



# FY27 & FY28 Evidence-Based Disease Prevention and Health Promotion Services (OAA Title IIID) NOFA Questions and Answers

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## GENERAL CONTRACT

### Application / Proposal Process

#### Important information regarding proposal submission process:

ARC's Office of Procurement has made updates to the ARC Procurement website which may impact your proposal submission process. **Please don't wait until the last minute to submit your proposal.**

**Any potential bidders must now create login credentials to apply for all ARC related solicitations.**

All bidders must Register on the site, but you do not have to complete the Vendor Application in order to submit your proposal for this opportunity.

Below is the link to the newly updated procurement page, which is now live and available for all vendors to reference and instructions on how to Register.

<https://procurement.atlantaregional.org/opportunities/>

#### USER ACCOUNT REGISTRATION

A user account is required to submit proposals for open bids. Follow the steps below to create your account:

1. Visit the Procurement Portal home page and click the **Register** button.
2. Complete the registration form with your contact information.
  1. If your business is **not** already an approved vendor with ARC, select **"No"** under Are you associated with a previously registered vendor of this site? and enter your business name when prompted.
  2. If your business is already an approved vendor, select **"Yes"** and enter your Business FEIN or Tax ID so your user account can be associated with the existing vendor record.
3. Click the Register button to submit your user registration information.
4. After submitting your registration, you will receive a confirmation email. Click the link in the email to verify your account and create your account password.
5. Once your password is created, sign in to the Procurement Portal to submit your proposal and/or begin the vendor application process.

**Note:** To receive an award, you must also complete the vendor approval process.



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## **Q Are additional forms, registration steps, or specific deadlines required for this Letter of Intent?**

A Letter of Intent is not required for this application. All details and associated documents related to the NOFA, including directions, templates/forms and deadlines are provided in the Evidence-Based Disease Prevention and Health Promotion Services NOFA opportunity listed in the Procurement Opportunities section of ARC's website: [FY2027 & 2028 Evidence-Based Disease Prevention and Health Promotion Services - ARC Procurement](#). All documents required can be found by clicking on Attachments.

## **Q Does ARC provide preferred templates or minimum content requirements for client contribution, cost share, and client complaint policies, or may agencies submit existing policies that meet DHS Division of Aging Services standards?**

Each applicant must have written policies for Cost share, client contribution and client s that are consistent with Georgia Division of Aging Services (DAS) policy as outlined in PAMMS [202.9 Program Guidelines and Requirements :: PAMMS](#) and [202.5F Program Guidelines and Requirements: PAMMS](#). ARC does not have a template.

## **Q Many of the questions on the pre-risk assessment worksheet seem to be directed at a former awardee. I wanted to make sure we are allowed to apply for the funding.**

The NOFA is open to all organizations who wish to apply. Both new and former awardees must complete the DHS Pre-Award Risk Assessment, which is included within the Financial Components workbook.

## **Funding & Awarding**

### **Q What is the amount of funding allocated for this NOFA?**

The available funding detailed in this NOFA - \$121,261 for Title IIID - is a one-year projection based on the SFY 2027 Planning Allocation provided by DAS. The projections are subject to change based on the actual allocations received by ARC. The amount of the grant awards under this NOFA are contingent upon ARC's receipt of funds from Older Americans Act Title IIID. The funds indicated may be distributed across multiple entities depending on award decisions determined by ARC. Please see Appendix A of the NOFA on page 14.

## **Other General**

### **Q For purposes of the Uniform Cost Methodology, should background check and fingerprinting costs be allocated per facilitator, per workshop, or amortized across the proposed program year?**

Background check and fingerprinting costs are required for any staff and facilitators (volunteers or staff) funded by the grant award and are working directly with the program, program participants and/or have access to program/client data. Your anticipated costs for background checks should be included in the UCM spreadsheet. The proposer must decide how to allocate this expense based on what they are proposing to offer. Please review the UCM Manual which was included in the NOFA documents for additional guidance on how to complete the UCM.

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## **Q When you share the questions on the 5th, will all the questions that have been asked be shared on your website, or will you share the answers to those individually?**

All questions received will be answered in the NOFA Questions and Answers Document and will be posted on ARC's websites by February 5th at 5 pm. Persons who submitted questions will not receive individual responses but can view the response to their questions on the NOFA Question and Answers Document posted on ARC's website.

