

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

**SERVICE REQUEST & DESCRIPTION**  
**For**  
**NUTRITION: Congregate Meals**

**Applicant/Organization’s Name:**

**Geographic Area to be Served:**

Funding Sources: Title III-C1, NSIP

Reference: AASA Operating Standard for Service Programs Sec. III; VIII.C-3

Unit of Service: One meal served to an eligible participant

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 by all proposers requesting congregate meal funding. Any questions not completed may delay or prohibit approval of this application.

	Agree (X)
<p><b>Definitions &amp; Service Delivery</b></p> <p>1. Nutrition providers are encouraged to provide programming at the congregate meal sites that include activities and meals. Suggestions include but are not limited to:</p> <ul style="list-style-type: none"> <li>a. Offering a take-out meal upon completion of an activity at the meal site that does not occur immediately before or after the meal;</li> <li>b. Mobile congregate sites that move to different locations to serve, also known as “pop-up” sites; and</li> <li>c. New meal options such as smoothies, vegetarian choices, and other non-traditional foods</li> </ul> <p><b><i>Give 2-3 specific examples of activities and programs that are regularly conducted at congregate meals sites to encourage/increase participation:</i></b></p>	<input type="checkbox"/> *
<p>2. <b><i>Does the menu have choices/alternatives, such as salad bars, available to accommodate client preferences?</i></b></p> <p><b><i>If yes, explain how this is accomplished and to what extent:</i></b></p>   <p><b><i>If no, explain reasons why not:</i></b></p>	<input type="checkbox"/> Yes*  <input type="checkbox"/> No*

<p>3. <b>Describe any other efforts made in the past year to increase participation at congregate meal sites:</b></p>	<p style="text-align: center;">*</p>
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Please answer these additional questions specific to the delivery of congregate meals:

A. How are congregate meals promoted by your organization?

B. Complete the following information on all sites where congregate meals will be served: (add additional rows if needed; please format table so that it falls on one page)

Site Name	County	Days Open	Service Hours	Current average # of OAA eligible meals

C. Are there any changes planned to the number of congregate meal sites (openings or closings), days open or hours for FY 2020?     Yes  No

If yes, please describe in detail:

D. If proposed units are less than the previous year, please provide an explanation of why and how the program plans to increase participation:

E. Full cost of meal for non-eligible participants:

F. Suggested donation for eligible participants:

G. Describe the process for seeking donations from eligible participants:

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

If yes, please explain: