to do or not do something they are supposed to do. In the context of home and community-based waivers that MHDDAD and Aging are involved

with, CMS writes Medicaid rules that generally require people who qualify for skilled nursing home care to get that care in nursing homes , but allows the states to approve **waivers** to permit certain persons who would otherwise qualify for nursing home placement to get that care in the community and have Medicaid pay for it.

ZBB (Zero-Based Budgeting)—A method of budgeting in which all expenses must be justified for each new period. Specifically, you start from a base of “zero” and every activity is analyzed for its needs and costs in relationship to its support of the function’s mission and objective. Budgets are then built around what is needed for the upcoming period, regardless of whether the budget is higher or lower than the previous one.