

MINNESOTA RIVER AREA AGENCY ON AGING, INC.

201 North Broad Street, Suite 102
Mankato, MN 56001



Minnesota River Area Agency on Aging, Inc. (MNRAAA)

2027 Funding Cycle – Request for Proposals

Older Americans Act Title III-C Nutrition Services
Title III-C1 Congregate Dining
Title III-C2 Home-Delivered Meals
Nutrition Services Incentive Program (NSIP)
Minnesota Senior Nutrition
Minnesota Food Delivery Support

Published Date: July 15, 2026

MNRAAA is seeking Respondent(s) to deliver Nutrition Services

Direct Questions to
Honey C. Burg, Finance Director
hburg@mnraaa.org
507-414-8013

Successful Respondents must abide by state EOE policies.

Mission Statement

The Minnesota River Area Agency on Aging, Inc. provides advocacy, information, resources and assistance so that older adults can maintain the lifestyle of their choice.

Vision Statement

To Assist Older Adults to Thrive.

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MNRAAA Planning and Service Area (PSA)



MNRAAA will be opening Older Americans Act Title III-B, Title III-C1, Title III-C2, Title III-D, and Title III-E for competitive grants. The Request for Proposals would be for the period of January 1, 2027, through December 31, 2027.

1. **July 15, 2026** – Request for Proposal Goes Live
2. MNRAAA will develop a Frequently Asked Questions (FAQ) document. All questions must be emailed to admin@mnraaa.org. They will be answered and placed on the FAQ. The FAQ will be posted on the website.
3. Contract Proposals are Due **August 10, 2026, at 12:00 PM.**
4. MNRAAA Virtual Technical Assistance **July 22, 2026, and August 5, 2026.** Both at **1:00 PM.**
5. Advisory Council completes initial review on **August 12, 2026.**
6. Advisory Council invites selected Respondents for interviews by **August 31, 2026.**
7. Selected Respondent interviews take place during the week of **September 7, 2026.**
8. Respondents are notified of the decision no later than **October 15, 2026.**
9. Award letter will be sent to successful Respondents before **October 31, 2026.**
10. Contracts will be executed upon completion of Area Plan contract with the Minnesota Board on Aging. Estimated, **December 2026.**

1. General Information

- A. The Minnesota River Area Agency on Aging, Inc. (MNRAAA) is a private non-profit organization and the designated Area Agency on Aging for twenty-seven-counties in Southwest Minnesota. This delegation has been bestowed upon MNRAAA by the Minnesota Board on Aging (MBA). Their authority from the Federal government comes from the Older Americans Act (OAA). The Older Americans Act is managed by the Administration for Community Living (ACL) based within the United States Department of Health and Human Services.
- B. MNRAAA is seeking proposals from Eligible Organizations (Respondents) to provide Nutrition Services.
- C. MNRAAA's goal with this Request for Proposal (RFP) is to:
 - a. Secure qualified Respondents to provide direct services to older adults within the twenty-seven-county Planning and Service Area (PSA).
 - b. The PSA is broken into four (4) Economic Development Regions (EDR)
 - 1.C.b.1. Southwest Central EDR 6E – Kandiyohi, McLeod, Meeker, and Renville Counties.
 - 1.C.b.2. Upper Minnesota Valley EDR 6W – Big Stone, Chippewa, Lac qui Parle, Swift, and Yellow Medicine Counties.
 - 1.C.b.3. Southwest EDR 8 – Cottonwood, Jackson, Lincoln, Lyon, Murray, Nobles, Pipestone, Redwood, and Rock Counties.
 - 1.C.b.4. South Central EDR 9 – Blue Earth, Brown, Faribault, Le Sueur, Martin, Nicollet, Sibley, Waseca, and Watonwan Counties.
 - c. MNRAAA shall review applications for each region.
 - d. If a Respondent applies for more than one region, they must submit a separate budget per region.
- D. MNRAAA's priorities with this RFP are to (standard)
 - a. Increase services to those with the Greatest Economic Needs.
 - 1.D.a.1. A focus on those who are at the poverty level or below.
 - 1.D.a.2. Counties that lack an infrastructure to support older adults.
 - 1.D.a.2.1. Lack of Affordable Housing
 - 1.D.a.2.2. Lack of Service Providers
 - 1.D.a.2.3. Lack of Health Service Options
 - 1.D.a.3. Counties that face workforce shortage to provide services.
 - b. Increase services to those with the Greatest Social Needs.
 - 1.D.b.1. Counties that have documented food deserts.
 - 1.D.b.2. Counties where isolation is prevalent among older adults.
 - 1.D.b.2.1. Lack of senior focal points
 - 1.D.b.2.2. Lack of health services
 - 1.D.b.3. Counties where diverse populations live.

