



NEVADA

ADSD

Aging & Disability Services Division

Nevada Department of Human Services
Aging and Disability Services Division
Office of Community Living

Notice of Funding Opportunity
Supportive Services for Older Adults and
Family and Informal Caregivers

(Includes Homemaker Services for People with Disabilities)

Funding Opportunity Number: ADSD-SS-2027-C

Applications Due: March 20, 2026

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State of Nevada

Aging and Disability Services Division

Funding Opportunity Title:	Supportive Services
Project Period:	July 1, 2026 – June 30, 2028
Budget Period:	July 1, 2026 – June 30, 2027
Due Date for Applications:	March 20, 2026

Funding Opportunity Description

Background

The Aging and Disability Services Division (ADSD) is seeking partner organizations to provide Services and Supports for Nevada’s older adults, people with disabilities (homemaker services), and family and informal caregivers. ADSD has multiple funding streams for the provision of services to help the populations served live independently and to remain active within their communities.

This funding opportunity is in line with the ADSD mission:

To empower individuals and their support systems by providing resources for disabilities and aging – connecting Nevadans to services and improving their quality of life.

As the designated State Unit on Aging, ADSD developed a four-year State Plan for Aging that outlines goals and objectives for the aging services network. This plan is based on consumer input, federal priorities, and state initiatives. This plan helps guide the priorities for the competitive subaward process. The following goals are established in the State Plan for Aging:

- Goal 1: Promote and encourage older Nevadans and their families to make informed choices through a coordinated No Wrong Door (NWD) network.
- Goal 2: Promote age friendly communities for Older Nevadans and their families throughout Nevada.
- Goal 3: Lead efforts to strengthen equity in service delivery throughout Nevada for targeted populations through collaborations and networking.
- Goal 4: Build capacity of community providers through partnership and leveraging resources.
- Goal 5: Increase healthcare advocacy and protections for adults who are vulnerable.

Through combined efforts of community members, individuals with lived experience, organizations, and state agencies, ADSD has developed a division-specific Olmstead Plan which sets forth strategies to ensure older adults and people with disabilities have the opportunity to achieve optimal quality of life in the community of their choice. The Olmstead Plan guides the priorities of the competitive subaward process and improves service delivery and outreach efforts. The following goals are established in the State Plan for Aging:

- Goal 1: Improve knowledge about ADSD services and other resources.

- Goal 2: Expand workforce capacity to serve people in community-based settings.
- Goal 3: Increase accountability within ADSD for the implementation of timely, high quality, community-based services for individuals with disabilities.
- Goal 4: Embed a person-centered culture among all ADSD staff and within Division operations.
- Goal 5: Develop a systems-wide approach to address the comprehensive needs of individuals with disabilities from a person-centered framework.

In State Fiscal Year (SFY) 2026, ADSD issued over \$16.8 million dollars for services and supports through subawards. Subawards funded both core and additional services and supports, including but not limited to Transportation, In-Home Services (including Homemaker, Senior Companion, Representative Payee, Home Modification, and Personal Emergency Response System), Caregiver Support Services (including Respite and Adult Day Care), Food Security, Health Promotion (Evidence Based) Programs, and Assisted Living Supportive Services,, to address the diverse needs of Nevada’s older adults, people with disabilities, and family caregivers.

Current Challenges

According to the 2020 Elders Count Report, Nevada’s older adult population continued to grow at rates more than double that of the national rate. Currently the population growth trend for older adults in Nevada continues to outpace growth in other age groups within Nevada. Between 2011 and 2019, Nevada's overall population increased by 13.1%. As stated in the 2023 Nevada Elders Count report, the U.S. Census (American Community Survey: 2019 1-Year Estimates) identified that Nevada's 65 and older population increased by 46% and the 85 and older population increased by 20%. The 55 and older population, currently aging into the Older Americans Act Title III and Medicare eligible population, increased by 32%. The continued population growth of the age 55 to 64 bracket is projected to last into the next decade. The report states that this growth will impact available resources.

This growth is expected to continue through at least 2030. According to the 2020 U.S. Census Bureau results, 16.9% of Nevada’s total population are individuals age 65 and older and 14.3% of Nevada’s population are people living with one or more disability.

Nevada Population – Older Adults:

<https://data.census.gov/vizwidget?q=040XX00US32&infoSection=Older%20Population>

Nevada Population – Individuals with Disabilities:

<https://data.census.gov/vizwidget?q=040XX00US32&infoSection=Disability>

Through the development of the State Plan for Aging Services and the Olmstead Plan, ADSD has identified several system challenges to be considered throughout the subaward process and in implementing future services.

Limited Resources

Despite a steadily increasing growth rate each year in Nevada's population, funding is not keeping pace. While ADSD has been able to diversify funding streams to support the needs of older adults, caregivers, and people with disabilities in Nevada, financial resources remain limited. The national funding formulas for Older Americans Act (OAA) programs have not kept pace with population growth or the increased costs of service provision.

In addition to limited financial resources, Nevada is experiencing unprecedented shortages in providers across the state. While these shortages have significant impacts on Nevada's Medicaid Waiver services, they also drastically impact the community services available through ADSD subaward recipients. Many areas of the state do not have a sufficient provider base to serve diverse populations. Local governments can often be the only available provider, yet most indicate they have been under-resourced or are limited in service options. In many communities, volunteers could be a potential solution to meet the needs of older adults, but there has been a shortage of willing and qualified volunteers.

Coordination of Services

Collaboration among community partners is critical for the effective coordination of services. Collaboration helps ensure resources are leveraged efficiently and individuals receive comprehensive services and supports that address their varied needs. Collaboration also reduces duplication of efforts, addresses service gaps and creates a better experience for those being served. While collaborative efforts have fluctuated over time for various reasons, strengthening partnerships amongst community partners remains a priority for ADSD. Moving forward, ADSD will continue to encourage and support efforts to increase coordination of services. Conversations with providers and older adults alike continue to cite 'information about services' as one of the top needs in accessing services. Increased coordination is essential for accurate and consistent service information throughout Nevada's provider network.

Impact of Services

Historically, ADSD and community partners focused on the number of people served and the units of service (outputs). Nationally and within Nevada there has been a gradual shift to identify target populations and put emphasis on the *impact* of service delivery to these populations (outcomes). This shift is critical to fuel advocacy efforts for sustained and increased funding. Cost effective services are necessary. However, high quality services that promote a person-centered approach, individualized options, and support individuals in addressing their long-term goals and needs are essential. Health in Aging is a state initiative to ensure people have access to the services that impact social determinants of health. Supportive services that contribute to healthy aging through a holistic person-centered approach are a priority in Nevada.

Funding Description

This funding opportunity is supported by federal funds from the Older Americans Act (Titles III-B, III-D, and III-E), Social Services Block Grant (Title XX of the Social Security Act), the Fund for a Healthy Nevada (FHN) Independent Living Grant funding, and State General Funds.

In alignment with the Older Americans Act (OAA), Reauthorization Act of 2020, and, in alignment with the 2024 Final Rule to update Older Americans Act Regulations, special consideration for funding is given to applicants evidencing service priority to older adults; individuals who are frail, homebound, or isolated; and/or individuals age 60 or older, particularly in the following categories:

- Individuals at risk for institutional placement;
- Individuals living with Alzheimer’s disease, dementia, and related disorders with neurological and organic brain dysfunction (and caregivers of such individuals);
- Individuals with the greatest economic need (individuals with income at 300% of the Federal Poverty – FPL – or lower)
- Individuals of greatest social need (individuals with needs caused by non-economic factors including social isolation);
- Individuals residing in rural, frontier, and tribal areas;
- Family caregivers

Eligible Applicants

Non-profits, public agencies, and for-profit businesses may apply if interested in providing services outlined in this funding opportunity. All applicants must be in good standing with the State of Nevada and the Federal Government. If an applicant has not responded to any audit finding from ADSD or the Department of Human Services (DHS), their application may not be considered for funding.

