



Title III-D

**Older Americans Act:
Disease Prevention and Health Promotion Service**

**Request for Proposal
For Contracting Period January 1, 2027 – December 31, 2030**

Area Agency on Aging 3 2423
Allentown Road
Lima, Ohio 45805

Phone: 419-222-7723

Web: www.aaa3.org

Serving the counties of:

Allen, Auglaize, Hancock, Hardin, Mercer, Putnam and Van Wert

Date RFP Publicized: April 13, 2026

Requests for Proposals are due by 12:00 pm on May 15, 2026

No proposals will be accepted after this time.

Applicants will be notified in writing of approval or denial of program funding by Friday, July 31, 2026.

For More Information Contact:

rfp@psa3.org

DISEASE PREVENTION AND HEALTH PROMOTION SERVICES

Title III-D of the Older Americans Act was established in 1987. It provides funding for education and implementation activities that support healthy lifestyles and promote healthy behaviors. Health Education reduces the need for more costly medical interventions. Priority is given to serving elders living in medically underserved areas or who are in the greatest economic need.

The purpose of the Disease Prevention and Health Promotion Service programs is to improve the quality of life for older adults and prevent premature institutionalization by maintaining and/or improving health status, reducing risk factors associated with illness, disability, or disease, delaying the onset of disease, preserving functional abilities, managing chronic diseases, managing over the counter and prescription medications.

INTRODUCTION

In accordance with the Older American's Act of 1965 and Regulations thereto, the Area Agency on Aging 3 (AAA3) is the designated agency serving the Ohio Counties of Allen, Auglaize, Hancock, Hardin, Mercer, Putnam, and Van Wert. AAA3 is responsible for administering federal and state funded programs and services for individuals aged 60 and older within the designated service as noted above. Older Americans Act Programs and Services are designed to assist older persons in leading independent, meaningful and dignified lives in their own homes and communities as long as possible.

Older American's Act Title III-D funding may be used only for programs and activities which have been demonstrated to be evidence based.

SERVICE PRIORITIES

Services are targeted to those older individuals (age 60 and over) who reside in rural areas, have the greatest economic need (with particular attention to low-income minority individuals and older individuals residing in rural areas), who have the greatest social need, who have severe disabilities, who have limited English proficiency, individuals with Alzheimer's disease and related disorders with neurological and organic brain dysfunction (and the caretakers of such individuals), and individuals at risk for institutional placement.

GEOGRAPHIC REGION

The Older Americans Act requires AAA3 to set specific objectives for providing services to older individuals (age 60 and over) with the greatest need. For this service that includes medically underserved, economic need, and the minority population in Allen, Auglaize, Hancock, Hardin, Mercer, Putnam and Van Wert counties.

MEDICALLY UNDERSERVED AREAS

Medically Underserved Areas (MUA) may be a whole county or a group of contiguous counties, a group of county or civil divisions or a group of urban census tracts in which residents have a shortage of personal health services. Those areas include (as set by Health Resources and Services Administration under the U.S. Department of Health and Human Services):

Allen County

- Southside Lima (MUA/P 07175) (CT 0134, CT 0136, CT 0137, CT 0138)
- North Lima (MUA/P 07665) (CT0110, CT0112, CT0122, CT0124, CT0141)

Hardin County

- Hardin Service Area (MUA/P 02641)
- Hale Service Area (MUA/P 02693)
- Roundhead Service Area (MUA/P 02694)

Putnam County

- Putnam Service Area (MUA/P 02624)

Van Wert County

- Low-income Van Wert County municipality (MUA/P 07731)

PROGRAM INCOME AND CONSUMER CONTRIBUTIONS

Older Americans Act, Section 374, states that funds may not be used to supplant or replace other sources of funds (maintenance of effort). This means that existing services like those proposed in the Older Americans Act application must be maintained through other sources of funds.

Cost-sharing by the consumer receiving services under Title III is allowed and encouraged, however project income should not be collected by the Provider. Any consumer attempting to cost share for services should be redirected to the Agency.

PROVIDER PROPOSAL REVIEW CRITERIA

Under 45 C.F.R. 74.43 or 45 C.F.R. 92.36, when procuring a service that is reimbursed with Older Americans Act funds, AAA3 shall select the provider by using a competitive bidding process that offers to the maximum extent practical, open and free competition. To ensure compliance with this rule, AAA3 has developed a competitive bidding process, **whereas one provider will be selected** to provide services to consumers.

Submitted Provider Proposals will be scored utilizing the attached service specific addendum A.

All submitted proposals undergo the following protocol:

1. Eligible proposals are reviewed and scored by a Review Committee of AAA3 team members.
2. Results of the review will be presented to the AAA3 Advisory Council for consideration of award.
3. The provider selection recommendations from the Advisory Council, are then presented and reviewed by the AAA3 Board of Trustees, with a final decision made regarding which providers are awarded contracts.
4. AAA3 staff will notify providers who submitted proposals, whether they were awarded contracts or denied.

REVIEW OF EXCLUSIONARY DATABASES

AAA 3 will not enter into a provider agreement with any provider that the Office of Inspector General or System for Award Management (SAM) database lists as excluded or disqualified from agreements involving federal funds. All providers are required to furnish a copy of a database check as a part of the required elements for your organization's proposal. The databases can be accessed by the public for free at:

Office of Inspector General <https://exclusions.oig.hhs.gov/SearchResults.aspx>
System for Award Management (SAM) www.sam.gov.

