

AgeGuide Request for Proposals FY2026

Questions and Answers

March 20, 2025

I missed the Informational Session. Can I get the recording?

Yes, please email RFPs@ageguide.org for a link to the recorded session.

I am a current provider of a service. Do I need to submit an LOI?

Yes. All agencies interested in applying must submit an LOI.

Can I apply for a service for which we were previously funded, but are not currently providing?

Yes, anyone who meets the eligibility criteria may apply for this RFP.

Do I need a separate LOI if I am applying for multiple services in several counties?

Your LOI should list out each service you plan to apply for and the county or township where you will provide services. For example:

IIIE Caregiver Resource Center – Kane

IIIE Caregiver Resource Center – DuPage

IIIB ADRN – Ela Township

IIIC1 Congregate Meals – Kankakee

What format does AgeGuide prefer for the LOI?

Agencies wishing to apply for the RFP must submit a letter of interest no later than March 24. We do not need a formal letter; rather, simply send an email listing:

1. Name of organization
2. Main RFP contact name and email
3. List of services for which you plan to apply
4. County or township where each listed service will be provided

Are you looking to fund just one organization per program per county? Are applicants expected to serve the whole county?

Yes. Applicants should plan programs that are available to older adults throughout the county in which they are applying. An exception is IIB ADRN, where you may apply for one of 7 townships in Southern Lake County.

Can we propose a program to serve a specific ethnic community?

Yes. Organizations can propose to target services to a specific ethnic or cultural group in a service area. However, services must remain available to all seniors within the county. AgeGuide may choose to fund the request or not based on the funding available, the submitted budget, and the past history of the service being fully spent.

We are applying for nutrition services, and we plan to prepare our own food. How does this work? Do we have to select from the approved caterer list?

If you are not using one of the approved caterers, and will instead be preparing meals in-house, you will need to submit a separate application to become the approved caterer. You do not need to submit a catering application until your organization is approved to provide services for the Senior Nutrition Program.

The average food costs for AgeGuide's nutrition providers are as follows: \$8.50 per meal for congregate dining and \$7.00 per meal for home-delivered meals.

As part of the grant application, you must include a written explanation of how your projected cost per meal compares to or exceeds the regional average cost per meal.

If we become a Home Delivered Meal provider, can we conduct the assessments ourselves?

Assessments for Home Delivered Meals are completed by the Care Coordination Unit (CCU) in each county. For a list of the CCU in your county please visit:

<https://ilaging.illinois.gov/content/dam/soi/en/web/aging/programs/ccp/documents/ccu-map.pdf>

Can I apply to provide a Memory Café under this RFP?

There is no funding available specific to funding Memory Cafes as a standalone service. However, agencies may apply to provide Memory Cafes as part of the Caregiver Counseling Center application package. This funding is a package consisting of IIE Counseling, IIE Support Groups, and IIE Training and Education. Applicants must plan to deliver at least Counseling and Training and Education services and meet the program requirements for each. Support Group services are optional but strongly encouraged.

We would like to apply only for IIIB Information & Assistance and IIIB Public Education.

IIIB Information & Assistance and IIIB Public Education are part of the ADRN service package. Applicants must apply for the entire service package and cannot separately apply for individual services within the package. Please review the full service description here: <https://ageguide.org/wp-content/uploads/2024/02/FY25-IIIB-ADRN-Access-Package-Project-Description.pdf> along with the individual Service Standards available on our RFP webpage: <https://ageguide.org/rfp/>