Resources

- The Nevada Governor’s Office of Federal Assistance is available to provide pre-award assistance to applicants. More information about available services is available at <https://ofa.nv.gov>.
- Nevada ePro – State of Nevada Funding Opportunities: <https://nevadaepro.com/>
- ADSD List of Funding Opportunities: https://adsd.nv.gov/Programs/Grant/Notices_of_Funding_Opportunities/
*Full NOFO Information now listed through Nevada ePro (see link above)
- [One Nevada Transportation Plan](#), Nevada Department of Transportation
- [Aging and Disability in America Data](#), Administration for Community Living
- [Advancing States](#)

Informational Meeting

ADSD will host an optional, virtual Applicant Informational Meeting on Friday, February 20, 2026, at 1:00 pm via Microsoft Teams. No registration or reservation is needed. For additional information or **to request accommodations**, please email ADSDGrants@adsd.nv.gov.

[Click here to join the meeting](#)

Meeting ID: 239 483 213 907 47

Passcode: p5cB9535

Or call in (audio only):

[+1 775-321-6111, 416020486#](tel:+17753216111416020486)

Phone Conference ID: 416 020 486#

Applicant Questions and Answers

ADSD will take questions and provide answers related to this NOFO through the submission deadline. Q&A will be regularly updated and posted on the ADSD List of Funding Opportunities website: https://adsd.nv.gov/Programs/Grant/Notices_of_Funding_Opportunities/. Submit questions by email to ADSDGrants@adsd.nv.gov.

Award Information

Service Categories

The Aging and Disability Services Division has defined five (5) service categories for this funding opportunity. Service categories are defined based on the overall benefit to the target population, and all include more than one service. Each category has an allocated funding amount based on historical funding, funding availability, and demand for service. Each category has an appendix with specific instructions for applications for services within each category.

NOTE: Click on the name of the category below to be routed to the applicable appendix item.

[Transportation](#)

This category focuses on transportation options for access to community services including but not limited to medical services, social services, shopping, socialization, and nutrition. There is approximately \$2.1 million available for this service statewide. Available funding will assist entities in serving people age 60 and older.

[In-Home Services](#)

In-home services can include a variety of services to support individuals living in their own home such as homemaker, senior companion, representative payee, home modification, and personal emergency response system services. There is approximately \$4.2 million available for these services statewide. Available funding will assist entities in serving people age 60 and older, and specific to Homemaker, also people under the age of 60 who have a disability.

[Caregiver Support Services](#)

This category can include a cluster of services such as counseling, support groups, respite care, and supplemental services designed to support family or informal caregivers. There is approximately \$2.7 million available for these services statewide. Available funding will assist entities in serving caregivers of people age 60 and older, as well as caregivers of individuals of any age living with Alzheimer's disease or a related dementia and grandparents (age 55+) raising grandchildren.

[Food Security](#)

These services focus on increasing food security among older adults including, but not limited to, food pantry services. There is approximately \$300,000 available for these services statewide. Available funding will assist entities in serving people age 60 and older.

[Health Promotion Services](#)

These services are interventions that educate participants about their health conditions, how to manage them, and/or ways to adopt healthy behaviors to enhance their quality of life. This service category includes Evidence Based programs. There is approximately \$230,000 available for these services statewide. Available funding will assist entities in serving people age 60 and older and, in some cases, their caregivers.

Subrecipient Responsibilities

This is a competitive funding opportunity. Applications will be evaluated, in part, on the applicant's stated plan of action and demonstrated capacity to begin effectively and expeditiously implementing subaward activities within sixty days of the start of the subaward project period.

The subaward is an agreement between the applicant and the Aging and Disability Services Division (ADSD).

The subaward recipient agrees to the responsibilities outlined below:

In addition to the Applicant Certifications included in the ADSD Subaward Application form, the following conditions apply for funded projects.

- Programs awarded funding must provide requested revisions to ADSD by the date indicated in the funding notification email. A Notice of Subaward (NOSA) cannot be issued without requested revisions.
- The application must be signed by the Authorized Organizational Representative (AOR) or head of the agency who is legally responsible for the organization.
- If the subaward recipient's registered address changes, the subaward recipient must submit a Vendor Information Update and/or Additional Remittance Form to the Nevada State Controller's Office. ADSD must be notified of address changes and Vendor Number changes to avoid delay in dispersing funds.
- All subaward recipients must have a Unique Entity ID (UEI) Number.
- All subaward recipients must have an Employer Identification Number (EIN) or Federal Tax Identification Number.
- All subaward recipients must comply with the Nevada Department of Human Services' (DHS) Grant Instructions and Requirements (GIRS) and ADSD Requirements and Procedures for Grant Programs (RPGPs). The GIRS and RPGPs are statements of DHS and ADSD policy that ensure fiscal compliance with statutes, regulations, and/or rules:
 - GIRS:
https://www.dhs.nv.gov/siteassets/content/programs/grants/Grant_Instructions_and_Requirements_Revised_1.2025_-_FINAL_R.pdf
 - RPGPs:
<http://adsd.nv.gov/uploadedFiles/agingnv.gov/content/Programs/Grant/FiscalRequirements.pdf>
- All subaward recipients must comply with ADSD's General Service Specifications, <https://adsd.nv.gov/Programs/Grant/ServSpecs/Documents/>
- All subaward recipients must comply with the Program-Specific Service Specifications referenced in the Appendix for each service category, as located on ADSD's site <https://adsd.nv.gov/Programs/Grant/ServSpecs/Documents/>.
- All subaward recipients must comply with ADSD's data collection, entry, and reporting requirements. Monthly, quarterly, and annual reports should be submitted timely and follow the instructions provided in ADSD's guidance. Reporting requirements may change at the discretion of ADSD and/or the funder.
- Failure to comply with reporting requirements will result in fiscal monitoring findings and can place a subrecipient's funding in jeopardy.
- The Request for Reimbursement (RFR) form must be submitted by the 15th day

of each month for the previous month of service, unless otherwise specified in the Notice of Subaward (NOSA). Deviation from the reimbursement schedule must be **pre-approved in writing** by the ADSD Grants Management Team. RFRs must include all required backup documentation. RFR Instructions:

<https://adsd.nv.gov/programs/grant/RFRinstructions/>

- *In rare circumstances and under certain conditions, advanced payments may be approved (GIRS 25-16).

ADSD staff agrees to the responsibilities outlined below:

- ADSD team members will provide reporting instructions to all subaward recipients.
- All subaward recipients will be assigned a Program Coordinator (PC) who is available to aid with aspects of subaward management, program-specific technical assistance, and program development. Fiscal Auditors are available for questions on fiscal matters.
- The assigned PC will contact subaward recipients regarding requested revisions before a Notice of Subaward (NOSA) can be issued.
- NOSAs will be distributed to funded programs in June 2026, or as soon as possible pending receipt of requested revisions.
 - The Request for Reimbursement (RFR) Workbook will be sent with the NOSA.
- ADSD may, at its discretion, conduct monitoring of subaward recipients at any time during the subaward period or up to three years after the close of a subaward. Programs will be assessed to evaluate fiscal accountability, progress towards achieving project goals and objectives, data collection and reporting, client satisfaction and outcomes, as well as adherence to all regulations, statutes, and/or rules. Programmatic and fiscal monitoring will be scheduled in accordance with federal requirements, funding terms, and Department of Human Services (DHS) policies.

