



Title III-D Evidence-Based Health Promotion Program for Tribal Nations in Minnesota

RE: Letter of Intent Process for Evidence-Based Health Promotion
Provider to Serve Tribal Elders

Introduction

Minnesota Indian Area Agency on Aging seeks a health promotion provider to support healthy lifestyles and promote healthy behaviors amongst older adults (age 60 and older). Priority is given to serving older adults living in medically underserved areas of the state and those who are of greatest economic need.

There are two ways to assess whether Title III-D funds can be spent on a particular program:

1. The program meets the requirements for ACL's Evidence-Based Definition (the [ACL Definition](#) is below).
2. The program is considered to be an "evidence-based program" by any [operating division](#) of the U.S. Department of Health and Human Services (HHS) and is shown to be effective and appropriate for older adults.

ACL Definition of Evidence-Based Programs

- Demonstrated through evaluation to be effective for improving the health and well-being or reducing disease, disability and/or injury among older adults; and
- Proven effective with older adult population, using Experimental or Quasi-Experimental Design;* and
- Research results published in a peer-review journal; and
- Fully translated** in one or more community site(s); and
- Includes developed dissemination products that are available to the public.

**Experimental designs use random assignment and a control group. Quasi-experimental designs do not use random assignment.*

***For purposes of the Title III-D definitions, being "fully translated in one or more community sites" means that the evidence-based program in question has been carried out at the community level (with fidelity to the published research) at least once before. Sites should only consider programs that have been shown to be effective within a real-world community setting.*





Effective monitoring of provided services is required, including reporting on persons served, dates of service, and funding expended on contracted timelines.

Services are to be provided from the contract start date of January 1, 2026, through December 31, 2026. Award amounts will be between \$1,000 and \$10,000.

Letter of Intent Requirements

MIAAA is requesting a letter of intent from interested providers. Letters of intent should generally discuss the experience and qualifications of the provider, the proposed services, current or proposed staffing, ideas for outreach and education, and ability to report and measure performance. Providers selected for further consideration will be asked to provide a more detailed workplan and budget addressing the following:

1. Experience and Qualifications:

- Demonstrated experience in providing Evidence-Based Health Promotion Programs to Tribal Nations.
- Knowledge of federal, tribal and state laws impacting tribal elders, including the OAA.
- Understanding of Tribal sovereignty and cultural sensitivity.

2. Proposed Services:

- A detailed description of the services to be provided.
- A plan for outreach and education to Tribal Nations to inform them of available services.
- A plan of outreach and education to Tribal elders and others regarding available services.
- Capacity for tracking to ensure timely and effective delivery of services and outcomes.

3. Staffing and Resources:

- A description of the staff assigned to the project, including their qualifications and experience.
- A plan for allocating resources, including personnel, technology, and funding.

4. Performance Measures and Reporting:

- A proposed performance measurement system to track the impact of the nutrition services provided.
- A plan for regular reporting on the number of service units provided, unduplicated participants, dates of service, and expenditures.

5. Budget:

- A detailed budget outlining the costs associated with providing the meals including personnel costs, supply and equipment costs, and administrative fees.

Submission Deadline: Letters of Intent must be submitted by November 7, 2025, to Michelle_Reynolds@redlakenation.org.





MIAAA
MINNESOTA INDIAN
AREA AGENCY ON AGING

Questions: For any questions or clarifications, please contact Michelle Reynolds at Michelle_Reynolds@redlakenation.org or (218) 542-6145.

Minnesota Indian Area Agency on Aging

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