



Connecting Older Adults with Community-based Resources and Options

AgeOptions Request for Proposals Fiscal Years 2025-2027

**Home and Community Based Social Services (Title III-B),
Senior Health Assistance Program (SHAP)/MIPPA,
Legal Assistance, Health Promotion and Disease Prevention
(Title III-D), Caregiver Services (Title III-E)**

Proposals are Due: April 22, 2024 by 11:59 pm

RFP materials are available [on AgeOptions website](#)

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STATEMENT OF NON-DISCRIMINATION

AgeOptions does not discriminate in admission to programs or treatment of employment in programs or activities in compliance with the Illinois Human Rights Act; the U.S. Civil Rights Act; Section 504 of the Rehabilitation Act; The Age Discrimination Act; the Age Discrimination in Employment Act; and the U.S. and Illinois Constitution. If you feel you have been discriminated against, you have the right to file a complaint with the Illinois Department on Aging. For information, call (800)252-8966 (Voice and TTY) or contact AgeOptions at (708)383-0258

Funded by Older Americans Act and Illinois General Revenue Funds
through the Illinois Department on Aging,

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I. INTRODUCTION

A. AgeOptions and History of the Program

AgeOptions is one of 622 Area Agencies on Aging throughout the United States and one of 13 in Illinois. In accordance with the Older American's Act of 1965 and associated Regulations, AgeOptions is designated by the Illinois Department on Aging as the Area Agency on Aging for suburban Cook County, Illinois. AgeOptions is responsible for administering federal and state-funded programs and services for individuals aged 60 and older and those who care for them in suburban Cook County.

AgeOptions was established in 1974 as a 501(C)(3) not-for-profit corporation to serve the older adults of suburban Cook County. Governed by a volunteer Board of Directors and counseled by an Advisory Council comprised of older adults and community representatives, AgeOptions identifies the concerns of older adults and those who care for them, develops, and implements programs to meet their needs, and advocates for necessary resources.

AgeOptions submits a three-year comprehensive plan (Area Plan on Aging) to the Illinois Department on Aging (IDOA), which is updated annually. The Area Plan provides detailed information about the growing population aged 60 years and over in suburban Cook establishes service needs and funding priorities. AgeOptions is guided by the Area Plan to fund a network of more than 70 local community-based service providers, working to bring resources and service options to older adults and their caregivers throughout the Cook County suburbs. AgeOptions is submitting a new Area Plan on May 15, 2024 for FY 2025 through FY 2027. All funding under this request for Proposal is contingent upon availability of funding and the acceptance of AgeOptions Area Plan on Aging and annual amendments to that plan by the Illinois Department on Aging.

Our Vision:

People thriving as they age.

We are guided by

our Mission

to innovate, partner and advocate to improve systems and services in order to strengthen communities so people thrive as they age.

Our Values:

Commitment
Integrity
Connectedness

Quality of Life is essential to everyone;
Communities that care make a difference;
Knowledge is powerful;
Good choices depend on **reliable resources**;
That is why we connect aging with options for living well.

- B. Purpose:** The purpose of this Request for Proposals is to solicit grant applications for services to older persons aged 60 and over in suburban Cook County, Illinois for the following:
- Title III-B of the Older Americans Act, Supportive Services, and Senior Health Assistance Program (SHAP)/Medicare Improvements for Patients and Providers Act (MIPPA)
 - Title III-D of the Older Americans Act, Health Promotion and Disease Prevention
 - Title III-E of the Older Americans Act, Caregiver Services

Funds are available from the Federal Older Americans Act, State of Illinois General Revenue funds, and Senior Health Assistance Program and Medicare Improvements for Patients and Providers Act (MIPPA). Throughout this document, AgeOptions refers to these funds as “AgeOptions Funds.”

D. Goals for Delivery of Services

AgeOptions funding priorities are consistent with the Older Americans Act, the [Illinois Act on Aging](#) and the mission of AgeOptions. Funds will be awarded based on the following goals and objectives:

1. To maximize the independence, well-being, and health of older adults, people with disabilities, and those who care for them across the lifespan.
2. All people, regardless of age or disability, should be able to live independently and participate fully in their communities.
3. Every person should have the right to make choices and to control the decisions about their lives.
4. All older adults and people with disabilities should have access to needed community services and other kinds of assistance so that they can maintain self-determination, independence, productivity, and inclusion in all facets of community life.
5. To develop and implement comprehensive, coordinated systems, for home and community-based services. This may be accomplished by collaborating, coordinating, and consulting with other agencies responsible for formulating, implementing, and administering long-term care programs.
6. To remove social, economic, and personal barriers to independence for older individuals.
7. To provide services for the most vulnerable older adults that meet their individual needs.
8. To assist the informal family caregiver to help maintain the older person at home.

9. To prioritize services to older individuals with greatest economic need, older individuals with greatest social need, and older individuals at risk for institutional placement. Priority populations (formerly referred to as “target populations” may include but are not limited to the following marginalized communities:
 - a. Older adults with low incomes,
 - b. Older adults who are a member of a diverse population, (Black and Brown)
 - c. Older adults over the age of 75;
 - d. Older adults with limited English proficiency or have language barriers;
 - e. Older adults at risk for institutional placement,
 - f. Older adults who are frail or have a physical or mental disability;
 - g. Older adults with dementia and related disorders as well as their caregivers;
 - h. Older adults who are isolated due to racial and ethnic status, sexual orientation, gender identity, HIV status or other issues.

II. AgeOptions Available Funding for this RFP

AgeOptions awards are based on revenue projections for FY 2025. These estimates include funding from the Federal Government and the State of Illinois to suburban Cook County. **Annual Federal and State appropriations and any changes in the Illinois Department on Aging funding formula for the distribution of funds may decrease or increase available revenues for Fiscal Year 2025.**

AgeOptions reserves the right to revise any or all awards based upon the actual receipt of funds and administrative, or judicial rule/order or regulation requiring and/or necessitating a revision or reconsideration of funding decisions.

If another funding source is currently supporting the applicant’s proposed services in the same service area, AgeOptions will not fund the program. Older American’s Act does not allow the funds to supplant other funding.

