

FAQs: FY2023 Live Well At Home Request for Proposal

Questions and Answers:

1. Can Live Well at Home grant funding be used for the building and constructing of a new, assisted living center?

Answer: Yes.

2. Is there a condensed version format of the Live Well at Home grant application?

Answer: No. Both the Live Well at Home RFP document and the online application provide thorough application instructions. Additionally, your area's ElderCare Development Partnership (EDP) staff can provide you with technical assistance with your Live Well at Home grant application. Please see page 32 of the Live Well at Home RFP for technical assistance and for a list of EDP contacts.

3. Does the Live Well at Home grant fund programs and services at long-term care facilities?

Answer: No. Live Well at Home grant funds are designed to provide a catalyst to further reshape the state's long-term service and support system by funding innovative approaches to aging in place. Programs offered should assist individuals who are at-risk for hospitalization or placement in a long-term care facility or who are beginning to experience the need for home and community-based services. Programs funded can provide opportunities to improve access to long-term care decision support for individuals and their caregivers and connect them to flexible community supports and resources to help them better manage their health status and ongoing health conditions.

4. Can Live Well at Home grant funds be used to replace carpeting and to renovate a front walkway at affordable housing units? Both of these renovations would increase the quality of life for current residents, increase their safety and help the property remain in good operating stand for longer. Additionally, is it mandatory for projects to be specifically tailored for adults that are age 65 and older, e.g. hand bars in showers?

Answer: Yes. Applications may be made for grants to cover the capital costs of new construction, renovation, retrofitting, or remodeling of existing buildings or accessibility modifications in individuals' homes. Renovation and remodeling

should result in the delivery of unique approaches to housing and services, affordable housing units suitable for home care services, or combinations of services, to residents age 65 and older with low and moderate incomes and persons with a variety of chronic health conditions. Retrofitting should produce savings for older adults as it reduces costs of medical care and other services. It should focus on homes that lack the necessary structural features and support systems to make aging in place viable.

5. The RFP indicates to receive a maximum score, a responder needs at least two groups as partners, such as an area agency on aging, a county public health nursing, human, or social service organization, a healthcare organization, a quasi-formal or other service provider, and/or local not-for-profit or for-profit business (e.g., an employer, service company, retailer or other commercial venture, educational institution, unit of government, transportation agency or trade association). Is this requirement mandatory, or only strongly encouraged? Based on ideas for our project, and the fact it's physical renovations, I'm not sure we would have a need for a partner.

Answer: No. Having at least two groups as partners is not mandatory. Responders can receive a maximum score, up to 125 points, in the Description of the Responder Agency section of the Live Well at Home grant application, if they have at least two groups as partners.

6. Can an organization apply under the Core Home and Community-Based Services funding category if their annual operating budget is greater than \$175,000?

Answer: Yes. Responders eligible for the core home and community-based services grants must be a core home and community based service providers as defined in Minnesota Statutes, section 256B.0917, subd. 1b(c).

7. Our agency is considering applying for a Live Well at Home Grant this year and our focus is on permanent supportive housing solutions for long-term homeless Minnesotans aged 55 and over. We do expect to serve a number of Minnesotans aged 65 or over, but are unsure as to how the exact numbers will break down in terms of persons 65 and over and persons 55-64, among those we end up serving. Should our focus be on Homeless Support Services such as application fees, assistance with rental deposits, utility deposits; is there a way that we can build in our proposal a request for 3-, 6-, to 9- month rental assistance for eligible seniors?

Answer: Types of transitional assistance provided through Homeless Support Services may include: accessing and maintaining stable housing through lease and rental deposits, including subsidized housing (e.g., Section 8, Section 202/8); essential furniture; utility set up fees and deposits; personal supports to help locate and transition to the community-based housing; basic household items; personal items; window coverings; and one time pest and allergen treatment of living accommodations. Additional eligible assistance also includes applying for

and receiving publicly-funded long-term services and supports, mental and chemical health services; applying for and receiving income subsidies, food support and other public benefits; and coordination of services and supports.

8. Can we apply for Category 1 Capital and Renovation Requests for a project that is already started? We are renovating our older assisted living building to make it more wheelchair accessible for our older adult residents. We have been able to complete 13 of the 43 units with organizational and donated funds in 2021. We are now in need of additional funding to renovate 13-15 more apartments this year. I have a \$300,000 grant agreement from a local private foundation for a match.

