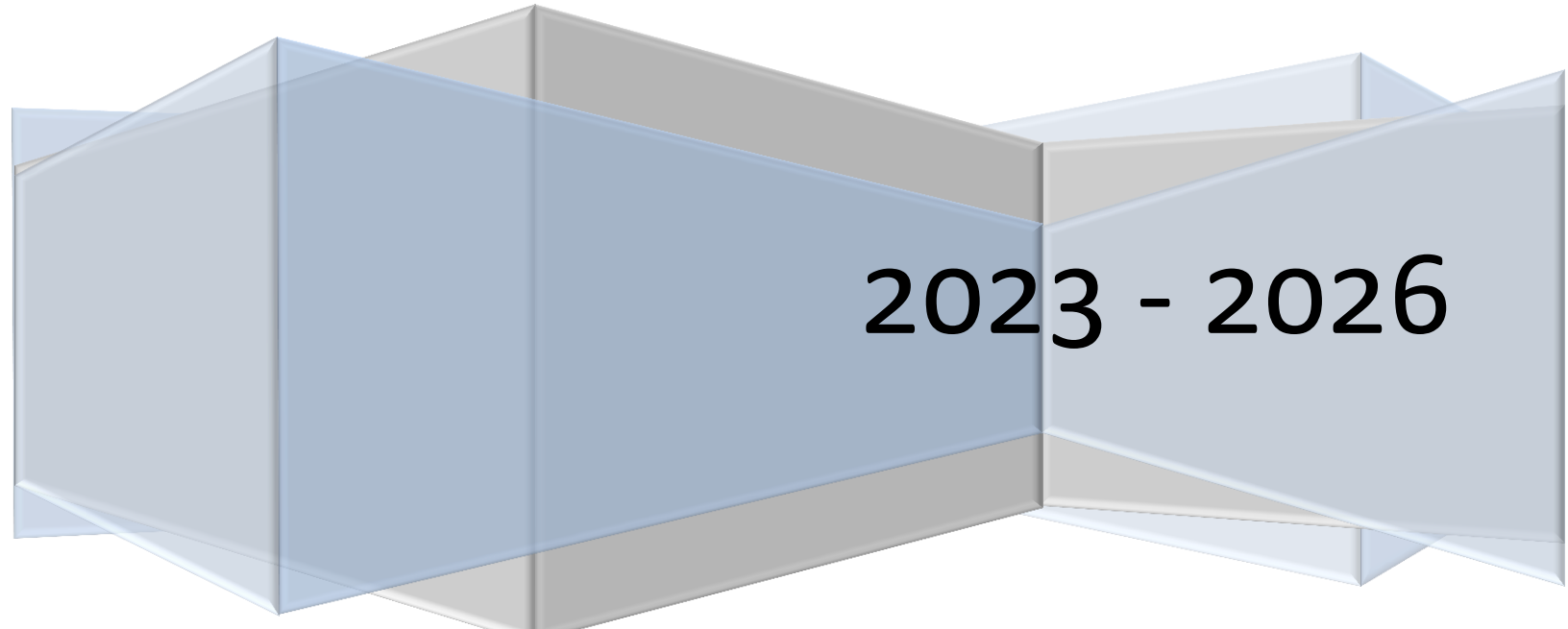


**APPENDIX 5:
INFORMATION ONLY ----
DO NOT RETURN WITH
PACKET**

Bid/Application Packet



2023 - 2026

APPENDIX 5

**This Appendix is for informational purposes ONLY
for Older Americans Act Titles III-B, III-C1, III-C2, III-D and III-E**

Do NOT submit with bid packet.

Table of Contents

**Proposal Evaluation Criteria (Scoring)
Standard Deviation Table
Service Category Definition and Codes
Census Description
Census Demographics by County
Governing Board Definitions**

**OLDER AMERICANS ACT TITLE III
PROPOSAL EVALUATION CRITERIA BY SERVICE**

Applicant Agency: _____

County of Service: _____

Service: _____

Total Score (From Page 4): _____ Percent: _____

Section I – Minimum Criteria

All six (6) criteria in this section **MUST** be met in order for the application to receive further consideration. Points will not be given for responses in this section.

- The applicant has submitted a complete project proposal with all required exhibits AND authorized signatures.
- Applicant has not been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from receiving federal funding.
- Responses are typed clearly.
- One original (three-hole punched) has been submitted by the applicant. (Secure with clip or rubber band – **NO** notebooks, binders, etc.)
- The applicant has used the Area Agency on Aging District 7, Inc. application forms, or exact facsimiles.
- The applicant meets the submission deadline.