Subrecipient Training

ADSD will make training available to all subaward recipients as needed. Training can include the Request for Reimbursement (RFR) process, reporting, data entry, and other requirements.

Additionally, if services, clients/consumers, or equipment need to be transferred from one subrecipient to another, the ADSD Grant Management Team will work with all partners involved to develop a transition plan.

Application and Submission Information

Applicants must submit a **separate application for each service** they wish to apply for, regardless of the service category. If one application is submitted for multiple services, the application may be rejected or not considered for funding.

Division Contacts

General program/service questions and technical assistance on the required forms, beyond instructions provided in this document, can be directed to: ADSDGrants@adsd.nv.gov

Questions and answers that are helpful for all applicants will be posted online at https://adsd.nv.gov/Programs/Grant/Notices_of_Funding_Opportunities/.

Application Forms and Submission Information

The Competitive Subaward Application consists of the three (3) forms (listed below). Applications must include all required components (see [Application Checklist](#)) to be considered for funding.

1. ADSD Subaward Application - Competitive (PDF)
2. ADSD Subaward Budget Template (Excel)
3. ADSD Work Plan Template (Word)

Deadline: Applications are due on or before Friday, March 20, 2026 by 11:59 pm (PT). Applications must be emailed to ADSDGrants@adsd.nv.gov.

Application Review Information

Application Screening

- Each application will undergo an initial review for completeness and adherence to submission instructions. Applications that are incomplete or fail to meet all submission requirements will be rejected and will not be considered for funding. Applicants whose applications are rejected will receive written notification.
- If submitted before the deadline, applicants may correct and resubmit their application. After the submission deadline has passed, applicants may appeal a rejected application. All appeals must be submitted in writing through ADSDGrants@adsd.nv.gov and must be addressed to the ADSD Administrator.
- The ADSD Administrator, or designee, will notify the applicant of the Administrator's decision, in writing, within ten working days of receiving the applicant's appeal.
- The ADSD Administrator's decision is final. There is no additional appeal process.

Review and Selection Process

After application screening, ADSD staff and independent reviewers will review all applications and make initial funding recommendations based on scoring criteria in the following section.

Reporting and compliance history of previous or current subrecipients will be considered in funding recommendations and funding decisions.

ADSD may negotiate with or seek additional information from applicants before final decisions are made. Prompt response to requests for information or negotiations is strongly encouraged to prevent delays in funding or non-funded applications.

Final funding decisions will be made by the ADSD Administrator based on application scores, funding availability, regional allocations, and the applicant's compliance history (if applicable). As noted above, the ADSD Administrator's decision is final. Final funding decisions are not subject to appeal.

Scoring Criteria

Competitive applications will be scored according to the following matrix (50-point total) based on all application components:

1. Project Relevance, Current Need, and Priority Populations (up to 10 points)

- The applicant clearly identifies the proposed project, project relevance, as well as the unmet needs and service gaps that will be addressed by the applicant's project.
- The targeting plan is well defined and expands awareness and access to the service.
- The applicant identifies priority populations to be served. Priority is given to the most vulnerable populations, which may include individuals who are over the age of 60 who are frail, homebound, isolated; individuals of greatest economic and/or social need; family caregivers; and/or living in rural or frontier areas.
- The applicant describes anticipated barriers and plans to address barriers.

2. Capacity and Approach (up to 15 points)

- The applicant clearly describes the proposed project, including their approach and specific activities to be completed. Activities to reach priority populations are included.
- The applicant demonstrates their experience and ability to complete the proposed project.
- The applicant identifies and defines the role of key staff, partnerships, and other resources that will have a significant role in completing project activities.
- The project describes new or innovative approaches that will help expand their capacity to increase access to the service.

3. Cost Effectiveness and Sustainability (up to 10 points)

- The submitted budget is complete and the applicant's projected costs are reasonable.
- There are other funding sources identified to help support the project.
- The level of funding requested is explained and justified within the proposal.
- The applicant demonstrates cost-effectiveness and financial accountability.
- Projected costs are relevant to project activities.

4. Project Impact (up to 10 points)

- Project goals, objectives, and intended outcomes are clearly stated.
- The applicant describes methods of documenting and evaluating project effectiveness, quality of service delivery, and impact on target populations.
- Goals and objectives are relevant to the intent of funding and address identified gaps and needs.
- Goals and objectives support activities that help improve access to services and promote program awareness.
- The goals, objectives, and activities of the project have an established timeline that is reasonable.

5. Adherence to application instructions and accurate completion of forms (up to 5 points).

- The applicant followed the instructions. Required forms, sections, and the project narrative were completed accurately and completely.
- Responses are detailed and concise.

Anticipated Announcement Award Date

Funding decisions will be announced via email in June 2026. Requested application revisions must be received by ADSD promptly, by the date requested in the email correspondence.

Form Instructions

Application Format

All applications **MUST** conform to the following requirements to be considered for funding:

- Applications must be computer-generated on ADSD's Application Forms.
- There are three files required for all competitive applications:
 - (1) ADSD Subaward Application – Competitive with Project Narrative (PDF),
 - (2) ADSD Subaward Budget Template (Excel),
 - (3) ADSD Work Plan (Word).
- All application forms have pre-set formatting including fonts, line spacing, and margins.
- Expand rows on the Budget (Excel file) so that all text entered is visible.
- Project Narratives must be submitted with the ADSD Subaward Application Form as one PDF document.
- Project Narratives must be concise and no more than 5 pages (excluding attachments). Do not include cover sheets, cover letters, unsolicited attachments, or application instruction pages, as they will be included in the page limit.
- Applications are expected to be free of spelling and grammatical errors.
- Budget line item (row) calculations must be included as required and accurate to the penny.
- All applicable sections of the Subaward Application must be signed and dated.
- Submitted applications must be assembled according to the instructions on the [Application Checklist](#).

ADSD Subaward Application with Project Narrative – PDF File – Instructions

A. Applicant Organization Information

This section captures information regarding the Applicant Organization. The Organization Name is the agency that will be named as the subrecipient on the Notice of Subaward and is responsible for the funds awarded. Information in this section must match exactly what is on record with the Nevada State Controller's Office. *Failure to provide correct information in this*

section (including the exact agency name as listed with the Controller's Office) will prevent ADSD from making payments to the subrecipient if funding is approved.

The Authorized Organizational Representative (AOR) is the individual authorized to sign and submit an application on behalf of the organization. The AOR is responsible for the organization's compliance with the terms and conditions of subawards, including compliance with state and federal laws/regulations. In non-profit organizations, this person is the Chair or President of the Board of Directors.

- Applications must be signed by the Agency's Authorized Organizational Representative (AOR).
- The Agency's AOR may list up to two (2) Additional Authorized Signers on the application, indicating authorized representatives who are able to sign NOSAs, Amendments, or other documents.
- Changes to the approved AOR and/or Authorized Signers must be submitted in writing by the Agency's AOR. A signed, dated letter should be submitted to ADSDGrants@adsd.nv.gov. Authorized Signer letters are valid through the subaward period (subaward period dates are noted on the Notice of Subaward).
- The Fiscal Officer is the point of contact for any concerns regarding the budget, requests for reimbursement, and annual audits.

