



# Southwestern Vermont Council on Aging

## Community Services Department

FY 2025

### National Family Caregiver Support Program

#### Request for Proposal

#### I. INTRODUCTION

The Southwestern Vermont Council on Aging (SVCOA) is seeking applications from local agencies interested in providing National Family Caregiver Support services and programs for caregivers of older adults and younger disabled adults living in Rutland and Bennington County, and also for older caregivers (55+) who are caring full-time for children under the age of 18. This Request for Proposal (RFP) is open to non-profit agencies located within these two counties. The National Family Caregiver Support Program (NFCSP) provides caregiver support and services for unpaid caregivers including information and assistance, respite, counseling, support groups, trainings and other evidence-based educational programs. These supports and services provided by NFCSP funding effectively reduce the physical and emotional stress experienced by family caregivers in order to allow them to provide a higher quality of care so that their loved one(s) are to remain living independently in the community. SVCOA is a private non-profit community-based organization and one of five Area Agencies on Aging (AAA) in the state of Vermont whose mission is to support elders 60 years of age and older in maintaining maximum independence. The Council seeks to be responsive to both individual elders who need assistance to remain independent and to the communities in our region who need our technical assistance and support to identify elder needs and create locally based solutions.

#### A. Availability of Funds

Due to the amount of available funding *there is a limited number of grants that will be awarded*. Applicants should also be aware that all proposals submitted as a result of this RFP may be renegotiated for any funding additions or deletions that SVCOA may receive during FY 25. Lastly, SVCOA reserves the right to reject any grant application. Similarly, we also reserve the right to fund more than one project

#### B. Timeframe – FY 25

Fiscal Year 2024 operates under the following timeframe: **October 1<sup>st</sup>, 2024 – September 30<sup>th</sup>, 2025**

#### C. Eligible Applicants

Any public or private non-profit organization, group or coalition may apply

#### D. Receipt of Grant Application

All grant proposals should be ideally be received by **November 1<sup>st</sup>**. We will, however, accept certain proposals received after that date (if funding is still available). With that being said, ***please still send your grant proposals as soon as possible.***

#### Evaluation and Selection Process

All proposals will be reviewed by SVCOA's Caregiver Coordinator and approved by the SVCOA Senior Management Team using the following evaluation criteria:

- Project Description/Responsiveness to RFP
- Administrative Capability
- Reasonableness of Budget
- Probability of Project Success
- Consistency with AAA Overall Objectives
- Consistency with OAA guidelines

SVCOA will carefully consider each proposal using the above criteria as a guide before making any final decisions. Additionally, please take note that SVCOA takes priority in programs which are evidence-based

#### E. General Agreement

If a proposal is approved, the grantee will be required to enter into a signed contract with SVCOA. By signing a contract with the SVCOA, an applicant agrees to abide by all federal and state rules and regulations governing this program. These include but are not limited to the applicable provisions of the NFCSP, Vermont Department of Aging and Independent Living (DAIL), Older Americans Act (OAA) and the Title III Policies and Procedures

#### F. Grant Reporting

If an agreement is signed and a grant is awarded, two 6-month financial and narrative reports will be due on the following dates:

- a. *April 15<sup>th</sup>, 2025* (covering reporting period of October 1, 2024 – March 31<sup>st</sup>, 2025)
- b. *October 15<sup>th</sup>, 2025* (covering reporting period of April 1, 2025 – September 30, 2025)

#### G. Grant Deliverables

Within the two 6-month reports, the following deliverables will be required for tracking purposes:

- ❖ Number of *unduplicated* caregivers served (registration lists when appropriate)
- ❖ Number and length of events/programs, with dates and times
- ❖ Date of birth and area of residence of caregivers served
- ❖ Completed VT Caregiver Registration forms (when necessary)

#### H. Submitting a Grant Proposal

To submit your grant proposal, please completely fill out the attached application and return it to SVCOA's Caregiver Coordinator, Aaron Brush, via email ([abrush@svcoa.net](mailto:abrush@svcoa.net)) or via mail (SVCOA – 143 Maple St. Rutland, VT 05701)

## II. BACKGROUND – The National Family Caregiver Support Program (NFCSP)

The National Family Caregiver Support Program was established as a result of the increased awareness of the contribution and the commitment of family caregivers and other nonrelative caregivers. It recognizes the individuality of caregivers, the diversity of their caregiving situations and the range of their needs. The program is designed to provide unpaid caregivers with the assistance they need, when they need it, so they may continue in their caregiving roles.

The Vermont Department of Aging and Independent Living (DAIL) administers the National Family Caregiver Support Program (NFCSP), funded by the federal Older Americans Act (OAA), through contracts with the Vermont Association of Area Agencies on Aging (V4A). AAAs, like SVCOA, provide services directly, or through partnerships, with other public or private agencies.

NFCSP services include, but are not limited to:

- ACCESS ASSISTANCE including information assistance, interpretation/translation, and legal resources for caregivers.
- INFORMATION SERVICES that provide public information and community education on resources and services available to current and potential caregivers and their families.
- RESPITE CARE that provides caregivers with temporary in-home or out of home relief from caregiving responsibilities.
- SUPPLEMENTAL SERVICES that provide assistive devices, home adaptations, caregiver registry services, and emergency cash or material aid, on a limited basis, to assist with caregiving responsibilities.
- SUPPORT SERVICES including caregiver assessments, counseling, support groups, and training.

NFCSP services are designed to reduce caregiver burden, enable caregivers to remain in the workforce, and prevent or delay the need for a higher level of care for the care receiver.

Eligibility for NFCSP services requires that an older adult's family caregiver must be 18 years of age or older.

Older care receivers must be age 60 years or older, or individuals of any age with Alzheimer's disease or a related disorder with neurological and organic brain disfunction.

Grandparent or other older relative caregivers must be age 55 or older.

Child care receivers must be 18 years of age or younger, or individuals of any age with a disability. NFCSP has no income requirement.

For more information on the National Family Caregiver Support Program and the Older American's Act or to review Title III-E Regulations, please visit:

[www.aoa.gov](http://www.aoa.gov)

Direct link to the basic NFCSP Title III-E Guidelines:

<https://www.acl.gov/about-acl/authorizing-statutes/older-americans-act>