



Area Agency on Aging, PSA2
Funding Years 2019-2022
Letter of Intent Guidance

The Area Agency on Aging, PSA 2 seeks Letters of Intent from service providers who are interested in receiving a three year contract for fiscal year January 1, 2019 – December 31, 2022 through a competitive *Request For Proposal* process for provision of specified services under the following programs:

I. Older Americans Act Title III Community Based Services

Applicants provide specified nutrition services, in-home services, access services, legal services, and other community based services for older adults, age 60 and older, residing in Champaign, Clark, Darke, Greene, Logan, Miami, Montgomery, Preble and Shelby counties. Contracts will be on a unit reimbursement basis. The planned funding for these services is through Older Americans Act (Title III) federal grant award funding and Ohio State Senior Community Services (SCS) funds. These annual awards require contracted providers to match by a 15% cash or in-kind match per service contract awarded.

II. Care Coordination

Applicants provide a Care Coordination Program (CCP) which includes coordination of a plan of services to older adults, age 60 and older, residing in Champaign, Clark, Darke, Greene, Logan, Miami, Montgomery, Preble or Shelby counties. Contracts will be on a unit reimbursement basis. The following services must be available for care plans: Adult Day Service, Adult Day Service Transportation, Home Delivered Meals, Personal Care, Emergency Response Systems, and Case Management. Applicants may also propose additional services. These services may be provided directly by the CCP Provider or purchased from other organizations. All services are eligible for reimbursement under the care coordination contract or they may be provided with other funding sources. All services must comply with service specifications provided by the AAA.

Important: We recommend that all consumers be assessed by the PASSPORT Administrative Agency (PAA) for Medicaid eligibility. The PAA For the counties of: Champaign, Darke, Logan, Miami, Preble, and Shelby is Catholic Social Services – Sidney Branch. The PAA for the counties of: Clark, Greene, and Montgomery is the Area Agency on Aging, PSA.

The planned funding for these services is through Older Americans Act (Title III) federal grant award funding and Ohio State Senior Community Services (SCS) funds. These annual awards require contracted providers to match by a 15% cash (non-federal matching funds) or in-kind match per service contract awarded.

III. Caregiver Support

Applicants provide a Caregiver Support Program which includes coordination of a plan of services to older adults, age 60 and older, residing in Champaign, Clark, Darke, Greene, Logan, Miami, Montgomery, Preble or Shelby counties. Contracts will be on a unit reimbursement basis. The following services must be available for care plans: Adult Day Service, Adult Day Service Transportation, Home Delivered Meals, Personal Care, Emergency Response Systems, and Case Management. Applicants may also propose additional services. These services may be provided directly by the Caregiver Support Provider or purchased from other organizations. All services are eligible for reimbursement under the caregiver support contract or they may be provided with other

funding sources. All services must comply with service specifications provided by the AAA.

Important: We recommend that all consumers be assessed by the PASSPORT Administrative Agency (PAA) for Medicaid eligibility. The PAA For the counties of: Champaign, Darke, Logan, Miami, Preble, and Shelby is Catholic Social Services – Sidney Branch. The PAA for the counties of: Clark, Greene, and Montgomery is the Area Agency on Aging, PSA.

The planned funding for these services is through Older Americans Act (Title III) federal grant award funding. These annual awards require contracted providers to match by a 25% cash (non-federal matching funds) or in-kind match per service contract awarded.

Note: the involvement of a caregiver must be documented in the care plan.

IV. Home Repair Services

Home maintenance, home modification, and home repair services are provided by agencies that target persons age 60 and older in economic and social need, and possess a demonstrated history of operating a home repair program. Services are county-specific. Processing fees may be included in job cost. Providers must use the Area Agency assessment tool and submit required forms and documentation for Area Agency pre-approval. Contracts are on a cost reimbursement basis and include an annual dollar limit of \$1,600 in repairs per consumer. The planned funding for these services is through Ohio State Senior Community Services (SCS) funds.

For the three programs above, the annual award amounts for each year of the four (4) year period (January 1, 2019 - December 31, 2022) are subject to the annual spending authority received by the Area Agency on Aging, PSA 2 from the Ohio Department of Aging. All award amounts are subject to revision based upon funding changes imposed at the federal and state levels.