Answer: Yes. Applications may be made for grants to cover the capital costs of new construction, renovation, retrofitting, or remodeling of existing buildings or accessibility modifications in individuals' homes. Renovation and remodeling should result in the delivery of unique approaches to housing and services, affordable housing units suitable for home care services, or combinations of services, to residents age 65 and older with low and moderate incomes and persons with a variety of chronic health conditions. Retrofitting should produce savings for older adults as it reduces costs of medical care and other services.

9. Would Live Well at Home fund a falls prevention/in-home environmental assessment program that included home modification services for older adults that is operated by a County in the Twin Cities metro area?

Answer: Yes.

10. Is the FY2023 Live Well at Home grant application budget only for one year?

Answer: Yes.

11. In the Required Statements section – under the Responder Information/Declarations Form of the Live Well at Home RFP the following is written:
B. Authorized Signature. This Declaration is signed by the appropriate person(s), with the authority to contractually bind the Responder, as required by applicable articles, bylaws, resolutions, minutes, and ordinances. Does this infer that I should have Board meeting minutes to reflect that the Board motioned and passed that I am the appropriate person to sign this document?

Answer: Yes.

12. Can we apply for Category 1 Capital and Renovation Requests for accessibility and other building renovations to a building that is going to be donated to us?

Answer: Yes as long as the majority of the program participants at this building are age 65 and older.

13. We are going to apply for Capital and Renovation Requests funds. Can you tell me what kind of construction related quotes would we need to include with our application?

Answer: If proposing a capital or renovation project, the following additional information will be requested Development Cost Worksheet-factor in prevailing wage rules if needed. Property Income Expense Worksheet. One page summary of bid information or cost estimate. 8 ½ x 11 reduced scale drawing. 8 ½ x 11 reduced scale layout drawing.

14. Our organization is going to receive a donated building. Do we need to have the full title to the property by application deadline or would a purchase agreement be adequate?

Answer: Selected responders will be asked to bring documents to verify match at the time of contract negotiation.

15. Can we tie two projects into one grant application?

Answer: Yes.

16. We plan on using the Live Well at Home grant funds as a source of matching funds for our Minnesota Department of Transportation Regional Transportation Coordinating Council grant. Are there specific instructions on how to apply for Live Well at Home grant funds in this case?

Answer: No. Live Well at Home grant funds can be used to fund long-term services and supports such as transportation and/or for capital projects such as the purchase of a vehicle.

17. Can the value of the building be a source of match funds when we are applying for funding for a capital project?

Answer: Yes. Allowable Match: Cash; equity; loans, donations; local tax revenues; the actual value of dedicated staff/contractor time; volunteer time; the actual value of in-kind donations and other local match including the grantee's share of construction costs; personnel time given to project; consulting fees; use of existing equipment or materials/supplies donated.

Volunteer time is the estimated dollar value if the organization had to hire an individual to complete the task. Selected responders will be asked to bring documents to verify match at the time of contract negotiation. Cash match is either the responder organization's funds (general revenue) or cash donations from non-state third parties (i.e., partner organizations), or by non-state grants. Cash match must be secured by the contract negotiation date. In-kind match contributions are from the responder organization or a "third party." In-kind

match is typically in the form of the value of personnel, goods, and services including direct and indirect costs.

18. We applying for funding for a new construction project. What funds would be considered an eligible match?

Answer: The matching funds requirements are the same for all types of requests for funding. Allowable Match: Cash; equity; loans, donations; local tax revenues; the actual value of dedicated staff/contractor time; volunteer time; the actual value of in-kind donations and other local match including the grantee's share of construction costs; personnel time given to project; consulting fees; use of existing equipment or materials/supplies donated.

Volunteer time is the estimated dollar value if the organization had to hire an individual to complete the task. Selected responders will be asked to bring documents to verify match at the time of contract negotiation. Cash match is either the responder organization's funds (general revenue) or cash donations from non-state third parties (i.e., partner organizations), or by non-state grants. Cash match must be secured by the contract negotiation date. In-kind match contributions are from the responder organization or a "third party." In-kind match is typically in the form of the value of personnel, goods, and services including direct and indirect costs.

19. Can a long-term services provider apply?

Answer: Yes.