B. Project Information

This section is for project specific information including the service category, funded service, and physical address of the project. This section should also list the Project Director who is assigned as the manager/coordinator/lead for this project. The Project Director is the day-to-day contact for the ADSD Program Coordinator.

C. Applicant Certifications

These are required certifications for all applicants, acknowledging the information contained within the application is true and correct.

D. General Provisions and Assurances

This section lists the general provisions and assurances associated with the ADSD Notice of Funding Opportunity. If approved for funding, these assurances are superseded by the Assurances that are included in the formal Notice of Subaward.

PROJECT NARRATIVE

The Project Narrative is required for every application. The Project Narrative is a critical component that serves as the basis for evaluating the proposal for funding. Other application components including the budget should align with the project narrative.

The project narrative should present a clear, detailed, and concise description of your project outlining its purpose, objectives, capacity, and anticipated outcomes. The project narrative

should include information to address each section below. Service Category appendices included at the end of this document include service-specific guidance for each of these sections. **Page Limit: 5 pages.**

[ADSD Subaward Budget Template – Excel File – Instructions](#)

This file is required for all ADSD Subawards, regardless of type. For additional guidance on budgets, applicants should refer to the [Grant Instructions and Requirements \(DHS\)](#) and the [Requirements and Procedures for Grant Programs \(ADSD\)](#) for rules and regulations on allowable expenses.

The Excel file has formatting that is accessible to all users. While adding information to the Excel file, you may format the cells and rows as needed to fit your text, including expanding rows so all text is visible.


There are two (2) required forms in this workbook: Budget Narrative and Budget Summary. Each form is a separate tab at the bottom of the page/workbook. If you do not see the tabs at the bottom of the page, maximize the screen by clicking the button on the top right side of the screen that looks like a little window.

PLEASE NOTE: Do not utilize multiple copies of the Excel file to create your application. The Excel file contains formulas that calculate and carry information from page to page. For best results, complete each tab of the workbook in order. Do not paste in information from past applications, as it might cause problems with the formulas. Complying with these requirements will ensure that invalid error messages are not shown on the Budget Narrative or Budget Summary, and that linked boxes will have a value.

[Budget Narrative](#)

Enter the applicant's Organizational Name and service type at the top of the page.

Describe program expenses requested from ADSD using the budget categories included in the Budget Narrative. Use the descriptions at the top of each budget section and the information listed below as a guide for each budget category. Be sure to provide detailed responses, justification where indicated, calculations as required, and explain how each expense is related to the proposed project. Identify any one-time costs. Follow the examples throughout the file.

THIS TAB IS NOT PROTECTED. Do not delete formulas. Ensure text in each row is visible; expand rows as needed. (Go to numbered rows on the left side of worksheet and drag the bottom line of the row down when you see your cursor change to , or right click on the row number and choose Row Height to enter a height.) Each budget section has additional rows that you may unhide to utilize. Contact ADSD if you need assistance.

PERSONNEL: Line A: List *program* and *administrative* staff (Name, Title, PCN) that will provide **direct** service under the proposed services and the associated costs to be charged to the subaward, using the column headers as guides. Costs associated with administrative staff

providing **indirect** services may only be included in this section in fixed-fee proposals; otherwise, the expenses may be included as part of the indirect/administrative expense percentage at the end of the Budget Narrative. Place an asterisk (*) beside all new positions. If your agency does not have a Position Control Number (PCN) system, one must be developed to identify each position. Line B, for each position listed: List the fringe benefits provided (FICA, Medicare, vacation, state industrial insurance, unemployment insurance, etc.). Briefly describe the position's duties as they relate to the funding and program objective.

TRAVEL/TRAINING: Identify in-state and out-of-state travel to be completed during the budget period. The red writing must be replaced with actual trip information, such as the name of a conference, location, etc. Complete the trip expenses and enter justification. If multiple trips are proposed, copy, and paste another in-state or out-of-state section into the narrative as stated on the form. Utilize <https://www.gsa.gov> for mileage, per diem and lodging. If lodging exceeds the GSA rate, provide an explanation in the Justification section.

If requesting general in-state mileage for operational purposes, enter the cost in the mileage section *below* "In-State Travel," provide an explanation of the cost calculation and the reason for travel.

OPERATING: Include SPECIFIC facility and vehicle costs associated with the proposed program (not the agency as a whole), such as rent, maintenance expenses, insurance (split by type), fuel, as well as utilities such as power, water, and communications (phone/internet). Also list tangible and expendable personal property such as office supplies, program supplies, necessary software, postage, etc. Provide a calculation for each line.

EQUIPMENT: List equipment to purchase or lease, which costs \$10,000 or more (per item), and justify these expenditures. Equipment items that cost less than \$10,000 should be listed under Operating. Justify the need for these items. There is no guarantee that ADSD will have funds available for equipment.

CONTRACTUAL/CONSULTANT SERVICES: Explain the need and/or purpose for the contractual and/or consultant service. Identify and justify these costs. Only include costs for which there is a written contract or agreement that can be presented to ADSD, if requested.

OTHER: Identify and justify all other expenditures that cannot be identified within another category. These costs may include any relevant expenditure associated with the project. These costs are to be included only if they are associated exclusively with this program. If they are associated with multiple sources of funding, the costs are to be included in Administrative Expenses. Follow the example on the form.

ADMINISTRATIVE/INDIRECT EXPENSES or FEDERAL INDIRECT COST RATE (FICR): Administrative/indirect expenses and FICR are to be used to help cover expenses that are not easily assigned to a specific program or unit within an organization. These costs are associated with depreciation and use allowances, facility operation and maintenance, general administrative expenses such as accounting, payroll, legal and data processing, and any

personnel not providing direct services to the project. If requested, the expenses are limited to the maximum rate listed, depending on the funding source and existence of an FICR letter. Once a funding source is assigned to an approved subaward, the allowable rate will apply, and a budget revision may be required if excess expenses are included. Administrative/indirect expenses do not apply to equipment or fixed fee subawards or portions of subawards. Reference the Requirements and Procedures for Grant Programs (RPGPs) GR - 20*. Modified Direct Costs (de minimis rate of 15%) must be based upon expenses as outlined within the RPGPs. FICR amount must be based upon allowed expenses per your organization's current FICR letter. Attach a copy of your FICR letter to the application, as applicable.

Budget Summary (Excel File tab two)

This page offers a summary of the subaward budget, Match, and other funding. Information entered the Budget Narrative tab, which will populate the *ADSD Funds* column. Applicants will input funding information into the orange cells.

The applicant's Organizational Name and service type will autofill from information entered at the top of the Budget Narrative tab.

List potential/estimated amounts and sources of program income, such as client donations, in box D (expand row as needed). If your program has a sliding fee scale or cost-sharing procedure, indicate how the program will manage the process according to the RPGPs.

Break out Match into the budget expense categories on the Budget Summary (tab two) to show where it will be applied. See the below "Matching Funds" section for additional information.

In the columns after Match, enter any other funding that will be used to support the proposed service. Enter the name of the funding source where indicated, whether the funding is pending or secured, and the amount to be used towards the program. Then, break out the funding into the budget expense categories.

Ensure all boxes on row 21 are zero as stated in the row header.

Add comments to box B. Expand the row as needed to show all text.

