

EIS-HHS-AOA-REG2
Moderator: DONNA BETHGE
November 16, 2022
12:00 pm CT

Coordinator: Thank you for standing by. Today's call will be recorded. If you have any objections, you may disconnect at this time. I'd like to inform all parties that you are in a listen only mode until the question and answer session. During that time, if you'd like to ask a question, you may press star 1. I'd now like to turn the call over to your host, Donna. You may begin whenever you're ready.

Donna Bethge: Thank you, Becca. Hi everyone. My name is Donna Bethge and on behalf of the Administration on Aging, Administration for Community Living, I'd like to thank you for joining us today. I am also joined by my colleague from ACL's Office of Grants Management, Aiesha Gurley, who will be available for the question and answer part of today's call at the end. Today, we'll be discussing the Notice of Funding Opportunity number HHS-2023-ACL-AOA-FPSG-0005, which is titled 2023 Empowering Communities to Deliver and Sustain Evidence Based Falls Prevention Programs.

For fiscal year 2023 we anticipate that this will be the only Notice of Funding Opportunity for ACL's Falls Prevention Program. I am the primary contact person and you can find my contact email on page 12 of the Notice of Funding Opportunity. During this call, we'll be reviewing the Administration

for Community Living's vision related to this grant opportunity, some key award information, including who is eligible to apply, items of note in the funding opportunity, and then we'll wrap up with some questions and answers.

Throughout the review of the funding opportunity I'll be referencing the PDF with the instructions for applying, which is posted on Grants.gov. To find this PDF you can do the following: go to Grants.gov, locate this Notice of Funding Opportunity, go to the package tab, click on the preview link which is kind of at the lower right, click on the download instructions which is in the middle of the page on the right. This page also contains all of the mandatory forms for applying.

A frequently asked questions document was also posted on Grants.gov. To find this PDF please do the following: go to the related documents tab and then find and click on the frequently asked questions file name, to download and save that document. It would be really helpful to download these documents so you can follow along during this presentation.

We're going to start with the ACL overall vision. The Empowering Communities to Deliver and Sustain Evidence Based Falls Prevention Programs funding opportunity reflects ACL's vision to help communities develop capacity, implement and sustain Evidence Based Falls Prevention Programs as a strategy to reduce falls and fall risks among older adults and adults with disabilities, particularly those in underserved geographic areas and populations, as defined by the Executive Order on Advancing Racial Equity and Support for Underserved Communities through the federal government.

Falls are preventable. The known modifiable risk factors can be addressed through risk assessment and targeted clinical intervention and community based programs. Participation in Evidence Based Falls Prevention Programs

can improve confidence, decrease fear of falling, and result in fewer falls and injurious falls. The goal of this funding opportunity is to increase that number of individuals who participate in these Evidence Based Falls Prevention Programs, while pursuing the sustainability of these programs beyond the end of the grant period.

Here is some key award information. As I mentioned earlier, we anticipate that this will be the only ACL falls prevention funding opportunity for fiscal year 2023. It will be highly competitive. Approximately \$3.5 million is available for an estimated six to eight cooperative agreements. So to give you an idea of how competitive our falls prevention grant opportunities are, in the 2022 ACL falls prevention program competition, we received 42 applications and awarded seven grants, which was about 17% of applicants that were funded.

Grants will be awarded a total amount ranging from \$400,000 to \$600,000 for the four-year fully funded grant period, subject to the availability of funds. Your request should not exceed the four-year ceiling of \$600,000. Fully funded means that these grants receive all their grant funds upfront for the four-year project and budget period. I want you to note that the four-year project period is a change from previous fiscal years, where funds were awarded for a three-year project period. This will allow for the substantial time and effort to plan and build the foundation necessary to implement and sustain programs in areas with little to no programming, as well as conduct outreach to underserved communities and populations.

The National Falls Prevention Resource Center is housed at the National Council on Aging, known as NCOA. NCOA will provide technical assistance, educational opportunities, and manage the national falls prevention database.

