

BayPath
Elder Services, Inc.
Area Agency on Aging

33 Boston Post Rd West
Marlborough, MA 01752-1853

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Older Americans Act
Title III (Parts B and E)

FFY1019

Grant Application Packet

Forms and Instructions

General Information

Applications are invited for grants under the Older Americans Act, Title III Parts B and E. Grants will be awarded, through a competitive proposal review process, to support and extend comprehensive and coordinated services enabling persons age 60 and over to remain living in their homes and communities. The communities are Ashland, Dover, Framingham, Holliston, Hopkinton, Hudson, Marlborough, Natick, Northborough, Sherborn, Southborough, Sudbury, Wayland, and Westborough.

Successful applicants will enter into a one year cost reimbursement contract with BayPath Elder Services, Inc. Cost reimbursement means that BayPath will pay for approved costs after they are incurred. Payment occurs through a monthly billing procedure using prescribed forms. Applicants must finance the start of the project. The fiscal year 2018-2019 grant period is October 1, 2018 to September 30, 2019. All funds must be expended within the grant year.

Target Population

The target population is persons age 60 and over within the 14-town service area and their caregivers, with special attention to (1) those in greatest economic need, (2) greatest social need, and (3) low income minorities. Persons age 60 and over are considered in “greatest economic need” if they fall within the following guidelines:

Size of Family Unit	Poverty Guidelines*
1	\$12,140.00
2	\$16,460.00
3	\$20,780.00
4	\$25,100.00
5	\$29,420.00
6	\$33,740.00
7	\$38,060.00
8	\$42,380.00

Note: For families/households with more than 8 persons, add \$4,320 for each additional person.

* SOURCE: Federal Register: January 18, 2018

(<https://www.federalregister.gov/documents/2018/01/18/2018-00814/annual-update-of-the-hhs-povertyguidelines>)

“Greatest social need” means the need caused by non-economic factors, which include

- physical and mental disabilities
- language barriers
- cultural, social, or geographical isolation, including isolation caused by racial or ethnic status, that—
 1. restricts the ability of an individual to perform normal daily tasks; or
 2. threatens the capacity of the individual to live independently

The term “low income” means below the official poverty guidelines listed above. The term “minority” means:

1. Black, not of Hispanic Origin. A person having origins in any of the black racial groups of Africa.
2. Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.
3. Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.
4. American Indian or Alaskan native. A person having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

Grant Requirements

Older Americans Act funds are Federal funds. For certain organizations, receipt of these funds may trigger expensive auditing requirements. All grant recipients must comply with the auditing requirements of OMB Circular A-133, *Audits of Institutions of Higher Education and Other Non-Profit Organizations*, or OMB Circular A-128 *Audits of State and Local Governments*. For all recipients, there are substantial grant-reporting and program-monitoring requirements. Applicants unfamiliar with Title III grant requirements should request and carefully review a copy of *Title III, Grant Procedures Manual*, available from BayPath Elder Services, Inc.

Charging a fee for services funded wholly or in part by Title III is prohibited. Federal regulations require that “each service provider must provide each older person with an opportunity to contribute voluntarily to the cost of the service”. This must be done in a confidential manner, and procedures for accounting for all donations must be in place. The amount raised by donations must be included in the Fiscal Report and can be used only to provide additional services as originally funded. No senior can be denied services for choosing not to make a donation.

Application Deadline

The original and six copies (**a total of 7 documents**) of the proposal and all attachments must be received by 5 p.m., Friday, June 1, 2018 at the offices of BayPath Elder Services. Proposals and/or supplemental material received after this deadline will not be considered. **Applications sent via US Mail will be considered if post marked prior to 5 p.m., June 2, 2018.** BayPath will acknowledge receipt of all proposals.

Technical Assistance and Contact Personnel

A technical assistance session for prospective applicants will be held Thursday May 10, 2018 at 1:00pm at BayPath Elder Services, Inc. 33 Boston Post Rd West, Marlborough, MA. For further information, to obtain an application packet or to attend the technical assistance session, contact Fran Bakstran, Assistant Director Area Agency on Aging @ BayPath, (508) 573-7346.

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