



April 1, 2019

Instructions for Letters of Intent to apply for fiscal year 2020-2022 funding

I. Overview

The Senior Alliance (TSA), Area Agency on Aging 1-C, issues this notice describing the conditions under which Letters of Intent will be received for funding of the program categories listed in section II during fiscal years 2020-2022. When submitting Letters of Intent potential applicants should consider the projected growth of the 60 and over population in the service area.

II. Fiscal Year 2020-2022 Program Categories

- a. Adult Day Services
- b. Caregiver Legal Aid
- c. Community Transportation
- d. Elder Abuse Prevention Services
- e. Evidence-Based Disease Prevention Programs
- f. Friendly Reassurance
- g. Home Delivered Meal Program Assessments
- h. Kinship Caregiver Legal Aid
- i. Legal Aid
- j. Long Term Care Ombudsman
- k. Nutrition Programs Administration & Meal Preparation
- l. Medication Management
- m. Senior Center Staffing

III. State Standards Requirement

Funded programs will be required to meet the minimum standards set forth by the Michigan Aging and Adult Services Agency, which are available at:

<https://www.osapartner.net/pubsitedocs/OP-StandardServicePrograms-Master-11-02-2018.pdf>

IV. Letter of Intent Requirement

All prospective applicants for fiscal year 2020-2022 (October 1, 2019 – September 30, 2022) funding for the above listed programs (section II) must submit a “Letter of Intent” prior to submitting a formal application. TSA will solicit full proposals only from those applicants who submit a complete Letter of Intent by the submission deadline noted in section VII. The format and content of the Letter of Intent should conform to the guidelines outlined in section VI.



V. Funding Availability

Final funding levels for fiscal year 2020 have not yet been finalized. Tentative fiscal year 2020 funding levels for each program are listed below. Funding is subject to change based on federal and state funding awards and decision of TSA's Board of Directors.

a. Adult Day Services	\$ 161,633
b. Caregiver Legal Aid	\$ 40,000
c. Community Transportation	\$ 25,875
d. Elder Abuse Prevention Services	\$ 14,193
e. Evidence-Based Disease Prevention Programs	\$ 68,855
f. Friendly Reassurance	\$ 20,000
g. Home Delivered Meal Program Assessments	\$ 145,000
h. Kinship Caregiver Legal Aid	\$ 18,875
i. Legal Aid	\$ 60,931
j. Long Term Care Ombudsman	\$ 83,000
k. Nutrition Programs Administration & Meal Preparation	\$3,074,758
l. Medication Management	\$ 35,000
m. Senior Center Staffing	\$ 72,775

VI. Letter of Intent Content

Letters of Intent must include a basic description of the program to be proposed, the population intended to be served, attributes of the applying agency, identification of an anticipated need for partners or sub-contractors, as well as any innovative and/or sustainability aspects. Letters of Intent must not exceed one page in length.

VII. Letter of Intent Submission Deadline

Letters of intent must be received by The Senior Alliance via e-mail no later than 4:00 p.m. on Tuesday, April 16, 2019. Send all Letters of Intent to: rfp2019@thesenioralliance.org