

OLDER AMERICANS ACT TITLE III

STATEMENT OF PURPOSE

The purpose of Title III, as specified in the Older Americans Act, is to promote the development of a comprehensive and coordinated service system for older persons. The primary goals of this system are:

1. To secure and maintain independence and dignity in a home environment for older persons capable of self care with appropriate supportive services.
2. To remove individual and social barriers to economic and personal independence for older persons.
3. To provide a continuum of care for vulnerable older persons.

ROLE OF THE AGENCY

The North Central Area Agency on Aging, Inc. (NCAAA) is one of five Area Agencies on Aging in Connecticut established under Title III. NCAAA has the responsibility for fostering the development of comprehensive and coordinated service systems for older persons. As such, the major functions of NCAAA are:

- Needs assessment
- Establishment of priorities
- Bilateral planning
- Service coordination
- Resource development
- Evaluation
- Collection and dissemination of information
- Leadership and advocacy

FUNDING CONDITIONS

Eligibility Factors

The application must meet three basic eligibility factors. These are:

1. The prospective service provider must be an incorporated, profit, not-for-profit, private or public entity, agency, or organization.*
2. The proposed program must be designed to meet the needs of older persons (age 60 or older) and/or their caregivers. (Please note: Programs designed for grandparents/relatives caring for children shall be designed to meet the needs of caregivers aged 55 years and older.)

*NOTE: Grants/Contracts established with profit-making organizations require approval from the Connecticut State Department on Aging.

3. The prospective service provider must serve clients in one or more of the 38 towns in the North Central Connecticut area.

NCAAA discourages the use of Title III funds for lease or purchase of equipment because of the extensive monitoring requirements. Title III funds should be used to demonstrate the value of particular projects. Once Title III funding ends, the project cost should be assumed by local communities, agencies, or organizations.

The awarding of Title III funds is contingent upon NCAAA's receipt of federal and state funding. Grants/Contracts are awarded for a maximum period of twelve months; however NCAAA may select certain service providers for a multi-year contract or award. Funding after the first program period may be provided pending performance, current priorities, and availability of funds.

ONE-TIME ONLY funding requests for special projects that are consistent with NCAAA Area Plan's goals and objectives may be submitted for consideration during the standard Request for Proposal (RFP) process. Funding requests must be \$5,000 or less. Such special projects may be funded out of Title III funds, if and when available. Awards are dependent upon final approval by the NCAAA Board of Directors. If One-Time-Only funding is secured, additional requests for the same project will not be considered in the future.

The program award/contract period is **OCTOBER 1, 2017 through SEPTEMBER 30, 2018.**

Requirements

Recipients of awards are subject to a number of requirements by NCAAA. The specifics of these requirements are covered in the: Standard Assurances, Compliances, and Conditions (Part C of the application).

The purpose of these requirements is to ensure program and financial accountability. Service providers are expected to complete monthly project service and financial reports in a timely manner. Project service reports must conform to the requirements of the federally designated National Aging Program Information System (NAPIS) and the Management Information System (MIS) used to capture required data, as administered by the Connecticut State Department on Aging in accordance with the schedule for reporting established by NCAAA.

Financial responsibilities involve several aspects: 1) an annual audit of Title III funds by NCAAA; 2) ongoing documentation of Non-Federal cash and in-kind match; 3) ongoing documentation of contributions from program participants and other program income; and 4) identification in the service provider's accounting system of Title III funds, Non-Federal match from other funds, and client contributions or other program income. Participation in on-site monitoring visits is required.

A Non-Federal match is required. The match must comprise of at least 15% of the first-project period budget, 30% of the second-project period budget, and 50% of the third-project period budget. Any project funded for more than three fiscal years must include a 50% non-federal match in the project budget. Please note that the minimum match for programs funded with Title III-E dollars is 25% of the project budget. The match can be provided in any combination of cash and/or in-kind resources. Matching resources shall be accepted as part of the award

recipient's match when they are identifiable and documented. Client contributions cannot be used to meet non-federal matching requirements. **It is important to note that if there is insufficient Non-Federal match, the Title III portion will be adjusted based upon the award requirement.**

All service providers must comply with Title VI of the Civil Rights Act of 1964 (PL 88-352) and Section 504 of the Rehabilitation Act of 1973.

Title III funds may not be used for lobbying purposes. (See Part C of the application for Standard Assurances, Compliances, and Conditions).

Audit Requirements

All service providers must comply with Federal OMB Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. (See Part C of the application for Standard Assurances, Compliances, and Conditions.)

REVIEW PROCESS

The North Central Area Agency on Aging's Board of Directors sets overall policy for the agency and makes decisions based on input from the Advisory Council and the Allocations Committee. All applications will be reviewed in relation to and conformity with the mandates of the Older American's Act and local needs assessments.

The amount awarded to each program will be based on the relative merit of the respective proposal. Applicants will receive written notice of the approval or rejection of their proposal. Any applicant, whose application is rejected, approved with conditions, or approved for an amount less than the amount requested, may appeal the decision if appeal-process conditions apply.

SUBMISSION REQUIREMENTS AND APPLICATION DUE DATE

Applicants are required to submit the complete original application including all assurances and one (1) copy of the proposal without assurances.

Applications are DUE NO LATER THAN 4:00 P.M. ON MARCH 17, 2017. Applications submitted in the mail must be in NCAAA's office by the due date and any applications submitted after this deadline will NOT be accepted.

Please submit applications to:

**Karen Stone, Grants Manager
North Central Area Agency on Aging, Inc.
151 New Park Avenue, Box 75
Hartford, Connecticut 06106**