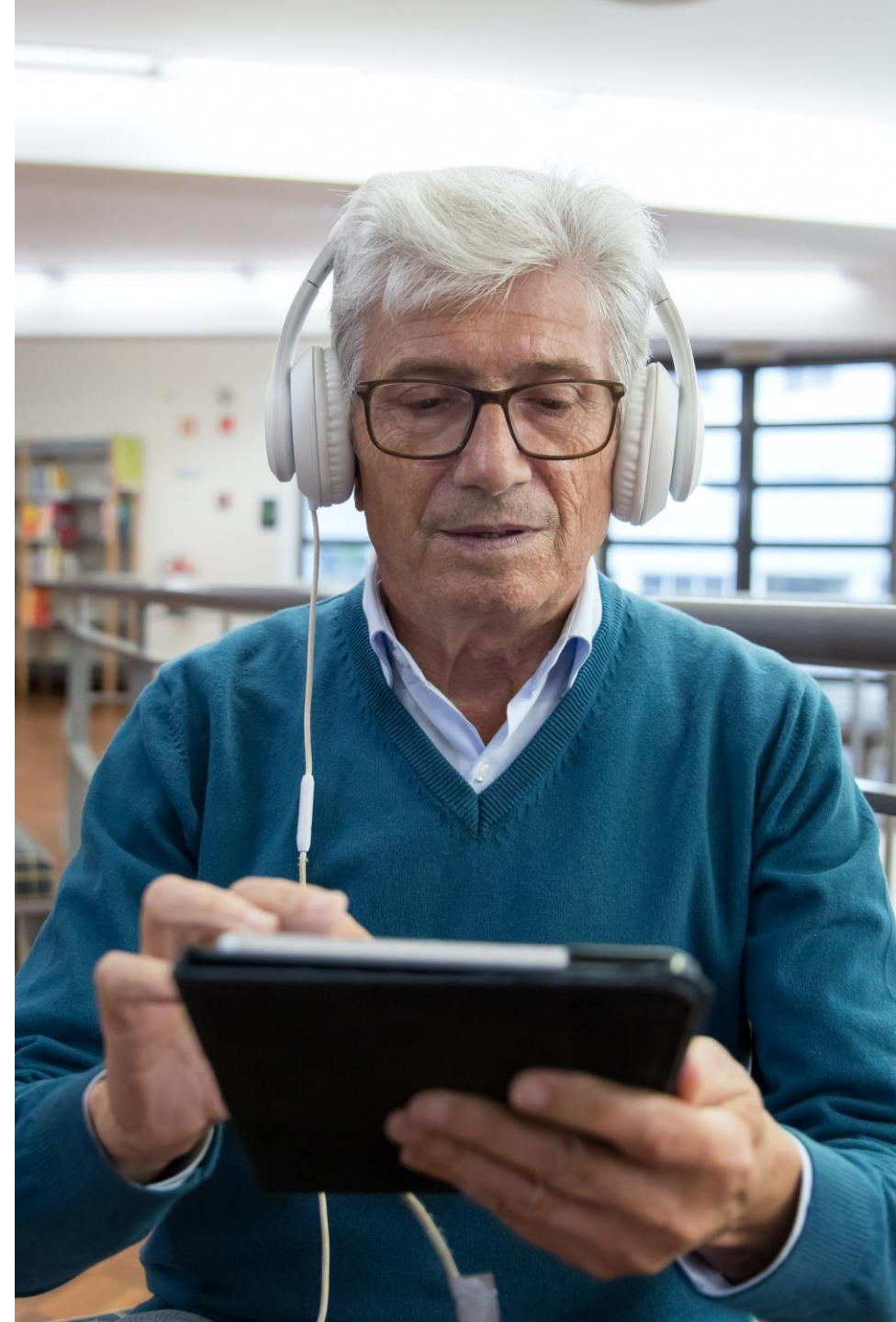


Welcome!

We will start soon.

A few reminders:

- There will be time at the end to ask questions
 - You can also add them in Chat
- Please stay muted during the webinar and enter any feedback in the Chat box





Executive Office of Elder Affairs
RESPECT INDEPENDENCE INCLUSION



Enhancing Digital Literacy for Older Adults Grant

April 26, 2023



Agenda

Grant Overview	4
Who Can Apply	6
How to Apply	7
Dates and Deadlines	8
Eligible Activities & Expenses	9-14
The Application	15-22
Technical Support	23



Grant Overview

Who can apply, how to apply, and important deadlines

Details of the Grant Program

- \$1.5 million program designed to help Councils on Aging (COAs) improve the digital literacy of older adults
- Grants of \$5,000–\$100,000 each are available for municipal COAs in Massachusetts for:
 - Technology purchases
 - Technology training and support
- Overall goal is to help older adults use technology in a way that strengthens, enhances, and expands Medicaid Home and Community-Based Services (HCBS)
- You can find more information, FAQs, and the official RFA on the grant webpage

Who Can Apply?