Eligible applicants for this funding opportunity are listed on page 9 of the funding opportunity. They are: domestic public or private nonprofit entities, including state governments; Native American tribal organizations; public housing authorities, or Indian housing authorities; special district governments; nonprofits having a 501(c)(3) status with the IRS; city or township governments; public and state-controlled institutes of higher education; independent school districts; private institutions of higher education; Native American tribal governments; county governments; faith-based organizations; and community organizations.

Individuals or private companies, and foreign entities, are not eligible to apply.

Note that organizations that were direct recipients of ACL prevention and public health funds falls prevention grant awards in FY 2019, FY 2020 FY 2021 and FY 2022, are not eligible to apply for this FY 2023 Notice of Funding Opportunity. Please also note that this Notice of Funding Opportunity does not require cost sharing or matching.

Funds will be awarded under the terms of a cooperative agreement, meaning that ACL will have substantial involvement and collaboration with the recipient organization. You can see pages 7-8 for a list of the grantees and ACL responsibilities to be executed. Applicants must specify a project director in their application. The project director, also sometimes referred to as the principal investigator, is the primary point of contact on matters involving the application. This should be the individual that would actually oversee the work of the proposed project, and does not have to be a senior leader or executive at the organization.

The project director should be actively involved in the writing of the proposal and be able to answer any of our ACL questions about the application. Please ensure that you list the name and the contact information for the project director on page 1 of the SF-424 that you submit with your application. There are a couple of key dates. The letter of intent is due on December 7, 2022. This is highly recommended as it is helpful for ACL internal planning purposes. This letter of intent does not need to be formal. An email indicating the Notice of Funding Opportunity title and number, and your intention to apply, is sufficient.

The deadline for a submission of applications is 11:59 pm Eastern Time on January 11, 2023. However, we strongly encourage you to submit your application to Grants.gov seven days prior to the application closing date, in case you experience any technical issues. The anticipated Notice of Grant Awards and the project period start date is May 1, 2023.

There are some application screening requirements. In order for an application to be reviewed, it must meet all six of the following screening criteria. And these are listed starting at page 9 of the funding opportunity.

Number one, applications must be submitted electronically in Grants.gov by 11:59 pm Eastern Time January 11, 2023. This information is listed in Section 4.3 of the Notice of Funding Opportunity under submission dates and time.

Number two is the project narrative section of the application. It must be double-spaced on 8-1/2x11 inch plain page with a 1-inch margin on all sides, and a standard font size of no less than 11 point Times New Roman or Arial. If you single-space in the narrative your application may be screened out.

Number three is the project narrative must not exceed 20 pages. Note though that the project work plan, letters of commitment, project map, organizational chart, budget narrative justifications, and vitae of key project personnel are not counted a part of the project narrative for the purposes of the 20-page limit. Specific instructions for formatting the project narrative, begin on page 12 of the funding opportunity. Please read these instructions carefully. To make it as easy as possible for reviewers applicants are required to use the five headings that are listed on page 13 to organize the narrative and provide a table of contents for any appendices to the application.

Number four, applications must include a proposed budget narrative justification for years one, two, three, and four, along with a combined budget narrative justification for the proposed four-year 48-month budget period. The proposed combined budget narrative justification must not exceed the total award ceiling of \$600,000.

Number five is applications must include a project work plan for years one, two, three, and four. Project work plans must be consistent with a proposed project narrative and budget narrative justification.

Please carefully review the requirements for the work plan and budget narrative justification. There are simple templates provided to guide you, and we highly recommend that you adhere to these directions provided.

And then number 6 of the application screening requirements is applicant must not have been a direct recipient of an ACL (PPHF) falls prevention grant award in the following years - FY 2019, FY 2020, FY 2021, and FY 2022.

There are several items to note in the Notice of Funding Opportunity. The falls prevention funding opportunity has two goals, which are listed on page 5.

Goal number one, is to develop capacity, to increase the number of older adults and adults with disabilities, to participate in Evidence Based Falls Prevention Programs; to empower them to reduce falls and/or their risk of falls. Applicants must propose goals and major outcomes that will align with this goal, and describe a comprehensive strategy for building capacity for, and implementing, and disseminating the proposed falls prevention program.

