



REGION VII AREA AGENCY ON AGING



WILLIAM SANDERS, CHAIR

BOB BROWN, EXECUTIVE DIRECTOR

TO Parties Registered on the RFP Mailing List

FROM: Bob Brown, Executive Director

DS
BB

DATE: May 6, 2022

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 2023 (October 1, 2022 - September 30, 2023) 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 2023 Request for Proposal process.

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 Allocation Plan for Contracted Services FY 2023 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 2023 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 27, 2022.

Please note that these are contracted funds available for the fiscal year beginning October 1, 2022. 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 Jackie Gilles, Contract Manager, at (989) 893-4506 or 1-800-858-1637.

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

Region VII Area Agency on Aging Letter of Intent Form

INTENT TO APPLY FOR FY 2023 OLDER AMERICANS ACT AND OLDER MICHIGANIANS ACT MONIES

(Instructions on reverse side)

Organization Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____ Phone: () _____

Director: _____

Contact Person/Title (if other than Director): _____

Contact Person email: _____

Type of Organization: ☐ private non-profit; ☐ private for-profit;
 ☐ public; ☐ other _____

RFP form will be sent electronically. No paper forms will be available. ☐ electronic

Indicate the services for which you intend to apply. Refer to the enclosed memorandum, which includes a list of fundable service categories by geographical area.

Service Area No.	County(ies)	Service Category

- **COMPLETED LETTER OF INTENT MUST BE RETURNED TO REGION VII AREA AGENCY ON AGING BY FRIDAY, MAY 27, 2022 AT 4:00 P.M.**

LETTER OF INTENT

INSTRUCTIONS

1. Organizations wishing to be considered for FY 2023 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 27, 2022.** 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.
8. Questions concerning the *Letter of Intent* should be directed to Jackie Gilles, 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

MULTI-YEAR ALLOCATION PLAN
FOR CONTRACTED SERVICES
FY 2023

<u>Service Area</u>	<u>County</u>	<u>Service Category</u>	<u>FY 2023</u>
1	Bay	Congregate Nutrition	\$83,821
1	"	Home Delivered Meals	276,482
11	"	Case Coordination & Support	61,685
11	"	Homemaking	73,632
11	"	Personal Care	22,818
11	"	Respite Care	12,019
11	"	Adult Day Care	75,761
11	"	Caregiver Training	13,072
11	"	Caregiver Training	13,072
		SUBTOTAL	\$632,362
2	Clare	Congregate Nutrition	\$38,092
2	"	Home Delivered Meals	109,320
12	"	Case Coordination & Support	23,789
12	"	Personal Care	23,425
12	"	Homemaking	29,380
12	"	Respite Care	19,618
12	"	Senior Center Staffing	4,473
12	"	Caregiver Training	7,876
		SUBTOTAL	\$255,973
3	Gladwin	Congregate Nutrition	\$34,750
3	"	Home Delivered Meals	\$101,845
13	"	Case Coordination & Support	\$20,749
13	"	Personal Care	\$17,348
13	"	Homemaking	\$19,612
13	"	Respite Care	13,091
13	"	Senior Center Staffing	3,869
13	"	Adult Day Care	10,366
13	"	Caregiver Training	6,973
13	"	SUBTOTAL	\$228,603
4	Gratiot	Congregate Nutrition	\$31,742
4	"	Home Delivered Meals	75,227
14	"	Case Coordination & Support	30,070
14	"	Homemaking	11,745
14	"	Home Repair	13,330
14	"	Chore	13,330
14	"	Personal Care	27,314
14	"	Respite Care	18,129
14	"	Senior Center Staffing	8,746
14	"	Adult Day Care	11,629
14	"	Caregiver Training	7,472
		SUBTOTAL	\$248,734

	County	Service Category	FY 2023
5	Isabella	Congregate Nutrition	\$44,020
5	"	Home Delivered Meals	78,097
15	"	Case Coordination & Support	33,458
15	"	Personal Care	24,748
15	"	Homemaking	28,971
15	"	Respite Care	18,495
15	"	Adult Day Care	25,062
15	"	Caregiver Training	12,035
		SUBTOTAL	\$264,886
6	Midland	Congregate Nutrition	\$61,292
6	"	Home Delivered Meals	170,944
16	"	Case Coordination & Support	37,635
16	"	Transportation	18,356
16	"	Homemaking	26,933
16	"	Home Repair	29,670
16	"	Respite Care	18,937
16	"	Adult Day Care	48,360
16	"	Caregiver Training	17,589
16	"	Personal Care	11,000
		SUBTOTAL	\$440,716
7	Saginaw	Congregate Nutrition	\$136,246
7	"	Home Delivered Meals	418,410
17	"	Case Coordination & Support	100,770
17	"	Senior Center Operations	13,000
17	"	Senior Center Staffing	19,400
17	"	Adult Day Care	128,532
17	"	Caregiver Training	50,273
		SUBTOTAL	\$866,631
8	Huron	Congregate Nutrition	\$35,836
8	"	Home Delivered Meals	141,661
18	"	Case Coordination & Support	21,674
18	"	Transportation	9,217
18	"	Chore	4,780
18	"	Caregiver Training	8,776
18	"	Personal Care	14,939
18	"	Respite Care	8,623
18	"	Homemaking	26,456
18	"	Senior Center Staffing	16,528
		SUBTOTAL	\$288,490

	County	Service Category	FY 2023
9	Sanilac	Congregate Nutrition	\$38,016
9	"	Home Delivered Meals	148,813
19	"	Case Coordination & Support	22,663
19	"	Transportation	7,445
19	"	Chore	5,077
19	"	Caregiver Training	11,230
19	"	Personal Care	21,940
19	"	Respite Care	10,084
19	"	Homemaking	29,688
19	"	Senior Center Staffing	20,167
		SUBTOTAL	\$315,123
10	Tuscola	Congregate Nutrition	\$26,428
10	"	Home Delivered Meals	172,189
20	"	Case Coordination & Support	31,790
20	"	Transportation	7,872
20	"	Chore	7,418
20	"	Caregiver Training	12,193
20	"	Personal Care	25,988
20	"	Respite Care	8,265
20	"	Homemaking	37,117
20	"	Senior Center Staffing	24,315
		SUBTOTAL	\$353,575
		Total of County Allocations	\$3,895,093
21	Saginaw	Personal Care	135,810
21	"	Homemaking	109,346
21	"	Respite Care	47,752
		Saginaw In-Home Subtotal	\$292,908
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
		GRAND TOTAL	\$4,323,686