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- 1.D.b.4. Focus on those living in rural areas as defined by the Census.
 - c. Assist older adults to live in the community of their choice.
 - d. Provide services where a gap currently exists due to a skilled nursing facility closure or other healthcare entity closure affecting older adults or caregivers.
- E. Service Priority for Congregate Dining and Home-Delivered Meals
- a. **The Respondent must be able to operate both programs.**
 - b. **The Respondent shall maintain at least two congregate sites per served County.**
 - c. **The Respondent shall include innovative approaches to expanding Congregate Dining Services.**
- F. The term of the resulting Agreement shall be one-year (January 1, 2027, thru December 31, 2027). MNRAAA will renew the contract for up to a total of five years through an annual renewal process, in alignment with the Area Plan and OAA Appropriations. Approval of grant renewal years is not guaranteed but will be based on a renewal application, past performance, availability of funds, emerging needs, gaps in service, federal, state and local priorities. This is not an all-inclusive list.
- G. Proposals must be submitted by **August 10, 2026, at 12:00 PM Central Standard Time**. This (RFP) does not obligate MNRAAA to award funding. MNRAAA reserves the right to cancel the solicitation. Any expenses incurred in responding to this RFP will be borne by the Responder.
- H. Services must be provided to residents within the twenty-seven-counties.
- I. MNRAAA shall award up to \$2,102,706.00 (C1: \$882,270.00, C2: \$599,288.00, NSIP: \$232,350.00, Minnesota State Nutrition: \$345,538.00, and Minnesota Food Delivery Support: \$43,260.00) amount of dollars. MNRAAA has not placed a cap on how many grants will be awarded. However, the minimum amount a Responder may apply for needs to be greater than \$5,000.00.
- J. Awards shall be determined by the MNRAAA Advisory Council and approved by the Board of Directors for MNRAAA. The Responder may not incur any eligible expenses until the contract is fully executed and in line with the start date.
- K. The Responder must be able to provide services at standard fair market value on a per unit basis.
- L. The RFP provides potential responders with background information on the program as well as requirements for procurement. The RFP outlines the contractual conditions; however, the detailed obligations and additional assurances are laid out in the final contract (Appendix A). It is the responsibility of the Responder to review and understand the items listed in this RFP, Contract, and Assurances. The Responder, upon approved application, will need to comply with Health Insurance Portability and Accountability Act (HIPAA) and the Minnesota Government Data Practices Act (MGDA). The Responder

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shall also review additional requirements from the Minnesota Board on Aging which can be found here: <https://mn.gov/board-on-aging/>

- M. Eligible Organizations are defined as organizations who are registered and in good standing with the State of Minnesota, have a presence within the defined PSA, are a non-profit organization or a unit of government (for profit organizations need a waiver from the MBA), and registered with the Federal government through the System for Award Management (SAM).
- N. The Respondent must be able to conduct background studies on all Staff, Board members and Volunteers.
- O. The OAA places a “maintenance of effort” requirement on Title III funding. In general, federal funds shall not be used to supplant state or local resources in place prior to the award. Title III Federal funds should be used to expand services or develop new services and cannot be used to replace existing funding.
- P. MNRAAA shall prioritize Respondents that will do direct service. For those Respondents that have subrecipients; additional contractual obligations will apply. All subrecipients shall abide by the same contractual obligations as the Respondent.
- Q. Service Providers cannot mandate a fee or rate. A Service Provider cannot means-test for any service. In no case shall the Respondent deny the provision of service to an individual who is unwilling to participate in cost sharing or make a voluntary contribution. Cost share and voluntary contributions shall be used to expand the service for which the contribution was given.
- R. Funded providers should be knowledgeable about payment options other than Title III- Services. All primary payers, including third-party payers, Medicare, Medical Assistance, Home and Community-Based Medicaid Waivers, health plans, et.al. should be maximized whenever possible for qualifying participants. Services funded under any of these payer sources are not eligible for payment with Title III funds.
- S. The application must indicate any limitation to the Respondent’s ability to provide services as specified in this request. Any misrepresentation within an application is grounds for disqualification of the entire application and termination of any grant agreement resulting from an application containing a misrepresentation. Misrepresentation includes failure to differentiate between current capacity and capacity to be developed.
- T. MNRAAA reserves the right to make a determination of capacity without further discussion with the submitting Respondent. Therefore, the application should reflect what the Respondent is capable of providing. Modification of the application will be accepted only if requested by MNRAAA.

