

**Older Americans Act, Title, VI, Part B**  
**Native Hawaiian Program**  
**Program Announcement and Grant Application**  
**Instructions**

**U.S. Administration on Aging**

**2006**

**Department of Health and Human Services (HHS)**

**Administration on Aging (AoA)**

**AoA Center:** Center for Wellness and Community Based Services

**Funding Opportunity Title:** Title VI, Part B – Native Hawaiian Program

**Announcement Type:** Initial

**Funding Opportunity Number:** HHS-2006-AoA-Intial-01

**Catalog of Federal Domestic Assistance (CFDA) Number:** 93.047

**Key Dates:** The deadline date for submission of applications is February 15, 2006.

**I. FUNDING OPPORTUNITY DESCRIPTION**

The Administration on Aging (AoA) is responsible for administering the Older Americans Act (Act) which provides for the delivery of supportive and nutrition services to older Americans who are 60 years of age or older. The Act Amendments of 1987 established Part B, under Title VI of the Act, for the provision of supportive and nutrition services to Native Hawaiian elders who are 60 years of age or older.

The Act provides that a public or nonprofit private organization having the capacity to provide services for Native Hawaiians is eligible for assistance under Title VI, Part B, if the organization will serve at least 50 Native Hawaiian individuals who have attained 60 years of age or older, and the organization demonstrates the ability to deliver supportive services and nutrition services.

For the purposes of Title VI, Part B, the term “Native Hawaiian” means an individual any of whose ancestors were natives of the area, which consists of the Hawaiian Islands prior to 1778.

Nutritional services, and information and assistance services, are required by the Act. Nutrition services include congregate meals and home-delivered meals. Supportive services include information and assistance, transportation, chore services, and other supportive services, which contribute to the welfare of older Native Hawaiians. These must be available for older Native Hawaiians living in the geographic boundaries of the Title VI, Part B, service area proposed by the applicant organization and approved by the Assistant Secretary for Aging.

Organizations receiving funds to provide services to older Native Hawaiians shall assure that all activities will be conducted in coordination with the State Agency on Aging and with the activities carried out under Title III in the same geographical area.

**Statutory Authority**

The statutory authority for grants under this program announcement is contained in Title VI of the Older Americans Act (OAA), as amended by the Older Americans Act Amendments of 2000, P.L. 106-501 (Catalog of Federal Domestic Assistance 93.047, Title VI Grants for Native Americans).

## **II. AWARD INFORMATION**

Distribution of funds among Native Hawaiian organizations is subject to the availability of appropriations to carry out Title VI. Funding levels for Fiscal Year 2005 are as listed below. These amounts can be used to estimate Fiscal Year 2006 funding and are subject to change. At the beginning of the second budget period, grantees will be notified of the funding level for the subsequent year.

As required by the OAA Section 624A, subject to the availability of appropriation, organizations who were grantees in 1992 will not be funded less than the 1991 grant award.

Number of Native Hawaiian Elders	FY2005 Award Amount in the Proposed Service Area
50 – 100	\$ 73,620
101 - 200	\$ 83,540
201 – 300	\$ 94,860
301 – 400	\$106,890
401 – 500	\$118,230
501 – 1500	\$136,940
1501+	\$179,810

All current Title VI, Part B grantees and new eligible applicants are encouraged to apply. New applications will be funded pending availability of additional appropriations. These grants will be funded for a two year project period, April 1, 2006 to March 31, 2008. It is the intent of this agency to conduct on-site monitoring at least once during the two year project period.

## **III. ELIGIBILITY INFORMATION**

### **1. Eligible Applicants**

Public or private nonprofit organizations having the capacity to provide services for Native Hawaiians are eligible to receive a grant only if the organization will serve at least 50 Native Hawaiians who have attained 60 years of age or older by April 1, 2006, and the organization demonstrates the ability to deliver supportive and nutrition services.

## **2. Cost Sharing or Matching**

There is no required cost sharing or matching for these grants.

## **3. Application Screening Criteria**

- Signature of Principal Official;
- Signed Assurances;
- Signed Certifications;
- Documentation supporting applicant will provide services at least 50 Native Hawaiian elders age 60 or older as of April 1, 2006 in the proposed service area;
- Due date for application is met.

## **IV. APPLICATION AND SUBMISSION INFORMATION**

### **1. Address to Request Application Package**

Application materials can be found on AoA.gov and Olderindians.org.

