

## **Proposal Review Committee Report**

June 1, 2022 Preliminary Draft

### **Table of Contents**

Introduction

Requests for Proposals released

- Request for Proposal – Title III B Supportive Services
- Request for Proposal – Title III C Elder Nutrition Program
- Request for Proposal – Title III D Health Promotion & Disease Prevention
- Request for Proposal – Title VIIB – Elder Abuse Prevention

#### **Section I - Title III B – Supportive Services**

Introduction

Application from San Luis Obispo Legal Assistance Foundation (SLOLAF)

#### **Section II – Title III C – Elder Nutrition Program**

Introduction

Options to Consider

#### **Section III - Title IIID – Health Promotion and Disease Prevention**

Introduction

Options to consider

#### **Section IV - Title VIIB – Elder Abuse Prevention**

Introduction

Options to consider

#### **Appendices**

Appendix 1: Summary of Proposal Review Committee public hearing

Appendix 2: Rating Sheets for Title III C: Elder Nutrition Program Los Amigos de Guadalupe

Appendix 3: Summary of PRC recommendations

### **Introduction**

The Central Coast Commission for Senior Citizens, Area Agency on Aging, issued five (4) Requests for Proposals (RFP) on April 1, 2022. The RFPs solicited proposals for the provision of Title III B Supportive Services (Legal Assistance services), Title III C: Elder Nutrition Program, Title IIID Health Promotion services, and Title VIIB Elder Abuse Prevention services for the period July 1, 2022 through June 30, 2023.

Title III B Supportive Services included: Legal Assistance services.

The resulting contract(s) will be a one- year contract with three option years for services that are subject to renewal annually at the discretion of the AAA Board of Directors, and subject to satisfactory performance of all contract requirements and annual appropriations. Applications (proposals) were received in response to the RFP's.

All Applications for Funding received were forwarded to the Proposal Review Committee for review. In conformance with its Area Plan, the Area Agency on Aging provides contract awards through the Title III/VII (federal funds) to

agencies for the provision of services in the two-county (San Luis Obispo and Santa Barbara) area. The Area Agency on Aging accomplishes this through multi-year RFP's.

A Proposal Review Committee has been designated by the Area Agency on Aging to be responsible for the review and evaluation of all applications and the development of recommendations to be presented to the Area Agency on Aging Board of Directors. The Agency policy states that the Proposal Review Committee consists of members from the Area Agency on Aging Advisory Council and the Board of Directors. This year the AAA Advisory Council volunteers were and Dorothy Schlitz. The Proposal Review Committee member from the Board of Directors was Sharon Whitney.

Following the public hearing on the preliminary recommendations, the Proposal Review Committee members present met and determined that based on the comments no changes to the preliminary recommendations were needed.

The criteria used by the Proposal Review Committee were outlined in detail in each Request for Proposal.

The awarding of contracts is contingent upon the receipt of sufficient monies and a Notification of Contract Award from the California Department of Aging to the Central Coast Commission for Senior Citizens, and upon the regulations of the Older Americans Act. The budget information for 2022/23 was received after the Proposal Review Committee developed their recommendations. A quick review indicates that there are sufficient monies to fund the recommendations.

The Older Americans Act makes funds available for the provision of home and community-based services. These services provided through Title III are to be targeted to older persons in greatest social and economic need. For the purpose of these RFPs and subaward, a senior is defined as a person aged 60 years of age or older. Greatest social need means the need caused by noneconomic factors that restrict an individual's ability to perform normal daily tasks or that threaten his or her capacity to live independently. These factors include physical and mental disability, language barriers, and cultural or social isolation caused by, among other things, racial and ethnic status, sexual orientation, gender identity, or gender expression. Any senior whose income is estimated to be equal to or less than the current SSI/SSP benefit level shall be counted as having the greatest economic need.

## **Section I Title III B Supportive Services**

### Title IIIB Legal Assistance in San Luis Obispo and Santa Barbara Counties

\$42,000 for the provision of 850 hours of services to 250 senior citizens. This includes legal advice, counseling and/or representation by an attorney or other person acting under the supervision of an attorney.

Formed in 1992, San Luis Obispo Legal Assistance Foundation ("SLOLAF") is a private non-profit corporation that provides legal access to justice for some of San Luis Obispo County's ("the County's") most vulnerable residents. SLOLAF's longest-running program, Senior Legal Services Project (SLSP) provides free legal services to County residents aged 60 and older for the purpose of protecting and/or improving their quality of life. While provision of the SLSP's services is not contingent on income level, SLSP strives first to protect the rights of seniors who face the loss or deprivation of a critical human need, such as food, shelter, income, medical care, social stability, or personal safety. SLSP also acts as a significant elder law resource by making frequent presentations throughout the county and collaborating with the court, the private bar, legal support agencies, and other service agencies to assist seniors in need. To accomplish its mission, SLSP recruits, trains, and utilizes professional volunteers as well as paid staff attorneys.