- **Open to all municipal COAs in Massachusetts**
- Applicants can also create partnerships or regional coalitions to apply together
 - Can partner with other COAs or other organizations
 - If applicants apply together, the financial agent for the grant submits one application on behalf of the entire partnership
- Two COAs applying together can request up to \$200,000
- Three or more COAs applying together can request up to \$300,000



How to Apply

- Apply online before 5 PM on May 22, 2023 using the MassGRANTS application portal
 - [Maanfgrants.my.site.com/s/loginpage](https://maanfgrants.my.site.com/s/loginpage)
 - Step-by-step directions for using MassGRANTS are in the FAQ on the grant webpage
 - You will need a Massachusetts Management Accounting & Reporting System (MMARS) vendor code and TIN to register for an account
 - Instructions on finding your vendor code and TIN are also in the FAQ
 - If you do not have a vendor code, you can email EOHHSGrantsInbox@mass.gov to request a temporary one
- You cannot make any changes to your application after it is submitted

Important Dates and Deadlines

Request for Applications Released	April 10
Deadline for Written Questions	April 28
Answers to Questions are Posted	May 12
Deadline for Applications	May 22
Awardees Selected (anticipated)	Week of July 24
Contract Start Date (anticipated)	August 15

Eligible Activities and Expenses

Technology Training and Support, and Technology Purchases

Applicants are encouraged to consider access to devices, broadband, and training together as part of their application.

Technology Training & Support

Overview

- Improve older adults' digital literacy and help them use their devices in a meaningful way
- May be remote or in-person
- *In-person training is preferred*
 - Can be held anywhere mutually agreed upon by COA and older person
 - E.g., the COA, older adult's home, the library, etc.

Example Eligible Expenses

- Part- or full-time staff to provide training
- Contracts with a third party for training or support
- Devices to help older adults access training (e.g., webcams, headphones)
- Equipment for training sessions (e.g., projectors, demonstration devices)

Technology Purchases

Overview

- *Should prioritize devices, broadband, or software for older adults*
- If an older adult receives a device for permanent use, it cannot be more than \$500 in value (excluding device loaner programs)
- Equipment to help the COA support digital literacy is also permitted

Example Eligible Expenses

- Tablets, laptops, and computers
- Monitors, keyboards, or computer mice
- Speech-to-text/Text-to-speech software
- Mobile hotspots or stipends for home internet (for older adults who are not eligible for the [FCC's Affordable Connectivity Program](#))

Ineligible Expenses

- Grant funds cannot be used for:
 - Televisions or streaming subscriptions
 - Personal emergency response systems
 - Pet-related technology or fees, including robotic or electronic comfort pets
 - Home appliances
 - Home automation devices or security systems
 - Voice-activated hardware or software (except for older adults who are blind or visually impaired)
 - Smart watches
- Grant funds can be used to supplement, but not supplant, existing Medicaid HCBS or any other state-funded initiatives
- Grant funds also must not overlap with any Center for Medicare and Medicaid Services (CMS) waiver extension proposals

Priority Criteria

- EOEA will prioritize applications that:
 - Provide in-person technology training and support, in addition to purchasing equipment
 - Training should be person-centered
 - Support can be provided at the Council on Aging, the person's home, or an alternative community location, such as a library
 - Serve [Gateway Cities](#) or [rural communities](#)