Application kits are also available by writing to:

U.S. Department of Health and Human Services  
Administration on Aging  
Jennifer Saxman  
Office for American Indian, Alaskan Native and Native Hawaiian Programs  
5<sup>th</sup> Floor  
Washington, D.C. 20201

Or by calling: 202-357-3537

Or e-mailing: [Jennifer.Saxman@aoa.hhs.gov](mailto:Jennifer.Saxman@aoa.hhs.gov)

### **2. Content and Form of Application Submission**

The application may be presented in any format selected by the applicant. The application must include the following information:

- **Objectives and Need for Assistance:**

Applications must include objectives, expressed in measurable terms, which are related to the current nutrition and supportive service needs of the service population. There must also be discussion of how the needs were evaluated.

- **Results or Benefits Expected:**

The application should describe the results or benefits expected from each nutrition and supportive service proposed.

- **Description and Method of Delivery of Each Service:**

**Nutrition:** Nutrition services are required. There should be a description of the methods, facilities, and staff to be used in preparing, serving, and delivering meals, and the estimated number of persons to be served. The nutrition service provided, either directly or by way of a grant or contract, must be substantially in compliance with the provisions of Part C, Title III, which include:

- Provide at least one hot or other appropriate meal a day, five or more days a week in a congregate setting, and any additional meals, which the recipient of a grant may elect to provide. A “meal”, as used in Sections 307(a)(13), 308(b)(7), 311(a)(4), 331(1), 336, 338(a)(1), and 339, 339A of the Act and Sections 1321.17, 1321.59 and 1321.64, is a planned event in a day at which a variety of prepared foods are provided to an individual. These foods shall comply with the U.S. Dietary Guidelines for Americans, published by the Secretary of the Department of Health and the Secretary of the Department of Agriculture, and provide the nutrients specified in the current, daily Recommended Dietary Allowances, as established by the Food and Nutrition Board of the National Research Council of the National Academy of Sciences, as specified in Section 339(2) unless the meal is a special meal provided to meet the health, religious, or ethnic considerations or eligible individuals. Snacks, partial meals, and second helpings are not considered meals.
- Provide at least one home delivered hot, cold, frozen, dried, canned, or supplemental food (with a satisfactory storage life) meal per day, five or more days a week, and any additional meals, which the recipient of a grant may elect to provide. The above definition of a meal also applies here. Thus neither individual grocery items nor food vouchers may be used in lieu of home delivered meals.
- If no Title VI, part B, funds are to be used for nutrition services, the application must state how such services are provided in other ways, and how they are financed.

**Information and Assistance:** Information and assistance services are required. They must be available for older Native Hawaiians living in the Title VI, Part B, service area and there should be a description of what information and assistance services will be provided and how they will be provided. The estimated number of individuals to be served should be stated. If no Title VI, Part B, funds are to be used for information and assistance services, the application must state how such services are provided in other ways, and how they are financed.

**Other Supportive Services:** The application must describe any other supportive services to be provided wholly or partly by Title VI, Part B, funds. The description should include what supportive services will be provided and how they will be provided. The estimated number of persons to be served by each service should be stated.

Legal assistance and ombudsman services may be provided, but are not required. However, if provided, they should be included under “Supportive Services”.

If the applicant agency elects to provide legal services, it must substantially comply with the requirements in Title 45 of the Code of Federal Regulations Section 1321.71, and all legal assistance providers must comply fully with the requirements in Section 1321.71(d) through 1321.71(k).

Transportation of persons to nutrition sites or other places is a part of “Supportive Services”.

- **Coordination with Title III:**

The application should provide a description of how Title VI and Title III resources are to be coordinated within the Title VI service area, including information and assistance service.

- **Evaluation Criteria:**

The application must discuss the criteria to be used to evaluate the results and successes of the program, based on the objectives above. It will also explain the methodology that will be used to determine if the needs identified and discussed are being met, and if the results and benefits from each service are being achieved.

- **Geographic Location:**

The application must include a narrative description of the Title VI, Part B, service area. The area to be served by Title VI, Part B, must have clear geographic boundaries. There is no prohibition, however, on its overlapping with areas served by Title III.

## **DUNS Number**

The Office of Management and Budget requires applicants to provide a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number when applying for Federal grants or cooperative agreements on or after October 1, 2003. It is a unique, **nine-digit identification number**, which provides unique identifiers of single business entities. The D-U-N-S number is *free and easy* to obtain.

