Title:	Iowa Department of Aging Grant Opportunity for Aging and Disability Resource Centers (ADRC)/No Wrong Door (NWD) Systems Critical Relief Funds for COVID-19 Pandemic Response
Project Period:	11 months
Estimated Award Date:	November 1, 2020
Award Amounts:	Awards amounts will be determined based on approved initiatives
Number of Awards:	Given the limited amount of funding available to the state, not every proposed initiative may receive funding. Applicants will be asked to prioritize their initiatives.

Background

A NWD system is a network of local and state organizations that provide information and assistance in accessing services necessary for maintaining quality living in the community for older individuals, individuals with disabilities, and their caregivers. Accessing long term services and supports (LTSS) for these individuals can be challenging given the various agencies and funding streams involved. These challenges have been exacerbated with the onset of the COVID-19 pandemic. COVID-19 has highlighted certain difficulties, such as how to address social isolation and how to maintain individuals' and staff safety during a pandemic. To address these challenges, the Iowa Department of Aging (IDA) was awarded Administration for Community Living (ACL) emergency COVID-19 funding for the ADRC/NWD system.

Use of Funds

IDA will distribute one-time funds through a competitive grant application process to organizations that work to address the needs of older Iowans (ages 60 and older), Iowans with disabilities (ages 18-59), and their caregivers in a collaborative and sustainable manner. IDA expects these one-time funds will be used to promote the NWD approach using sustainable practices that strengthen community partnerships to best serve the target populations. Applicants should focus on practical and collaborative activities that can be implemented during the grant timeline. One-time funds can be used for a variety of activities including:

- Developing and implementing local shared electronic standard screening, intake and referral (I&R), and transfer processes, such as improving and enhancing existing phone, web-based, or other electronic/virtual initial assessments to collect information on social determinants of health, personal care, social isolation, and other identified health needs specific to tracking and maintaining key data
- Developing and implementing new, or improving existing electronic tracking functions for screenings, intakes, transfers, or and/or functional clinical assessments, such as transition to community following up activities

- Expanding and enhancing transition care coordination activities for individuals leaving hospitals or nursing facilities
- Developing and establishing local coalitions to disseminate regular updates, best practices, and provide forums for cross-training activities
- Mapping and implementing process improvement processes with key partners to address community transitions and/or individuals' care coordination, consistently
- Conducting shared technology-centered training to increase comfort with technology and help address social isolation
- Implementing shared staff training and infrastructure specific to virtual service assessments and delivery
- Creating or improving and maintaining shared referral networks accessible to community partners, for example, electronic referral network could contain state or local information and referral capacity (e.g., staffing, training, infrastructure)
- Expanding and enhancing services for individuals receiving Medicare, including dual eligibles, such as cross-training of ADRC, State Health Insurance and Information Program (SHIIP) counselors, local Centers for Independent Living (CILs,) and Medicaid staff on Low-Income Subsidies/Medicare Savings Programs (LIS/MSP) screening, application assistance, and Medicare prevention and wellness benefits
- Establishing new or enhancing existing virtual person-centered plan development

The one-time funds can be used for innovative activities that demonstrate alignment with grant goals (e.g., not limited to activities listed above). Applicants will be required to demonstrate their ability to work cooperatively with local partners to provide transition services and mitigate social isolation. Funds will not be awarded for the hiring of new staff or to augment existing staff salaries.

Application Requirements

Successful applicants will clearly describe how they will use funds to: 1) assist target populations safely and effectively access services; 2) provide effective transition services; and 3) proactively mitigate social isolation by developing, implementing, or improving virtual/electronic/web-based/phone-based services or structures, or other practices as described in the "Use of Funds" section above. Additionally, activities undertaken under this grant should be collaborative, based on best practices, and sustainable beyond the grant period. Successful applicants will clearly describe how they will define and measure success, as well as prioritize their proposed activities.

Applicants must identify and work with key local partners to coordinate and carry out NWD activities under the grant, and prioritized grant activities must be thoughtfully developed. For example, local ADRCs and Centers for Independent Living (CILs), are encouraged to apply together if they are separate entities. Applications with named local partners that will be supported with funding will be weighted more favorably. Once awarded, grantees will be expected to report regularly on grant activities based on federal and state requirements.

Evaluation

Each application will be evaluated based on a point scale with a potential for up to 100 points. Those with higher overall point values will be considered for grant funds. IDA will focus on the following seven key areas in selecting grantees. The key areas with associated point values are indicated below:

1. Overall project narrative response – 10 points
2. Demonstrated understanding of grant goals – 15 points
3. Demonstrated commitment to collaboration and support of multiple partners – 15 points
4. Demonstrated commitment to sustainability – 15 points
5. Clear description and prioritization of innovative NWD activities – 15 points
6. Clear description of how success will be defined and measured – 15 points
7. Clear relationship between project narrative, workplan, and proposed budget – 15 points

Application

Project Narrative

The project narrative portion of the application is limited to five (5) pages, maximum, using a 12-point font.