Estimated Funding through this RFP as of 3/4/2024	
SUPPORTIVE SERVICES – Title III-B (CFDA 93.044)	
Older Americans Act Title III-B and State of Illinois General Revenue Funds (“Distributive funds”) for the following possible services: chore, counseling, education, friendly visiting, home repair, housing assistance, recreation, senior center, senior opportunities and services, telephone reassurance, transportation, and Title III-B respite. ADRN applicants may request, with a compelling needs statement, additional funding for Information and Assistance from this “Distributive Fund”. Reference Appendix 1 – Column B	\$2,520,000
Aging & Disability Resource Network Designation Agencies will apply for 1) Information and Assistance from Appendix 1 Column C and may apply for Options Counseling. 2) Senior Health Assistance Program. Reference Appendix 1 – Column D	\$1,680,000 for Information and Assistance \$330,520 for Senior Health Assistance Program/MIPPA)
One Grantee for Countywide Legal Services Title III-B	\$401,000
One Grantee for Countywide Options Counseling Demonstration using the Aging Mastery Program	\$100,000
HEALTH PROMOTION DISEASE PREVENTION– Title III-D (CFDA 93.043)	
One Grantee for Countywide Health Coordinator	\$120,000
CAREGIVER – Title III-E(CFDA 93.052)	
Caregiver Resource Centers (Applicants will compete for Caregiver Resource Center designation. Required services include use of TCARE, respite, counseling, and other services, Successful applicants will manage the Title III-E Respite and gap filling funds for their area). Reference Appendix 1 – Column E	\$2,560,000
One Grantee for Countywide Relatives Raising Children Legal Services Title III-E	\$40,635
One Grantee for Countywide Evidence Based Training and Education Coordinator	\$100,000
One Grantee for Countywide Evidence Based Training and Education Coordinator for people who speak Spanish	\$25,000
Culturally and Linguistically Accessible Services (CLAS) formerly known as TCLIP to be distributed to multiple agencies- Title III-B CFDA 93.04	
CLAS Senior Opportunities and Services	\$410,000
CLAS Memory Café up to \$7500 per Café	\$37,500

Match Requirements

Successful applicants must contribute a minimum of 15% in non-federal resources as match. Allowable match sources may include cash, foundation support, the value of in-kind contributions such as volunteer time or donated space, or both. The AgeOptions share of funding may not exceed 85% of the “total net cost” (the sum of AgeOptions funds and match). (2 CFR Part 200 Cost Principles).

AgeOptions will consider lower match levels for applicants proposing to serve communities that are [under-resourced](#) or economically disadvantaged.

Applicant’s budget justification must include a thorough explanation how the proposed area is under-resourced. Some considerations may be:

- The Poverty Rate
- Poverty Concentration (the percent of the total population in in poverty),
- Higher percentages of residents who are Black or Hispanic – this is due to systemic racism in many institutions, including historic and ongoing discriminatory housing policies that kept people from accumulating wealth.

Please see instructions for how to address this request in the budget.

Client contributions (“Project Income”)

Older Americans Act regulations require that every program participant be offered the opportunity to financially contribute to a service. Typically, participants make a voluntary contribution through methods such as a donation box or by mail. Revenue generated from contributions is intended to supplement and expand the service. These contributions are called “project income”. Awarded applicants will be required to follow our Project Income Guidelines.

Regardless of the contribution, awarded applicants must provide services regardless of an older adult’s willingness or ability to contribute to the service. Client contributions are not included in the “total net cost.”

Notification of Grant Award (Grant Agreement)

AgeOptions will use a grant system to reimburse successful applicants. A grant will promote partnership and collaboration. Grantee costs will be budgeted by the categories of Personnel/Fringe, Equipment and Supplies, Travel, and Other. During the grant period, agencies may request a revision to re-allocate costs between line items.

Any reference to “grantee” responsibilities will be binding on the applicant organization upon the award of the grant.

AgeOptions will incorporate all the standards and requirements outlined in this procurement process as well as the applicant’s application (work plan) into a “Notification of Grant Award” (NGA). The grant will contain service delivery,

administrative, and financial terms and conditions, and provisions which, when taken together, define the services that the Grantee will provide. The accepted proposal will become a binding part of the grant and the Grantee will be monitored to ensure compliance with the proposal in accordance with AgeOptions requirements and policies set forth in:

- AgeOptions FY 25-27 Service Definitions and Standards
- AgeOptions FY 2025-2027 Title III Requirements,
- AgeOptions FY 2025-2027 Request for Proposals,
- AgeOptions 2025 Conditions of Award and Performance Deficiencies for Grantees Policy.

It is the applicant's responsibility to read and understand the RFP and associated materials and tailor the application and all activities to ensure compliance.

III. Eligible Applicants

Nonprofit and for-profit organizations and government units who have experience providing the services outlined in this RFP can apply. AgeOptions is required to obtain a waiver from the Illinois Department on Aging prior to funding a for-profit organization. Grantees are prohibited from receiving a profit from the grant award.

All applicants must be registered, be in good standing with the Illinois Secretary of State and have a valid SAM Unique Entity ID (UEI). It is the grantee's responsibility to remain current with these registrations and requirements. In addition, the applicant should not be included on any Debarred/Suspended/ Stop Payment/Excluded Parties listings.

Organizational Capacity

Applicants may apply for services which they have the capacity to provide. AgeOptions will determine capacity for purposes of the award, based on the applicant's submitted proposal and their past performance. Modification of the proposal will only be accepted if requested by AgeOptions.

Applicants must complete all required documents with their proposal outlined in the application portal. Upon receiving a Title III award from AgeOptions, successful applicants must meet the requirements of [2 CFR 200.332](#).

One application and budget are required for each proposed Title e.g.

- 1) a separate application and budget for Title III-B Supportive Services,
- 2) a separate application and budget for Title III-D Health Promotion,
- 3) and a separate application and budget for Title III-E Caregiver services.

Within each proposal, the applicant should provide answers for each service proposed. There is no minimum or maximum number of services for which applicants must apply.

All requirements included in this document are authorized in actual legislative language included in the 1992, 2000, 2006, 2016, and 2020 amendments of the Older Americans Act and the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. [2 CFR Part 200](#). Any further amendments to the law, actions required by other Federal or State laws, court order, and/or administrative/executive directives, will be binding on all applicants. AgeOptions has adopted as policy all requirements stated in this document and will enforce the same during the grant period, except as directed by the Federal and State governments, or Court of Law.

AgeOptions does not discriminate based on race, color, national origin, sex, language, religion, age, disability, sexual orientation and gender identity, political or other opinion, health status, place of residence, economic and sociation situation or familial status in employment or the provision of services.

Agencies are not permitted to subcontract or assign any part of the work covered under the scope of the agreement without prior written consent of AgeOptions.

Any misrepresentation within the proposal is grounds for disqualification from the review process.

Service Area

Applicants may propose delivering service to a single township, multiple townships, or countywide. Applicants who do not have an office or physical presence in suburban Cook County may apply for funds. However, services should be provided in a way that is easily accessible and convenient to the clients. AgeOptions may negotiate service areas with awarded applicants.

IV. AWARDS AVAILABLE

AgeOptions will only fund services identified in this Request for Proposals. Please refer to the Definitions and Standards for a complete description of each service.

A. Funding Formula

Since 1986, AgeOptions has used a population-based funding formula to determine the maximum available dollars to each township area for Supportive and Caregiver services that are not listed as “Countywide”.

