

A photograph of children in yellow shirts fishing by a river. One child in the foreground is smiling at the camera.

SAN JOSE
PARKS, RECREATION &
NEIGHBORHOOD SERVICES

Pre-Proposal Workshop

Older Adults (50+) Health & Wellness
(OAHW) Grant Program

Thursday, May 2, 2024

Welcome & Introduction

- Pre-Proposal Workshop will be recorded and posted on WebGrants
- Please rename yourself with your name and the agency you represent
 - 3 dots in right hand corner of your Zoom box
- Please type all questions in the Q&A feature
- We will answer as many questions as we can today. All final responses to questions will be answered and posted in an addendum in WebGrants

OAHW Grants Administrative Team

Adriana Copado, Grants Analyst II
Adriana.Copado@sanjoseca.gov

Maribel Goulet, Senior Analyst
Maribel.Goulet@sanjoseca.gov

Petra Rigüero, Program Manager
Perta.Rigüero@sanjoseca.gov

OAHW Program Service Team

Janine Bray, Recreation Program Specialist

Janine.Bray@sanjoseca.gov

Rhonda Vargas, Recreation Supervisor

Rhonda.Vargas@sanjoseca.gov

Jeremy Shoffner, Recreation Superintendent

Jeremy.Shoffner@sanjoseca.gov

Agenda

- Welcome and Introductions
- Timeline
- OAHW Background and Overview
- Scope of Work
- OAHW Entry Criteria
- OAHW Application Information
 - Q & A
- WebGrants Live Tutorial
 - Q & A

Timeline

ACTIVITY	DATE
Release of Funding Opportunity	April 18, 2024
Pre-Proposal Workshop	May 2, 2024
Q&A Posted on WebGrants	May 9, 2024 May 23, 2024
Deadline for all Questions	May 2, 2024 May 17, 2024
Proposals Due	May 30, 2024
Notice of Inclusion on the Eligible Service Provider List	June 27, 2024
Deadline to Appeal Eligible Service Provider List	July 5, 2024
Notice of Award (<i>Date subject to change</i>)	July 2024
Grant Service Period Begins	October 1, 2024

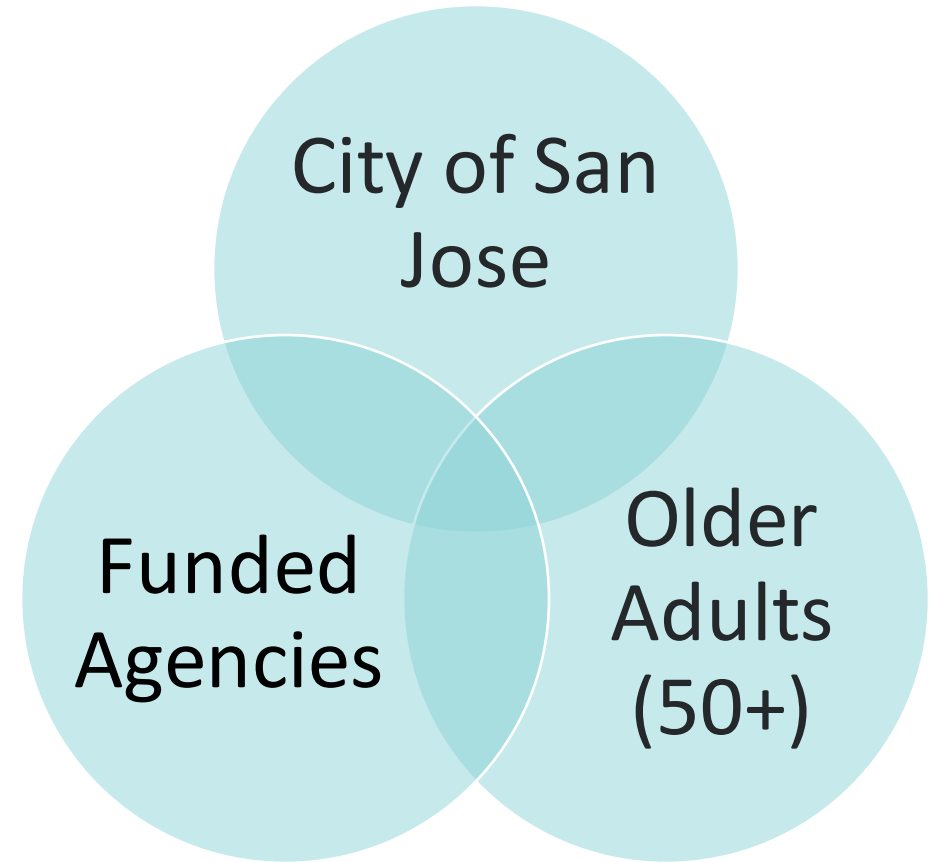
A photograph of children in yellow shirts fishing by a stream. The scene is bright and sunny, with reflections on the water. The children are focused on their fishing rods.

