



Frequently Asked Questions – FY 2024 Request for Proposal

1. Will you be sending out the recording for this Technical Assistance Workshop to those present as well as a copy of the MS PowerPoint?

Yes. The Detroit Area Agency on Aging (DAAA) will send out the recording from the Technical Assistance Workshop and a copy of the MS PowerPoint presented at the session.

2. If your organization is currently receiving funding, can your agency apply for the funding available during this Request for Proposal process?

DAAA is reaching out to a variety of prospective applicants and encourages new partners, non-traditional applicants as well as existing service providers to apply for funding if they meet the eligibility criteria for applying for funding.

3. Do you have to show where the 10% match in funding is sourced from within the budget submitted with your application?

Applicants must only include the 10% (new provider) or 15% (existing provider) non-federal local match which can be monetary or in-kind. However, this information will be discussed during contract negotiations and is also subject to review during DAAA and/or the Bureau of Aging, Community Living and Supports (State Unit on Aging) audits and the annual provider assessment.

4. My organization requested access to the Shared Folder but received no email back. Can you send the application over to us? I have requested access and no email confirmation received.

If your organization requests access to the Shared Folder (Secured Grant Portal) and you do not receive access within 24 business hours, please email DAAA's Contract Management Department at contractmtg@daaa1a.org. In addition, contact DAAA at (313) 446-4444. The receptionist will alert to RFP Mapping Workgroup-Leads of the action needed. (DAAA is monitoring Junk Mail and any quarantined emails daily to ensure that requests are granted)

When you request access to the DAAA Shared File, the Citrix link will be emailed to you from ContractMgt@daaa1a.org. The receipt of this link serves as your confirmation.

To access the RFP Application Guide, Application packet to be submitted and reference information visit the www.detroit seniorsolution.org and scroll down to the RFP announcement on the homepage for the links to download the materials needed for application submission.

Access to the Shared File may be requested from May 1, 2023, to May 19, 2023, at 5:00pm EST. If more than one staff person at your organization need access, please request it in your email to ContractMgt@daaa1a.org.

5. Can DAAA provide contact information for those who are already approved for congregate meals?

DAAA can provide a list of the current Congregate Meal Site some of which are just coming back online due to the Public Health Emergency. Any questions about requesting designation of a Congregate Meal site should be sent to Gilbert Lopez through ContractMgt@daaa1a.org.

6. The funding listed for each Areas of Focus or Service Categories varies and only shows a total amount. What will be the average grant amount that will be awarded?

There is not an average grant award amount. Funding levels vary by the Areas of Focus and the DAAA has not projected an average grant award because the service categories are quite different.

7. Can an existing Community Wellness Service Center apply for funding to implement a “new model”?

Under this RFP, DAAA is seeking to launch 2 – 3 new community hubs for wellness through the traditional or new models to address underserved areas on the west side, east side and north central area consisting of Hamtramck and Highland Park. DAAA is particularly interested in attracting new partners as well as innovative program designs. Sound and strong sustainability plans are strongly encouraged.

8. Do previously approved congregate meal sites need to reapply?

DAAA should have a written agreement on file with all Congregate Meal sites. If your facility closed and you simply need to re-open, you do not have to reapply. However, if you were closed due to extenuating circumstances that impacts compliance with health and safety or significant changes in program management, you need to reach out to DAAA. Remember that getting your site designated as a Congregate Meals Program is a separate process. If you plan to include this your Community Wellness (Service) Center model, please include this plan in your Program Description within your application.

9. If we receive other financial sources for funding on the budget do we have to identify those sources?

Other resources should be itemized in the budget and described in your Other Resources and Sustainability Plan.

10. How to get questions answered about the RFP or ask for access to the Shared File to upload your application?

Contract Management Email: contractmgt@daaa1a.org

11. Can a new 501 © 3 with a newly acquired our tax status apply if we use a fiscal fiduciary?

Yes. If you are an organization that has been in business in less than three years, but you have a fiscal fiduciary who meets the screening criteria, you can apply.

12. Do existing service providers have to apply for funding under this RFP?

Yes. Existing and new applicants must apply for funding under this FY 2024 Request for Proposal.

13. Will there be training on how to access and use the Shared File to upload the application to DAAA?

Yes. Each Technical Assistance Workshop included training on accessing and using the DAAA Shared File. In addition, Instructions on accessing and using the Shared File are posted on the DAAA Website with the other RFP materials. The instructions include screen shots of how to navigate Citrix.