AgeOptions Population based Funding Formula is:

Factor	Weight
60+	30%
60+ 100% of Federal Poverty Level	35%

60+ Racially/Ethnically Diverse (minority)	15%
75+	10%
60+ living alone	10%
TOTAL	100%

- The source of the data is 2018-22 American Community Survey.
- AgeOptions is adjusting the data source for the Poverty factor from 124% of Poverty for 65+ to 100% of Poverty for 60+. AgeOptions analyzed potential poverty factors for the formula. Data showed areas with high numbers of Black and Latinx older adults are negatively impacted by the applying the 65+124% factor or the 150% of 60+ poverty factor.
- AgeOptions strives to use the most up-to-date and statistically valid data available. Therefore, AgeOptions will use updated data for the distribution of funding for extension years.
- Funds will be distributed using the formula for each of the 30 townships (with North and South Proviso broken into two areas) in suburban Cook County. This allows flexibility for agencies to apply for smaller, larger or current sub-areas or to possibly partner with another organization. The funding formula is used for Supportive Services and Caregiver Funding.
- The 2018-22 American Community Survey data was available for 25 of the 30 suburban Cook County townships; specifically, Barrington, Calumet, Lemont, River Forest, and Riverside. For these five townships:
 - First, AgeOptions added the five township's 60+ populations together to get the "Sum 60+ for 5 townships."
 - Second, AgeOptions divided each township's 60+ population into this "Sum 60+ for 5 townships" to determine the percent each area has of the 5 townships ("% Share of the 5 townships.")
 - Third this "% Share of the 5 townships" was applied to the census data "not assigned to townships" to the other 25 townships from the 2018-2022 American Community Survey. This was done for the factors: 60+ Minority, 60+ Living Alone, and 60+ Poverty.
- For the division of North and South Proviso, AgeOptions used ACS 18-22 Census Tract data 8187, 8188, 8158, 8194, 8193, 8186, 8189, 8190 for 60+ and 75+. For the other factors, the American Community Survey margin of error was too high to use the data. AgeOptions used the ratio of 60+ in North and South Proviso and applied it to 60+ Minority, 60+ Living Alone, and 60+ Poverty.

Please reference Appendix 2 to review funding formula factors by township.

**B. Aging and Disability Resource Network (ADRN) Designation -
Information and Assistance and SHAP Services (funding levels in
Appendix 1 – Column C and D) -**

Background:

Aging Disability Resource Networks (ADRN) serve as central access points where older adults and persons with disabilities receive information and assistance, assessment of needs, referral, assistance in completing applications for various public programs and benefits and follow up to ensure referrals and services were received. Services must be accessible, culturally and linguistically appropriate, and person-centered.

ADRN serve as a major resource for health care systems and providers and will have the capacity to serve as a “front door” to the Long-term Support Services (LTSS) system that can quickly link their clients to a full range of community services and supports.

ADRN will work with other community supports including Progress Center for Independent Living, Medicaid waiver services, referrals to behavioral and substance use services, collaborate with discharge planners, federally qualified health centers, and public health departments.

Aging Disability Resource Network (ADRN): AgeOptions will designate ADNRNs and fund them for Information and Assistance (Appendix 1 Column C) and the Senior Health Assistance Program (SHAP)/MIPPA (Appendix 1 Column D). ADNRNs may also request funding for Options Counseling with the funding identified in Appendix 1 Column C.

Funds are distributed to applicants for the 30 townships (with North and South Proviso designated into two areas) based on the funding formula. Some areas may not receive enough funding from the Area Agency ADNRN distribution to cover the costs to meet the requirements of an ADNRN (such as staffing, supervision, travel, computer related equipment and access to software packages, training and certification, coordination and outreach, general rent, copying, supplies and postage). However, all agencies applying for ADNRN designation must meet the ADNRN standards. To do so, agencies may need to provide additional matching funds, request that part of the area’s distributive funds for other services be used for ADNRN, or may collaborate/partner with another organization to meet standards (in part or totally). The partnership will be responsible for meeting all ADNRN standards and should identify, at a minimum, staffing that includes a dedicated full-time equivalent specialist. Applicants proposing a collaboration/partnership should explain the roles and

responsibilities of the various partners in the application.

AgeOptions is not specifying the number of ADRNs or the specific service boundaries; however, ADRNs will be funded to serve every locality in suburban Cook County. There will be only one ADRN designated for each township (applicants can apply for a single township or groupings of townships).

C. Caregiver Resource Center/Relatives Raising Children (funding levels in Appendix 1 – Column E)

Caregiver Resource Center (CRC) Funding:

Caregiver Resource Centers funds will be distributed to township areas based on the AgeOptions population-based funding formula. AgeOptions will designate CRCs and fund them for Caregiver Specialist services. CRCs will also authorize and prioritize clients for Title III-E Respite. AgeOptions does not specify the number of Caregiver Resource Centers or specific service boundaries; however, AgeOptions intends to assure that Caregiver Resource Centers are funded to serve every locality in suburban Cook County. There will be only one CRC designated for each township (applicants may apply for a single township or groupings of townships).

Funding levels are in Appendix 1 Column E, CRC applicants may propose up to 10% of their funding for Relatives Raising Children.

Some areas may not receive enough funding from the Area Agency Caregiver Resource Center distribution to cover the estimated cost of meeting the requirements of a Center. Applicants willing to meet Caregiver Resource Center standards may apply for an area by providing additional matching funds for the Caregiver Resource Center or may collaborate/partner with another organization to meet some of the standards. The partnership will be responsible for meeting the complete Caregiver Resource Center standards and should have at least one dedicated full-time equivalent Caregiver specialist. Applicants proposing a collaboration/partnership should explain the roles and responsibilities of the various partners in the application.

Importance of Caregiver Resource Centers

The unpaid work provided by family caregivers is valued at an estimated \$600 billion, according to the latest report in AARP's [Valuing the Invaluable](#) series, published [March 8, 2023](#). This is a \$130 billion increase in unpaid contributions from family caregivers since the last report was released in 2019. The economic impact of \$600 billion is more than all out-of-pocket spending on health care in the U.S. in 2021. Caregiving is not just a family issue: it impacts communities,

employers, as well as health and long-term care systems.

Demographic trends of population aging, shifts in fertility and timing of first births, and the increasing racial and ethnic diversity of the US population all help explain the key prominent issues in caregiving: sandwich generation caregivers, working caregivers, direct care workforce shortage, diverse caregivers.

Individuals who are unaware that the care they provide is considered “caregiving” are unlikely to self-identify as a family caregiver. Working family caregivers⁶ juggle both professional and family caregiving responsibilities and are often at high risk of burnout and leaving the workforce.

The National Family Caregiver Support Program serves family and friends who care for persons aged 60 and over or people with Alzheimer’s disease or related disorder, at any age. The term “family-caregiver” includes unmarried partners, friends, or neighbors who are providing care. The program also provides supports to “older relative caregivers” (also known as “Grandparents Raising Grandchildren” or “Relatives Raising Children”) who are at least 55 years old and lives with a child or person with a disability who is the primary caregiver and to whom they provide informal care. When the person receiving care is an adult with a disability, the caregiver may be that person’s parent. Reference Appendix for demographic detail on Relatives Raising Children.