Section II – Addressing Social and Economic Need (20 points maximum)

Number of Projected Clients who are **MINORITY** (see demographic descriptions in Appendix 5)

County %: _____ Proposal %: _____

- 10 points High (percentage of minority elderly to be served is at or above the percentage of minority elders in the county)
- 5 points Low (percentage of minority elderly to be served is below the percentage of minority elderly in the county)
- 0 points No minority elderly will be served

Number of Projected Clients who are **LOW INCOME** (based on current Federal guidelines)

County %: _____ Proposal %: _____

- 10 points High (percentage of low-income elderly to be served is at or above the percentage of low-income elderly in the county)
- 5 points Low (percentage of low-income elderly to be served is below the percentage of low-income in the county)
- 0 points No low-income elderly will be served

SECTION II SCORE: _____

Section III – Rate for Services (10 points maximum)

- 10 points LESS than the AAA7 2019-2022 average rate for service
- 5 points Plus one standard deviation, 0-10% higher than one standard deviation, or 11-25% higher than one standard deviation of the AAA7 2019-2022 average rate for service
- 0 points More than 26% higher than one standard deviation of the AAA7 2019-2023 average rate for service

SECTION III SCORE: _____

Section IV – Provider Ability to Cover Geographic Area (20 points max)

Townships in County: _____ Proposal: _____

- 20 points Service extends to 100% of townships in the county
- 15 points Service extends to 50-99% of townships in the county
- 10 points Service extends to 25-49% of townships in the county
- 5 points Service extends to less than 5% of townships in the county

SECTION IV SCORE: _____

Section V – Program Design (20 points maximum)

- 10 points The service descriptions adhere to service rules and clearly explain how each service will be delivered by a sufficient number of qualified staff.
- 10 points Applicant has internal system of Quality Assurance to monitor compliance with the service rules.

SECTION V SCORE: _____

Section VI – Matching Requirements (25 points maximum)

- 15 points Of the matching funds, 25% is in cash.
- 10 points Matching funds are over the required 15% match.
- 5 points Matching funds are at the 15% minimum.

SECTION VI SCORE: _____

Section VII – Current Provider Performance (25 points maximum)

SERVICE UNITS:

- 15 points 91% or higher of FY2018 planned units delivered.
- 10 points 50%-90% of FY2018 planned units delivered.
- 0 points 49% or less of FY2018 planned units delivered.

MONITORING/EVALUATIONS:

- 10 points Most recent AAA7 OAA unit audit results were within allowable parameters.
- 5 points Most recent AAA7 OAA unit audit results required two additional months to be reviewed.
- 0 points Most recent AAA7 OAA unit audit results required review of full year of service records.

SECTION VII SCORE: _____

Section VIII – Performance Issues (maximum **LOSS** of 30 points)

(Applicant can **LOSE** 0-30 points in this section)

- 5 points Agency earned less than 95% of program funds during most recent contract period.
- 10 points Agency maintained contract relationship with program/fiscal finding requiring plan of correction and/or return of funds to AAA7.
- 15 points Applicant has had contracts with AAA7 terminated, or has filed for bankruptcy in last five years.

SECTION VIII SCORE: _____

Section IX – New Applicants (25 points maximum)

25 points Applicant is already certified by AAA7 as a current PASSPORT provider, in good standing, of service for which they are applying,

OR

Applicant is a Medicare, Medicaid or JCAHO accredited home health agency in good standing.

SECTION IX SCORE: _____

MAXIMUM POINTS AVAILABLE: 120

TOTAL SCORE: _____

PERCENT: _____

REVIEWED BY: _____

STANDARD DEVIATION TABLE

(Based on 2019-2022 Contracted Unit Rates)

Area Agency on Aging District 7, Inc. OAA Bid Proposals FY2023-2026

	Transportation	Personal Care	Homemaker	Adult Day Service	Legal Counseling	Congregate Meals	Home-Delivered Meals
Average	1.81	17.81	12.88	40.04	55.14	5.37	5.68
Standard Deviation	0.67	0.27	5.53	0.00	4.55	1.56	1.05
Avg+Std Dev	2.49	18.08	18.41	40.04	59.68	6.93	6.74
Avg+Std Dev+10%	2.73	19.89	20.25	44.04	65.65	7.62	7.41
Avg+Std Dev+25%	3.11	22.61	23.02	50.05	74.60	8.66	8.42
Avg+Std Dev+50%	3.73	27.13	27.62	60.06	89.52	10.39	10.10

OHIO ADMINISTRATIVE RULES FOR SERVICES

To review the service definitions and rules, log-on to the ODA website and choose the link “For Agencies and Service PROVIDERS”, then click on “Rules & Forms”.

Following are the Rules for services:

Adult Day Service: Chapter 173, Rule 173-03-06.1

Congregate Meals: Chapter 173-04

Home-Delivered Meals: Chapter 173-04

Homemaker: Chapter 173, Rule 173-03-06.4

Personal Care: Chapter 173, Rule 173-03-06.5

Transportation: Chapter 173, Rule 173-03-06.6

CENSUS DESCRIPTION

(Explanation for Exhibits)

Caucasian/White – includes persons who indicate their race as ‘white’ or report themselves as Canadian, German, Italian, Lebanese, Near Easterner, Arab or Polish.