They are proposing to use the OAA funding to provide services through the SLSP to senior citizens in San Luis Obispo County. SLSP proposes to provide 1320 hours of legal services to 300 seniors for FY22-23 and 24 education presentations around SLO County. This will be funded in part by the OAA funding as well as \$63,000 in additional grant funding through the Older Adult Rescue and Recovery Act of California. SLSP will provide a wide range of legal assistance including resources, information, assistance, representation, and referrals to San Luis Obispo County seniors, with a particular emphasis on those in greatest social and/or economic need, as defined in the AAA regulations.

The proposal review committee noted the following in their review:

1. SLOLAF provided a thorough and professional proposal
2. Their proposal did not specifically site the use of Senior Centers as a focal point for services
3. The program Advisory Committee is not active at this time.

The recommendation of the program review committee is to provide \$42,000 in Title IIIB funding to SLOLAF.

## **Section II E Program: Elder Nutrition Program**

### Title IIIC : Congregate Nutrition

\$ 245,000. for the provision of a minimum 47,674 meals to a minimum 250 senior citizens at the congregate nutrition sites in Santa Barbara County. The service provider must provide nutrition education.

\$ 1,504. for the provision of 56 sessions of nutrition education presentations (provided quarterly) to 600 senior citizens at the congregate nutrition sites in San Luis Obispo and Santa Barbara County.

### Title IIIC Home Delivered Nutrition

\$ 466,650. for the provision of a minimum 89,000 meals to a minimum 350 senior citizens in Santa Barbara County. The service provider must provide nutrition education.

### **Options**

No Applications for Funding were received. VTC Enterprises expressed interest, but declined to submit an application. They are not able to justify the necessary fund raising to support all of the program costs because the fundraising would not be consistent with their mission to provide work opportunities for persons with disabilities.

Options available:

1. Release another RFP;
2. Allocate no funds;
3. Provide services in each County as a direct service; or
4. Transfer the funding for the provision of nutrition services.

## **Section III Title III D- Health Promotion & Disease Prevention**

**RFP information** \$ 40,000 for the provision of an evidence-based health promotion program, including programs related to the prevention and mitigation of the effects of chronic disease (including, but not limited to, osteoporosis, obesity, diabetes, and cardiovascular disease), alcohol and substance abuse reduction, smoking cessation, weight loss and control, stress management, falls prevention, physical activity, and improved nutrition.

### **Options**

No Applications for Funding were received.

Options available:

5. Release another RFP;
6. Allocate no funds;
7. Provide services in each County as a direct service; or
8. Transfer the funding for the provision of nutrition services.

## **Section IV: Title VIIB – Elder Abuse Prevention**

### **RFP information**

\$8,726. for the implementation of an Elder Abuse Prevention program in San Luis Obispo and Santa Barbara Counties. This includes the operation of an Elder Abuse Prevention Council in each County.

DEFINITION: Elder Abuse Prevention is to improve the protection of older persons who are in danger of abuse, neglect or exploitation by providing public education and interagency coordination. The units of service include:

1. Public education sessions;
2. Training sessions for Professionals;
3. Training sessions for Caregivers served by Title IIIE; and
4. Hours spent developing a coordinated system to respond to elder abuse.

## Options

No Applications for Funding were received. Options available:

- Release another RFP;
- Allocate no funds; or
- Continue to provide services in each County as a direct service.

## Appendices

### Appendix 1: Summary of the Proposal Review Committee public hearing

Public Hearing to be held on 6/16 at 10 AM via Zoom

### Appendix 2: Rating Sheet for Title III B Community Action Commission - Residential Repairs

A summary of the Rating Sheets for Title III B Community Action Commission by the reviewers is set below:

	A	B
I. Cover Sheet	5	5
II Project Summary	9	10
III A Agency Bkgrnd & Program Information	14	15
III B Current Services	19	20
III C Proposed Services	30	28
III D Program Description	30	29
III E Client Population	15	15
III F Staffing Capability and Pattern	10	10
III G Utilization of Volunteers	20	20
III H Coordination w Aging Network	10	10
III I Outreach and Publicity	15	15
III J Transportation and Access	10	8
III K On-Going Funding	5	5
III L Suggested Donation	5	5
III M Long Range Planning	5	5
III N Program Management Characteristics	14	15
III O COVID 19 Pandemic program Adjustments	15	15
IV Implementation Plan	15	15
V Assurances	15	15
VI Budget Summary, Narrative & CAP	25	25
VII Forms/Appendices	15	15
Subtotals	301/305	300/305

## Appendix 3: Summary of PRC recommendations

Central Coast Commission for Senior  
Citizens  
Area Agency on Aging

Proposed funding preliminary recommendations,  
June 1 2022

Category	Applicant Agency	Funding request	Service level request	Cost per unit	PRC funding recommendation	PRC service recommendation
Title Title IIIB Supportive Services						
	SLO Legal Assistance Foundation	\$105,000	1320 hours	\$79.54	\$42,000	528 hours