Identify sources of Match in box C (expand row as needed). Indicate whether the Match is pending or secured. Match can be non-federal cash or in-kind.

List potential/estimated amounts and sources of program income, such as client donations, in box D (format as needed). If your program has a sliding fee scale or cost-sharing procedure, indicate how the program will manage the process according to the RPGPs.

Matching Funds

Matching funds are required at 15% of the ADSA-requested amount. Match may be non-federal cash or in-kind and must be reflected and thoroughly described on the Budget

Summary tab of the Excel application file. Program income cannot be used as Match. Examples of non-federal cash Match include other funding sources to support this service. *In-kind Match* is the value of any real property, equipment, goods, or services (including volunteer time) contributed to a funded program that would have been considered eligible expenses within the program's budget for the funded service. Review the Department of Human Services (DHS) Grant Instructions and Requirements (GIRS) for additional information regarding Match: https://www.dhs.nv.gov/siteassets/content/programs/grants/Grant_Instructions_and_Requirements_Revised_1.2025_-_FINAL_R.pdf

Program Income

1. Client service donations may not be used as Match but may be solicited for all services. Solicitation must be non-coercive. The donation process must be confidential and voluntary.
2. Cost sharing means contributions made to a program based on a sliding-fee scale. The Division's Cost Sharing Policy can be found on pages 73-75 of the RPGPs: <http://adsd.nv.gov/uploadedFiles/agingnv.gov/content/Programs/Grant/FiscalRequirements.pdf>

ADSD Work Plan – Word File – Instructions

The ADSD Work Plan should be reflective of and consistent with the Project Narrative and Budget.

Fill in the project's overall goals. The template lists Outreach as Goal 1 and Service Delivery as Goal 2. If there are additional goals for this project, add under Goal 3. The last section is to document projected output and expected outcomes based on activities and strategies to be implemented.

For each goal, list relevant objectives, activities, and strategies to be implemented to achieve objectives. Identify timeframes involved (including start and end dates) under "Timeline." Under "Evaluation Tool" list relevant tools, techniques, systems, and/or methods that will be used to collect, report, and measure outputs and outcomes.

APPLICATION CHECKLIST

A complete application for funding consists of:

- The ADSD Subaward Application – Competitive (PDF)
- The ADSD Subaward Budget Template (Excel)
- The ADSD Work Plan Template (Word)

The ADSD Subaward Application – Competitive Form must include the Project Narrative and be submitted as one PDF file. The ADSD Subaward Budget template must be submitted as an Excel File. The ADSD Work Plan (if submitted) must be submitted as a Word document.

If any of the required documents are incomplete or missing, the application will be rejected. If the application is not received by the date requested (including revisions), funding may be delayed or may not be awarded.

Required Documents:

- ADSD Subaward Application – Competitive (PDF File)
- Project Narrative (same PDF File)
- Budget Narrative (Excel File, tab one)
- Budget Summary (Excel File, tab two)
- ADSD Work Plan (Word File)

Optional Attachments – *If included, these will not count towards the page limit.*

- Proof of Nevada 211 Listing - Agency and Service(s) (required upon funding approval)
- Sliding-Fee Scale/Cost Sharing Policy (required if applicant uses it for the service)
- Resumes for Project Director and Key Personnel (optional, but encouraged)
- Letters of Commitment/Support (optional, but encouraged)
- Contracts or Memorandums of Understanding (if applicable to the program/service)

***The ADSD Subaward Application and all attachments must be submitted via email to ADSDGrants@adsd.nv.gov.**

Applications are due Friday, March 20, 2026 by 11:59 pm (PT).

Appendix 1 – Transportation

Background

Transportation is a critical support for individuals to live independently in the community. Despite current investments in transportation services, serious gaps in service and coordination still exist across Nevada. Having access to reliable, accessible, and safe transportation options continues to be a number one need across the state.

Transportation helps support individual goals in health, food security, socialization, and economic independence. Overcoming transportation barriers needs to be considered on a systemic level both through policy and practice. Applications under this service category should focus on innovations and collaborations to increase access to transportation, particularly in areas where there are significant gaps in transportation services.

Funding Source

Funding for these services is allocated from state and federal sources including:

- State General Funds
- Older Americans Act, Title III-B funds
- Fund for Healthy Nevada, Independent Living Grant funds

Services to be Provided by Subrecipients

This service focuses on transportation options to access community services including but not limited to medical services, social services, shopping, socialization, and nutrition. Available funding will assist entities in serving people age 60 and older.

Under this Notice of Funding Opportunity (NOFO), priority will be given for applications that address transportation through collaborative and innovative services, taking into consideration system challenges.

This category can include the direct delivery of transportation services, coordination of on-demand transportation services, and the administration of transportation vouchers.

The direct transportation service may be provided through partnerships, contracted providers, volunteers, or paid staff (or a combination of these).

Funding Availability

Available funding for this service is approximately \$2.1 million statewide per year. The funding amount and number of awards will be determined based on regional allocations, competitive scoring, and administrator decision. Funding is allocated based on the population age 60 and older, county population density, and percentage of the population who is considered at risk or of greatest economic or social need. There may be more than one subaward per county. Applicants may also propose to serve more than one county.

Applicants may request funding up to the amount allocated to each county in their proposed service area. Funding requested above the published county allocation must be thoroughly

explained in the Project Narrative. Funding above the county allocations will be dependent on final funding amounts available.

Transportation Regional Allocation

County	Allocation	County	Allocation
Carson City	\$74,000	Lincoln	\$84,000
Churchill	\$58,000	Lyon	\$125,000
Clark	\$883,000	Mineral	\$70,000
Douglas	\$56,000	Nye	\$138,000
Elko	\$90,000	Pershing	\$71,000
Esmeralda	\$40,000	Storey	\$49,000
Eureka	\$40,000	Washoe	\$186,000
Humboldt	\$73,000	White Pine	\$72,000
Lander	\$71,000		

Project Narrative Instructions

Provide detailed, but concise responses to each section of the project narrative using guidance below and throughout this document. Page Limit: 5 pages

A. Purpose / Problem Statement

Describe, in both quantitative and qualitative terms, the nature and scope of the particular problem, challenge, need, service gap, and/or issue your organization seeks to address with this funding. Include information about unmet needs, service gaps, and specific concerns individuals with disabilities face in accessing and utilizing services, that will be addressed through the proposed intervention. Identify the specific populations to be served through the proposed project and how the proposed intervention may impact that population. Identify the intended service area. Discuss anticipated challenges or barriers to outreach, access to services, and in implementing proposed interventions.

B. Proposed Intervention

Clearly and concisely describe how your organization plans to carry out the proposed service(s) and rationale for selecting these particular intervention(s). Define the specific goals and measurable objectives of the proposed project. How do these align with the needs of the target population? Include a description of specific activities planned to achieve set goals and how your organization intends to address anticipated challenges. Identify the proposed service area and include information regarding your organization’s existing efforts in this service area or how the organization will expand into a new service area.

Describe any new or innovative approaches your project will incorporate. How will these approaches improve outcomes for older adults, individuals with disabilities, and caregivers? Highlight strategies for continuous improvement and responsiveness to community needs.

Discuss technical assistance or support needed to successfully implement the proposed intervention.

C. Organizational Capacity and Partnerships

Describe the organization's capacity to effectively manage funding, implement the proposed intervention(s), and build sustainable partnerships to benefit older adults, individuals with disabilities, and caregivers. Include information about past experiences and lessons learned.