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- U. Provisions from this request will be incorporated into the grant agreements that result from this competitive process. Each approved application becomes a binding part of the grant agreement, and the funded provider shall be monitored to ensure compliance with the application and the agreement.
- V. All funded projects must ensure their current and accurate project information is available through the Minnesota Aging and Disability Resources (MADR) and the Minnesota Aging Pathways (MAP) program.
- W. Names and addresses of the Respondents will be public data once application materials are opened. All remaining data in proposal responses (except trade secret data as defined and classified in Minnesota Statutes section 13.37) will be public data after the evaluation process is completed (for the purposes of this grant application, when all official notices have been issued by MNRAAA). All data created or maintained by MNRAAA as part of the evaluation process (except trade secret data as defined and classified in Minnesota Statutes section 13.37) will be public data after the evaluation process is completed (for the purposes of this grant, when all official notices have been issued by MNRAAA).

2. Service Definition

1. MNRAAA shall make the following services available under the OAA Title III-C1 – Congregate Dining.
2. MNRAAA shall make the following services available under the OAA Title III-C2 – Nutrition Services – Home-Delivered Meals.

Title III Service	Unit	MBA Service Definition	Registered	MNRAAA Priority
Congregate Meals	1 meal	A meal provided by a qualified nutrition project provider to an eligible individual in a congregate or group setting. Up to 25% of C-1 funds may be used for shelf-stable, pick-up, carry-out, drive-through, or similar meals (also referred to as “grab and go” meals). The meal is served in a program that is administered by SUAs and/or AAAs, meets all the requirements of the Older Americans Act and State/Local laws, and complies with the most recent Dietary Guidelines for Americans (published by	Yes	Yes

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		the Secretaries of the Department of Health and Human Services and the United States Department of Agriculture). Additionally, the meal provides to each participating individual a minimum of one-third of the Dietary Reference Intakes, established by the Food and Nutrition Board of the Institute of Medicine of the National Academy of Sciences, if one meal is served, two-thirds if two meals are served, and 100 percent if 3 meals are served; and meets all of the requirements as above. Meals provided to individual through means- tested programs may be included in the total meal count. These meals are to be identified by the funding source.		
Home Delivered Meals	1 meal	A meal provided to an eligible individual in his/her place of residence or otherwise outside of a congregate setting. The meal is served in a program that is administered by SUAs and/or AAAs and meets all the requirements of the Older Americans Act and State/Local laws and complies with the most recent Dietary Guidelines for Americans (published by the Secretaries of the Department of Health and Human Services and the United States Department of Agriculture).	Yes	Yes

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		Additionally, the meal provides to each participating individual a minimum of one- third of the Dietary Reference Intakes, established by the Food and Nutrition Board of the Institute of Medicine of the National Academy of Sciences, if one meal is served, two-thirds if two meals are served, and 100 percent if 3 meals are served; and meets all of the requirements as above. Meals provided to individual through means-tested programs may be included in the total meal count. These meals are to be identified by the funding source.		
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1. A meal provided by a qualified nutrition project provider to an eligible individual in a congregate or group setting. Up to 25% of C-1 funds may be used for shelf-stable, pick-up, carry-out, drive-through, or similar meals (also referred to as “grab and go” meals). The meal is served in a program that is administered by SUAs and/or AAAs, meets all the requirements of the Older Americans Act and State/Local laws, and complies with the most recent Dietary Guidelines for Americans (published by the Secretaries of the Department of Health and Human Services and the United States Department of Agriculture).
2. To receive Title III C1-funded Congregate Meals, an individual must meet one of these eligibility categories:
 - a. Client (age 60 or older).
 - b. Spouse of client (regardless of age).
 - c. Staff age 60+ (who work at congregate dining site).
 - d. Volunteer (individual of any age providing volunteer services during meal hours).
 - e. An individual with disability under age 60 (who lives in a housing facility occupied primarily (i.e., more than 50%) by older adults at which congregate nutrition services are provided).
3. Congregate meals are meals meeting federal Older Americans Act requirements to eligible individuals and consumed while congregating virtually or in-person. These requirements include providing the following:
 - a. A minimum of 33 1/3 percent of the DRIs for one meal per day.
 - b. A minimum of 66 2/3 percent of the DRIs for two meals per day.

