

U.P. AREA AGENCY ON AGING/UPCAP  
 FY 2023-2025 MULTI-YEAR RFP SERVICES FOR OLDER ADULTS APPLICATION

**SERVICE REQUEST & DESCRIPTION**  
**For**  
**CHORE SERVICES**

**Applicant/Organization’s Name:**

**Geographic Area to be Served:**

Funding Sources: In-Home Negotiated, Discretionary

Reference: AASA Operating Standard for Service Programs VII. B-1

Unit of Service: One hour spent performing allowable chore tasks

Instructions: Read the following service standards and check (X) the boxes in the ‘Agree’ column to indicate if the organization agrees to abide by that standard. Asterisks in the ‘Agree’ column indicate the need to respond to the statement or question in bold italics. Responses should be typed in the text box given. *Note: Refer to AASA Operating Standards for Service Programs for more information.*

ALL questions must be completed. Any questions not completed may delay or prohibit approval of this application.

	Agree (X)
<b>Definitions &amp; Service Delivery</b>	
<p>1. Chore services include the provision of non-continuous household maintenance tasks intended to increase the safety of the individual(s) living at the residence. <b><i>Describe the types of tasks that chore service staff will be performing:</i></b></p> <p><b><i>How do you ensure that clients understand the limits of what a chore service worker can do under this program?</i></b></p>	<input type="checkbox"/> *
<p>2. Each program must develop working relationships with the Home Repair and Weatherization Service providers, as available, in the program area to ensure effective coordination of efforts. <b><i>Describe how program staff will ensure that appropriate referrals are made to the local weatherization program in order to maximize funds received under this service standard:</i></b></p>	<input type="checkbox"/> *

<p>3. Staff and volunteers of each in-home service program shall receive in-service training at least twice each year which is specifically designed to increase knowledge of the program, the aging process, and to improve skills at tasks performed at the provision of service.  <b><i>Describe your training policy, including potential topics that will/could be covered in the next three years for Chore Service staff:</i></b></p>	<input type="checkbox"/> *
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Please answer these additional questions specific to the delivery of Chore services:

A. Indicate why you feel providing this service is important in your geographical area. Specifically, how will it impact socially isolated, low-income and/or minority individuals? Please provide your area's demographic data, recent outcomes achieved, etc. to explain your answers.

B. Will any part of the proposed service be sub-contracted?       YES     NO

If yes, please explain: