

**ACL Org Chart – Explained**

The following is a brief, plain-language explanation of each of the boxes on our organization chart. This is intended to provide an overview of the how the roles and responsibilities are aligned, but it does not capture the detailed responsibilities and functions of every organizational unit. If you have additional questions, please contact us at [info@acl.hhs.gov](mailto:info@acl.hhs.gov).

**OFFICE OF THE ADMINISTRATOR**

**Immediate Office of the Administrator**

The Immediate Office of the Administrator is responsible for carrying out ACL’s mission and provides executive supervision to the major components of ACL. It includes the Administrator, who also serves as the HHS Assistant Secretary for Aging, and the Principal Deputy, who also serves as Secretary Burwell’s Senior Advisor on Disability. Both serve as members of the Secretary’s senior leadership team and work to ensure that federal policies and programs support the goal of enabling all individuals to live with respect and dignity as fully participating members of their communities. The Chief of Staff, the Executive Secretary, and Legislative Affairs are part of the Immediate Office. The Office of the Administrator also includes the Office External Affairs and the Office of Regional Operations.

**Office of External Affairs**

Develops and executes communication and outreach strategies in support of ACL and its policies, programs, goals, and objectives.

**Office of Regional Operations**

The Office of Regional Operations includes a coordinating central office liaison and multiple Regional Support Centers. The Regional Support Centers represent the ACL within their regions, providing information for, and contributing to the development of, national programs serving older adults and persons with disabilities. They work closely with federal, state and tribal organizations in their regions, and serve as ACL’s eyes and ears at the regional level, particularly for day-to-day operations of the Older Americans Act formula and tribal grant programs. The geographic areas of responsibility for each region are as follows:

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| --- | --- |
| Listing of Region and associated states | |
| **Region I:** CT, MA, ME, NH, RI, VT | **Region VI:** AR, LA, OK, NM, TX |
| **Region II:** NY, NJ, PR, VI | **Region VII:** IA, KS, MO, NE (operated out of Region V-Chicago for ACL) |
| **Region III:** DC, DE, MD, PA, VA, WV | **Region VIII:** CO, MT, UT, WY, ND, SD |
| **Region IV:** AL, FL, GA, KY, MS, NC, SC, TN | **Region IX:** CA, NV, AZ, HI, GU, CNMI, AS |
| **Region V:** IL, IN, MI, MN, OH, WI | **Region X:** AK, ID, OR, WA |

**CENTER FOR POLICY EVALUATION**

Includes the policy and program evaluation responsibilities that previously were part of the Center for Disability and Aging Policy. Specifically, the center collects and analyzes data on populations and services, develops strategic goals and objectives, evaluates the effectiveness of programs, and plans and coordinates the development of policies designed to ensure older Americans and persons with disabilities are able to fully participate and contribute in an inclusive community life.

This center will work with colleagues across the agency and the Department of Health and Human Services on big-picture policy issues that affect multiple centers and programs within ACL

**Office of Policy Analysis and Development**

The Office of Policy Analysis and Development (OPAD) analyzes trends in demographics, service needs, public policies and program development, and translates those trends into new policies and initiatives in long-term services and supports and health care that assist people with disabilities and older individuals to remain in their own homes and communities. ACL’s work to develop quality standards for long-term services and supports is found here.

**Office of Performance and Evaluation**

The Office of Performance and Evaluation works with the program offices to manage evaluation of and reporting on the performance of the programs we administer, provide technical assistance on performance measurement to our grantees, and assist ACL’s organizational units in developing operational plans that include measurable objectives and performance indicators. This office also coordinates ACL’s activities in the collection, analysis, and dissemination of national and program data on older individuals and individuals with disabilities.

**ADMINISTRATION ON AGING**

Provides leadership and expertise on program development, advocacy and initiatives affecting older Americans and their caregivers and families. Working closely with regional offices, state and area agencies on aging, tribal grantees and community service providers, it plans and directs grant programs designed to provide planning, coordination and services to older Americans as authorized under the Older Americans Act and other legislation. It includes the following offices:

**Office of Supportive and Caregiver Services**

Manages ACL’s role in a variety of programs designed to provide overarching information and referral services to diverse populations of seniors and caregivers, particularly to enhance service coordination and delivery. The office works with State and Area Agencies on Aging to implement and enhance systems for home and community-based supportive services, the operation of multi-purpose senior centers, and caregiver support and assistance services. This includes distributing formula grant funding amongst states and providing guidance to states on allocating and targeting resources, providing technical assistance to help state and area agencies and communities improve service delivery, and assessing effectiveness and compliance of federally funded programs. Also, the Alzheimer’s Disease and Supportive Services Program supports activities related brain health (cognition, well-being and brain disease).