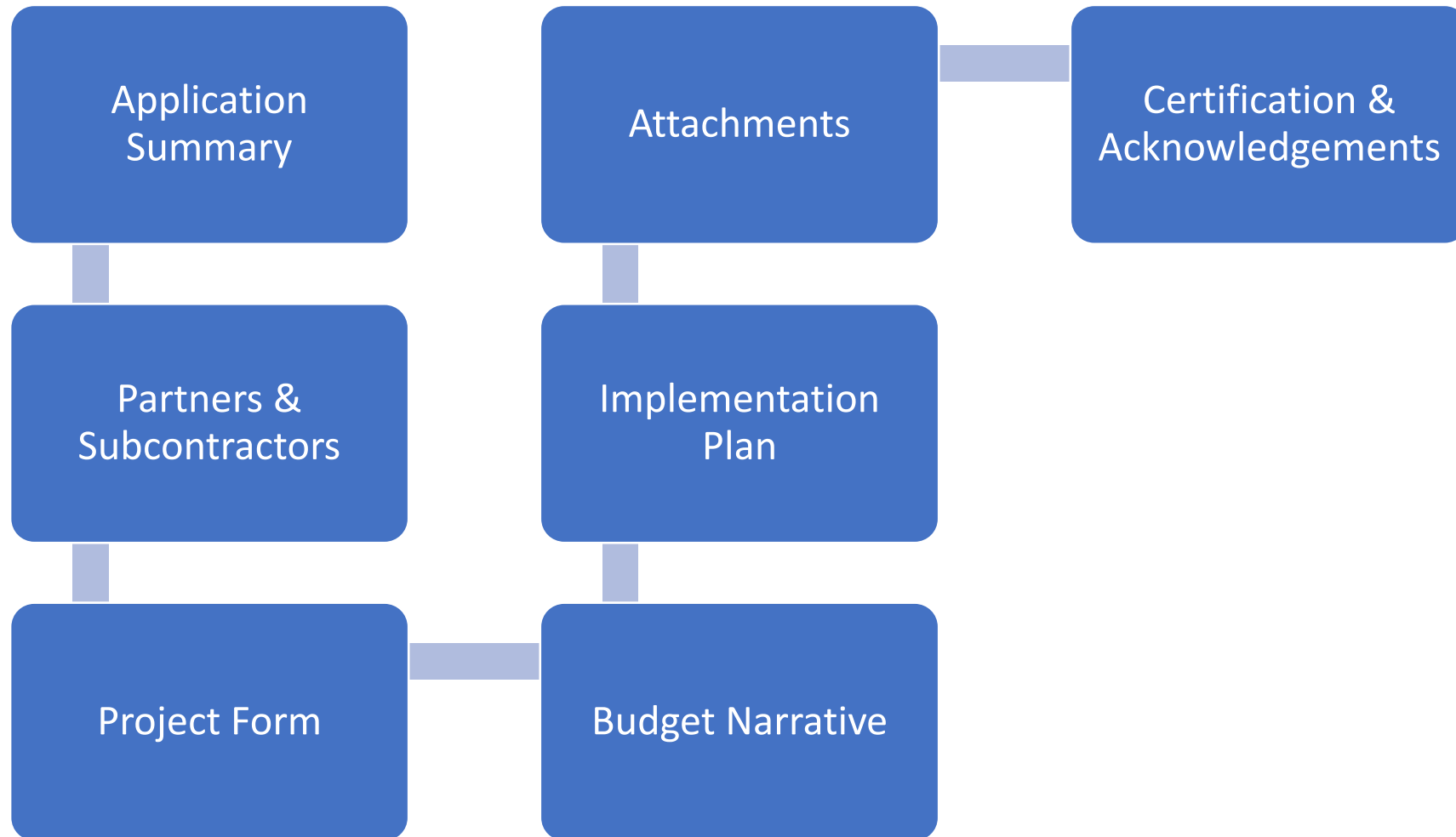
The Application

Application Steps and Process

Application Overview

- All applications must be submitted through the [MassGRANTS](#) portal before 5 PM on May 22
- EOEА expects to award all the grant funds this round
 - If all funds are not allocated, the application may open again for additional applicants
- Any questions must be submitted to MAHCBSGRANTS@pcgus.com by April 28
 - Answers to all questions will be posted on the grant webpage on May 12

Application Steps



Step 1: Summary and Step 2: Partners & Subcontractors

Application Summary

- Information about your organization
- Two contacts for this grant application
- Total requested funds for this application

Partners & Subcontractors

- Optional section for applicants working with subcontractors or applying as a partnership
- Description and contact information for each partner, including the applicant's relationship to them

Step 3: Project Form

Current State

- Description of the organization at present
- Includes information on current devices or technology services you provide
- Space to list barriers the older adults you serve currently face in accessing and using technology