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- c. A minimum of 100 percent of the DRIs for three meals per day. To a limited extent defined elsewhere in this policy, congregate meals may also be complemented with shelf-stable, pick-up, carry-out, drive-through, or similar meals paid for by Title III, part C-1 funds.
 4. The Applicant shall provide high quality nutritious meals to eligible persons available five days a week, at congregate sites to eligible persons in designated communities according to the Meal Service Data by Site Chart.
 5. Home-Delivered Meals: A meal provided to an eligible individual in his/her place of residence or otherwise outside of a congregate setting. The meal is served in a program that is administered by SUAs and/or AAAs and meets all the requirements of the Older Americans Act and State/Local laws and complies with the most recent Dietary Guidelines for Americans (published by the Secretaries of the Department of Health and Human Services and the United States Department of Agriculture).
 6. Home-delivered meals are meals meeting federal OAA requirements for eligible individuals and consumed at their residence or otherwise outside of a congregate setting, as organized by a service provider. Meals may be provided via home delivery, pick-up, carry-out, drive-through, or similar meals.
 7. Home delivered meal providers must deliver at least five meals per week. Home-delivered meal providers may deliver those meals in fewer than five days but must be open and available to provide nutrition services five days per week. This includes accommodating urgent service needs and requests. Home-delivered meal providers may deliver fewer than five meals per week to those clients requesting fewer meals per week.
 8. To receive Title III C-funded Home-Delivered Meals, an individual must meet one of these eligibility categories:
 - a. Client (age 60 or older).
 - b. Spouse of client (regardless of age).
 - c. An individual with disability under age 60 (who lives with an eligible client age 60 or older).
 - d. Volunteer (individual of any age providing volunteer services during meal hours).
 - 9.
 10. Nutrition service providers must use at least the minimum Title III-C Nutrition Standards, which may be accessed at <https://acli.gov/senior-nutrition/nutrition-guidelines>. AAAs have the flexibility to establish higher standards than the minimum standards to meet local needs and circumstances.

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11. Applicant must be able to tie every unit of service reported for a given week to a specific person and a specific date of service. This data must be uploaded into PeerPlace® on a weekly basis. This can be done electronically through bar code scanning or, if preferred by the service provider, manually.
12. The majority of meals served will be hot. Individuals documented to be at high risk are eligible to receive meals seven days a week or second meals, based on prior approval from MNRAAA.
13. Congregate meals will be focused on individuals with the greatest economic need (GEN) and the greatest social need (GSN) and individuals age 60+ who are at moderate to high nutrition risk.
14. Priority will be given to individuals with incomes at or below poverty level and who meet at least one of the following criteria: (a) member of a diverse population, (b) limited English proficiency, (c) lives in rural area, (d) at risk for institutional placement.
15. Match is required of Title III-C1 Congregate Dining. The required amount of a local match of cash or in-kind based is 15% based on a 85% Federal (Title III-C1) allotment.
16. MNRAAA requires selected applicants to collect voluntary contributions. In requesting voluntary contributions, one must be made in a non-coercive manner and must adhere to:
 - a. Conducted in such a manner as not to cause a service recipient to feel intimidated or pressured into contributing.
 - b. All recipients of services shall be provided:
 - i. An opportunity to voluntarily contribute to the cost of the service.
 - ii. Clear information, including information in alternative formats and in languages other than English upon request, explaining that there is no obligation to contribute, and the contribution is voluntary.
 - iii. Protection of privacy and confidentiality of each recipient with respect to the recipient's income and contribution or lack of contribution.
 - iv. The service provider shall not means test, meaning the use of the income, assets, or other resources of an older person, family caregiver, or the households of these individuals to deny or limit that person's eligibility to receive services.
 - v. The service provider will not deny services to an older adult or caregiver if they cannot or will not make a voluntary contribution.
17. MNRAAA requires selected applicants to utilize program income (voluntary contributions) prior to calculating the amount to be billed to the agreement upon requesting reimbursement for expenses or services. All program income must be used

to expand a service funded under the Title III grant award pursuant to which the income was initially collected.

18. Additional information can be found within Exhibit E: Nutrition Standards. This is available upon request and can be found on MNRAAA's website (www.mnraaa.org).