The application process is as follows:

1. Select appropriate Letter of Intent (LOI) form posted on Area Agency Website and complete all the information requested on the LOI. Please refer to the Planned Funding Levels for 2019-2022 posted on Website for the available funding and services.
2. The Area Agency **must receive the LOI by July 2, 2018** – emailed, faxed or mailed. **Late LOIs will not be accepted and postmark dates will not be recognized.**
3. Important: Application packets will be sent electronically only to agencies who submitted an LOI by **requested due date of July 2, 2018.**
4. **Agencies who submit LOI by due date will receive notice of schedule of Informational Sessions to be held at Area Agency office, 40 West Second Street, Dayton, OH on: July 5 @ 9:30 am – Legal, LTC Ombudsman, Care Coordination & Caregiver Support; 1:30 pm – Homemaker, Personal Care, Protective, Supportive & Visiting and July 6 @ 9:30 am – Congregate & Home-delivered meals; 1:30 pm – Adult Day Service & Transportation. The purpose of the Informational Sessions is to review the proposal packet and answer any questions. **Attendance at the Informational Sessions is not required.****
5. Submit proposal to the Area Agency per proposal packet instructions. Proposal must be received at the Area Agency office no later than Monday, August 6, 2018 by 5:00 pm. **Late proposals will not be accepted and postmark dates will not be recognized.**

*******See Next Page: Planned Funding Levels*******

Proposed Services and Funding Levels by County for 2019-2022

CHAMPAIGN COUNTY

I. County allocation process

Service	2018 Funding
Care Coordination	\$31,224
Congregate Meals	\$26,733
Home-delivered Meals	\$45,080
Transportation (medical)	\$21,229
Transportation (general)	\$10,000
TOTAL	\$134,266

II. Regional Process

Care Coordination	\$12,104
Caregiver Support (Title III-E of the Older Americans Act)	\$21,190
Home Repair	\$5,980
Legal Services	\$2,713

CLARK COUNTY

I. County allocation process

Service	2018 Funding
Adult Day Service	\$10,485
Congregate Meals	\$82,337
Home-delivered Meals	\$138,100
Homemaker	\$106,652
Personal Care	\$26,035
Transportation (medical)	\$35,430
Transportation (general)	\$14,500
TOTAL	\$413,539

II. Regional Process

Care Coordination	\$37,280
Caregiver Support (Title III-E of the Older Americans Act)	\$65,265
Home Repair	\$10,530
Legal Services	\$8,353

DARKE COUNTY

I. County allocation process

Service	2018 Funding
Care Coordination	\$36,392
Congregate Meals	\$36,111
Home-delivered Meals	\$72,985
Transportation (medical)	\$25,883
Transportation (general)	\$10,000
TOTAL	\$181,371

II. Regional Process

Care Coordination	\$16,350
Caregiver Support (Title III-E of the Older Americans Act)	\$28,624
Home Repair	\$6,746
Legal Services	\$3,664

GREENE COUNTY

I. County allocation process

Service	2018 Funding
Care Coordination	\$80,550
Congregate Meals	\$78,680
Home-delivered Meals	\$121,134
Supportive Services	\$71,184
Transportation (medical)	\$60,735
TOTAL	\$412,283

II. Regional Process

Care Coordination	\$37,167
Caregiver Support (Title III-E of the Older Americans Act)	\$65,067
Home Repair	\$10,509
Legal Services	\$8,328

LOGAN COUNTY

I. County allocation process

Service	2018 Funding
Care Coordination	\$33,050
Congregate Meals	\$29,160
Home-delivered Meals	\$61,012
Transportation (medical)	\$17,496
Transportation (general)	\$9,586
TOTAL	\$150,304

II. Regional Process

Care Coordination	\$13,550
Caregiver Support (Title III-E of the Older Americans Act)	\$23,721
Home Repair	\$6,240
Legal Services	\$3,036