All applicants must propose to offer two or more programs on the pre-approved list of programs in Appendix A in the funding opportunity. At least one of the programs proposed must be made available for and delivered in, a remote format, for example, by video conference. The National Falls Prevention Resource Center at NCOA, maintains a web site that tracks remote program guidance by program. This is linked in the Notice of Funding Opportunity.

Note that the NCOA web site includes programs on the pre-approved list in Appendix A, as well as other programs not on the list. For this funding opportunity, applicants can only propose programs on the pre-approved list in Appendix A. Applicants should contact the program developer/administrators, for any programs that they're interested in delivering remotely, to confirm that one, the programs are allowed for remote delivery; and two, that training is readily available for applicants who need it.

If you do not have existing capacity to deliver a program you are proposing to deliver, you should contact the program developer and/or administrators to ensure that training is available within the first three months of the award. If you do have capacity please provide a letter from your organization's leadership describing your capacity, and attach the letter as an appendix to your application. Don't submit letters from master trainers or program leaders.

Participants and completer targets for your proposed programs, should be realistic and achievable.

As noted in the funding opportunity on page 7, awardees will be held accountable for achieving approximately 25% of their program participant targets by the end of year one of their project, 50% of their target by the end of year two, 75% by the end of year three, and 100% of that target by the end of year four. Awardees will be asked for an affirmation to reach these goals within the funding period. The National Falls Prevention Resource Center at NCOA has developed a tool to assist applicants with developing realistic and achievable targets. This tool is included in Appendix D in the funding opportunity.

All applicants must also describe the underserved population to be served by the proposed program in an effort to advance equity and falls prevention program scaling and participation. Please take the time to review the Executive Order on Advancing Racial Equity and Support for Underserved Communities through the federal government.

Goal two, which is on page 5, is to identify and implement one or more robust strategies that will promote the sustainability of these Evidence Based Falls Prevention Programs.

All applicants must describe how they will establish or enhance the sustainability of their proposed falls prevention programs. The goal of sustainability is to integrate and embed evidence-based programs into a community network of coordinated health and social services, so that they become a routine and integral component of your organizations operations. Sustainability strategies can include a combination of approaches, including from healthcare entities, other federal funding, philanthropy, public funding,

Older Americans Act Title 3D, or development of referral partnerships or other.

Applicants will be expected to detail how they will address both of these goals in the funding opportunity, in the project narrative section of their application. All applications are also required to include letters of support and commitment. The letters should be included from:

One - key partners, particularly those named in the project narrative as having a significant role in the proposed project. Your letters must describe the specific role for each partner.

Number two - state units on aging.

Number three - all area agencies on aging within your identified geographic service area.

Number four - from the program administrator for the program or programs that you proposed if there's not adequate capacity and training and training is needed in the program. Applicants are expected to begin delivering their proposed falls prevention programs within three to six months after receiving their notice of award. It's really important for you to get in touch with the program administrator while you're developing your application, to ensure that training for your proposed program will be available if you need it.

If the state unit on aging or your area agency on aging decline to provide a letter, you should include evidence that you made the request, for instance, an email in your application. The state unit on aging and area agency on aging letters are not required for applicants that are tribal entities. In lieu of these letters, tribal applicants should include a tribal resolution that states the

reasons they are applying for the grant, and commitment to executing the grant activities, should it be awarded.

It's important to emphasize that each of these letters should clearly describe the specific role that each of these entities will play. The quality of the letter content is more important than the quantity of the letters submitted.

Please carefully review the requirements for the work plan and the budget narrative justification. There are sample templates provided to guide you, and it's strongly recommended that you use these templates and follow these guidelines. For more details about the required sections of the project narrative, see pages 12-20 of the funding opportunity.

The review criteria are the criteria by which your application will be scored. Those begin on page 24 of the Notice of Funding Opportunity. You'll notice that these criteria mirror the detail requested in the project narrative. We encourage you to closely study the review criteria and make sure that you're addressing these in your narrative and your application material.

Lastly, the appendices of the funding opportunity, provide a wealth of resources and information, for example, the list of allowable programs, definitions of terms and links to useful documents. These are provided to assist in completing the application, so please take the time to review these. So Becca, at this point, we can open up the call for questions.