Identify key project staff and describe specific roles and responsibilities for which they will be assigned. Explain how training and ongoing communication will be used to develop and maintain a well-trained, competent workforce consisting of paid staff, volunteers, and/or in-kind partners. Resumes of key project staff may be included and do not count towards the application page limit.

Identify key partnerships and discuss how they will contribute to achieving the project's objectives and outcomes. Discuss existing and planned collaborative efforts that will impact access to services, increase program awareness, and help the project meet its goals. Letters of Commitment/Support can be attached and do not count towards the application page limit.

D. Cost-Effectiveness and Sustainability

Describe resources outside ADSD funding to be used to support this service. How will these resources be used to enhance services? Provide a thorough justification for the level of funding requested from ADSD in this application. Include specific data, resources, or other information to justify your funding request.

Describe additional strategies your organization will use to maximize funding and deliver services efficiently, such as leveraging volunteer services. Provide information about any contractual organization(s) that will have a significant role in implementing and achieving outcomes. Describe plans to maintain cost-effectiveness and to support a model that is sustainable and replicable. Discuss the impact upon the proposed service area and/or target population should this project not be funded.

E. Evaluation and Outcomes

List measurable outcomes and describe the methods, techniques, and tools that will be used to measure desired outcomes and to evaluate quality and effectiveness of proposed interventions and project activities. Although output (such as number of clients served, number of training sessions, number of outreach events) can be discussed in this area, measurable outcomes and output are not the same. The focus should be on desired measurable outcomes and the impact to target populations.

Explain how your organization will comply with all data collection and reporting requirements, and describe the process that will be used to analyze data to monitor compliance, assess program effectiveness, and to guide program adjustments for continuous improvement.

Resources

- [Bureau of Transportation Statistics](#), U.S. Department of Transportation
- [Administration for Community Living](#), National Efforts for Inclusive Transportation
- [National Aging and Disability Transportation Center](#), National Aging and Disability Transportation Center
- [National Rural Transit Assistance Program | Rural, Public & Community \(nationalrtap.org\)](#), National Rural Transit Assistance Program (includes Tribal Transit)
- [One Nevada Transportation Plan](#), Nevada Department of Transportation

Appendix 2 – In Home Services

Background

In-home services can be a variety of services to support individuals living in their own home such as homemaker, senior companion, representative payee, home modification, and emergency response system services. Available funding will assist entities in serving people age 60 and older. For Homemaker only, individuals under age 60 with a disability can receive services through dedicated funding for that population. As some individuals age, their ability to perform basic household duties can be limited, additionally as support networks change safety and isolation can be a concern. Supporting individuals in their home helps individuals to not only remain in their home but can also increase health outcomes.

Funding Source

Funding for these services is allocated from state and federal sources including:

- State General Funds
- Older Americans Act, Title III-B funds
- Fund for Healthy Nevada, Independent Living Grant funds
- Title XX (Homemaker only; to serve individuals under age 60 with a disability)

Services to be Provided by Subrecipients

Under this Notice of Funding Opportunity (NOFO), priority will be given for applications that address in-home services through collaborative and innovative services, taking into consideration system challenges. Priority for funding will be given to ADSD core services including homemaker, companion services, and emergency response systems.

Applications will also be accepted for other in-home services, such as home safety, modification, and repair; representative payee; or any other in-home services proposed by the applicant.

Funding Availability

Available funding for this service is approximately \$4.2 million statewide per year. The funding amount and number of awards will be determined based on competitive scoring, regional allocations, and administrator decision.

Project Narrative

Project Narrative Instructions

Provide detailed, but concise responses to each section of the project narrative using guidance below and throughout this document. Page Limit: 5 pages

A. Purpose / Problem Statement

Describe, in both quantitative and qualitative terms, the nature and scope of the particular problem, challenge, need, service gap, and/or issue your organization seeks to address with this funding. Include information about unmet needs, service gaps, and specific concerns individuals with disabilities face in accessing and utilizing services, that will be addressed

through the proposed intervention. Identify the specific populations to be served through the proposed project and how the proposed intervention may impact that population. Identify the intended service area. Discuss anticipated challenges or barriers to outreach, access to services, and in implementing proposed interventions.

B. Proposed Intervention

Clearly and concisely describe how your organization plans to carry out the proposed service(s) and rationale for selecting these particular intervention(s). Define the specific goals and measurable objectives of the proposed project. How do these align with the needs of the target population? Include a description of specific activities planned to achieve set goals and how your organization intends to address anticipated challenges. Identify the proposed service area and include information regarding your organization's existing efforts in this service area or how the organization will expand into a new service area.

Describe any new or innovative approaches your project will incorporate. How will these approaches improve outcomes for older adults, individuals with disabilities, and caregivers? Highlight strategies for continuous improvement and responsiveness to community needs.

Discuss technical assistance or support needed to successfully implement the proposed intervention.

C. Organizational Capacity and Partnerships

Describe the organization's capacity to effectively manage funding, implement the proposed intervention(s), and build sustainable partnerships to benefit older adults, individuals with disabilities, and caregivers. Include information about past experiences and lessons learned.

Identify key project staff and describe specific roles and responsibilities for which they will be assigned. Explain how training and ongoing communication will be used to develop and maintain a well-trained, competent workforce consisting of paid staff, volunteers, and/or in-kind partners. Resumes of key project staff may be included and do not count towards the application page limit.

Identify key partnerships and discuss how they will contribute to achieving the project's objectives and outcomes. Discuss existing and planned collaborative efforts that will impact access to services, increase program awareness, and help the project meet its goals. Letters of Commitment/Support can be attached and do not count towards the application page limit.

D. Cost-Effectiveness and Sustainability

Describe resources outside ADSD funding to be used to support this service. How will these resources be used to enhance services? Provide a thorough justification for the level of funding requested from ADSD in this application. . Include specific data, resources, or other information to justify your funding request. Describe additional strategies your organization will use to maximize funding and deliver services efficiently, such as leveraging volunteer services. Provide information about any contractual organization(s) that will have a significant role in

implementing and achieving outcomes. Describe plans to maintain cost-effectiveness and to support a model that is sustainable and replicable. Discuss the impact upon the proposed service area and/or target population should this project not be funded.

E. Evaluation and Outcomes

List measurable outcomes and describe the methods, techniques, and tools that will be used to measure desired outcomes and to evaluate quality and effectiveness of proposed interventions and project activities. Although output (such as number of clients served, number of training sessions, number of outreach events) can be discussed in this area, measurable outcomes and output are not the same. The focus should be on desired measurable outcomes and the impact to target populations. Explain how your organization will comply with all data collection and reporting requirements and describe the process that will be used to analyze data to monitor compliance, assess program effectiveness, and to guide program adjustments for continuous improvement.

Resources

- [ADSD Service Specifications](#), Nevada Aging and Disability Services Division
- [Older Americans 2016: Key Indicators of Well Being](#), Administration for Community Living
- [Long Term Services and Supports](#), National Council on Aging

Appendix 3 – Caregiver Support Services

Background

According to the report published by the National Alliance for Caregiving and AARP, *Caregiving in The U.S. 2020*, 79% of the estimated 53 million unpaid caregivers in the U.S. care for an adult age 50 and older¹. This is an increase of 7.6 million caregivers since 2015 (report completed by the same organizations). This means 1 in 6 Americans, or almost 42 million adults, are caring for someone age 50 and older and 89% of the caregivers are caring for a relative. In addition, 24% of these caregivers are providing care for more than one person which increased from 18% in 2015. Over half of the caregivers of older adults are themselves age 50 and older.