SAN JOSE
PARKS, RECREATION &
NEIGHBORHOOD SERVICES

OAHW BACKGROUND AND OVERVIEW

Background

- **Mission of OAHW:** To reduce social isolation and improve the health and wellness of individuals ages 50 and up by providing quality programs at Santa Clara County (SCC) sponsored Senior Nutrition Program (SNP) sites and additional service locations within the City of San José.



Goals

The goals of the Older Adults (50+) Health and Wellness Grant Program are:

- ***Social Inclusion*** - To provide a safe and inclusive place for older adults to engage in quality programs that are easily accessible, at senior nutrition sites throughout the City of San José.
- ***Personal Independence*** - To provide a range of supportive health and social services to older adults to maintain their personal independence.
- ***Accessibility*** - To provide a variety of free or affordable support services, health and wellness promotion and educational classes, and age-friendly programming.

Summary of RFQ

- The Request for Qualifications (RFQ) is designed to create partnerships with organizations who provide quality services aligned with OAHW goals.
- Total Funding Allocation (2024-2025): \$526,434
- Eligible Service Provider List
- Prioritizing programs with the following measurable outcomes:
 - The enhancement of an existing program; or
 - By initiating a new program; or
 - Through the restoration of a program with a prior record of significant success.

A photograph of children in yellow shirts fishing by a stream. The scene is bright and sunny, with reflections on the water. The children are focused on their fishing rods.

SAN JOSE
PARKS, RECREATION &
NEIGHBORHOOD SERVICES

SCOPE OF WORK

Entry Criteria

Eligible Applicants

Applicants must be one of the following entities:

- A government agency: or
- A private nonprofit agency with current 501(c)(3) status; or
- A faith-based entity

Target Population

Projects must serve the following OAHW target population as identified

- Older Adults ages 50 and up; and
- Older adults that attend Santa Clara County (SCC) sponsored Senior Nutrition Program (SNP) sites located in San José; and
- Older adults who are San José residents

Service Locations

Services must be provided to at least one Santa Clara County sponsored Senior Nutrition Program Site located in San José.

Service Locations

PRNS seeks to enhance health and wellness services at Santa Clara County sponsored Senior Nutrition Program (SNP) sites.

(See current list of service locations section 2.2 in the GIR.)

- Service proposed must be provided to at least one of these sponsored sites located in San Jose.
- Agencies may propose to serve additional sites that are non-Santa Clara sponsored SNP sites within the City of San Jose.
 - The City may only fund one non-Santa Clara sponsored SNP site and will determine award based on available funding, direct service proposed and applicant's organizational capacity to serve an additional site.

Priority Service

- PRNS will place a higher priority on those proposals that include services to individuals with the greatest economic need and the greatest social need.
- Greatest Economic and Social Need (*refer to section 2.3 of GIR*).