20. How do you define core home and community based services?

Answer: Core home and community based services are defined in the hyperlinked Minnesota Statutes, section [256B.0917](#), subd. 1b(c) as follows: reach older adults early in the progression of their need for long-term services and supports, providing them with low-cost, high-impact services that will prevent or delay the use of more costly services; support older adults to live in the most integrated, least restrictive community setting; support the informal caregivers of older adults; develop and implement strategies to integrate long-term services and supports with health care services, in order to improve the quality of care and enhance the quality of life of older adults and their informal caregivers; ensure cost-effective use of financial and human resources; build community-based approaches and community commitment to delivering long-term services and supports for older adults in their own homes; achieve a broad awareness and use of lower-cost in-home services as an alternative to nursing homes and other residential services; strengthen and develop additional home and community-based services and alternatives to nursing homes and other residential services; and strengthen programs that use volunteers.

The services provided by these projects are available to older adults who are eligible for medical assistance and the elderly waiver under chapter 256S, the alternative care program under the hyperlinked section [256B.0913](#), or essential community supports grant under the hyperlinked section [256B.0922](#), and to persons who have their own funds to pay for services. Definitions: For purposes of this section, the following terms have the meanings given.

"Community" means a town; township; city; or targeted neighborhood within a city; or a consortium of towns, townships, cities, or specific neighborhoods within a city.

"Core home and community-based services provider" means a Faith in Action, Living at Home Block Nurse, Congregational Nurse, or similar community-based program governed by a board, the majority of whose members reside within the program's service area, that organizes and uses volunteers and paid staff to deliver nonmedical services intended to assist older adults to identify and manage risks and to maintain their community living and integration in the community.

21. Can a responder apply for a grant for renovations that have already started in 2021 and will span the entire 2022 year?

Answer: Yes. For additional information regarding Capital and Renovation requests please refer to pages 7 – 9 of the FY 2023 Live Well at Home RFP.

22. Can a capital funding project consist of ADA and assistive technology modifications to a building, specifically our Center, which will provide assistive technology and other day services? Additionally, can Live Well at Home grant funds be used to provide assistive technology modifications to older adults' homes so that they can age well at home?

Answer: The purpose of the Live Well at Home funding is to support and maintain home and community-based services for individuals age 65 and older and at risk of long-term nursing home use and/or spending down into Medical Assistance. Live Well at Home grant funds can be used to make ADA (Americans with Disabilities Act) compliant and/or assistive technology modifications.

23. Has your definition of Long-Term Services and Supports changed due to COVID-19 restrictions?

Answer: No. Long-term services and supports (LTSS) encompass the broad range of paid and unpaid medical and personal care assistance that many people need for weeks, months, or even years when they experience difficulty completing self-care tasks as a result of aging, chronic illness, or disability. LTSS provide assistance with activities of daily living (such as eating, bathing, and dressing) and instrumental activities of daily living (such as preparing meals, managing medication, and housekeeping). LTSS include, but are not limited to: personal care services, assistance provided to a family caregiver, nursing facility care, transportation, adult day programs, home delivered meals, chore, homemaker,

respite, assistive technology. Many LTSS service providers have adjusted how they provide these services during COVID-19. Responders to the Live Well at Home grant application can define in their application how they are and/or plan on adjusting their program service delivery type based on COVID-19 restrictions.

24. Is an older adult housing project required to have specific modifications beyond offering affordable housing for seniors?

Answer: Yes. We strongly encourage responders that apply for funding for older adult housing to include innovative, accessible and universal design features so that older adults can have a variety of options in place, of how and where they want to age. Information on universal design is available by contacting a Certified Aging-In-Place Specialist (CAPS). Following is a link to the National Association of Home Builders (NAHB) website that has CAPS directory for Minnesota:

[https://www.nahb.org/nahb-community/nahb-directories/professionals-with-home-building-designations-directory#sort=%40lastname%20ascending&numberOfResults=25&f:Designation=\[CAPS\]&f:State=\[MN\]](https://www.nahb.org/nahb-community/nahb-directories/professionals-with-home-building-designations-directory#sort=%40lastname%20ascending&numberOfResults=25&f:Designation=[CAPS]&f:State=[MN])

CAPS are trained in the unique needs of older people and have a strong grounding in universal design – designing homes to maximize the safety, usability, and comfort of all residents.

25. How do Live Well at Home funds fit into the landscape of other sources of funds for home and community based services?

