



REGION VII AREA AGENCY ON AGING



YVONNE CORBAT, CHAIR

BOB BROWN, EXECUTIVE DIRECTOR

MEMBER COUNTIES: BAY ■ CLARE ■ GLADWIN ■ GRATIOT ■ HURON ■ ISABELLA ■ MIDLAND ■ SAGINAW ■ SANILAC ■ TUSCOLA

TO: Parties Registered on the RFP Mailing List

FROM: Bob Brown, Executive Director

DATE: May 4, 2018

SUBJECT: Call for Letters of Intent

The Region VII Area Agency on Aging is accepting *Letters of Intent* from public, private for-profit and non-profit incorporated entities interested in applying for FY 2019 (October 1, 2018 - September 30, 2019) funds to provide services for persons age 60 and older. The counties included in Region VII AAA are: Bay, Clare, Gladwin, Gratiot, Huron, Isabella, Midland, Saginaw, Sanilac and Tuscola.

Attached are the geographic service areas, proposed allocations, and the service categories for which funds will be awarded through the competitive FY 2019 Request for Proposal process.

Please note that the section noted for the Allocation Plan for Multi-Year providers is only available to providers who have received the Multi-Year Contract. Letters of Intent from other providers will not be accepted for those programs.

All Region VII Area Agency on Aging contractual obligations are subject to the availability of State and Federal funds. (Please note: The funding levels for each service category published in the attachments labeled Multi-Year and Annual Allocation Plan for Contracted Services FY 2019 are *subject to change* due to availability of funds from the state and federal government.)

A *Letter of Intent* form is enclosed. Instructions are included on the reverse side of the form. If interested in participating in the FY 2019 Request for Proposal (RFP) process, the *Letter of Intent* form must be completed and submitted to Region VII Area Agency on Aging office on or before 4:00 p.m. on Friday, May 25, 2018.

Please note that these are contracted funds available for the fiscal year beginning October 1, 2018. If you participate in a Purchase of Service program with Region VII AAA or the MI Choice Waiver Program, you are not obligated to take part in this process to participate in those programs.

If you would like additional information, please contact Stacey Dudewicz, Contract Manager, at (989) 893-4506 or 1-800-858-1637.

LETTER OF INTENT

INSTRUCTIONS

1. Organizations wishing to be considered for FY 2019 funding through the RFP process must submit a *Letter of Intent* form. Only one form should be submitted per organization. Public entities, non-profit corporations and for-profit corporations are eligible to participate.
2. To complete the form, fill in the organization name, full address and other identifying information in the top section. In the chart section, indicate the service area number(s), counties and service categories for which your organization intends to apply. The information included in the chart section must correspond to the information presented in the attached memorandum.
3. *Letters of Intent* which identify service categories that are not listed for a specific service area cannot be accepted by Region VII Area Agency on Aging.
4. **Letters of Intent are due** at the Region VII Area Agency on Aging office, 1615 S. Euclid Avenue, Bay City, Michigan 48706 **by 4:00 p.m. Friday, May 25, 2018**. Region VII AAA reserves the right to reject *Letters of Intent* that are not submitted on the proper form, are incomplete or are received after the deadline.
5. Applicants will be notified of the status of their *Letter of Intent* within two (2) weeks of receipt by Region VII AAA. Further instructions and/or application materials will be provided at that time.
6. The Region VII Area Agency on Aging reserves the right to accept or reject any or all *Letters of Intent* and funding proposals submitted thereafter as part of the bid process.
7. Funds awarded through the Region VII AAA require a 10% local match, which may be either cash or in-kind.

Questions concerning the *Letter of Intent* should be directed to Stacey Dudewicz, Contract Manager, at (989) 893-4506 or 1-800-858-1637.

REGION VII AREA AGENCY ON AGING
1615 S. EUCLID AVENUE
BAY CITY, MI 48706

ANNUAL ALLOCATION PLAN
FOR CONTRACTED SERVICES
FY 2019

Service Area	County	Service Category	FY 2019
4	Gratiot	Congregate Nutrition	\$29,742
4	"	Home Delivered Meals	65,990
14	"	Homemaking	7,000
		SUBTOTAL	<u>\$102,732</u>
16	Midland	Home Repair	27,000
		SUBTOTAL	<u>\$27,000</u>
		GRAND TOTAL	<u>\$129,732</u>