## SERVICE SPECIFIC

## **Q Would medical alert devices be an allowable service to be proposed through this NOFA?**

No, medical alert devices are not an allowable service through this NOFA. The only services available for proposal through this Evidence-Based Disease Promotion Services NOFA are the 8 evidence-based programs specifically listed on page 7 of the NOFA and listed below.

- Bingocize ([www.bingocize.com](http://www.bingocize.com))
- CDSME-CDSMP -Chronic Disease Self-Management Education-Chronic Disease Self-Management Program ([www.selfmanagementresource.com](http://www.selfmanagementresource.com) )
- CDSME- Diabetes- Chronic Disease Self-Management Education – Diabetes ([www.selfmanagementresource.com](http://www.selfmanagementresource.com))
- A Matter of Balance ([www.mainhealth.org](http://www.mainhealth.org))
- Tai Chi for Arthritis and Falls Prevention([www.taichiforhealthinstitute.org](http://www.taichiforhealthinstitute.org))
- CDSME-CPSMP – Chronic Disease Self-Management Education – Chronic Pain Self-Management Program ([www.selfmanagementresource.com](http://www.selfmanagementresource.com))
- Mind Over Matter: Healthy Bowels, Healthy Bladder (MOM) ([www.wihealthyaging.org](http://www.wihealthyaging.org))
- Powerful Tools for Caregivers ([www.powerfultoolsforcaregivers.org](http://www.powerfultoolsforcaregivers.org))

## **Q Would a program offered through domiciliary care at Emory University be responsive to this NOFA?**

ARC does not specify the setting in which the list of evidence-based programs has to be delivered as long as it meets the specific program implementation requirements for set up, minimum/maximum number of participants, etc. as defined by the licensing organization and program requirements.

## **Q The NOFA indicates applicants are to cover the cost of CDSMP lay leader training. Does ARC offer training for new CDSMP lay leaders, or is this external training provided by another organization? Is CDSMP lay leader training offered by more than one source, or just one?**

ARC does not normally provide CDSMP lay leader training opportunities directly. Training can be coordinated through the Self-Management Resource Center ([www.selfmanagementresource.com](http://www.selfmanagementresource.com))



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and details regarding training and their training calendar can be found [here](#). There may be other organizations who also provide new CDSMP leader training, but awardees must ensure they are actively certified through the Self-Management Resource Center to provide CDSMP lay leader training.

### **Q Will ARC assist with coordinating training with other EBP providers in the area? (Specifically, Tai Chi)?**

Awardees are responsible for coordinating their own training. Specifically for Tai Chi, ARC annually coordinates open instructor training and recertification opportunities which awardees could take advantage of. Awardees would still be expected to cover the cost of fees for instructor training or recertification through these opportunities.

### **Q How should I reference and document prior community-based health education activities in my ARC application to demonstrate readiness and capacity? Specifically:**

- **Is it appropriate to include these activities as evidence of readiness and capacity?**
- **What forms of documentation are acceptable (e.g., session outlines, letter of support from the host church)?**

ARC encourages collaboration with community organizations. The proposal response template should include all applicable information relevant to organizational capacity or the specific program(s) you are proposing. Only requested documents should be included in your submission. Applicants should not submit documentation not specifically requested in the proposal.

## DATA SYSTEM RELATED

### **Q Could you please clarify whether we should continue submitting the pre- and post-surveys to ARC, or if, upon award, we will be responsible for entering the survey data directly into DDS?**

All awardees will be required to enter data from pre/post surveys into DDS as required for reimbursement for costs incurred pursuant to this grant as well as submit hard copies or scanned encrypted email copies to ARC. Any workshops being delivered in the region in conjunction with ARC, with a start date prior to July 1, 2026, would continue to operate in accordance with current guidance from ARC.

### **Q Can you clarify exactly what data elements are required to be entered into the state system for this service?**

All required data elements outlined for evidence-based programs in the Policy and Manual Management System (PAMMS) are expected to be recorded in Wellsky/DDS. [DAS PAMMS Policy](#)  
Templates of data collection tools required by DAS will be provided to awardees.