Service Categories

- The OAHW grant program seeks to fund a wide variety of programs and services to help older adults achieve their maximum possible levels of health and independence.
- Proposed programs and services must have:
 - measurable outcomes that align with the Service Category outcomes
 - support the goals of the OAHW program.
- **Service Category 1:** Support Services
- **Service Category 2:** Health and Wellness Promotion & Educational Classes
- **Service Category 3:** Age-Friendly Programming

Service Category 1: Support Services

- Provides older adults with:
 - case management services
 - information and referral/assistance
 - specialized services.
- The service model should include regular contact with the participant by the agency to ensure that individualized services and resources provided continue to meet the needs of each older adults (50+) participant.
- Program examples include, but are not limited to:
 - a. Scheduling health appointments
 - b. Arranging transportation
 - c. In-home services, and personal care options
 - d. Housing/homeless resources
 - e. Food assistance
 - f. Mental Health services/resources
 - g. Financial assistance services/resources (ex. Tax preparation)
 - h. Language interpretation and translation services



Service Category 2: Health and Wellness Promotion and Educational Classes



- Provides education or access to preventative health services, health risk assessments, routine health screenings, and/or nutrition counseling that promote improved nutrition, emotional, physical fitness and fall prevention.
 1. Fall Prevention Classes
 2. Exercise Programs
 3. Health and Wellness Services
 4. Evidence-Based Programs

Service Category 3: Age-Friendly Programming

- Promotes social inclusion, reduce ageism, increase access to intergenerational activities, decrease social isolation of older adults, increase use of parks as outdoor fitness areas, and provide access to technology education while aligning with the OAHW goals.
- Program examples may include, but are not limited to:
 - a. Technology Education
 - b. Programs that promote socialization/reduce isolation (ex. Special Events)
 - c. Intergenerational Programming



Note: Age-Friendly Programming Services is limited to 25% of the total proposed services per agency.

A photograph of children in yellow shirts fishing by a stream. The scene is bright and sunny, with reflections on the water. The children are focused on their fishing rods.

SAN JOSE
PARKS, RECREATION &
NEIGHBORHOOD SERVICES

OAHW APPLICATION INFORMATION

Proposal Submission

- Proposals must be submitted in WebGrants by **THURSDAY, MAY 30th, 2024, by 4:00 PM**
- Please note that hard copy, paper, faxed or e-mailed proposals will **NOT** be accepted, and WebGrants will not allow proposals to be submitted after 4:00PM on Thursday, May 30, 2024.



Questions about the Proposal Process



- Applicants may submit written questions regarding the application process via email from April 18 – May 17, 2024.
- Please reference the application title and section in the subject line of the email.
- All questions must be emailed to Adriana Copado at Adriana.Copado@sanjoseca.gov

Evaluation Criteria

Evaluation Criteria	Weight
Proposal Responsiveness – On-time submission and all required information submitted	Pass/Fail
Mission/Vision	10
Experience and Community Involvement	20
Target Population/Outreach	10
Proposed Services	30
Evaluation Design	20
Program Performance	5
Proposed Budget	5
MAXIMUM POINTS	100
<i>Bonus Points (up to 7 Points)</i>	<i>Category Score</i>
1. Case Management Services at 7 Service Location(s) listed above in (Part 2. Section 2.2)	3
2. Proposing services in the category of Support Services to target population with the greatest economic and social needs at one or more Santa Clara County-sponsored Senior Nutrition Program Sites (see Part 2, Section 2.3.1)	2
3. Proposing services in the category of Age-Friendly to target population with the greatest economic and social needs at one or more Santa Clara County-sponsored Senior Nutrition Program Sites (see Part 2, Section 2.3.3)	2

Basic Information

- Select Service Category
- Provide the total number of direct service individuals (Unduplicated Participant Count) projected to serve during the service period
- Select the Service location(s) where proposed services and activities will take place

A photograph of children in yellow shirts fishing by a stream. The scene is bright and sunny, with reflections on the water. The children are focused on their fishing rods.

