



Area Agency on Aging, PSA 2

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Letter of Intent Guidance Alzheimer's Family Support Services 2026-2027

The Area Agency on Aging, PSA 2 seeks Letters of Intent from service providers who are interested in receiving a contract through a competitive *Request for Proposal* process for provision of Alzheimer's Family Support Services (for persons with Alzheimer's Disease and related dementias and their families).

The contract is for the period of July 1, 2026 – June 30, 2027, for the nine-county area of Champaign, Clark, Darke, Greene, Logan, Miami, Montgomery, Preble and Shelby Counties. Applicants must possess a demonstrated history of providing these services to persons with Alzheimer's Disease and related dementias and their families. **The availability of funding and allowable services is contingent upon the annual funding received by the Area Agency from the Ohio Department of Aging and any changes imposed at the State level.** The *planned* funding is \$204,282 per year for the nine-county area of Champaign, Clark, Darke, Greene, Logan, Miami, Montgomery, Preble and Shelby Counties. The contract is awarded on a cost-reimbursement basis — no unit rate is assigned.

The application process is as follows:

1. Interested applicants may submit questions regarding the proposal application process by email to: cherdman@info4seniors.org on August 14, between 8:30 a.m. and 5:00 p.m.
2. 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 Level posted in this letter of guidance.
3. The Area Agency **must receive the LOI by August 17, 2026** – emailed, faxed or mailed. **Late LOIs will not be accepted and postmark dates will not be recognized.**
4. **Important:** Application packets will be sent electronically **only** to agencies who submitted an LOI by requested due date of August 17, 2026.
5. Submit proposal to the Area Agency per proposal packet instructions. Proposal must be received at the Area Agency office no later than **September 16** by 5:00 pm. **Late proposals will not be accepted and postmark dates will not be recognized.**

Contact: Chelsea Herdman, Area Agency on Aging, PSA 2
Community Services Director
cherdman@info4seniors.org

Planned Funding Level

Alzheimer's Family Support Services 2026-2027

Regional Alzheimer's Family Support Services (Nine-County Service only)	PLANNED ANNUAL FUNDING
Nine County Area: Champaign, Clark, Darke, Greene, Logan, Miami, Montgomery, Preble, Shelby	\$204,282

Alzheimer's Family Support Services Summary

Alzheimer's Family Support Services (for persons with Alzheimer's and related dementias and their families) Alzheimer's Family Support Services are non-administrative core services, including Support Groups, Family Education, Public Education, Safe Return, Care Consultation and Outreach. **Note: Allowable services are contingent upon Ohio Department of Aging policy for Alzheimer's Respite funds and any changes imposed at the State level.** Applicants must possess a demonstrated history of providing these services to persons with Alzheimer's disease and related dementias and their families.