When providing services priority must be given to:

- At risk caregivers identified with high levels of stress who: are caring for someone with intense physical care needs, behavioral issues and/or health and safety issues; report their own health as fair to poor, have a financial hardship, and/or with intent to place the care receiver in a long-term care facility.
- Caregivers who are older.

AgeOptions Caregiver Program includes:

- The AgeOptions Countywide Caregiver Coordinator who supports Caregiver Resource Centers, outreach to the community as well as providing or linking caregivers to services
- Caregiver Resource Centers (CRC) are required to use TCARE and Trualta.
- At each CRC, a Caregiver Specialist is an expert caregiver resource available to their agency/collaboration and the community.
- CRCs will be funded for Respite. Applicants will propose the amount of respite from Appendix 2 Column E – there is not a minimum or maximum share of the funding. AgeOptions will continue to have a Registry of Potential Respite Vendors for in-home, out-of-home, and Adult Day Services. The change is that agencies will all need to manage their own reimbursement of Respite services and will have the option to vet and use client’s preferred vendors or out-of-home options.

- CRCs should have a strong outreach component to help caregivers effectively identify their role and seek support. AgeOptions will have materials available for a Caregiver Public Relations plan.

Evidence Based Caregiver Training Demonstration: In prior fiscal years, each Caregiver Resource Center (CRC) was required to conduct their own evidence-based training and education for caregivers. In this RFP, AgeOptions is seeking two demonstration programs that would provide a “Countywide” Evidence Based Training to be used by other CRCs. CRC’s may choose to conduct their own training and education with the CRC funding in their area or utilize this centralized trainer.

Countywide Training and Education Coordinator for Caregivers who speak English: who will conduct a minimum of twenty-five (25) series a year of Savvy Caregivers, Stress Busting, Powerful Tools for Caregiving, or other approved Evidence Based Caregiver Training. These trainings may be in person and virtual. The CRCs will help recruit participants. Up to \$100,000 in demonstration funding which is outside the distributive funding.

Countywide Training and Education Coordinator for Caregivers who speak Spanish: who will conduct a minimum of five series a year of Savvy Caregivers, Stress Busting, Powerful Tools for Caregiving, or other approved Evidence Based Caregiver Training. The CRCs will help recruit participants. At least three of these will be virtual. Up to \$25,000 in demonstration funding which is outside the distributive funding.

Distributive Funds (Appendix 1 – Column B)
may be used for the following services and do not require a
designation of Aging Disability Network or Caregiver
Resource Center – the smallest service area is a township

1. **Chore Services** provide in-home assistance for daily tasks for eligible individuals. Chore is a very effective service for individuals who wish to stay in their own homes but require assistance to keep their environment healthy and clean. Agencies should use services available through the Medicaid Waiver Community Care Program (or its equivalent) for eligible participants. These services require an assessment through the Care Coordination Unit. Participants who are part of a Managed Care Organization (MCO) should receive their Long-Term Services and Supports through their MCO.

Agencies will be required to prioritize and manage Chore waiting lists – the service should not be provided on a “first come, first served” basis. As

a best practice, agencies should use interim Community Care Program services for acute clients (those leaving the hospital that may need assistance on a short-term basis).

Applicants may choose one of the following three ways to provide Chore services.

- i. **Direct service:** The applicant would hire and manage the agency's own Chore staff
 - ii. **Grantee managed:** Hiring a chore vendor to provide services.
 - iii. **Older Adult Concierge Service Demonstration:** to allow for person centered assistance and support with options such as traditional chore housekeeping; heavy duty chores such as changing light bulbs, changing screens, simple maintenance; Laundry pick-up and delivery service; grocery delivery set up; prescription delivery service. The Applicant would designate a staff person who would set up services for the client to meet their specific needs and budget funds to pay for the services.
2. **Counseling services** shall include personal counsel to help individuals and families cope with personal problems and/or develop and strengthen capacities for more adequate social and personal adjustments
 3. **Education Services** provide individuals with opportunities to acquire knowledge and skills suited to their interests and capabilities through formally structured, group-oriented lectures or classes. Subject areas for adult education may include nutrition, health, mental health, personal care, consumerism, crime prevention, legal rights/entitlement benefits, home maintenance and repair, retirement orientation and life enrichment, etc.
 4. **Friendly Visiting Services** provide regular visits by staff or volunteers to socially and/or geographically isolated individuals to provide companionship and social contact. The program is for homebound older adults who have few friends, family, or neighbors that visit them.
 5. **Home Repair Services** provide limited funding for minor home repairs to allow older people to remain in their homes.
 6. **Housing Assistance/Home Preservation Services** are person centered services related to preserving an older adult's housing, preventing homelessness, and assistance to relocate or obtain more suitable housing which the client can afford. (Excludes direct financial assistance).
 7. **Recreation** are activities which foster the health and social well-being of individuals through social interaction and constructive use of time.
 8. **3b In-home Respite Services** provide care for shorter periods so that caregivers can attend to necessary tasks or receive a break from this responsibility.
 9. **Multi-Purpose Senior Centers** are community **and virtual** facilities that provide health, social, nutrition, educational, and recreational services for older adults.
 10. **Senior Opportunities & Services (SOS)** - This program is specially designed to identify and meet the needs of older individuals belonging to

- low-income, racially/ethnically diverse populations, and limited English proficient groups through referral to existing services. Activities may include translation, personal escort, telephone reassurance, and other programs to remedy gaps and provide inclusive services.
11. **Telephone Reassurance** - Telephone calls at specified times to or from individuals who live alone, to determine if they require special assistance, to provide psychological reassurance and reduce isolation. Telephone Reassurance services must not overlap with existing services provided by a municipality, township, hospital, or other reassurance program.
 12. **Transportation Services** include arranging transportation or providing transport to assist persons unable to use conventional means of transportation to reach services, reduce isolation, or encourage independent living.

E. Culturally and Linguistically Appropriate Services (CLAS) *formerly referred to as Targeting to Culturally and Linguistically Isolated Persons (TCLIP)*

Suburban Cook County is an ethnically diverse area. According to American Community Survey (ACS), more than 104,000 suburban Cook County residents (24%) over the age of 65 speak a language other than English at home (Table B16004, 5yr estimates, 2018-2022). Of that group, more than 60,000 report speaking English less than “very well”.

In order of frequency, the language categories most spoken at home other than English for people aged 65+ are;

- Other Indo-European languages - 48,627 and 27,519 of them speak English less than “very well”
- Spanish – 29,716 and 18,338 of them speak English less than “very well”
- Asian and Pacific Island languages – 20,460 and 12,061 of them speak English less than “very well”
- Other languages – 5,911 and 2,804 of them speak English less than “very well”

In FY 2002, AgeOptions began funding our Targeted Outreach Program Initiative, later referred to as Targeting to Culturally and Linguistically Isolated Persons) for services prioritizing the growing number of ethnic and limited English-speaking older adults in suburban Cook County. AgeOptions is updating the name to **Culturally and Linguistically Accessible Services. (CLAS)**. CLAS provides services that are respectful, responsive, and tailored to meet the diverse cultural and linguistic needs of individuals. For example:

- Respect: CLAS emphasizes treating each person as a whole individual, acknowledging their unique cultural background, beliefs, and practices. It involves recognizing and valuing diversity.
- Responsiveness: understanding their cultural context, language proficiency, and person centered.