The goals of this grant are to promote a NWD approach by assisting target populations (older individuals, individuals with disabilities, and their caretakers) safely and effectively access services, providing effective transition services, and proactively mitigating social isolation, including other sustainable practices as described in the "Use of Funds" section above. Goals should be achieved in a collaborative and sustainable manner. **Please explain how you will use the one-time grant funds to achieve these goals by describing the activities you will implement under this grant. The activities must be organized in order of priority and should describe how you will define and measure success for each activity. In addition, your narrative should illustrate how you will work with and support local partners, and how activities under this grant will be sustained beyond the grant period.**

Required Responses

Please provide the information requested below. The information provided here may supplement what is described in the project narrative.

1. Identify the geographic coverage area. Please list counties included in the proposal or simply state ALL.
Fillable: List covered counties, or ALL.

2. Identify the local partners you will be working with as part of this project.
Fillable: List of key local partners.

3. Indicate which local partners will receive funding though this grant.
Fillable: List of local partners supported with funding.

4. The following represents broad categories under which your chosen activities fit. Identify the broad categories below under which your activities fit. Select as many as appropriate.
☐ Virtual management of ADRC access functions   ☐ Deploy targeted care transition services

☐ Develop and/or enhance innovative services or service structures   ☐ Mitigate social isolation
☐ Other

5. List activities in priority order, with (1) being the top priority.
Fillable: List of activities prioritized in order starting with the top.

6. Describe the activities the grant funds will support, including why these activities were selected and how they were prioritized.
Fillable. Grant activities.

7. Describe how you will work with and support key partners to ensure coordination and meet the goals of the grant.
Fillable. Plans for collaboration and coordination.

8. Describe sustainability plans for these activities once the grant period concludes.
 Fillable. Sustainability plans.

9. Describe how you will define and measure success for each activity for the duration of this project.
Fillable. Measuring success.

Workplan and Timeline

Provide a proposed workplan and timeline for activities to be completed under the grant. The workplan should clearly relate to back to the project narrative and the proposed budget, and must include associated tasks, who is responsible for completing the work, and the timeline for completing tasks/deliverables. Following is a sample workplan and timeline that may be used. The proposed work plan should be organized in order of priority activities.

Tasks/Deliverable	Roles	Dates							
		Nov20	Dec20	Jan21	Feb21	Mar21	Apr21	May21	Etc.
Priority Activity 1									
• Task/deliverable									
• Task/deliverable									
• Etc.									
Priority Activity 2									
• Task/deliverable									
• Etc.									
Priority Activity 3									
• Task/deliverable									
• Etc.									

Budget

Provide a proposed 11-month budget for this grant for each priority activity. The proposed budget should include a clear breakdown of all costs associated with each activity. The proposed budget should clearly relate

back to the workplan and the project narrative. This grant does not have cost sharing or matching requirements.

Priority 1 Activity Proposed Budget

Travel	$	-
Equipment	$	-
Supplies	$	-
Contractual	$	-
Training	$	-
One-time technology costs	$	-
Other	$	-
Total	$	-

Priority 2 Activity Proposed Budget

Travel	$	-
Equipment	$	-
Supplies	$	-
Contractual	$	-
Training	$	-
One-time technology costs	$	-
Other	$	-
Total	$	-

Priority 3 Activity Proposed Budget

Travel	$	-
Equipment	$	-
Supplies	$	-
Contractual	$	-
Training	$	-
One-time technology costs	$	-
Other	$	-
Total	$	-

The following will not be funded under this one-time grant:
- Construction and/or major rehabilitation of buildings
- Basic research (e.g. scientific or medical experiments)
- Continuation of existing projects without expansion or new and innovative approaches
- Food or refreshments
- Funding for new or existing staff

Submission Dates and Times

Intent to apply: IDA requests that interested applicants submit a notice of intent to apply by Friday, September 25, 2020, no later than 11:59 PM central time. Notice of intent should be a simple email directed to the project manager.

Application due date: Applications are due Friday, October 16, 2020, no later than 11:59 PM central time. Applications must be submitted to the project manager via email. Application (project narrative) must be PDF'd and text should be no smaller than a 12-point font.

Key Dates:

Grant application distributed to applicants	September 16, 2020
Intent to respond to grant due	September 25, 2020
Grant applications due to IDA	October 16, 2020
Estimated award date	November 1, 2020

Contact: Notice of intent to apply and applications must be submitted via email to the project manager.

Julie Bergeson, Project Manager
Iowa Department on Aging
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Review and Selection Process

The submitted application will be used to determine the applicant's capability for completing proposed activities. Failure of an applicant to fully comply with the instructions for this grant may eliminate the application from further evaluation. An independent review panel will evaluate applications that pass the initial screening and meet the evaluation criteria set forth in this application.

Responses in the grant application may be incorporated into a contract. Award announcements will be released no later than November 1, 2020.