Caregiver health continues to suffer as the complexity and length of time of care increases. One in five caregivers, or 21%, who care for those age 50 and older reported that caregiving has made their health worse, caused increased physical strain, and experience feelings of loneliness. Approximately 36% of caregivers rate their stress as a 4 on a 5-point scale. In addition, 42% of these caregivers have experienced financial impact.

Studies have shown that coordinated support services can reduce caregiver depression, anxiety, and stress, and enable them to provide care longer, which avoids or delays the need for costly institutional care². One in four caregivers of adults age 50 and older, reported that it was difficult to find affordable services in their community. The most requested topics that caregivers requested were safety in the home, managing paperwork and eligibility of services, managing emotional and physical stress, and activities to do with the recipient. 57% reported finding help or information from a doctor or health care professional and 45% received help and information from friends or family. 38% of caregivers felt it would be helpful to them to find respite services.

Funding Source

Funding for these services is allocated from state and federal sources including:

- State General Funds
- Older Americans Act, III-E funds
- Fund for Healthy Nevada, Independent Living Grant funds

Services to be Provided by Subrecipients

Under this Notice of Funding Opportunity (NOFO), priority will be given for applications that address caregiver services through collaborative and innovative services, taking into consideration system challenges.

This funding is for the support of family and informal caregivers, including respite care

¹ National Alliance for Caregiving and AARP. Caregiving in the U.S. 2020 Washington, DC: May 2020. <https://doi.org/10.26419/ppi.00103.001> or <https://www.caregiving.org/caregiving-in-the-us-2020/>.

² Administration for Community Living, retrieved January 3, 2020

(vouchers or direct service), adult day care, and other services. Other services can include counseling, support groups, training, and supplemental services. Supplemental services are provided on a limited basis to complement the care provided by caregivers. Available funding will assist entities in serving caregivers of people age 60 and older, as well as caregivers of individuals of any age living with Alzheimer's disease or a related dementia, and grandparents (age 55+) raising grandchildren.

Funding Availability

Available funding for this service is approximately \$2.7 million statewide per year. The funding amount and number of awards will be determined based on competitive scoring, regional allocations, and administrator decision.

Project Narrative Instructions

Provide detailed, but concise responses to each section of the project narrative using guidance below and throughout this document. Page Limit: 5 pages

A. Proposed Intervention

Describe clearly and concisely how your organization plans to carry out the proposed service. Include a description of specific activities planned, any anticipated challenges, and how your organization plans to overcome these challenges. Also include any anticipated technical assistance needs. Include specific types of assistance to be provided including priorities based on the needs of the proposed service area.

Include new or innovative approaches to be used during this project period to increase access to the proposed services. How will these efforts impact the target population?

B. Service Area, Target Population, and Targeting Plan

Describe the proposed service area, including the challenges and gaps unique to the service area. Include information regarding the organization's existing efforts in this service area or how the organization will expand if it's a new service area.

Describe the population(s) to be served, specifically any underserved populations. Identify methods to reach the population(s) to be served. Identify any barriers that may prevent service delivery.

Describe the organization's targeting plan. Include information on how the organization plans to communicate and collaborate with other service providers and partners, to maximize services for the target population.

C. Organizational Capacity and Partnerships

Describe the organization's capacity to perform the proposed services. Include past experiences or anticipated increased capacity as a result of this funding. Describe the professional staff and specific responsibilities under this service and the facilities and other resources in place to support this service. Describe how training and ongoing communication

will be used to develop and maintain a well-trained, competent workforce consisting of paid staff, volunteers, and community partners.

Identify key partnerships and describe in detail how they will enhance services under this program. Include partnerships with government entities, as well as other community partners. Describe efforts to collaborate with existing caregiver support efforts in Nevada to maximize impact of the proposed service. Letters of Commitment can be attached and do not count towards the application page limit.

D. Cost-Effectiveness and Sustainability

Describe resources outside ADSD funding to be used to support this service. How will these resources be used to enhance services? Provide a thorough justification for the level of funding requested from ADSD in this application. If an increase or decrease was requested for a current subaward, address the reason for the request.

Describe other efforts to deliver this service efficiently, including but not limited to volunteer services. Provide information about any contractual organization(s) that will have a significant role in implementing and achieving outcomes.

E. Evaluation

Describe the methods, techniques, and tools that will be used to measure outcomes and effectiveness of proposed service. Include at least two (2) anticipated outcomes as a result of this service for the target populations.

Resources

- [Support to Caregivers](#), Administration for Community Living
- [The National Alliance for Caregiving](#)
- [ARCH National Respite Network and Resource Center](#)
- [Subawards - Service Specifications](#)
- [Nevada Lifespan Respite Coalition](#)

Appendix 4 – Food Security

Background

Hunger and malnutrition in older adults are alarmingly high. According to Feeding America's report *The State of Senior Hunger in 2021*, out of 78 million people age 60 and over, 7.1% are food insecure and 2.7% experience very low food security. Barriers to addressing the needs of food insecure older Nevadans include:

- Federal nutrition benefits are under-utilized by eligible older adults in Nevada.
- There are known “food deserts” throughout Nevada that limit access to healthy foods.

Health indicators including chronic conditions such as diabetes, obesity and physical activity, and self-reported health all contribute to food insecurity in older adults. Not surprisingly, as reported in the Nutrition Programs Gap Analysis for Older Nevadans, the largest deficits were reported in younger senior populations, who are also less likely to take advantage of nutrition programs.

Funding Source

Funding for these services is allocated from state and federal sources including:

- State General Funds
- Older Americans Act, III-B funds
- Fund for Healthy Nevada, Independent Living Grant funds

Services to be Provided by Subrecipients

Under this Notice of Funding Opportunity (NOFO), priority will be given for applications that address food security of older adults through collaborative and innovative services, taking into consideration system challenges.

This category can include food pantries (including mobile pantry or home-delivered groceries), or other innovative food security services proposed by the applicant.

Funding Availability

Available funding for this service is approximately \$300,000 statewide per year. The funding amount and number of awards will be determined based on competitive scoring, regional allocations, and administrator decision.

Project Narrative Instructions

Provide detailed, but concise responses to each section of the project narrative using guidance below and throughout this document. Page Limit: 5 pages

A. Purpose / Problem Statement

Describe, in both quantitative and qualitative terms, the nature and scope of the particular problem, challenge, need, service gap, and/or issue your organization seeks to address with this funding. Include information about unmet needs, service gaps, and specific concerns individuals with disabilities face in accessing and utilizing services, that will be addressed

through the proposed intervention. Identify the specific populations to be served through the proposed project and how the proposed intervention may impact that population. Identify the intended service area. Discuss anticipated challenges or barriers to outreach, access to services, and in implementing proposed interventions.

B. Proposed Intervention

Clearly and concisely describe how your organization plans to carry out the proposed service(s) and rationale for selecting these particular intervention(s). Define the specific goals and measurable objectives of the proposed project. How do these align with the needs of the target population? Include a description of specific activities planned to achieve set goals and how your organization intends to address anticipated challenges. Identify the proposed service area and include information regarding your organization's existing efforts in this service area or how the organization will expand into a new service area.

Describe any new or innovative approaches your project will incorporate. How will these approaches improve outcomes for older adults, individuals with disabilities, and caregivers? Highlight strategies for continuous improvement and responsiveness to community needs. Discuss technical assistance or support needed to successfully implement the proposed intervention.