Answer: There are a variety of funding sources that are designed to make strategic changes in the long-term services and supports system for a variety of older adults. Additionally these funding sources are designed to maintain home and community-based services for individuals' age 65 and older and at risk of long-term nursing home use and/or spending down Medical Assistance. These funding sources include Older Americans Act, Elderly Waiver (EW), Home and Community Based Waivers such as CADI (Community Access for Disability Inclusion), and TBI (Traumatic Brain Injury).

26. Can we apply for Capital and Renovation Live Well at Home grant funds to be used to make safety and accessible repairs older adult homes?

Answer: Yes.

27. The FY 2023 Live Well at Home RFP states the term of any resulting contract is anticipated to range from 6 to 12 months, from July 1, 2022 until June 30, 2023, with the option to potentially extend beyond that date. Could you explain how a potential contract extension would work?

Answer: Potential contract extensions are handled on a case-by-case scenario and are not guaranteed. If a grantee needs more time, money and/or additional duties to complete the terms of the contract, clause 20 of the contract gives the

State the option to amend the agreement to “potentially extend beyond this date.”

28. Can an organization provide transportation services to their program/service participants or do they need to partner with a transportation provider in order for their program/service participants to receive transportation services?

Answer: An organization can provide transportation, partner with a transportation provider and do a combination of both.

29. Are home and community based services (HCBS) designed only for older adults that are currently approved for waived services?

Answer: No. It is designed to serve adults 65 and older but targeted to those who are low income/high need.

30. Our annual operation budget is nearing \$200,000, due to the increase in lumber prices and other materials and supplies. Can I still apply under the Core Home and Community-Based Services funding category?

Answer: Yes.

31. Can Adult Day programs that are already licensed by the Department of Human Services apply for Live Well at Home funds?

Answer: Yes.

32. Many Tribal Nations acknowledge that an older adult is considered a senior starting at age 60 years old or even as low as 55 years old due to shorten life expectancy. Could these Tribal Nations apply and receive Live Well at Home grant funds to provide Long-Term Services and Supports (LTSS) if some of their program participants are aged 55 – 60?

Answer: If they are invited in for contract negotiations we would discuss this fact at that time. Typically the answer is yes, but a majority of the people you serve must be age 65 and older.

33. Can an organization apply for direct funding for the expense of meals for home delivery in order to expand services to underserved communities?

Answer: Applications can be made for many types of projects. The application should support the gap in need and show how the funding will link or braid all funding sources to support meeting the need.

34. Should Tribal Nations list all of the Minnesota counties within their project service area? Tribal Nations land boundaries are not typically associated with county boundary lines.

Answer: Yes.

35. Our project serves homeless Minnesotans age 55 and older. We are unsure at this time how many of those we will serve will be age 65 and older. If we apply for Live Well at Home funds to be used for short-term rental assistance which funding category should be apply under?

Answer: You would apply under the Long-Term Services and Supports. For additional information regarding how Live Well at Home grant funds can be used for homeless support services please see pages 13 – 14 of the FY 2023 Live Well at Home RFP.

36. Whom should apply for Core Home and Community-Based Services funding category?

Answer: Responders eligible for the core home and community-based services grants must be core home and community based service providers as defined in Minnesota Statutes, section 256B.0917.1b(c). Organizations funded under core home and community-based services have operating budgets of \$175,000 or less annually and serve a geographically limited area. Priority will be given to the development of new core home and community-based service providers in communities where there is a lack of affordable services. Priority will also be given to those existing core home and community-based service providers expanding into adjacent unserved communities.

37. If we are applying for Core Home and Community-Based Services funding category and we are a Living at Home/Block Nurse Program, is there a standard project name we should use?

Answer: No.

38. If we applied last year for FY2022 Live Well at Home grant funds and did not receive funding, can we use the Required Statements that we completed and submitted with that application and submit those with our FY2023 Live Well at Home grant application?

Answer: No. You must download and complete the FY2023 Live Well at Home Required Statements forms that are linked to this year's application.

39. Are we required to have multiple bids that outline our constructions costs?

Answer: No. You are only required to upload a one-page summary of bid information or cost estimate that includes the source.

40. If we applying for multiple funding sources to cover expense for our large, new housing project, how specific do we have to be on what expenses the Live Well at Home grant funds will cover?

Answer: You will need to provide as much detail as possible on the budget template form and further explain the project in the narrative sections of your application.

41. Is there an advantage to having us mention in our application that a nursing home has temporarily reduced occupancy due to staff shortage?