Project Description

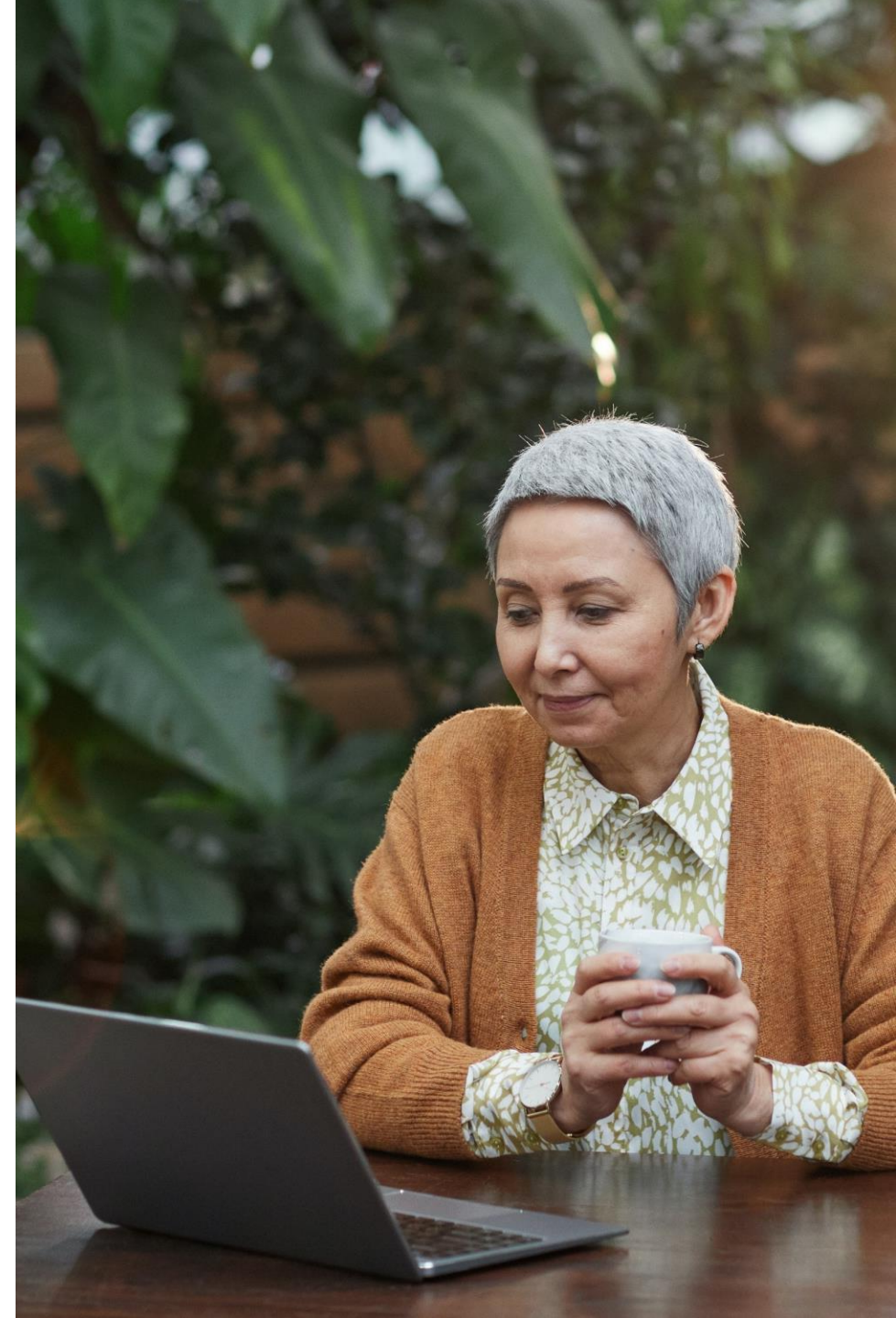
- Describe your proposed project, including:
 - Summary of services, activities, and purchases
 - How you will market and promote your program to eligible participants
 - How you will define and measure success

Step 4: Budget Narrative

- Detailed summary of all the costs for developing and implementing your program
 - Must show that the majority of the funds will be used to achieve the grant goals
- Includes a justification of each cost as well as selecting the cost category:
 - **Direct Costs** are directly attributable/traceable/chargeable to this grant initiative (e.g., costs for technology purchases or instructors)
 - **Indirect Costs** cannot be directly attributable/traceable/chargeable to this grant initiative (e.g., administrative expenses)
- You can also explain how you will sustain your program after the grant ends

Step 5: Implementation Plan

- List of the steps to complete your proposed program, including:
 - Activity/task
 - Description
 - State Date
 - End Date
 - Responsible Party



Step 6: Attachments and Step 7: Certifications

Attachments

- All applications must include a letter of support from one of the following:
 - Executive Director
 - Board Member
 - Municipality Manager
 - Another member of the leadership team
- Can add other documents to support your proposal as necessary

Certifications & Acknowledgements

- Certify that you are eligible for the grant
- Acknowledge that you will meet all conditions of a grant award

Technical Support

Questions about the Grant Program:



MAHCBSGrants@pcgus.com

Questions about the MassGRANTS Portal:



866-406-2170



MassGrantsSupport@mtxb2b.com



Questions

- We will do our best to answer as many questions as we can
- Stay muted if you are not asking a question
 - Please raise your hand if you have a question to ensure everyone does not speak at once
 - You can also add your question to Chat
- All questions asked will be saved and used for the development of future support materials

