

Older Americans Act Title III-E National Family Caregiver Support Program for Tribal Nations in Minnesota

RE: Letter of Intent Process for Caregiving Support Providers to Serve Tribal Elders

Introduction

Minnesota Indian Area Agency on Aging seeks a qualified provider to provide a range of supports that assist family, friend, and neighbor caregivers to care for Tribal elders at home for as long as possible. Supports – including information to caregivers about available services, assistance to caregivers in gaining access to the services, caregiver consultation, support groups, caregiving education, respite care and supplemental services, on a limited basis - to Tribal elders in Minnesota in accordance with the Older Americans Act (OAA). The selected provider will assist Tribal Nations in supporting family and friend caregivers who are:

- Adult family members or other informal caregivers aged 18 and older providing care to individuals 60 years of age and older
- Adult family members or other informal caregivers aged 18 and older providing care to individuals of any age with Alzheimer's disease and related disorders
- Older relatives (not parents) aged 55 and older providing care to children under the age of 18; and
- Older relatives, including parents, aged 55 and older providing care to adults ages 18-59 with disabilities

Services are to be provided to eligible individuals with the most economic and social need, as determined through consultation with MIAAA and the Minnesota Board on Aging's National Family Caregiving Supports Administrator. Caregiver consultation services must be provided by a Certified Caregiver Consultant, who has completed the Minnesota Board on Aging's Caregiver Consultation training, and complimentary trainings available at no cost through TrainLink. Qualified providers have or will increase their capacity to provide caregiver consultation services and understand how services can be provided in tandem with Title VI – Part C: Native American Caregiver Support Program.

Effective monitoring of provided services is required, including monthly reporting on unduplicated persons served, dates of services and funding expended. The caregiving services provider is expected



to report client and service data and financial expenditures in the Minnesota Board on Aging's assigned data management systems and submit quarterly reports on unduplicated persons served and funds expended.

Services are to be provided from the contract start date of January 1, 2026, through December 31, 2026. Award amounts will be between \$5,000 and \$30,000.

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 caregiving supports to Tribal Nations.
- Knowledge of federal, tribal, and state laws impacting tribal elders, including the OAA and the National Family Caregiver Support Program.
- Understanding of Tribal sovereignty and cultural sensitivity.
- Certified caregiver consultants with expertise in working with family and friend caregivers.
- Working knowledge of dementia, respite, and providing evidence-based caregiving support programs. Caregiving consultation training is available for staff who meet minimum qualifications.

2. Proposed Services:

- A detailed description of the caregiving supports to be provided, and capacity to deliver services and service area.
- A plan for outreach and education to Tribal Nations to inform them of available caregiving supports.
- A plan of outreach and education to family and friend caregivers of Tribal elders and older relative caregivers regarding available education, services and supports.
- Capacity to track client services and expenses 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 caregiving services provided.
- A plan for regular reporting on the number of clients served, outcomes achieved, and lessons learned.

5. Budget:

- A detailed budget outlining the costs associated with providing the caregiving supports, including personnel costs, travel expenses, and administrative fees.

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

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