Answer: Include this information in the Nursing Facility Closure section of the application, as well as how you are filling in the programs and services gaps and needs due to the mentioned staff shortage.

42. If we didn't have a nursing facility closure in our service area in the last year, is there anything we can do to make up for the 20 points that we could lose in this part of the application?

Answer: We encourage you to mention that in the Nursing Facility Closure section of the application and share how you are addressing any gaps in services in your area.

43. Do we need to list the total number of people served if we are applying for Capital and Renovation funding where our project is new construction? Program services will not be provided at the site until the construction is completed.

Answer: We encourage you to include in your application an estimated number of people served once the new construction project is completed.

44. Do we need to list all of our organization's program services on the Fee Schedule?

Answer: You are required to list all of your organization's program services on the Fee Schedule that will be funded by these Live Well at Home grant funds.

45. On the Grants Funds Budget (Detail) portion of the Budget Template form, in the Explanation section, do we need to list the job title or the person's name? Do we also have to name them in the narrative section of the application?

Answer: If you have the staff names, you will need to specify the key staff (first and last name) and their titles on the Grants Funds Budget (Detail) portion of the Budget Template form in the Explanation section. For additional instructions you can click on the blue words, "Instructions" in each section of the Budget Template form. Yes, you will also need to provide this information in the narrative portions of the application including in the Description of Responder section and in appropriate portions of the Work Plan section under the People Responsible portion. If you plan on hiring for some of your positions once the grant contract begins, you can list their name as TBD.

46. Are we allowed to list donated funds that we received from January 1, 2022 – June 30, 2022, as an allowable source of match or can we only list donated funds that we receive during a specific timeline?

Answer: The dates of the source of match must overlap the dates of your Live Well at Home grant contract.

47. Do you accept a digital signature and notarization on the Affidavit of Noncollusion?

Answer: Yes. Under Minnesota law, electronic notarization, the performance of a notarial act on an electronic document by a notary public using an electronic seal is allowed. Minnesota Statutes 358 and 359. Physical presence of a person whose signature is still being notarized is still required by law with certain exceptions. Minn.Stat. § 359.01 subd. 5.

48. Do the cost categories on the match funds budget tab need to be the same categories as on the grant funds budget tab?

Answer: No.

49. At one point, Live Well at Home grant contract terms were awarded for up to two years. Is it possible in the future that the Live Well at Home grant contract term may return to a two-year funding cycle?

Answer: It is unknown at this time.

50. Can you define what you specifically mean when you request a copy of our most recent Board approved financial statement? Do you mean the one the Board approved for our last fiscal year or the one they approved for last month?

Answer: Your most recent Board approved financial statement must show and establish your organization's financial stability. You are allowed to determine if your last fiscal year financial statement or last month's financial statement will satisfy the requirement to provide documentation to establish fiscal responsibility in the Required Statement section of the application.

51. How do I find out who is my local Area Agency on Aging's ElderCare Development Partnership (EDP) contact is?

Answer: The following website lists the ElderCare Development Partnership contacts: <https://mn.gov/dhs/partners-and-providers/contact-us/aging/eldercare-contacts/> Additionally, please refer to page 32 of the FY2023 Live Well at Home RFP for more information.

52. Do you provide data and statistics on how many applicants have been funded in the past?

Answer: Yes. Each year we publish an official Press Release with that data. Additionally, that information is posted on the Minnesota Department of Human Services Website. Click this link to be connected to it:

<https://mn.gov/dhs/partners-and-providers/grants-rfps/live-well/selected-grantees/>

53. If our agency decides to wait until the next Live Well At Home grant cycle opens for 2023-2024, would it be approximately the same grant application timeline; where the grant application process is opened in February 2023, applications would be due in April 2023 and those that are awarded grants would be funded from July 1, 2023 – June 30, 2024?

Answer: Each year the funding for the Live Well at Home grant is dependent on the Minnesota Legislature approving it. With that knowledge, we typically follow the same Live Well at Home grant process timeline each year.

54. On page 8 of the RFP it states "Priority will be given to development of projects in communities in which there are no housing with services within a 15 mile radius of the proposed project site and a community need is clearly demonstrated." Can you please clarify if that is referring to affordable housing sites, senior housing with services sites or something else?