C. Organizational Capacity and Partnerships

Describe the organization's capacity to effectively manage funding, implement the proposed intervention(s), and build sustainable partnerships to benefit older adults, individuals with disabilities, and caregivers. Include information about past experiences and lessons learned.

Identify key project staff and describe specific roles and responsibilities for which they will be assigned. Explain how training and ongoing communication will be used to develop and maintain a well-trained, competent workforce consisting of paid staff, volunteers, and/or in-kind partners. Resumes of key project staff may be included and do not count towards the application page limit.

Identify key partnerships and discuss how they will contribute to achieving the project's objectives and outcomes. Discuss existing and planned collaborative efforts that will impact access to services, increase program awareness, and help the project meet its goals. Letters of Commitment/Support can be attached and do not count towards the application page limit.

D. Cost-Effectiveness and Sustainability

Describe resources outside ADSD funding to be used to support this service. How will these resources be used to enhance services? Provide a thorough justification for the level of funding requested from ADSD in this application. Include specific data, resources, or other information to justify your funding request.

Describe additional strategies your organization will use to maximize funding and deliver services efficiently, such as leveraging volunteer services. Provide information about any

contractual organization(s) that will have a significant role in implementing and achieving outcomes. Describe plans to maintain cost-effectiveness and to support a model that is sustainable and replicable. Discuss the impact upon the proposed service area and/or target population should this project not be funded.

E. Outcomes and Evaluation

List measurable outcomes and describe the methods, techniques, and tools that will be used to measure desired outcomes and to evaluate quality and effectiveness of proposed interventions and project activities. Although output (such as number of clients served, number of training sessions, number of outreach events) can be discussed in this area, measurable outcomes and output are not the same. The focus should be on desired measurable outcomes and the impact to target populations.

Explain how your organization will comply with all data collection and reporting requirements and describe the process that will be used to analyze data to monitor compliance, assess program effectiveness, and to guide program adjustments for continuous improvement.

Resources

- [NV DHS Food Security Strategic Plan 2023](#)
- [Food Security in Nevada](#), Office of Food Security
- [Center for Healthy Aging](#), National Council on Aging
- [Subawards - Service Specifications](#), NV Aging and Disability Services Division
- [The State of Senior Hunger in America in 2021: An Annual Report](#), Feeding America

Appendix 5 – Health Promotion Programs

Background

Evidence-based disease prevention and health promotion programs reduce the need for more costly medical interventions. Priority is given to serving older adults living in medically underserved areas of the state and those who have the greatest economic need.

While the aging network has been moving towards evidence-based disease prevention and health promotion programs for the last decade, FY2012 Congressional appropriations included an evidence-based requirement for the first time. Today, OAA Title III-D funding may be used only for programs and activities demonstrated to be evidence-based.

Funding Source

Funding for these services is allocated from state and federal sources including:

- Older Americans Act, III-D funds
- Older Americans Act, III-E funds
- State General Funds

Services to be Provided by Subrecipients

Under this Notice of Funding Opportunity (NOFO), priority will be given for applications that propose evidence-based interventions to meet the needs of older adults and/or family caregivers, and applicants who include plans for sustainability.

Existing subrecipients can apply for continuation of services but must demonstrate program effectiveness and outcomes within the application. Applications must also demonstrate additional resources to support the service.

This category can include chronic disease self-management programs, falls prevention programs, or any other evidence-based intervention. Each application can only include one evidence-based intervention. Proposed evidence-based interventions must meet the requirements set forth by Administration for Community Living (ACL).

Funding Availability

Available funding for this service is approximately \$230,000 statewide per year. The funding amount and number of awards will be determined based on competitive scoring, regional allocations, and administrator decision.

Project Narrative Instructions

Provide detailed, but concise responses to each section of the project narrative using guidance below and throughout this document. Page Limit: 5 pages

A. Purpose / Problem Statement

Describe, in both quantitative and qualitative terms, the nature and scope of the particular problem, challenge, need, service gap, and/or issue your organization seeks to address with this funding. Include information about unmet needs, service gaps, and specific concerns

individuals with disabilities face in accessing and utilizing services, that will be addressed through the proposed intervention. Identify the specific populations to be served through the proposed project and how the proposed intervention may impact that population. Identify the intended service area. Discuss anticipated challenges or barriers to outreach, access to services, and in implementing proposed interventions.

B. Proposed Intervention

Clearly and concisely describe how your organization plans to carry out the proposed service(s) and rationale for selecting these particular intervention(s). Define the specific goals and measurable objectives of the proposed project. How do these align with the needs of the target population? Include a description of specific activities planned to achieve set goals and how your organization intends to address anticipated challenges. Identify the proposed service area and include information regarding your organization's existing efforts in this service area or how the organization will expand into a new service area.

Describe any new or innovative approaches your project will incorporate. How will these approaches improve outcomes for older adults, individuals with disabilities, and caregivers? Highlight strategies for continuous improvement and responsiveness to community needs. Discuss technical assistance or support needed to successfully implement the proposed intervention.

C. Organizational Capacity and Partnerships

Describe the organization's capacity to effectively manage funding, implement the proposed intervention(s), and build sustainable partnerships to benefit older adults, individuals with disabilities, and caregivers. Include information about past experiences and lessons learned.

Identify key project staff and describe specific roles and responsibilities for which they will be assigned. Explain how training and ongoing communication will be used to develop and maintain a well-trained, competent workforce consisting of paid staff, volunteers, and/or in-kind partners. Resumes of key project staff may be included and do not count towards the application page limit.

Identify key partnerships and discuss how they will contribute to achieving the project's objectives and outcomes. Discuss existing and planned collaborative efforts that will impact access to services, increase program awareness, and help the project meet its goals. Letters of Commitment/Support can be attached and do not count towards the application page limit.

D. Cost-Effectiveness and Sustainability

Describe resources outside ADSD funding to be used to support this service. How will these resources be used to enhance services? Provide a thorough justification for the level of funding requested from ADSD in this application. Include specific data, resources, or other information to justify your funding request.

Describe additional strategies your organization will use to maximize funding and deliver services efficiently, such as leveraging volunteer services. Provide information about any contractual organization(s) that will have a significant role in implementing and achieving outcomes. Describe plans to maintain cost-effectiveness and to support a model that is sustainable and replicable. Discuss the impact upon the proposed service area and/or target population should this project not be funded.

E. Outcomes and Evaluation

List measurable outcomes and describe the methods, techniques, and tools that will be used to measure desired outcomes and to evaluate quality and effectiveness of proposed interventions and project activities. Although output (such as number of clients served, number of training sessions, number of outreach events) can be discussed in this area, measurable outcomes and output are not the same. The focus should be on desired measurable outcomes and the impact to target populations.

Explain how your organization will comply with all data collection and reporting requirements and describe the process that will be used to analyze data to monitor compliance, assess program effectiveness, and to guide program adjustments for continuous improvement.

Resources

- [Aging and disability Evidence-Based Programs and Practices](#), Administration for Community Living
- [Program Areas - Health, Wellness, and Nutrition](#), Administration for Community Living
- [Health Promotion](#), Administration for Community Living
- [Center for Healthy Aging](#), National Council on Aging
- [Search Tool for Evidence-Based Programs](#), National Council on Aging
- [Subawards - Service Specifications](#), NV Aging and Disability Services Division