

March 13, 2026

Instructions for Letters of Intent to apply for fiscal year 2027-2029 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 2027-2029. 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 2027-2029 Program Categories

- a. Meal Preparation for Home Delivered and Congregate Meals
- b. Oral Nutrition Supplements

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/OPERATING-STANDARDS-SERVICE-PROGRAMS%2012.12.2025.pdf>

IV. Letter of Intent Requirement

All prospective applicants for fiscal year 2027-2029 (October 1, 2026 – September 30, 2029) 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 2026 have not yet been finalized. Tentative fiscal year 2026 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.

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| a. Meal Preparation for Home Delivered and Congregate Meals | \$2,696,267 |
| b. Oral Nutrition Supplements | \$ 165,078 |

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 Friday, March 27, 2026. Send all Letters of Intent to:

rfp2026@thesenioralliance.org