14. What is the estimated grant award to an organization?

The grant award amounts to applicants will vary depending upon the number of applications, the funding requested and the amount of funding available.

15. Would DAAA be willing to offer a training and with an interactive discussion on performance-based contracting?

DAAA plans to provider its existing service providers with this type of training, but will offer answers applicants have about our approach.

16. What is the timing of payments around performance-based contracting?

Payments are made monthly after program and financial reports are processed.

17. What are examples of allowable services under health care under the Social Determinants of Health Coordination?

For this RFP round the key health-related services to be funded include: Senior Mobile Dentistry services and Community Wellness Center. The Senior Mobile Dentistry services focus on oral health and the Community Wellness Center – new model focuses on overall well-being.

18. How many applications will DAAA fund? How are the listed grant award amounts flexible? If I have a program that would cost \$50,000, is that an appropriate size for one grant?

DAAA will not know how many grants it will fund until all the applicants are received and reviewed by service category. The size of an applicant's budget should be based on the program design, staffing needs, grant funds available as well as local match, program income and other resources that can support the program.

19. When are the applications due to the Detroit Area Agency on Aging for this RFP?

Applications must be submitted through the DAAA Shared File by Friday, May 26, 2023, no later than 11:59pm. EST.

20. Are Senior Dental Mobility Services focused on preventative or cosmetic services?

This Areas of Focus under the Social Determinants of Health Coordination is designed to address preventative oral health care such as examinations, dental cleaning, minor fillings for cavities, dental education and referral to other appropriate resources to oral surgery, dentures, etc.

Licensed and certified professionals accessible in the home and/or in a Mobile dentistry vehicle/unit are allowable.

21. Is the funding in this RFP different from the funding outlined in the last RFP?

Yes. The FY 2023 – FY 2025 RFP supported funding for providers over three years.

22. Please clarify Performance-Based Services?

Performance-based Contracts are based upon the achievement of mutually agreed upon performance goals such as outcomes, outputs and performance standards. Contract payments are reimbursed expenses based upon labor and materials necessary to perform contract obligations. This includes direct and indirect costs.

A portion of contract payments are cost-based and the remainder are performance-based. For example, the service provider is reimbursed for some of the contract value based on expenditure of costs (e.g., labor and materials) while the remaining contract value is paid to the service provider based on meeting mutually agreed upon performance goals.

Performance-based deliverables (key performance indicators) include contract milestones the service provider must meet to receive payment under the performance-based contract. Performance-based contracts may require the reporting of information that is not contingent upon payment.

23. Can applicants apply for friendly visiting?

No. Applicants can not apply for services that are not under the Areas of Focus. Friendly visiting was funded under the last RFP round for FY 2023 – FY 2025 funding.

24. If existing service providers are funded for the same service during this RFP will they have to submit a combined program and financial report or separate ones?

If an existing provider is awarded a one-time-grant under this RFP that is for the same service category that they currently funded under then they will have to justify the increase in funding through additional clients and units to be served. Since ARPA funding may be awarded, a determination will need to be made regarding whether separate funding is required.

25. When are evidence-based program trainings be available?

Each evidence-based program has different requirements, scheduled trainings and costs. Some trainings are available through the sponsor and DAAA provides a limited number of trainings for some evidence-based programs.

26. How is American Rescue Act Funding different from Older Americans Act funding?

ARPA funding cannot be used to service non-Older Americans Act participants. If applicants plan to provide services to non-Older Americans Act clients, they must use other resources to do so. This requirement may be audited by the federal government, the Bureau of ACLS and/or DAAA to ensure compliance.

27. Who are the targeted populations to be served under the FY 2024 Request for Proposal?

The primary targeted population for services in this RFP includes 60-plus older adults and family caregivers including grandparents raising caregivers. These individuals can be served under the Older Americans Act and American Rescue Plan Act funding.

DAAA is able to serve a broader population of participants because of the array of funding sources it has at its disposal. This includes 55+ individuals (Senior Community Service Employment Program), 18+ to 64 and 65+ adults with disabilities (MI Choice Waiver), Veterans, Caregivers, Medicare and Medicaid Beneficiaries (MMAP, Telehealth) and Dual Eligibles (MI Health Link).

Applicants should plan to serve older adults and family caregivers allowed under the service definition or regional service definition for this RFP although a few services allow for exceptions. Please reference the AASA Program Operating Standards and Regional Service Definitions.