Coordinator: If you'd like to ask a question at this time, please press star 1. Again, that is star 1. One moment for our first question comes from (Nancy Frank). Your line is now open.

(Nancy Frank): Hi there. I actually have two quick questions. When you talk about underserved communities and areas of high need, are you defining that strictly by race or could it be an over-representation of the older adult population, or could it be targeting the extremely isolated people in their homes?

Donna Bethge: Hi, (Nancy). Thank you for the question. For this, what we are recommending is that you read the presidential guidelines in the Executive Order on Advancing Racial Equity and support for underserved communities through the federal government. There are several categories defined in that, and you can also find those lower down in the narrative section of the funding opportunity. But that's where we would like you to base your decision on the underserved population that you would like to serve.

(Nancy Frank): But is it focused on racial inequality.

Donna Bethge: Not necessarily.

(Nancy Frank): Okay. I'll read it more carefully. Thank you. And then the other question is, these evidence based programs haven't always been tested on Native American populations, or maybe even Latinx. And is there any room for adaptation of these models to be culturally appropriate?

Donna Bethge: So we do understand that adaptations, especially in certain populations, would be very applicable. We recommend that you reach out to the program developer /administrator. Some of them do have recommendations for adaptations. The key goal here is to apply the evidence based program as the evidence leads it. So we need you to follow the fidelity of the program. But for any particular program, we recommend that you reach out to those program developers and administrators. Those are all listed in the funding

opportunity in Appendix A. They're all linked to the programs that are pre-approved.

(Nancy Frank): Thank you.

Coordinator: Our next question comes from (David Carrado). Your line is now open.

(David Carrado): Thanks for taking my question. Mine is on these evidence based programs. Do you know, is there a charge for being trained on these programs or for using their program?

Donna Bethge: Hi, (David). Thank you for the question. And it varies from program to program. There are some fees for training for certain programs. There are other programs that do not have fees. So for each of the guidelines on those you will need to consider what program you would like to propose, and reach out to that program developer and administrator. Each program varies in terms of their licensing and their training fees.

(David Carrado): Great. Thank you so much.

Coordinator: Our next question comes (Debbie Smith). Your line is now open.

(Debbie Smith): Thank you. Thank you for this opportunity. You talked about, and I just want to clarify, that if training is needed the expectation is to begin delivering the program to the program recipients in what period of time? I want to make sure I heard that right.

Donna Bethge: Thanks, (Debbie). Yes. So the expectation is that you will begin delivery to your program participants within three to six months of the grant award.

(Debbie Smith): Right.

Donna Bethge: That's why we recommend that you reach out to the developers and administrators now, to ensure that there will be training available as the award is granted.

(Debbie Smith): Okay. Thank you. Thank you.

Coordinator: As a reminder, if you'd like to ask a question, please press star 1. Our next question comes from (Julia Crowley). Your line is now open.

(Julia Crowley): Hi, thank you. I'm working with blind and vision impaired people. And many of these evidence based programs have to do with exercise. I'm assuming that some of them may be adaptable. But I'm wondering if there's room in there for I guess, adaptations for any of these programs for blind and vision impaired.

Donna Bethge: Yes. Thank you for asking that. It's very similar to the previous adaptation discussion we had. You will need to reach out to the program developer and administrator of any program that you propose, to see what adaptations would be allowed that still fit the fidelity of the implementation of the evidence of the program. Because we have such a varied menu of programs, I can't give you an across the board answer to that. You would need to reach out to each individual program developer and administrator for guidance on that.

(Julia Crowley): I appreciate it. Thank you.

Coordinator: Our next question comes from (Liz Bridley). Your line is not open.

(Liz Bridley): Thank you. We are a previous grantee, and with the new requirement our organization is no longer eligible to apply. I was curious if a different entity

were to apply with a proposal to build off of our current project, would they be screened out, or would their application be considered?

Donna Bethge: Thanks (Liz). Great question. The language in the Notice of Funding Opportunity does state that direct recipients of the PPHF falls prevention funding in 2019, 2020, 2021, and 2022 are not eligible but it does not restrict partners, subrecipients, or other organizations. So yes, another organization that would apply under a different EIN number, would be eligible to apply.