MIAMI COUNTY

I. County allocation process

Service	2018 Funding
Care Coordination	\$96,212
Adult Day Service	\$26,791
Congregate Meals	\$59,989
Home-delivered Meals	\$101,474
Transportation (general)	\$16,830
TOTAL	\$301,296

II. Regional Process

Care Coordination	\$27,162
Caregiver Support (Title III-E of the Older Americans Act)	\$47,551
Home Repair	\$8,701
Legal Services	\$6,086

MONTGOMERY COUNTY

I. County allocation process

Service	2018 Funding
Care Coordination	\$162,261
Adult Day Service	\$74,442
General Transportation (contracted for trips to adult day service)	\$43,951
Congregate Meals	\$345,757
Home-delivered Meals	\$633,711
Protective Service	\$140,678
Respite Visiting	\$5,000
TOTAL	\$1,406,500

II. Regional Process

Care Coordination	\$126,794
Caregiver Support (Title III-E of the Older Americans Act)	\$221,976
Home Repair	\$ 26,711
Legal Services	\$ 28,411

PREBLE COUNTY

I. County allocation process

Service	2018 Funding
Care Coordination	\$30,257
Congregate Meals	\$28,833
Home-delivered Meals	\$46,613
Transportation (medical)	\$34,109
Transportation (general)	\$5,543
TOTAL	\$145,355

II. Regional Process

Care Coordination	\$13,104
Caregiver Support (Title III-E of the Older Americans Act)	\$22,940
Home Repair	\$6,159
Legal Services	\$2,936

SHELBY COUNTY

I. County allocation process

Service	2018 Funding
Care Coordination	\$30,333
Adult Day Service	\$20,921
Congregate Meals	\$25,500
Home-delivered Meals	\$45,914
Transportation (to adult day service)	\$12,173
Transportation (medical)	\$10,000
TOTAL	\$144,841

II. Regional Process

Care Coordination	\$13,057
Caregiver Support (Title III-E of the Older Americans Act)	\$22,859
Home Repair	\$6,151
Legal Services	\$2,926

ALLOCATION FOR REGIONAL SERVICES

Service	Planned Annual Funding
Long-Term Care Ombudsman	\$70,018
Mass Outreach	\$15,823
A Matter of Balance	\$28,000
Powerful Tools for Caregivers	\$16,000

*******See Next Page: Allocation and Contracting Schedule in 2018*******

Contracting Schedule in 2018

For Older Americans Act and Senior Community Services Funding January 2019 – December 2022

Jan. 2018	The AAA Advisory Council and Board of Trustees approve the funding formula and the plan for Competitive Bid Process.
Jan.-March	The AAA announces a draft of planned 2019-2022 service allocations for comments at county council/coalition on aging meetings; mails plan to all providers; and invites comments from public (plan posted on AAA website from February 5, 2018 – March 5, 2018).
March 28	After reviewing public comments, AAA staff develops recommendations for planned 2022 service allocations for 2019-2022 Older Americans Act (OAA) and Senior Community Services (SCS) funding. The AAA Advisory Council reviews them and submits recommendations for Board of Trustees approval. Ad Hoc Unit Rate Committee is formed.
April-May	AAA staff and Unit Rate Committee develop recommendations for service unit rates for the bid process.
May 30	The Advisory Council reviews the Unit Rate Committee unit rate recommendations and submits recommendations for Board of Trustees approval.
May 31	The AAA issues a Request for Letters of Intent Legal Notice for OAA and SCS funds for fiscal years 2019-2022, based on the service allocations.
July 2	Letters of Intent for OAA and SCS funds due at the AAA office.
July 5-6	Informational Sessions on proposal applications for OAA and SCS funds.
July	Ad Hoc Contracting Committee(s) formed if competitive bids received.
August 6	OAA and SCS proposals due at the AAA office.
Aug., Sept., and October	AAA staff reviews and negotiates non-competitive proposals. AAA staff and Contracting Committee(s) review and make recommendations on competitive proposals to the Advisory Council.
October 24	The Advisory Council reviews contract recommendations for OAA and SCS funding and makes recommendations to the Board. The Board of Trustees reviews and approves the contract recommendations.
Nov. 7	The last day for organizations to appeal contracting decisions for OAA and SCS funding.