Answer: Pages 7 and 8 of the FY2023 Live Well at Home RFP provides information regarding funding Category 1 – Capital and Renovation Requests. Applications within this category are for capital costs of new construction, renovation, retrofitting, or remodeling of existing buildings or accessibility modifications in individuals' homes. Renovation and remodeling should result in the delivery of unique approaches to housing and services, affordable housing units suitable for home care services, or combinations of services, to residents age 65 and older with low and moderate incomes and persons with a variety of chronic health conditions. Retrofitting should produce savings for older adults as it reduces costs of medical care and other services. It should focus on homes that lack the necessary structural features and support systems to make aging in place viable.

The State seeks responders who promote equity, self-sufficiency, independence, quality-of-life values, safety, privacy, space to enjoy relationships and individual and/or community activities, and integration into the larger community. Responders should demonstrate how those values are supported by the proposed home modifications or new construction, technology, or services.

55. On the Live Well at Home grant application, are we required to list/offer one or more of the Long Term Service and Supports Projects? For example, do we need to include homemaker as a service or can it be an option that residents can choose?

Answer: If you are applying under the Long-Term Services and Supports Development funding category, you will need to select and list the long-term service and supports projects that your organization will provide/offer your residents. The long-term service and supports projects that are listed in the application include adult day, care coordination/service management, caregiver support, chore, companion, health promotion and chronic disease self-management, home delivery, home modification/repair, homemaker, transportation.

56. If we are awarded a FY2023 Live Well at Home grant contract can we defer the funding for one year?

Answer: No. FY2023 Live Well at Home grant contract terms are from July 1, 2022 – June 30, 2023.

57. Does the online grant portal provide an application template?

Answer: Yes. The online grant portal connects the Responder to the actual application questions and associated application form templates.

58. What would be the most effective resource tool to create winning application?

Answer: There are a number of effective resources to assist you with completing your application. The Department of Human Services Live Well at Home grant webpage contains a link to the FY2023 Live Well at Home RFP, a link to the online grant portal, the grant timeline, a link to the Responders Conference PowerPoint PDF document, proposal resource documents, etc. Click this link to be connected to the webpage: <https://mn.gov/dhs/partners-and-providers/grants-rfps/live-well/apply-for-live-well-grant/>

Additionally, technical assistance is available from your local Area Agency on Aging's ElderCare Development Partnership staff. Click this link to be connected to the ElderCare Development contacts list: <https://mn.gov/dhs/partners-and-providers/contact-us/aging/eldercare-contacts/>

59. We are applying for the Core Home and Community-Based Services funding category where funding requests can only range from \$40,000 - \$60,000. We have determined that we need to request a total of \$81,488 because our project service area has expanded to include the Lowertown neighborhood. Will that be acceptable?

Answer: Yes. Priority will be given to those existing core home and community-based service providers expanding into adjacent unserved communities. A strong community need must be clearly demonstrated throughout the proposal.

60. Part of our grant application includes requesting funding for services with our local community center that include exercise, swimming pool, crafts, card games,

walking track, etc. On the budget template form, should we list these expenses on the contractual cost category line or as individual items on the supplies cost category line?

Answer: If you are subcontracting with your local community center to provide exercise, crafts, card game and access to the swimming pool and walking track than you would list the entire contracted expense amount on the contractual cost category line on the grants funds budget detail form and you would provide additional details regarding this expense on the sub-contract detail page of the budget template.

If your relationship with the local community center is not a contracted relationship, than you can list these expenses on the other cost category line on the grants funds budget detail form. For additional instructions on how to complete each section of the budget template form, please click the blue word, "Instructions" on any of the pages of the budget template form.

61. Can you please clarify on whether or not responders are required to attach matching funds documentation to the application? The instructions in the budget template form mention attaching matching funds documentation to the application, but on page 26 of the Live Well at Home RFP has an underlined statement that reads, "Selected responders will be asked to bring documents to verify match at the time of contract negotiation."

Answer: You do not need to attach matching funds documentation to the FY 2023 Live Well at Home grant application. Selected responders will be asked to bring documents to verify match at the time of contract negotiation.

62. When do require responders to provide proof of required insurance coverage documentation?

Answer: The successful responder is required to submit Certificates of Insurance acceptable to the State of Minnesota as evidence of insurance coverage requirements prior to commencing work under the grant contract. For additional information regarding insurance requirements please see pages 38 – 41 of the FY 2023 Live Well at Home RFP.