African-American/Black – includes persons who indicate their race as ‘black’ or ‘negro’, or report themselves as African-American, Afro-American, Black Puerto Rican, Jamaican, Nigerian, West Indian, or Haitian.

American Indian, Eskimo, or Aleut – includes persons who classifying themselves as such in one of the specific race categories listed below:

American Indian – includes persons who indicate their race as ‘American Indian’, enter the name of an Indian tribe, or identify themselves as Canadian Indian, French-American Indian, or Spanish-American Indian.

Eskimo – includes persons who indicate their race as ‘Eskimo’, or identifying themselves as Arctic Slope, Inupiant, or Yurik.

Aleut – includes persons who indicate their race as ‘Aleut’, or identifying themselves as Alutiq, Egegik, or Pribilovian.

Asian or Pacific Islander – includes persons who identify themselves as belonging to one of the Asian or Pacific Islander groups. Also includes those who identify themselves as Thai, Nepali, or Tongan. A more detailed listing of the groups comprising the Asian or Pacific Islander population is presented below:

Asian – includes ‘Chinese’, ‘Filipino’, ‘Japanese’, ‘Asian Indian’, ‘Korean’, ‘Vietnamese’, and ‘Other Asian’.

Chinese – includes persons who indicate their race as ‘Chinese’, or who identify themselves as Cantonese, Tibetan, or Chinese American. In standard census reports, persons who report as ‘Taiwanese’ or ‘Formosan’ are included with Chinese.

Filipino – includes persons who indicate their race as ‘Filipino’ or identify themselves as Philipino, Philippine, or Filipino American.

Japanese – includes persons who indicate their race as ‘Japanese’ and persons who identify themselves as Nipponese or Japanese American.

Asian Indian – includes persons who indicate their race as ‘Asian Indian’ and persons who identify themselves as Bengalese, Bharat, Dravidian, East Indian, or Goanese.

Korean – includes persons who indicate their race as ‘Korean’ and persons who identify themselves as Korean American.

Vietnamese – includes persons who indicate their race as ‘Vietnamese’ and persons who identify themselves as Vietnamese American.

Cambodian – includes persons who identify themselves as Cambodian.

Hmong – includes persons who identify themselves as Hmong, Laohmong, or Mong.

Laotian – includes persons who identify themselves as Laotian.

Thai – includes persons who identify themselves as Thai or Siamese.

Other Asian – includes persons who identify themselves as Bangladeshi, Burmese, Indonesian, Pakistani, Sri Lankan, Amerasian, or Eurasian.

Pacific Islander – includes persons who identify their race as ‘Pacific Islander’ by classifying themselves into one of the following race categories or identifying themselves as one of the Pacific Islander cultural groups of Polynesian, Micronesian, or Melanesian.

Hawaiian – includes persons who indicate their race as ‘Hawaiian’ or who identify themselves as American Samoan or Western Samoan.

Samoan – includes persons who indicate their race as ‘Guamanian’, or persons who identify themselves as Chamorro or Guam.

Other Pacific Islander – includes persons who identify themselves as Tahitian, Northern Mariana Islander, Palauan, Fijian, or a cultural group such as Polynesian, Micronesian, or Melanesian.

Other Race – includes all other persons not included in the ‘Caucasian/White’, ‘African-American/Black’, ‘American Indian, Eskimo, or Aleut’, and the ‘Asian or Pacific Islander’ race categories described above.

CENSUS DEMOGRAPHICS BY COUNTY

COUNTY	AGE 60+	LOW INCOME	MINORITY	AGE 75+	LIVING ALONE
Adams	6,714	443	156	2,065	1,508
Brown	11,175	903	361	3,483	2,101
Gallia	7,675	465	207	2,437	1,624
Highland	10,964	1,014	223	3,332	1,956
Jackson	7,562	733	143	2,149	1,540
Lawrence	15,382	1,185	399	4,722	3,485
Pike	7,189	618	94	2,095	1,598
Ross	18,147	1,348	774	5,345	3,887
Scioto	18,510	1,814	525	5,899	4,122
Vinton	3,269	221	16	884	619
TOTALS	106,587	8,744	2,898	32,411	22,440

GOVERNING BOARD DEFINITIONS

(Explanation for Exhibit)

NOTE: These Board demographics are NOT mutually exclusive. A member can be counted in more than one category.

60+: The Board Member is age 60 or over

Participant: The Board Member participates in the activities and/or services provided by the agency

Community Leader: The Board Member is active in the business and/or professional and/or political and/or service community

Minority: The Board Member is a member of a census group, as defined by the Census Description in all categories except Caucasian/White.