3. Application Criteria

- A. MNRAAA utilizes SmartSimple as a Grant Platform. All submissions must be completed via SmartSimple.
- B. A copy of an application and assurances can be found on MNRAAA's website (www.mnraaa.org) under Grant Opportunities.
- C. The application shall include, but not be limited to, the following areas.
 - a. Primary Contact of the Respondent
 - b. Project Information
 - i. Type of Service(s) to be offered
 - ii. Project Name
 - iii. Counties projected to be served
 - c. Budget
 - i. Respondents projected budget with amount per unit.
 - ii. Budget will include match requirements, if applicable
 - d. Program Narrative
 - i. History of the Respondent
 - ii. How the Respondent will go about achieving their goals
 - iii. Outreach efforts
 - iv. Sustainability
 - e. Outcomes
 - i. The Respondent will set their goals.
 - ii. Establish benchmarks to measure success.
 - iii. Identify how the Respondent is meeting their goals.
 - f. Attachments
 - i. Respondents' organizational chart
 - ii. Insurance Certificate
 - iii. Most Recent Audit
 - iv. Listing of Board of Directors
 - v. Assurances required by this RFP
- D. MNRAAA reserves the right to modify the application during the RFP. These modifications will be limited to technical items. Communication will be provided with changes within the platform.

4. Proposal Evaluation and Selection

- A. All proposals shall be reviewed by MNRAAA staff after the submission deadline. This is done to ensure all the documentation has been uploaded, appropriate forms utilized, and signatures are affixed to the documents as requested.
 - a. MNRAAA reserves the right to disqualify an application if documents are missing, signatures are not in place, or if the application does not meet the requirements outlined in the RFP.
 - b. Respondents will be notified if their application is disqualified and the reason for the disqualification. No appeal may be made regarding disqualifications.
- B. MNRAAA staff shall make available all completed proposals to the MNRAAA Advisory Council.
- C. The Advisory Council is made up of Composition shall include Older Adults, Caregiver(s), Health Care Provider Organization(s), Service Provider(s), Local Elected Officials, and Individuals with Leadership Experience.
- D. MNRAAA reserves the right to reach out to any Respondent relating to clarification of their proposal. MNRAAA reserves the right to request an oral presentation of their proposal or interview key personnel of the Respondent.
- E. MNRAAA Advisory Council shall review and score each application based on the following component metrics (Appendix B)
- F. The Advisory Council shall score each Respondent. Each component shall also feature a comment section for the Council to input additional information related to the Respondent.
- G. Once a decision has been made by the MNRAAA Advisory Council, a recommendation will be sent to the MNRAAA Board of Directors. The Board will review the recommendation. Upon approval, MNRAAA staff shall inform the Respondents if they received the funding or if they were unsuccessful. For unsuccessful Respondents, written communication will be sent out, and their application shall be closed. For successful Respondents, written communication shall be sent out, and they will move into contract negotiations.

5. Reporting Requirements and Expectations

- A. Monthly Reimbursement Requests. The Respondent shall submit no later than the tenth (10th) day of the month following each month, on prescribed forms, the total units provided for the services. Reimbursement shall be based on the reported actual service units provided multiplied by the applicable service unit rate contained in the budget

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pages of the Respondent's budget. The AAA shall review each request to ensure it is reasonable and in line with the budget.

- a. Services must meet all applicable standards and definitions.
 - b. In no event shall the AAA's reimbursement of service exceed the total federal funds awarded for the services, regardless of the number of service units provided by the Respondent.
 - c. If reports are not received at the AAA offices by the due date, the AAA will retain the right to withhold reimbursement to the Respondent until such time as they are received.
- B. Quarterly Reimbursement Requests. The Respondent shall submit no later than the tenth (10th) day of the month following each quarter, on prescribed forms, the total units provided for the services. Reimbursement shall be based on the reported actual service units provided multiplied by the applicable service unit rate contained in the budget pages of the Respondent's budget. The AAA shall review each request to ensure it is reasonable and in line with the budget.
- a. Services must meet all applicable standards and definitions.
 - b. In no event shall the AAA's reimbursement of service exceed the total federal funds awarded for the services, regardless of the number of service units provided by the Respondent.
 - c. If reports are not received at the AAA offices by the due date, the AAA will retain the right to withhold reimbursement to the Respondent until such time as they are received.
- C. Reporting. The Respondent shall provide a quarterly outcome report by the fifteenth (15th) day of the following the end of each quarter. The report shall be submitted through SmartSimple.
- a. Quarter 1 report is due by April 15th.
 - b. Quarter 2 report is due by July 15th
 - c. Quarter 3 report is due by October 15th
 - d. Quarter 4 report is due by January 15th (following year)
- D. Expectations. The successful Respondent shall be able to establish a service to the benefit of older adults and caregivers. The successful Respondent will be able to expand the program to serve those with the greatest economic need and greatest social need while being mindful of the different cultures they may work with. The successful Respondent will have all reports completed timely and abide by all the regulations laid within this RFP and the agreement.