Organizations can receive a DUNS number at no cost by calling the dedicated toll-free DUNS Number request line at 1-866-705-5711 or by using this link:

[https://www.whitehouse.gov/omb/grants/duns\\_num\\_guide.pdf](https://www.whitehouse.gov/omb/grants/duns_num_guide.pdf).

### **3. Submission Dates and Times:**

The deadline for the submission of applications under this program announcement is February 15, 2006. Applications must be postmarked by midnight Eastern time, February 15, 2006; or hand-delivered by 5:30 p.m. Eastern Time, on February 15, 2006.

Applications that fail to meet the application due date will **not** be reviewed and will receive **no** further consideration.

Applicants must ensure that a legibly dated U.S. Postal Service postmark or a legibly dated machine produced postmark of a commercial mail service is affixed to the envelope/package containing the application(s). To be acceptable as proof of a timely mailing, a postmark from a commercial mail service must include the logo/emblem of the commercial mail service company and must reflect the date the package was received by the commercial mail service company from the applicant. Private Metered postmarks shall not be acceptable as proof of timely mailing. Applicants are cautioned that express/overnight mail services do not always deliver as agreed.

### **4. Intergovernmental Review:**

This funding opportunity announcement is not subject to the requirements of Executive Order 12372, "Intergovernmental Review of Federal Programs"

### **5. Funding Restrictions:**

The following activities are not fundable:

- Construction and/or major rehabilitation of buildings

### **6. Other Submission Requirements:**

If you mail or hand deliver your application, you must submit **one original application and two copies** to AoA.

Submissions using the regular, U.S. Postal Service must be addressed to:

Department of Health and Human Services  
Administration on Aging  
Grants Management Division  
Washington, DC 20201  
Attention: Margaret A. Tolson

Submissions by courier, overnight delivery, delivered in person, etc. should be addressed to:

Department of Health and Human Services  
Administration on Aging  
Grants Management Division  
One Massachusetts Avenue, NW, Room 4604  
Washington, DC 20001  
Attention: Margaret A. Tolson

## **V. APPLICATION REVIEW INFORMATION**

### **1. Criteria:**

Applications are reviewed to ensure that all required screening criteria and narrative information below is included:

- Has the ability to provide nutrition and supportive services consistent with the Older Americans Act;
- Has conducted a current Needs Assessment (or assurance that one will be completed within the first year of the project);
- Describes coordination efforts with Title III programs in the same geographical area;
- Describes their current or proposed policies and procedures, including fiscal control;
- Describes reporting and evaluation procedures;
- Narrative description of the Title VI, Part B, service area. The area to be served by Title VI, Part B, must have clear geographic boundaries. There is no prohibition, however, on its overlapping with areas served by Title III.

### **2. Review and Approval Process:**

Final award approval will be made by the Assistant Secretary for Aging (ASA). In making these decisions, the ASA will take into consideration recommendations from the Director for the OAIANNHP. The Administration on Aging reserves the right to ensure that all applicable requirements of the OAA are met.

## **VI. AWARD ADMINISTRATION INFORMATION**

### **1. Award Notices:**

Awards will be made by the Administration on Aging. Funding decisions will be announced as soon as possible.

### **2. Reporting:**



A Program Performance Report and SF-269 (Financial Status Report) are due annually. Awardees will receive a copy of the required reports and due dates in a Title VI Update. The Title VI Update will be mailed with the award letter to approved applicants. A Request for Continuation form will be required before receipt of second year funding. This form will also be included with the Title VI Update along with the due date.

The Program Performance and Financial Status reports will be reviewed for compliance with the program regulations. Failure to submit the required reports during the project period may result in loss of future funds, and possibly termination of the grant within the project period.

## **VII. AGENCY CONTACTS**

Director  
Office for American Indian, Alaskan Native and Native Hawaiian Programs  
M. Yvonne Jackson, Ph.D.  
U.S. Department of Health and Human Services  
Administration on Aging  
Washington, DC 20201  
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Director  
Office of Grants Management  
Margaret Tolson  
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Washington, DC 20201  
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### **The Paperwork Reduction Act of 1995 (P.L. 104-13)**

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

The project description and budget justification is approved under OMB control number 0985-0018 which expires on 3/31/07.

Public reporting burden for this collection of information is estimated to average 10 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed and reviewing the collection information.