SAN JOSE
PARKS, RECREATION &
NEIGHBORHOOD SERVICES

OAHW FUNDING

Award Determination

Year 1



Years 2 & 3



Eligible Service Provider List

- Agencies that are included in the Eligible Service Provider List are not automatically eligible for funding.
- Final award recommendations are made with the available funding and OAHW service priorities in mind.



A photograph of children in yellow shirts fishing by a stream. The scene is bright and sunny, with reflections on the water. The children are focused on their fishing rods.

SAN JOSE
PARKS, RECREATION &
NEIGHBORHOOD SERVICES

GRANT AGREEMENT

Terms of the Grant Agreement

- Awarded agencies are required to enter into an agreement for OAHW program services and will also need to submit the following items for agreement development.
- Term of the agreement will be effective October 1, 2024 through October 31, 2025.
- All services must be completed by September 30, 2025.
- Draft agreements will be sent to awarded agencies for review prior to contract execution.

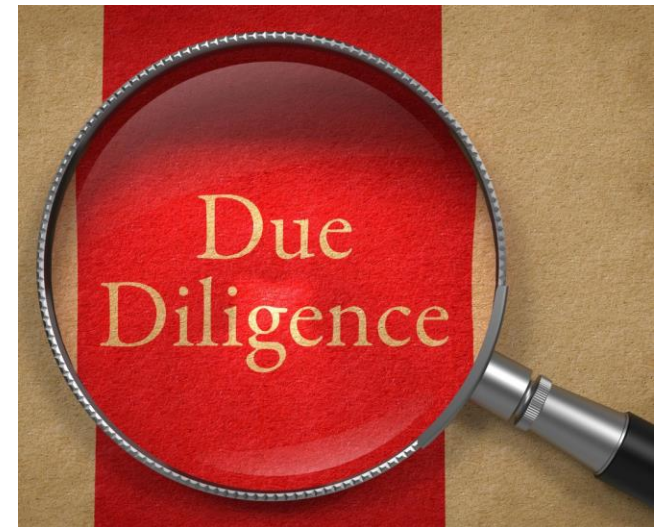
Required Documents

- Proof of 501 (c)(3) Status
- Certificate of Insurance
- Current City of San José business license
- Agency signature authority
- W-9 Form (if a first-time City of San José grantee)



Due Diligence

- The City of San José is required to check each agency's entity status prior to entering into a contract.
- Awarded applicants must be in "**Good Standing**" with the following government agencies at time of award notification:
 - California Secretary of State
 - City of San José Business Tax Certificate
 - Internal Revenue Service
 - Office of Attorney General
 - State of California Franchise Tax Board
 - Santa Clara County Fictitious Name Statement



Monitoring and Reporting Requirements

- OAHW Kick Off Workshop
- Monitoring Site Visits
 - Performance Measures and Program Outcome
- Quarterly Program Calendars
 - 4 quarterly calendars
- Mid-Year Program Report and Financial Report
 - April 15, 2025.
- Final Program Report and Financial Report
 - October 15, 2025.



A photograph of children in yellow shirts fishing by a stream. The scene is bright and sunny, with reflections on the water. The children are focused on their fishing rods.

SAN JOSE
PARKS, RECREATION &
NEIGHBORHOOD SERVICES

OAHW Application - Q & A

A photograph of children in yellow shirts fishing by a stream. One child in the foreground is smiling at the camera.

SAN JOSE
PARKS, RECREATION &
NEIGHBORHOOD SERVICES

WebGrants Live Tutorial

A photograph of children in yellow shirts fishing by a stream. The scene is bright and sunny, with reflections on the water. The children are focused on their fishing rods.

SAN JOSE
PARKS, RECREATION &
NEIGHBORHOOD SERVICES

WebGrants - Q & A

SAN JOSE
PARKS, RECREATION &
NEIGHBORHOOD SERVICES



© 2012