USE OF FUNDING AND GRANT PERIOD

The Administration on Aging uses a graduated or tiered set of criteria for defining evidence-based interventions implemented through the Older Americans Act. Based on the history of the program and the degree of change needed to transition to the optimal-level of evidence-based implementation, each program will need to be assessed based on the following criteria. The goal is for all Title III-D activities to move toward the highest-level criteria.

The Area Agency on Aging 3 has implemented the Health Education programs that meet the highest-level criteria as listed below. It is our intent to fund the identified programs to be available throughout our seven-county service area and maintain that optimal level of evidence-based implementation.

Programs to be sustained include:

A Matter of Balance
Tai Ji Quan - Moving for Better Balance
Powerful Tools for Caregivers
Bingocize
Tai Chi for Arthritis
Tai Chi for Diabetes

Programs listed above have met the following highest-level criteria:

- Undergone Experimental or Quasi-Experimental Design; and
- Level at which full translation has occurred in a community site; and
- Level at which dissemination products have been developed and are available to the public.

The Award Recipient shall offer a minimum of 3 curriculum, selected from the list above or other evidence-based programming recommended by the Administration on Community Living, with final approval of AAA3. Evidence-based programming is to be offered throughout the seven-county region served by AAA3. Award recipients shall maintain the fidelity guidelines of each curriculum offered and be subject to monitoring of such by the Ohio Department of Aging and/or Area Agency on Aging 3.

Funds will be available January 1, 2027 through December 31, 2030. Funding is approximately \$26,358 per program year. In the event funding availability changes, the Area Agency on Aging 3 may amend any funding award to reflect such changes. Award Recipient will be required to

contribute a match of fifteen (15%) percent of the project's total cost. The applicant's match contribution must be from non-federal sources.

REPORTING REQUIREMENTS

Provider will submit invoices through AAA3 approved billing system.

REQUIRED ELEMENTS FOR YOUR ORGANIZATION'S PROPOSAL

Narrative to include the following:

- A description of your organization's purpose, mission, operation and submit primary contact, business address, telephone number and e-mail address.
 - Indicate if your organization is currently providing the services available for bid. Include a description of your current service and the project your organization proposed to providing
1. Describe your organization's staff that will be providing Health Education Programs throughout the seven-county service area. Include their background, training and/or credentialing.
 - a. Are they employees of your agency or participating through a cooperative relationship with another agency?
 2. Submit a schedule of Health Education Programs (for the contracting period), with proposed sites to conduct sessions, expected number of participants, and anticipated cost per session and cost per participant.
 3. Discuss your organization's ability to serve the entire seven county region of AAA 3 which includes Allen, Auglaize, Hancock, Hardin, Mercer, Putnam, and Van Wert counties.
 4. Describe any barriers your organization has in serving any part of the region.
 5. Identify any cooperative relationships fostered to increase or expand the services.
 6. An explanation of how your agency or organization intends to comply with 45 U.S.C. 3026 (B), in providing services to the populations identified under Service Priorities on page 2 of the RFP.

Please include the following:

- a. Specify how your agency intends to satisfy those persons' service needs;
- b. How your agency will provide services to those persons; and
- c. How your agency will meet AAA 3's specific objective for providing services to those persons.

REQUIRED ATTACHMENTS

Please attached copies of the following documentation

- A Completed Narrative
- Submit documentation that your organization is currently registered with the secretary of state as a nonprofit organization, association, or trust, a co-operative, or, a for-profit business, limited liability company, limited partnership, or partnership having limited liability.
- Submit a written statement of agreement to comply with nondiscrimination laws, federal wage and hour laws, and workers' compensation laws in the recruitment and employment of individuals.
- Submit Evidence of Insurance Coverage
 - a. Evidence of at least one million dollars of commercial liability insurance coverage
 - b. Evidence of insurance coverage for consumer loss due to theft or property damage
 - i. A written procedure describing the step-by-step instructions a consumer may follow to file a claim.
- Results of exclusionary databases through Office of Inspector General and System for Award Management.

PROPOSAL SUBMISSION

A Bidder's Conference will be held April 20, 2026 at 10:00 am at which time the process will be reviewed and questions addressed. This meeting may be accessed through the following link.
<https://meet.goto.com/328181437>

Proposal deadline is 12:00 PM on May 15, 2026

All proposals received will receive a Proposal Receipt Notice indicating that AAA3 has received your proposal and the date/time received at our office.

Any proposals received after the deadline, will be sent a proposal receipt notice indication the applicant had missed the deadline, and would not be considered for the funds offered.

Only proposals received through the following link will be accepted. [Complete Submission](#)

Provider Proposal Scoring Sheet
Appendix A: Disease Prevention and Health Promotion

Category	Points Available	Scoring Methodology	Points Awarded
Complete Proposal	20	20=complete 0 = incomplete	
Unit Cost	15	15 = lowest cost/participant 13= 2 nd lowest cost 10=3 rd lowest cost 8 = 4 th lowest cost 5 = 5 th lowest cost 3 = 6 th lowest cost 1 = 7 th lowest cost	
Matching funds	10	10 = 15% matching funds or more 5 = Less than 15% matching funds 0 = not able to match funds.	
Certified trainers and master trainers	15	15 = at time of proposal provider has lay trainers and master trainers 10 = at time of proposal has master trainer only 5 = at time of proposal has lay trainers but no master trainer 0 = no lay trainers or master trainer	
Able to provide training in all programs identified	10	10 = evidence of training programs in all 6 areas 6 = evidence of training programs in at least 3 or more areas 4 = evidence of training programs in 3 or less areas 0 = no evidence of training programs in any designate areas.	
Coverage Area	10	10= All 7 counties 8= 5-6 counties 5= 3-4 counties 3= 2 or fewer counties	
TOTALS	80		