6. Contractual Terms and Conditions

- A. All Respondents must be willing to comply with all State and Federal legal requirements regarding the performance of the grant. The full requirements are set forth throughout this RFP and are contained in the attached sample grant contract. The attached sample

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grant should be reviewed for the terms and conditions that will likely govern any resulting contract from this RFP. Although this RFP establishes the basis for Proposals, the detailed obligations and additional measures of performance will be defined in the final negotiated contract.

- B. This RFP and any subsequent contract shall be governed by the laws of State of Minnesota. Any and all legal proceedings arising from this RFP or any resulting contract in which MNRAAA is made a party must be brought in the State of Minnesota, District Court of Blue Earth County.
- C. MNRAAA is not liable for any cost incurred by Respondents in the preparation and production of a Proposal. Any work performed prior to the issuance of a fully executed grant contract will be done only to the extent the Respondent voluntarily assumes risk of non-payment.
- D. Pursuant to Minnesota Statutes, section 10A.06, no person may act as or employ a lobbyist for compensation that is dependent upon the result or outcome of any legislation or administrative action.
- E. Any information systems, tools, content, and work products produced under this CONTRACT, including but not limited to software applications, web sites, video, learning modules, webinars, presentations, etc., whether commercial, off-the-shelf (COTS) or custom, purchased or developed, must comply with the State of Minnesota Accessibility Standard (<https://mn.gov/mnit/about-mnit/accessibility/>), as updated on July 1, 2024. This standard requires, in part, compliance with the Web Content Accessibility Guidelines (WCAG) 2.1 (Level AA) and section 508 of the Rehabilitation Act of 1973.
- F. Information technology deliverables and services offered must comply with the State of Minnesota Accessibility Standard. Information technology deliverables or services that do not meet the required number of standards or the specific standards required may be rejected and may not receive further consideration.
- G. The award decision of MNRAAA is final and are not subjected to appeal.
- H. Additional terms and conditions can be found within the agreement (Appendix A).

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Appendix A

Title III-B Support Services Contract

Available online at <https://mnraaa.org/grant-opportunities/>

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Appendix B

Component Area	Definition	Weighted Score
Organizational Review	Does the Respondent have knowledge of the communities they propose to serve?	10%
	Is the organization's Board representative of the population they intend to serve?	
	Will the Respondent's organizational structure support a Federal funded program such as Title III? This includes staffing, systems, insurance, and so forth.	
Statement of Need	Is the Respondent's service a priority where a gap exists? This would include those with GEN and GSN.	20%
	What evidence is there to show a need? For example, a local survey of older adults or caregivers.	
	Does the Respondent intend to make a large footprint with the service?	
	Has the Respondent been able to show they will meet the priority needs as defined within the RFP?	
Service Plan – Outcomes	Has the Respondent developed SMART goals to monitor and evaluate the service?	30%
	Has the Respondent provided information about how they will track client satisfaction?	
	Does the Respondent's outcomes and goals align with the Administration for	

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	Community Living (ACL), Minnesota Board on Aging (MBA) and MNRAAA identified in the RFP.	
	The Respondent have the capacity to achieve the intended outcomes as listed in the application.	
	Does the Respondent state if they have identified community or other organization support, such as a collaboration or a coalition to achieve their goals.	
	Does the Respondent provide information on how the outcome will provide a positive result with the focused population?	
Budget	Does the budget prioritize older adults or caregivers?	30%
	Is it clear and understandable? Are the unit's rates (cost) of the program in line with similar type programs.	
	Did the Respondent define, if applicable, cost-sharing policies and procedures?	
	Does the Respondent have a plan to collect voluntary contributions?	
	Does the Respondent have a strong sustainability plan in place to continue the work?	
	Does the Respondent clearly articulate how they will provide their match to their services? Whether it is in-kind or cash.	
Respondent History with Older Adults or Caregivers	Does the Respondent have a history of working	10%

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	with older adults and caregivers?	
	Does the Respondent detail their current work within the communities they plan to serve?	
	Does the Respondent indicate how they will incorporate this program into their current structure.	