63. We're previous recipients of the Live Well at Home Grant, which funded us to build PioneerLink, our service providing PERS, mobile safety devices, and home medication management for people in West Central Minnesota. Our primary service area is Otter Tail County and its adjacent counties including Douglas, Grant, Wilkin, Becker, and Wadena. Our current home medication management devices are no longer manufactured and supported by our technology partner. However, we've finally identified a new device that we believe is a suitable replacement to continue offering this type of assistance to older adults in our service area and to grow the program to serve additional older adults in our region. Would the Live Well at Home grant fund something like this?

Answer: Live Well at Home grants are intended to stimulate innovation by providing one-time, start-up funds to test new approaches in housing and home and community-based services development, and to develop and support core home and community-based service providers. Additionally, the State seeks proposals from qualified responders to develop and/or provide services for older Minnesotans to live and age in the community of their choice, by improving their community's capacity to develop, strengthen, integrate, and maintain culturally competent home and community-based services for individuals age 65 and older who are at-risk of long-term nursing home use, and/or spending down into Medical Assistance. Proposals may include strengthening services for supporting solo agers, family, friends, and neighbors' caregiving.

64. I am a trauma and critical care surgeon at Saint Mary's in Duluth. I am hoping to develop a curriculum that would help non-geriatric train physicians (specifically surgeons) to provide evidenced based and goal directed geriatrics care, to help improve our aging population's quality of life after surgical problem or injury. Currently there is a real lack of geriatricians in our area to see all the older adult injured or surgical patients in our area. Additionally, in my trauma department, at least 45% of our patients are over the age of 65, often admitted after falls, and have many chronic comorbidities. Providing an interactive course for surgeons and residents would greatly serve the Northern Minnesota area. It would allow our team and other surgical teams to provide a geriatric assessment, help identify patients with frailty, provide needed support at home to prevent falls and recurrent admissions, as well as triage those patients who most need a specialized geriatric assessment to our geriatric medicine colleagues. We are in the early stages of a gap assessment and course planning, and we are looking into options for some funding to support this. Would this be a project that would be considered under the Live Well at Home grant funding parameters?

Answer: Yes. Live Well at Home Grants are used to test new approaches to prevention, risk management, and community living support targeted towards persons spending down to eligibility for Medical Assistance and its waivers or at-risk of long-term nursing home placement. Characteristics of at-risk older adults may include but are not limited to: Needing assistance with one or more activities of daily living; Experiencing an injurious fall in the past six months; Thinking about moving to a nursing home or assisted living facility; Experiencing memory loss or difficulty with making decisions; Receiving care from a family member, friends, and/or neighbors who are overwhelmed or stressed because of their caregiving role; and/or Those experiencing increased mental or physical risk due to racial or ethnic discrimination, historic or contemporary trauma.

Additionally, Live Well at Home grants support healthy aging and high risk older adults to better manage their chronic conditions, improve their quality of life, lower health care costs and maintain their independent living through opportunities for: education and training, medication management, care transitions or other programs that utilize proven evidence based or informed self-

management techniques. For additional information please see page 13 of the FY2023 Live Well at Home RFP.

65. We are applying for funding category 1 – Capital and Renovation requests. Our funding request only includes construction renovation expenses and does not include any other expenses such as personnel salaries, mortgage/utilities expenses, travel, etc. Do we list \$0 on these line items on the budget template form and on the Property Income/Expense worksheet? On the Development Cost worksheet how do list the architects' fees if we have already paid for those upfront and will not be requesting grant funds to pay for those? What do you mean by a reduced scale layout? Is that a drawing of the entire building?

Answer: The Live Well at Home grant budget template form and the capital/renovation related worksheets are intended for the responder to list the expenses that they are requesting to have Live Well at Home funds cover. You can leave any budget template cost category line item blank where you have zero expenses associated with your grant funds request. On the Property Income/Expense Worksheet, you can list \$0 on the line items where you have zero expenses. A reduced scale layout is a drawing that shows the basic site elements of existing structures and any new construction.

66. Can an applicant obtain a copy of the FY 2023 Live Well at Home grant application without having access to the online grant portal?

Answer: No. Responders can easily set up an account within the online grant portal by clicking this website link and then access the FY2023 Live Well at Home grant application.

<https://www.grantinterface.com/Home/Logon?urlkey=mndepthumanservices>
Responders can download the Live Well at Home Grant RFP FY 2023 PDF on the Minnesota Department of Human Services Live Well at Home webpage by clicking this link: <https://mn.gov/dhs/partners-and-providers/grants-rfps/live-well/apply-for-live-well-grant/> The Live Well at Home Grant RFP FY 2023 PDF includes the required proposal contents details.