REGION VII AREA AGENCY ON AGING
1615 S. EUCLID AVENUE
BAY CITY, MI 48706

MULTI-YEAR ALLOCATION PLAN
FOR CONTRACTED SERVICES
FY 2019

Service Area	County	Service Category	FY 2019
1	Bay	Congregate Nutrition	\$77,821
1	"	Home Delivered Meals	256,749
11	"	Case Coordination & Support	56,870
11	"	Homemaking	59,619
11	"	Personal Care	14,818
11	"	Adult Day Care	66,128
11	"	Caregiver Training	12,866
11	"	Caregiver Training	12,865
		SUBTOTAL	\$557,736
2	Clare	Congregate Nutrition	\$32,092
2	"	Home Delivered Meals	98,407
12	"	Case Coordination & Support	22,789
12	"	Personal Care	13,456
12	"	Homemaking	19,376
12	"	Respite Care	12,687
12	"	Senior Center Staffing	4,473
12	"	Adult Day Care	15,158
12	"	Caregiver Training	7,214
		SUBTOTAL	\$225,652
3	Gladwin	Congregate Nutrition	\$31,750
3	"	Home Delivered Meals	88,027
13	"	Case Coordination & Support	19,749
13	"	Personal Care	17,289
13	"	Homemaking	14,268
13	"	Respite Care	10,091
13	"	Senior Center Staffing	3,669
13	"	Adult Day Care	9,954
13	"	Caregiver Training	6,873
		SUBTOTAL	\$201,670
14	Gratiot	Case Coordination & Support	28,070
14	"	Home Repair	8,052
14	"	Chore	12,330
14	"	Personal Care	26,292
14	"	Respite Care	16,129
14	"	Senior Center Staffing	7,546
14	"	Adult Day Care	11,129
14	"	Caregiver Training	6,960
		SUBTOTAL	\$116,508

Service Area	County	Service Category	FY 2019
5	Isabella	Congregate Nutrition	\$39,186
5	"	Home Delivered Meals	70,451
15	"	Case Coordination & Support	30,870
15	"	Personal Care	21,748
15	"	Homemaking	24,017
15	"	Respite Care	15,495
15	"	Adult Day Care	20,310
15	"	Caregiver Training	11,623
		SUBTOTAL	\$233,700
6	Midland	Congregate Nutrition	\$56,292
6	"	Home Delivered Meals	156,709
16	"	Case Coordination & Support	33,635
16	"	Transportation	14,001
16	"	Homemaking	30,324
16	"	Respite Care	15,438
16	"	Adult Day Care	38,743
16	"	Caregiver Training	16,565
		SUBTOTAL	\$361,707
7	Saginaw	Congregate Nutrition	\$115,731
7	"	Home Delivered Meals	374,688
17	"	Case Coordination & Support	90,592
17	"	Senior Center Operations	9,000
17	"	Senior Center Staffing	13,000
17	"	Adult Day Care	109,525
17	"	Caregiver Training	49,761
17	"	Geriatric Evaluation	
		SUBTOTAL	\$762,297
8	Huron	Congregate Nutrition	\$30,249
8	"	Home Delivered Meals	132,900
18	"	Case Coordination & Support	18,674
18	"	Transportation	7,217
18	"	Chore	2,180
18	"	Adult Day Care	14,795
18	"	Caregiver Training	8,289
18	"	Personal Care	12,939
18	"	Respite Care	6,623
18	"	Homemaking	20,480
		SUBTOTAL	\$254,346
9	Sanilac	Congregate Nutrition	\$31,177
9	"	Home Delivered Meals	138,048
19	"	Case Coordination & Support	19,663
19	"	Transportation	5,945
19	"	Chore	3,077
19	"	Adult Day Care	16,434
19	"	Caregiver Training	10,718
19	"	Personal Care	19,352
19	"	Respite Care	8,084
19	"	Homemaking	25,304
		SUBTOTAL	\$277,802

Service Area	County	Service Category	FY 2019
10	Tuscola	Congregate Nutrition	\$15,858
10	"	Home Delivered Meals	161,399
20	"	Case Coordination & Support	28,790
20	"	Transportation	5,872
20	"	Chore	5,418
20	"	Adult Day Care	20,582
20	"	Caregiver Training	11,681
20	"	Personal Care	23,988
20	"	Respite Care	6,265
20	"	Homemaking	31,767
		SUBTOTAL	\$311,620
		Total of County Allocations	\$3,303,038

THESE SERVICES MUST BE CONTRACTED TOGETHER

21	Saginaw	Personal Care	133,810
21	"	Homemaking	78,247
21	"	Respite Care	45,752
		Saginaw In-Home Subtotal	\$257,809

SPECIAL PROGRAMS

22	Saginaw	Minority Outreach/Advocacy	75,000
23	Saginaw	Senior Center Staffing/ Minority Outreach / Transportation	40,685
24	Thumb	Minority Outreach/Advocacy	20,000
		Special Programs Subtotal	\$135,685

OTHER PROGRAM ALLOCATIONS

25	All 10 Counties	Long Term Care Ombudsman	\$78,026
26	All 10 Counties	Legal Assistance	56,000
27	All 10 Counties	Elder Abuse Prevention	12,287
		Total Other Programs	\$146,313
		GRAND TOTAL	\$3,842,845