

January 19, 2010

SUBJECT: REQUEST FOR PROPOSALS for Title III funds available under the Older Americans Act for Fiscal Year 2011.

TO: Public Agencies, Municipalities, Private and Non-Profit Organizations interested in providing services to elderly persons in the fifty-six town area of Eastern Connecticut.

FROM: Joan Wessell, Executive Director
Senior Resources Agency on Aging
4 Broadway 3rd Floor, Norwich, CT 06360 860-887-3561

Senior Resources Agency on Aging is issuing a Request for Proposals (RFP) for Title III funds of the Older Americans Act for services to be delivered during Federal Fiscal Year 2011 (October 1, 2010 through September 30, 2011).

Senior Resources Agency on Aging will entertain applications from agencies which have designed programs to serve older person age 60 and older and their families. Successful programs will use available resources efficiently and with a minimum of duplication.

Older American Act funding should be used as "seed money." Title III federal funding provides resources to start programs which will later be supported by local communities. A minimum of 15% match is required for first year awards. Subsequent awards require increased match levels.

The estimated funds available for Title III B and Title III D are **\$745,733**. The awarding of funds is contingent upon the Agency's receipt of Federal and State funds from the State Unit on Aging.

<u>TYPE OF SERVICE</u>	<u>FUNDS AVAILABLE</u>
<u>Title III B</u>	
ACCESS (Transportation, Outreach, Information & Assistance, Case Management)	\$222,011
In Home	\$200,526
Legal	\$50,131
Adult Day Care	\$50,131
Health & Dental - including but not limited to Mental Health and Dental Services	\$171,879
<u>Title III D</u>	
Evidence Based Prevention and Health Promotion Programs - including Mental Health and Dental Services	\$51,055

GENERAL INFORMATION

All applicants must specifically address one or more of the services noted above.

All applications must relate to one or more of Senior Resources Agency on Aging Priority Areas and Objectives as outlined in the Area Plan. A complete list of these Priority Areas and Objectives is included in the grant application package.

Priority is given to programs which emphasize services to older persons with the greatest economic or social need.

Funds cannot be used to replace existing non-federal sources.

Matching funds or resources must not be obtained from other federal funding sources with the exception of Community Development Funds and may not be used to match any other federal funds.

Any costs incurred by the potential recipient prior to an award by Senior Resources are not reimbursable.

Unless otherwise noted, all projects must begin services under the approved project by October 1, 2010.

APPLICATION REVIEW PROCEDURES

Applications are reviewed by Staff for technical accuracy, by the Allocations Committee for recommendations for funding, and by the Board of Directors for final funding decisions.

SUBMISSIONS OF PROPOSALS – DUE DATES

Applications may be downloaded from our website: seniorresourcesec.org. A **technical assistance meeting** will be held on **Friday, January 29, 2010 at 10 a.m.** at Senior Resources Agency on Aging. **You must call Kathy Chase, Grants Manager at 860-887-3561 or 1-800-690-6998 extension 113 to reserve a seat at this meeting.** Please **come prepared** with a downloaded copy of the application instructions, application, budget, and reference material and any questions you might already have. If you do not have access to the internet, a paper copy will be available for pick up at Senior Resources. You must call ahead to ensure a copy is available for you.

A completed draft application (Pages 1-16) will be required by 3 p.m. on February 19, 2010. (Electronic or faxed copies will not be accepted) Final applications are due no later than 3 p.m. on March 26, 2010.

LATE FEES

The Board of Directors of Senior Resources will impose a \$25.00 late fee per day for each application missing the deadlines, as outlined above. **If an application is more than 5 working days late, it will not be accepted.**

NOTE: Senior Resources reserves the right to reject any and all proposals, or portion thereof, received as a result of this request or to negotiate separately with any source in any manner necessary to its best interest or to cancel the RFP if it is in the best interest of Senior Resources to do so.

FOR ADDITIONAL INFORMATION

Contact Kathy Chase, Grants Administrator, at 860-887-3561 ext. 113 or 1-800-690-6998 (in CT only).

PUBLIC NOTICE
PROGRAM DEVELOPMENT AND COORDINATION

Notice is hereby given that Senior Resources, 4 Broadway 3rd Floor, Norwich, CT 06360 will request a waiver from the State of Connecticut, Department of Social Services, Elderly Services Division for the following:

- To maintain the Management Information System as required by the State of Connecticut, Department of Social Services contractual agreement.
- Information and Referral Services.
- Congregate Housing Services Program.

The period of service will be October 1, 2010 through September 30, 2011.

Costs covered will include: staffing, postage, office supplies, and telephone. Funding will be provided under Title III B of the Older Americans Act. The cost of these services will have no impact on the overall delivery of Title III funded services.

Public comment on this waiver request will be accepted through March 19, 2010. Please send all comments to Senior Resources, 4 Broadway 3rd Floor, Norwich, CT 06360.

LETTER OF INTENT

This form must be completed and returned to Senior Resources on or before **January 29, 2010**. Mail to Senior Resources Kathy Chase 4 Broadway 3rd Floor, Norwich, CT 06360 or fax to 860-886-4736.

AGENCY NAME _____

ADDRESS _____

CITY, STATE, ZIP _____

PHONE NUMBER _____ FAX # _____

CONTACT PERSON _____

A technical assistance session is available on Friday, January 29, 2010 at 10 a.m. at Senior Resources. Call Kathy Chase, Grants Manager at 860-887-3561 or 1-800-690-6998 ext. 113 to reserve a seat.

Please **come prepared** with a downloaded copy of the application, instructions, budget, reference material and any questions you might already have. You can download your copy (there are three items to download) at www.seniorresourcesec.org

The following dates are set by Senior Resources. These dates must be observed.

A \$25.00 late fee per application per day will be imposed for all missed deadlines. **If an application is more than 5 working days late, it will not be accepted.**

February 19, 2010 Completed draft application due to Senior Resources by 3 p.m.

March 26, 2010 Final Application and copies due to Senior Resources by 3 p.m.

The undersigned, authorized individual, agrees to pay a \$25.00 per application per day late fee for all deadlines, listed above, which are not met.

Signature

Title

Date