**Office of Nutrition and Health Promotion Programs**

The Office of Nutrition and Health Promotion Programs manages a portfolio of programs designed to promote healthy behaviors and improved health for older people. This includes programs like congregate and home delivered meals and nutrition education as well as health promotion services, the oral health program, chronic disease self-management education programs, falls prevention programs and behavioral health information in order to enhance service coordination and delivery, assisting State and Area Agencies on Aging with developing and enhancing comprehensive and coordinated systems of home and community-based nutrition and preventive health services.

**Office of Elder Justice and Adult Protective Services**

The Office of Elder Justice and Adult Protective Services manages the operation, administration, and assessment of the elder abuse prevention, legal assistance development, and pension counseling programs funded through the Older Americans Act and leads the development and implementation of comprehensive Adult Protective Services systems in order to provide a coordinated and seamless response for helping adult victims of abuse and to prevent abuse before it happens. Also implements and coordinates innovation and demonstration activities, and develops standards to improve delivery and effectiveness of such services, and provides support for the Elder Justice Coordinating Council.

**Office for American Indian, Alaskan Native, and Native Hawaiian Programs**

This office acknowledges the unique cultural and social traditions of Native and Tribal communities. In the federal policy process, serves as an advocate for older Americans who are American Indians, Alaska Natives and Native Hawaiians, as well as other ethnic and racially diverse people, and works with federal, state, local and tribal governments, as well as national Indian organizations, national aging organizations, and national provider organizations to coordinate activities, services and policies affecting American Indians, Alaskan Natives and Native Hawaiian elders in order to ensure a continuum of services. Also oversees programs under the Older Americans Act that support these populations, including managing the Resource Centers on Native American Elders, which gather information, perform research and share results, and provide technical assistance and training to those who provide services to Native American elders.

**Office of Long-Term Care Ombudsman Programs**

The Office of the Long-Term Care Ombudsman Programs advocates for federal policies that protect and benefit the health, safety, welfare, and rights of residents of long-term care facilities, and works with state and local partners on initiatives to do the same. Working closely with the Office of Elder Justice and Adult Protective Services, this office also manages ACL’s role in the Long-Term Care Ombudsman Program and the National Ombudsman Resource Center.

**ADMINISTRATION ON DISABILITIES**

Works with states, communities and partners in the disability networks to increase the independence, productivity and community integration of individuals with disabilities. Under authorities provided by the Developmental Disabilities Act, the Rehabilitation Act, the Help America Vote Act, the Assistive Technology Act of 1998, and the Public Health Service Act, the AoD works to improve opportunities for people with disabilities to access quality services and supports, achieve economic self-sufficiency, and experience equality and inclusion in all facets of community life.

The Commissioner of the Administration on Disabilities serves as a focal point in the Department of Health and Human Services to support and encourage the provision of quality services and supports and implementation of programs and policies that benefit people with disabilities and their families.

**Independent Living Administration**

Established by the Rehabilitation Act, the Independent Living Administration manages programs, advocates in policy development, and helps establish and strengthen state and community networks of service providers in order to maximize the leadership, empowerment, independence, and productivity of individuals with disabilities. The ILA also promotes the independent living philosophy of consumer control, self-help and self-advocacy, development of peer relationships and peer role models, and equal access for individuals with significant disabilities to all aspects of society. The ILA also manages programs that provide information and referral services to help people with paralysis and limb loss continue to live in their homes and participate in their communities. The Director of Independent Living reports directly to the ACL Administrator in carrying out ILA responsibilities and also serves as the Deputy Commissioner of the Administration on Disabilities.

**Administration on Intellectual and Developmental Disabilities**

Supports and advocates for quality services for individuals with developmental disabilities and their families, in order to increase the independence, productivity and community inclusion of individuals with intellectual and developmental disabilities and ensure that their rights are protected.

**Office of Program Support**

Manages three national grant programs authorized by the Developmental Disabilities Assistance and Bill of Rights Act: the State Councils on Developmental Disabilities, the Protection and Advocacy Systems, and the University Centers for Excellence in Developmental Disabilities. The office also administers Protection and Advocacy programs under the Help America Vote Act and the Assistive Technology Act, and oversees technical assistance to all programs.