However, the primary goals of the funding provided for organizations through this grant program are to provide seed funding for organizations to build their capacity for Falls Prevention Evidence Based Programs, as well as identify and implement one or more strategies to sustain those programs. Sustainability continues to be a key piece of these awards. But for a direct answer, another organization would be eligible to apply.

(Liz Bridley): Thank you.

Coordinator: As a reminder, if you'd like to ask a question, you may press stars 1 to get into the queue. Again, that is star 1. Our next question comes from (Megan Grenada). Your line is now open.

(Megan Grenada): Hi. Can these funds be used to hire new staff to provide these services, or to supplement salaries of existing staff?

Donna Bethge: Yes. Program funding can be used for staffing costs in order to maintain and administer these programs. If you look in our frequently asked questions there are a couple - and I'm looking to see which number it is so that I can direct you to it. Number 28 in the FAQs - it's allowable to pay direct service costs, including salary and expenses as part of startup costs. So the intent of the

announcement is to embed the program into ongoing operations. But you certainly can use the grant funds to pay for salaries and expenses.

Coordinator: Okay. Your next question comes from (Carla Frase). Your line is now open.

(Carla Frase): Hi. Thank you so much. One quick question - if I am from an agency who is the area agency on aging, and if there are other agencies in our area that are requesting letters, are we competing against ourselves providing such letters?

Donna Bethge: In the Notice of Funding Opportunity we call those letters of support. So they're not letters of decisions for an area agency on aging, or a state unit on aging. They're just to show support of the application.

(Carla Frase): Perfect. Thank you so much.

Coordinator: Next question comes from (Kathy Hodge). Your line is open. Thank you.

(Kathy Hodge): Yes. So we are a hospital who also has a senior care behavioral center. Could we use that funding to help with falls within the hospital? Or is it strictly for outside of the hospital?

Donna Bethge: From what I understand of your question you have a geriatric program within the hospital, and you're wondering whether these workshops could be held within the hospital itself. Is that correct?

(Kathy Hodge): Yes. And could we also use like some of the funding to help buy additional equipment to prevent falls, for the patients within the hospital?

Donna Bethge: Right. I'm going to give a preliminary answer, but then I'm going to turn it over to Aiesha, who's really our fiscal guru on this. You can hold the

workshops within the hospital. It's a type of referral system towards these programs. As for the funding, there are very specific things that this grant funding can be used for. And Aiesha, I'm going to turn it over to you if you don't mind, to go into more detail.

(Aisha Gurley-Perry): Hi. This is Aiesha Gurley. Thank you, guys, for having me on your call today. So as it relates to you guys hosting conferences or hosting trainings, funds with certain grant funding cannot be used to host conferences. They can be used to host meetings, but you cannot provide food or anything of that sort. So you will have to stay within the purview of the Notice of Funding Opportunity that ACL currently has out. If your agency, meaning the hospital, I'm hearing that you guys are working for applying for the grant, then you guys may use those funds according to what the grant has stipulated inside the NOFO.

Donna Bethge: Thank you, Aiesha. And to expand upon that, I think (Kathy), you were asking also about supplies or equipment. And the supplies or equipment that are allowable are going to be associated with the falls prevention program directly. So there are some programs that require weights and things like that. But if you have a specific question about other equipment, if you'll just send us an email to Aiesha and myself, we can give you a little bit further guidance on that specific to the Evidence Based Falls Prevention Program itself.

(Kathy Hodge): Okay. Thank you.

Coordinator: And there are no further questions at this time.

Donna Bethge: Thank you, Becca. I'm just going to say thank you to everybody, for taking the time to join this call today. Please remember, as I mentioned, that there is a frequently asked questions document that's posted on Grants.gov. It's under

the related documents tab. A recording of this call will be available approximately one hour after this call concludes at the number listed in the funding opportunity, on page 3. I hope you all have a great day. Thank you for joining. Thanks for your passion in falls prevention.

Coordinator: Thank you everyone, for your participation. That concludes today's call. You may disconnect at this time.

END