AgeOptions funds CLAS agencies for the Senior Opportunities and Services (SOS) program of the Older Americans Act. This program allows agencies to provide information and assistance, outreach and help assessing for and accessing benefits and services for ethnic and limited English-speaking older adults.

There is special set aside funding of \$410,000 available for the CLAS Initiative. Applicants should apply for these funds from the CLAS set-aside amount. If an applicant applies for these CLAS special set aside funds, they will not be eligible for other Title III-B or Title III-E funding.

CLAS funding is for Black or Brown and/or culturally aligned owned and operated agencies serving suburban Cook County.

Legal Assistance Services

Legal assistance services may provide legal advice and information, legal research, legal rights education, legal representation (by an attorney at law, trained paralegal, and/or law student), and client advocacy to secure needed and entitled benefits. \$401,000 is available for Title III-B Legal Assistance Services. An additional, \$40,685 is available for Title III-E Legal Assistance Services which is available to assist grandparents and non-relative caregivers of children who are over the age of 55 and need assistance with issues related to caring for a child as well as parents raising children 19-59 with a disability.

Health Promotion and Disease Prevention (Title III-D)

Background: According to [NCOA Research](#), 95% of adults 60 and older have at least one chronic condition, while nearly 80% have two or more. Older Americans are disproportionately affected by chronic diseases and conditions, such as heart disease, arthritis, diabetes, chronic kidney disease, depression, dementia, and chronic obstructive pulmonary disease. Women and people of color are more likely to experience higher treatment costs and greater lost wages due to chronic disease. At the same time, these individuals have the fewest financial resources to draw upon, according to [NCOA](#) and the Leading Age LTSS

Center. 39% of Black and Hispanic older adults lost wages due to chronic disease vs. 17% of whites. Of those who lost wages due to chronic illness, 56% are older women.

Every year, 1 in 4 adults age 65 and older fall, resulting in 3 million admissions to the emergency department. [Falls](#) are the number one cause of fatal and non-fatal injuries for [older adults](#). Each year, more than \$50 billion is spent on the direct medical costs related to fall injuries and 78% of that is paid for by Medicare and Medicaid. Even falls without injury can cause fear of falling, leading to physical decline, depression, and social isolation. According to the [Centers for Disease Control](#) chronic diseases account for 70% of all deaths of people over 65.

Research has shown that poor health does not have to be an inevitable consequence of aging. Older adults who practice healthy behaviors, take advantage of clinical preventive services, and continue to engage with family and friends are more likely to remain healthy, live independently, and incur fewer health-related costs. The need for evidence-based programs that promote health and functional independence by empowering older adults to improve their health status are critical strategies in helping older adults stay healthy.

Evidence-based health promotion programs are important for all older adults; however, significant health disparities within the older adult population require consideration. According to the Centers for Disease Control and Prevention, health disparities are preventable differences in the burden of disease, injury, violence, or in opportunities to achieve optimal health, experienced by socially disadvantaged groups and communities. Even though life expectancy and overall health has improved for most Americans, not all older adults benefit equally because of factors such as economic status, race, gender, ethnicity, sexual orientation, gender identity, and educational attainment. Prioritizing health promotion and disease prevention programs to at-risk populations can help improve mental and physical health and reduce health disparities.

Program Design: AgeOptions will accept applications for a Countywide Health Promotion Coordinator.

V. AWARD INFORMATION

A. Funding Period

The time period of this agreement is for Fiscal Year 2025 beginning October 1, 2024 through September 30, 2025. Awards will be for one year. AgeOptions has the option of offering successful applicants one (1) or two (2) one-year extensions for FY 2026 and FY 2027 as specified in this document.

B. Renewal Considerations

Renewals may be granted for each service in the grant, providing the following conditions are met:

1. Acceptable performance of grantee,
2. The continuing availability of funding,
3. The mutual agreement on grant terms between AgeOptions and the applicant.
4. There are no changes in program mandates and/or requirements by AgeOptions funding bodies that would result in a revision of the plan for funding allocations.

Additional extensions will be considered if a Request for Proposal is postponed by AgeOptions in the best interest of the program.

AgeOptions reserves the option to grant exceptions to the above renewal considerations.

C. Funding for Extension Years

AgeOptions will use the most up to date reliable demographic data for funding levels based on funding formula distribution. This may result in agencies receiving an increase or a decrease in funding for extension years. AgeOptions Board of Directors will determine allowable increases or decreases in Federal unit cost based on the inflation index. Funded agencies will be expected to maintain their local cash and in-kind funds in the same proportion for extension years.

If there is not an increase in Federal or State appropriations for FY 2026, we anticipate there may be an approximately 20% reduction in funding for extension years. This is due to the impact of the expiration of American Rescue Plan Act (ARPA) funding after September 30, 2024.

Increase in Funding - If there is an increase in available funding between extension years AgeOptions will determine the amount of funds to be made available either by area, by service and/or for targeted populations and will use one of the following options in awarding those funds:

- a. Provide proportional increases for grantees.
- b. Allow grantees to submit formal requests and rationale to expand current services and/or for unit rate increases within the amounts determined available by AgeOptions. Decisions regarding increases shall be made after considering the overall performance and support provided to the community by the grantee.
- c. Develop a Request for Proposal for distribution of increased funds.

- d. Award funds to applicants whose applications were approved through this process but not funded due to insufficient funds.
- e. Provide demonstration funding for a new initiative.

Reductions in Funding: If funding to the suburban Cook County region is reduced, and it is necessary to reduce Grantee award levels, AgeOptions will determine a cut back strategy that may reduce funding to each area on a straight percentage basis, or reduce or eliminate services that are deemed to not be effectively delivered upon such a reduction of funds. AgeOptions reserves the right to establish new criteria for reductions for each extension year.

AgeOptions may determine allowable increases or decreases in Federal unit cost based on the inflation index.

AgeOptions reserves the right to amend grants based on project service levels and/or other performance factors to assure that there will be cost effective service provision.

How AgeOptions Reimburses for Delivery of Title III Services

At the beginning of the fiscal year, successful applicants will submit their requested reimbursement amounts for each month of the one-year grant.

D. Termination of Grant

AgeOptions reserves the right to terminate a grant with an applicant as outlined in the “AgeOptions Performance Deficiencies of Grantees Policy”. This may be due to insufficient funds, changes in federal or state mandates, noncompliance with the standards set forth in this Request for Proposals and/or due to significant nonperformance by the provider. The grant/designation may also be terminated for circumstances beyond the control of the applicant such as natural disasters and fires that prevent complying with the terms of the grant/contract. In addition, the grant/designation may be terminated by either party upon thirty days written notice and explanation to the other party. Upon termination, the grantee/designation shall be paid for work satisfactorily completed prior to the date of termination if funds are available.

VI. APPLICATION PROCESS THROUGH AGEOPTIONS GRANTS SYSTEM

A. Creation of Grants Portal Account

AgeOptions widely advertised this Request for Proposals. Interested organizations must create an “Organizational account” on AgeOptions’ Grants Portal. The application, budget and required attachments can be found on and must be submitted via AgeOptions’ Grants Portal*.

- Organizations that do not have an “Organizational account” must register with AgeOptions. To register, e-mail rfp@ageoptions.org with the following information:
 - Legal Name of Organization
 - Address (street address, city, zip code)
 - Phone number
 - Federal Employer Identification Number (FEIN)
 - Full name, title, e-mail address and phone number of the designated contact person

AgeOptions will create your organizational account and send an e-mail to your designated contact person with the log-in information. It is the potential applicant’s total and sole responsibility to assure receipt of the log-in information. **The deadline to register is April 10, 2024 at 11:59pm.**

B. Submission of Applications

After you have created a Grants Portal organization account (see previous section):

1. Complete your “Organization profile”
Once you have access to your organizational account, you must provide information about the organization and download several attachments.
2. Complete your application(s)
You will complete a separate application for each Title program you are proposing to provide. (For example, if you are proposing to provide service under IIIB Supportive Services and services under IIIE Caregiver Services, you would complete one IIIB application and one IIIE application.)

For each application you will complete:

- Details
- Narrative responses to questions (an attachment upload)
- Projected demographics of clients to be served
- Budget (Salary & Fringe attachment upload plus webpages)
- Budget justification
- Reimbursement schedule
- Program-specific attachments

The proposal must be submitted using AgeOptions Fiscal Year 2025 application via the AgeOptions Grants Portal.* Proposals must be complete and legible. The application and all other accompanying documents are available on the Grants Portal – <https://ageoptions.smartsimple.com>. **To receive a log-in, contact RFP@Ageoptions.org by April 10, 2024.**

**If you need a reasonable accommodation, please e-mail RFP@ageoptions.org*

or contact Paula Bartolozzi, Grants Administrator, at 708-383-0258. Requests for reasonable accommodations will be accepted by April 10, 2024 at 11:59pm.

Before submitting a proposal, the applicant shall carefully examine this document (RFP) and specifications. If the proposal is accepted, the applicant will be responsible for all errors and costs associated with the proposal resulting from failure or neglect to comply with instructions and specifications. AgeOptions will in no case be responsible for any of the errors resulting from such failure or neglect.

Applications may be withdrawn by providing written notice to AgeOptions no later than Friday, May 31, 2024. AgeOptions is not responsible for the costs of preparing an application by an applicant and will not reimburse applicants for these costs.

AgeOptions reserves the right to accept or reject any application, in whole or in part, submitted in response to this Request for Proposals. In addition, AgeOptions reserves the right to reject proposals that are determined by AgeOptions to be proposing insufficient costs to cover all or any necessary service components.

The applicant is reminded that the competitive application process is governed by laws and regulations enforced by Federal, State, and local law enforcement agencies. If there is an indication of any formal or informal effort by competing applicants to influence proposed costs of services and/or service areas, AgeOptions shall ask appropriate agencies to investigate.

C. Technical Assistance Sessions

Please plan to join us for a technical assistance session to learn more about the process. All sessions will be conducted via Zoom.

The sessions will be held as follows:

New Applicant Technical Assistance Session	
Who should attend:	This session is open to all potential applicants but geared to first-time applicants or applicant staff new to writing grants. All first-time applicant organizations should have someone attend.
Agenda:	AgeOptions will share “best practices” with new applicants, provide a general overview of the process, and discuss how to complete the application.
<p><u>March 6, 2024 (2:00-4:00 pm)</u> Click here: March 6 Zoom link Meeting ID: 890 0886 3474 Passcode: 251741 One tap mobile +13092053325,89008863474#,,,,*251741# US +13126266799,89008863474#,,,,*251741# US (Chicago)</p>	

Identical Technical Assistance Sessions – REQUIRED (choose 1 of the 3 sessions below). NOTE: New applicants who attended the March 6th “New Applicant Technical Assistance Session are NOT required to attend one of these identical TA sessions.

Suggested Participants:	All potential applicants should attend one of these identical technical assistance sessions unless they attended the new applicant session on March 6th.
March 7, 2024 (9:30-11:00 am)	
Click here: March 7 Zoom link	
Meeting ID: 810 6073 7478 Passcode: 978514	
One tap mobile	
+13092053325,81060737478#,,,,*978514# US	
+13126266799,81060737478#,,,,*978514# US (Chicago)	
March 11, 2024 (2:00-3:30 pm)	
Click here: March 11 Zoom link	
Meeting ID: 828 3861 8768 Passcode: 799256	
One tap mobile	
+13092053325,82838618768#,,,,*799256# US	
+13126266799,82838618768#,,,,*799256# US (Chicago)	

Open Question and Answer sessions (like “Office Hours”)

Suggested Participants:	Any interested applicants
Agenda:	There is no formal presentation of information. Format will be questions and answers.
March 20, 2024 (2:00-3:00 pm)	
Click here: March 20 Zoom Link	
Meeting ID: 851 2498 2125 Passcode: 825625	
One tap mobile	
+13126266799,85124982125#,,,,*825625# US (Chicago)	
+13092053325,85124982125#,,,,*825625# US	
April 3, 2024 (2:00-3:00 pm)	
Click here: April 3 Zoom Link	
Meeting ID: 851 2498 2125 Passcode: 825625	
One tap mobile	
+13126266799,85124982125#,,,,*825625# US (Chicago)	
+13092053325,85124982125#,,,,*825625# US	
April 17, 2024 (2:00 – 3:00 pm)	
Click here: April 17 Zoom link	
Meeting ID: 851 2498 2125 Passcode: 825625	
One tap mobile	
+13126266799,85124982125#,,,,*825625# US (Chicago)	
+13092053325,85124982125#,,,,*825625# US	

D. Ongoing Technical Assistance

AgeOptions reserves the right to issue clarifications and/or changes to any part of this Request for Proposal process. These will be published on AgeOptions Grants Portal. Clarifications and changes will be binding on successful applicants.

AgeOptions staff will provide ongoing Technical Assistance by way of responding to questions. Submit questions in writing to rfp@ageoptions.org through April 19, 2024.

Each week, AgeOptions will publish a summary of the written questions received and the corresponding responses via AgeOptions' Grants Portal for all to review. In fairness to all applicants, questions, and responses from applicant conferences and technical assistance sessions will also be posted online. AgeOptions will not identify the source of the question in our posting.