67. Can a long-term care provider apply for Capital and Renovation funding to build an age-friendly, outdoor patio, shade structure and walking path?

Answer: Yes. The State seeks responders who promote equity, self-sufficiency, independence, quality-of-life values, safety, privacy, space to enjoy relationships and individual and/or community activities, and integration into the larger community. Responders should demonstrate how those values are supported by the proposed home modifications or new construction, technology, or services. For additional information please see pages 7 – 9 of the FY 2023 Live Well at Home RFP.

68. Should I apply for the Long-Term Services and Support Development funding category or the Core Home and Community-Based Services funding category?

Generally my total annual operating budget is around \$175,000; except on the occasion when I receive temporary additional funding from other grant opportunities to provide additional programming. The application questions look the same whether I apply under the Long-Term Services and Support Development funding category or the Core Home and Community-Based Services funding category.

Answer: You can apply for either funding category. Please note that funding requests for Core Home and Community-Based Services can only range from \$40,000 - \$60,000 per year. Funding requests for Long-Term Services and Supports Development can be for \$350,000 or less per year. The application questions are the same for the Core Home and Community-Based Services funding category and the Long-Term Services and Supports Development funding category.

69. Is it acceptable to download, print, sign, have notarized and then scan and upload the completed Affidavit of Noncollusion form to the FY 2023 Live Well at Home grant application in the online grant portal or do I need mail the completed and notarized form to you?

Answer: Responders are required to download the Affidavit of Noncollusion form, complete the form and ensure the Notary Public has both signed and stamped the bottom of the form and then upload it to their FY2023 Live Well at Home grant application within the online grant portal. Mailed forms will not be accepted.

70. Is a Memorandum of Understanding (MOU) required to further explain our partnership with another organization? If yes, is there a place in the application I can upload the MOU?

Answer: No. Responders have the opportunity to provide details about any partnerships in the Work Plan section of the application.

71. Can Live Well at Home grant funds be used to purchase and distribute culturally specific food for Somali elders? If yes, are there any specific guidelines such as grant funds can only be used to purchase prepaid grocery gift cards versus purchasing the actual food?

Answer: Yes. Applications can be made for many types of projects. The application should support the gap in need and show how the funding will link or braid all funding sources to support meeting the need. If a Responder is invited in for contract negotiations, additional details regarding specific food purchasing guidelines would be discussed on a case-by-case basis.

72. Can Live Well at Home grant funds be used to pay for pet care and parasite medication/prevention to the companion animals of residents of public sector high-rises for older adults?

Answer: Yes. Live Well at Home funds are for projects that expand, integrate, and help sustain the services and infrastructures that enable older adults to remain in their own homes and communities. They also support family, friends, and neighbors' caregiving, and further the integration of medical and long-term services and supports in local communities. Grants promote the development of services that are available to people of all income levels, in particular to those who are eligible for public programs and that expand affordable options that are sustained through the private market.

73. We are in the process of refurbishing a building to serve as a day center for the members of our community experiencing homelessness. We expect construction to begin in May and likely be completed in July or August. Can funds be applied for to cover the cost of this project even though it has been initiated prior to the grant cycle?

Answer: No performance before notification by STATE. GRANTEE may not begin work under this CONTRACT, nor will any payments or reimbursements be made, until all required signatures have been obtained per Minn. Stat. § 16B.98, subd. 7, and GRANTEE is notified to begin work by STATE's Authorized Representative.

74. We applying for funding to cover the cost of adding a social worker to our staff under Category 2 Long-Term Services and Supports Development as well as for some technology and equipment which falls under Category 1 Capital and Renovation. Should we submit one application for Category 2 Long-Term Services and Supports Development funding and one application under Category 1 Capital and Renovation or can we submit one application under funding Category 1?

Answer: You can apply for one Live Well at Home grant application under Category 2 – Long-Term Services and Supports Development. Funding requests within this category can be used for different service delivery models of long-term services and supports to reduce and/or stabilize risk factors, manage chronic conditions, optimize independent community living, and ensure alternatives to long-term stays in nursing facilities. Applications may be made for grants that will address one or more of the following objectives: Expand, integrate, and maintain essential community support services that enable older adults to remain in their own homes and communities. Use a variety of technologies to help people live in the community.