**Office of Innovation**

Manages a variety of initiatives, including Projects of National Significance; programs authorized under Titles II and II of the DD Act that focus on family support and direct support workforce issues; and Help America Vote Act programs, which improve accessibility to polling places for individuals with the full range of disabilities. The office also provides general support for the President’s Committee for People with Intellectual Disabilities (PCPID), which includes coordinating committee meetings and Congressional engagements, developing an annual report to the President, and leading other projects and initiatives as needed.

**NATIONAL INSTITUTE ON DISABILITY, INDEPENDENT LIVING AND REHABILITATION RESEARCH**

Supports research, development, and dissemination and related activities designed to contribute to community living and participation, employment, and health and function of individuals of all ages with all types and degrees of disability, including disabilities that do not affect large numbers of people.

**Office of Research Sciences**

Sponsors research and development for programs and interventions that employ technology, techniques and devices to overcome environmental barriers to community living for people with disabilities. Also provides research-based knowledge to industry to facilitate development, marketing, and distribution of aids and devices that can be used by people with disabilities. Distributes research findings and other information to improve public understanding of the obstacles to community living faced by people with disabilities and the best opportunities for overcoming them.

**Office of Research Evaluation and Administration**

Supports the management of NIDILRR grants and contracts, including creation and publication of grant and contract opportunities and awards, maintaining grant forecasts and schedules, and coordinating development of budgets and spending plans. The office also manages NIDILRR program evaluations in order to enable ongoing improvement to the effectiveness of research activities.

**CENTER FOR INTEGRATED PROGRAMS**

This center bridges the aging and disability centers and handles the programs that address both portfolios. It leads ACL’s administration of consumer access and protection programs, as well as programs and initiatives that promote the use of self-directed and person-centered service models, for both older adults and people with disabilities, as well as caregivers and families of both.

**Office of Healthcare Information and Counseling**

Oversees the operation and administration of the State Health Insurance Assistance Program and the Senior Medicare Patrol Program, which help Medicare and Medicaid beneficiaries (and people nearing the age of eligibility) understand the complexities of these programs and educate them on how to prevent fraud, waste, and abuse. The office also manages related activities that focus on outreach to help beneficiaries understand and apply for Medicare benefits including the Low Income Subsidy program, Medicare Savings Program, and Medicare Prescription Drug Coverage (Part D).

**Office of Integrated Care Innovations**

Oversees technical assistance activities, including the identification and dissemination of best practices and program models, for the Duals Demonstration Ombudsman Program, which supports grantees serving beneficiaries of state demonstration grants to integrate care for people who are enrolled in both Medicare-Medicaid and are associated with the Centers for Medicare & Medicaid Services Financial Alignment Initiative. The office works with grantees to ensure that the beneficiaries participating in these demonstrations, as well as their caregivers and authorized representatives, have access to person-centered assistance in resolving problems related to their health plans and providers. The office also leads ACL’s business acumen programs, which help community-based organizations that serve older adults and persons with disabilities build business capacity and align their service capabilities to work effectively with integrated healthcare entities.

**Office of Consumer Access and Self-Determination**

The Office of Integrated Programs leads ACL’s efforts to develop single entry point, or “No Wrong Door,” systems of access to long-term services and supports. Programs include the Lifespan Respite Care Program, the Aging and Disability Resource Center program, and the Veteran’s-Directed Home and Community-Based Services program, as well as the Assistive Technology state programs.

**CENTER FOR MANAGEMENT AND BUDGET**

The Center for Management and Budget advises the Administrator on the budget, financial, grants, information resources, procurement, administrative and human resources management activities of ACL. It includes:

**Office of Budget and Finance**

Coordinates ACL’s budget formulation and execution and financial management activities. Also oversees the agency’s travel management.

**Office of Administration and Personnel**

Manages ACL’s human capital development; personnel, facilities and acquisitions functions; and other administrative services such as training and conference registration, continuity of operations, and work/life programs.

**Office of Grants Management**

Coordinates ACL’s administration of grants and cooperative agreements. This includes providing policy oversight; ensuring compliance with statutory, regulatory, and administrative policy requirements; and performing business review and cost/budget analysis for discretionary grants.

**Office of Information Resources Management**

Manages ACL information and technology services. This includes IT governance and project management; advising on health IT policy; coordinating telecommunications services; developing and managing custom applications, systems, and websites; managing network security and privacy responsibilities; and overseeing Paperwork Reduction Act activities.