The final Q&A will be posted the morning of April 22, 2024. After that point, AgeOptions will respond to questions to the inquiring organization as needed and as time permits until the Technical Assistance deadline. **Technical assistance will be available only until Monday, April 22, 2024, 4:00 p.m. CST.**

Applications will not be reviewed prior to submission, but reasonable questions on applications, service criteria, standards and service areas will be addressed by an AgeOptions staff member upon request and as time permits.

E. Due Date for Applications

The proposal must be submitted by 11:59 pm on April 22, 2024 via the AgeOptions Grants Portal. **[Please note the deadline to register for a Grants Portal account – which is necessary to create an application-- is April 10, 2024.]**

Late and “draft status” responses shall not be accepted and shall automatically be disqualified from consideration. Applicants will receive a confirmation e-mail once they successfully submit an application. Additionally, the status of applications listed in the Grants Portal will change from “Authorized Representative Approval” to “Submitted to AgeOptions.” Please verify that you have both received a confirmation e-mail and that the status of the application has changed to “Submitted to AgeOptions” to verify your application has been successfully submitted.

V. EVALUATION OF APPLICATIONS

The evaluation of applications will be based on, but not limited to, the funding

considerations, summary of technical criteria, application format and evaluation, and competition.

A. Funding Considerations

AgeOptions will consider applications requesting funding for services based upon proof of need, community support, availability of funds, and assurance of equitable access by older adults residing in the service area. Actual funding levels and unit rates will be based on several factors, including but not limited to, the available funding, the strength of the applicant's rationale for the proposed service, cost effectiveness, reasonableness of proposed costs, level of match proposed, proposed unit rate and when applicable the applicant's prior AgeOptions unit rates. AgeOptions will only fund services identified in this Request for Proposals for the suburban Cook County service area. Please refer to the Service Standards for a complete description of the allowable services for this RFP.

AgeOptions reserves the right to decrease or increase funding levels based upon available funding and/or utilization of resources as identified by AgeOptions prior to and during the grant period. The effective date for such actions shall be the date of notification by AgeOptions. The grantee shall be required to act on such notification immediately.

AgeOptions reserves the right to delay reimbursements to grantee agencies during the grant/contract period in the event payment to AgeOptions is delayed by its funding sources. **NOTE:** Due to state and federal cash flow, reimbursement may be delayed up to 120 days. Applicants should have sufficient non-AgeOptions funding reserves to cover grant expenditures.

Our priority is to assure that program efforts and funding are appropriately targeted to those with greatest social and economic need. AgeOptions requires that proposals target older adults who face barriers to receiving services due to racial, cultural, economic, or other reasons documented by the applicant.

The following circumstances may influence AgeOptions decisions regarding the award of funds:

1. AgeOptions may respond to community needs or established service provider relationships to justify granting/contracting for a service at variance to some standards.
2. AgeOptions may identify methods for providing services to meet the needs of communities, especially for the low-income racially/ethnically diverse population, and limited English-speaking population.
3. AgeOptions may set aside funds until an appropriate application is received.
4. AgeOptions may negotiate with an applicant to increase or narrow the scope, geographic area, or purpose of a proposed program as needed.

5. AgeOptions reserves the right to transfer funds between Federal Older Americans Act funding sources as permitted under the law that may increase or decrease the total funding available.

Note: Even if AgeOptions approves a proposal, there is no guarantee that they will receive the full funding requested. In some situations, there may not be sufficient resources to initiate the grant and it would be held until funding becomes available.

B. Summary of Technical Criteria

Technical criteria and planning principles outlined in this Request for Proposals will also be considered in determining grant awards/contract levels. Applications will be reviewed to determine if they:

1. Meet the “Requirements for Recipients of Older Americans Act Title III Funds” and Service Definitions and Standards
2. Provide a clear, complete, and accurate portrayal of the applicant organization including work plan, budget, staff costs, and non-Area Agency funding sources. AgeOptions will consider if an agency has made similar commitments in the past but not achieved them in other grant periods.
3. Demonstrate the following:
 - a. Evidence of the need for the services requested for funding
 - b. Ability to provide the proposed service(s) in a manner consistent with AgeOptions requirements and service standards
 - c. Assurance that AgeOptions funds will not be used to assume costs previously accrued by the local agency or other funding source
 - d. Provide a local share of costs which meets cash match and in-kind requirements of AgeOptions
 - e. Reasonable unit rates compared to the applicant’s history as well as the average for the area

C. Minimum Requirements

Applications that do not meet minimum requirements will be deemed unresponsive and will not be considered. Appeals will not be considered for unresponsive applications.

1. The application and all accompanying documents are typed, legible, complete, and on AgeOptions application forms or a reasonable facsimile.
2. The applicant demonstrates the ability to administer programs in compliance with AgeOptions requirements as described in the Request for Proposal (RFP). Consideration will be given to all of the following items:
 - a. Proposed service activities are allowable (see service standards, definitions, and basic requirements).

- b. Applicant contributes a minimum of 15% in non-federal resources as match **or a justification for a lower match is provided.** (Note: If the justification is not approved, and the applicant is selected to be a grantee, AgeOptions will require an increase of match to 15%). Allowable match sources include cash, the value of in-kind contributions such as volunteer time, donated space. The AgeOptions share earned under the award may not exceed 85% of the total net unless AgeOptions waives the minimum based on the applicant's justification.
- c. Applicant clearly identifies the match and it is an allowable source. [2 CFR Part 200 -- Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#)
- d. The source of the Match (Local Cash and In-Kind) is identified and allowable.
- e. The application includes a budget justification.

D. Application Format and Evaluation

Applicant's proposals will be evaluated in the following categories:

1. Needs Statement
2. Program Plan and Design
3. Outreach and Community Support
4. Innovation
5. Diversity, Equity and Inclusion
6. Performance Experience and Capacity
7. Budget

AgeOptions staff will review proposals and determine a "consensus" score for each question and for each service. Each question will receive a numeric score. The consensus points will be totaled for each service.

The weight of each category of the application is displayed in the following table:

Summary - Scoring Tool		
Scores by Section	Possible points	% of total points
Needs Statement	6	10.7%
Program Plan & Design	12	21.4%
Outreach and Community Support (Access and Community Connection)	6	10.7%
Innovation (Quality Improvement and Public Awareness)	4	7.1%
Diversity, Equity and Inclusion (DEI)*	6	10.7%
Performance Experience and Capacity	10	17.9%
Budget	12	21.4%
Total	56	100%
<i>*DEI-related points</i>	<i>20</i>	<i>35.7%</i>

AgeOptions may waive minor, non-material variations or request clarification from the applicant.

E. Rejection of Proposals

AgeOptions reserves the right to accept or reject any and all proposals, to waive technical defects, and to accept or reject any part of any proposal submitted in response to this RFP.

Proposals must be presented in the format and sequence detailed in this RFP. Failure to do so, and/or to respond to specific questions or requirements is sufficient for a proposal's automatic disqualification.

In order to be considered, all proposals must be submitted independently and without collusion with any other contractor.

F. All Applications – potential request for additional information

Prior to a funding decision, AgeOptions staff may:

- Request a special presentation by the applicant(s)
- Conduct a site visit
- Request references
- Interview staff
- Assess community support, additional level of match, infrastructure, and history of providing client centered services, etc.

- Consider AgeOptions experience with the provider, including, but not limited to, history of monitoring and compliance
- Request additional clarification of information
- Or otherwise verify the contents of the Application.

This competitive process may require that applicant provide additional information and otherwise cooperate with AgeOptions. If an applicant does not comply with requests for information and cooperate in a timely manner, AgeOptions may reject the Application as non-responsive to the solicitation. Applying does not entitle the applicant to an award or a contract.

Application forms and instructions, standards, assurances, and the scoring criteria are a part of this Request for Proposals. All requirements of this request are binding with successful applicants.

G. Competitive Applications

AgeOptions will attempt to avoid duplicate provision of Title III services in the award of funds. Applications for Supportive Services/Aging Disability Resource Network, Legal Assistance, Countywide Health Promotion Coordinator, and Caregiver Resource Center will be considered competitive if two applicants propose the same service in the same township. Application for TCLIP will be considered competitive if two applicants propose to serve the same culture.

If two applications are deemed competitive for a particular service, the applicant with the highest total score will be awarded the service. In case of a tie, the service will be awarded to the current grantee. If there is no current grantee, the final decision will be made by the AgeOptions Board of Directors as advised by the Program Committee. Award of funds will be contingent upon availability of funds.

H. Notification and Appeal Process

Decisions on applications will be mailed to the applicant on or around July 1, 2024. An applicant not satisfied with the evaluation process may file a written appeal as outlined in the “AgeOptions Appeal Procedures.”

An appeal hearing may be arranged with the applicant if questions arise that call for further information to assist the AgeOptions Board of Directors in considering the appeal.

I. Debriefings

Applicants whose applications are not funded may also request a debriefing, which will provide feedback that can assist applicants in developing applications for future funding. Debriefings will take the form of advice to applicants on their

application's strengths and weaknesses in terms of the evaluation and review criteria. Debriefings are not part of the Appeal Process.

Requests for debriefing must be made in writing (via e-mail) and submitted within seven (7) calendar days after receipt of notice. Debriefing requests will not be granted if there is an active appeal, administrative action, or court proceeding. The written debriefing request shall include the minimum of the following:

- The name and address of the requesting party
- Identification of grant program.
- Reasons for the debrief request

Please send requests to:

Paula Bartolozzi, Grants Administrator
RFP@ageoptions.org
Subject: Debriefing request

J. Agreements

Revised budgets that reflect actual awards will be due to AgeOptions by August 9, 2024. Please note that successful applicants may be asked to submit an additional or revised work plan, further clarifying certain components of their program(s). Final approval will take the official form of a notification of grant award with AgeOptions. A Notification of Grant Award for signature by the project and AgeOptions will be issued prior to October 1, 2024, subject to AgeOptions receipt of an award from the Illinois Department on Aging. Service shall begin on October 1, 2024. AgeOptions will not pay for any work conducted before October 1, 2024.



FY 2025 AgeOptions Funding Available by Township				
Column B are funds for "distributive services" e.g. Chore Housekeeping, Counseling, Education, Friendly Visiting, Home Repair, Housing Assistance/Home Preservation, Recreation, 3b Respite, Senior Center, Senior Opportunities and Services (SOS), Telephone Reassurance, Transportation				
Agencies applying to be an "Aging and Disability Resource Network" Agency must apply for funds from Column C and D				
Column C are the fund available to apply for Aging and Disability Resource Network - Information and Assistance and Options Counseling.. NOTE: ADRNs are not required to provide Options Counseling				
Column D are the funds available for ADRN Senior Health Assistance Program. Agencies must apply to be an ADRN to get SHAP funds.				
Applicants should use figures in Column E to apply for Caregiver Resource Center services including Respite				
Townships - Agencies may apply for one or multiple	Funds for "distributive services"	Funds for ADRN I&A & options counseling	Funds for ADRN Senior Health Assistance Program (SHAP & MIPPA)	Funds for Caregiver Resource Center INCLUDING Respite funds
A	B	C	D	E
Bloom	\$ 99,239	\$66,159	\$13,018	\$100,814
Bremen	\$ 109,075	\$72,716	\$14,308	\$110,806
Calumet	\$ 12,802	\$8,535	\$1,679	\$13,005
Lemont	\$ 21,708	\$14,472	\$2,847	\$22,053
Orland	\$ 91,300	\$60,867	\$11,977	\$92,749
Palos	\$ 62,245	\$41,497	\$8,165	\$63,233
Rich	\$ 110,171	\$73,448	\$14,451	\$111,920
Stickney	\$ 37,530	\$25,019	\$4,923	\$38,125
Thornton	\$ 215,711	\$143,808	\$28,295	\$219,135
Worth	\$ 163,497	\$108,998	\$21,447	\$166,092
Total Region One	\$ 923,278	\$615,519	\$121,110	\$937,932
Berwyn	\$ 49,834	\$33,223	\$6,537	\$50,626
Cicero	\$ 71,894	\$47,930	\$9,430	\$73,035
Leyden	\$ 74,855	\$49,903	\$9,819	\$76,043
Lyons	\$ 104,639	\$69,759	\$13,725	\$106,299
Norwood Park	\$ 26,422	\$17,614	\$3,466	\$26,841
Oak Park	\$ 54,171	\$36,114	\$7,066	\$55,031
North Proviso	\$ 132,439	\$88,293	\$17,373	\$134,541
River Forest	\$ 8,972	\$5,982	\$1,177	\$9,116
Riverside	\$ 13,313	\$8,875	\$1,747	\$13,524
South Proviso	\$ 35,823	\$23,882	\$4,699	\$36,391
Total Region Two	\$ 572,362	\$ 381,575	\$ 75,039	\$581,447
Barrington	\$ 15,274	\$10,183	\$2,004	\$15,517
Elk Grove	\$ 80,537	\$53,691	\$10,565	\$81,816
Evanston	\$ 77,578	\$51,719	\$10,177	\$78,809
Hanover	\$ 84,233	\$56,156	\$11,049	\$85,570
Maine	\$ 142,599	\$95,066	\$18,705	\$144,862
New Trier	\$ 45,274	\$30,182	\$5,939	\$45,993
Niles	\$ 135,759	\$90,506	\$17,808	\$137,914
Northfield	\$ 94,537	\$63,025	\$12,401	\$96,036
Palatine	\$ 82,782	\$55,189	\$10,859	\$84,097
Schaumburg	\$ 105,265	\$70,177	\$13,808	\$106,937
Wheeling	\$ 160,522	\$107,015	\$21,056	\$163,070
Total Region Three	\$ 1,024,360	\$ 682,909	\$ 134,371	\$1,040,621
		\$0		
Total Suburban Cook	\$ 2,520,000	\$1,680,000	\$ 330,520	\$2,560,000