Grant Application Guide

Center for Technology and Aging

Medication Optimization Diffusion
Grants Program

Letter of Intent due October 2, 2009
Proposals due November 9, 2009

Program Summary: Medication Optimization Diffusion Grants Program

Please refer to the complete guidelines for a full description of each program element.

Program Focus: This initiative seeks to maintain the independence of older adults or delay their transition to higher levels of care through the use of medication optimization technologies. The Center for Technology and Aging will fund projects that rapidly expand the availability of technologies that help to improve medication use by older adults.

Eligibility Criteria:
- Grantees must implement a program that results in the rapid expansion of a beneficial technology for older adults as described in the program position paper on Medication Optimization (www.techandaging.org/grants) (Page 2)
- Lead organizations:
    - Non-profit organizations with a 501(c)(3) designation
    - Local, State and Federal government agencies
    - Universities and Colleges with 501(c)(3) designation
- The majority of projects (up to five of six, including consortia) must primarily provide direct benefits to older Californians.
- Grantees are required to provide a match in new funding and/or in-kind support that is equivalent to at least 25 percent of the award amount. Funds and support must be specifically designated for the project.
- Grantees must be willing to participate in a learning collaborative and share all strategies and lessons learned with other projects, as well as promote project findings nationally.
- Grantees must be willing to contribute to the development of a program tool kit and participate in an external project evaluation.

Selection Criteria: Selection criteria are described on Page 6 and on the Center's web site.

Funding Availability:
- Up to $500,000 is available for this grant cycle.
- Up to six grants of between $50,000 and $100,000 each will be awarded. (Page 3)

Key Dates:
- An optional applicant conference call is scheduled for **September 15, 2009** (please see web site for details)
- Letter of Intent due **October 2, 2009**
- Invitations to submit full proposal announced **October 14, 2009**
- Full proposals due **November 9, 2009**
- Expected start date **January 1, 2010**

How to Apply: All applicants must submit a Letter of Intent. Full proposals will only be accepted through requests. Letters of Intent and full proposals must be submitted through the Center for Technology and Aging web site: www.techandaging.org (Page 5)

For questions and further information please contact info@techandaging.org

Program Description: The Center for Technology and Aging (the Center) is pleased to announce its Medication Optimization Diffusion Grants Program. The Center is interested in funding projects that aim to further disseminate proven technology-enabled innovations that improve medication use. The three areas of medication optimization that will be addressed in this program are Medication Reconciliation, Medication Adherence, and Medication Monitoring. Medication use problems in these three areas are important, widespread, and potentially addressable by beneficial technologies.

The purpose of the program is to encourage further use of technologies that:
- Help improve medication use by older adults (60+ years old) with chronic health conditions.
- Enable independent living and the ability to live in the setting of one's choice.
- Lead to improvements in the cost and quality of care.
- Reduce the need for older adults to move to more intensive, higher-cost care settings.
- Reduce the burden on formal and informal caregivers.
- Improve medication reconciliation, medication adherence, and/or medication monitoring.
- Work in the home, as well as long-term and post-acute care settings.
- Include medical devices and information and communications technologies.

The Center for Technology and Aging will give priority to projects that will:
- Demonstrate a successful strategy for the rapid adoption or diffusion of effective Medication Optimization technologies.
- Have a positive and measurable near-term impact on quality, cost or both.
- Utilize Medication Optimization technologies that keep patients out of hospitals and long-term and sub-acute care settings; reduce the burden on home care staff, physicians, nurses, and other providers; and improve quality of life.

Strongest consideration will be given to applicants that:
- Demonstrate alignment with current reimbursement policies and have the potential to influence public policies that can improve long-term and post-acute care.
- Demonstrate specific applicability to other organizations and strong potential for replication.
- Provide significant in-kind support and matching funds and a clear plan for sustainability.

Eligibility: Grantees must implement a program that results in the rapid expansion of a beneficial technology for older adults as described in the program position paper on Medication Optimization, see: www.techandaging.org/grants_home.html . Primary applicants must be:

- o Non-profit organizations with a 501(c)(3) designation
- o Local, State and Federal government agencies
- o Universities and Colleges with 501(c)(3) designation

Consortia and public private partnerships are eligible to apply.

The Medication Optimization Diffusion Grants Program is designed to benefit older adults residing in California. The majority of projects (up to five of six), including consortia and other collaborations, must primarily provide direct benefits to older Californians.

Projects are required to provide at least 25 percent in matching funds and/or in-kind support that is equivalent to at least 25 percent of the requested award amount. This must be new funding specifically identified for the project and cannot come from existing operating funds. Technology and equipment costs cannot be counted toward the match.

The framework for this initiative provides an opportunity for organizations to share information and collaborate on common activities. Grantees must be willing to participate in this learning collaborative. Further, grantees must share all strategies and lessons learned with other grantees as well as agree to promote project findings nationally.

A key product that will be developed from this initiative is a Medication Optimization Tool Kit of successful strategies, case studies, outcome measures and guidelines related to optimizing medication use by older persons.

In addition, the Center for Technology and Aging will conduct an external evaluation of projects. Grantees must be willing to contribute to the development of a program tool kit and participate in the external project evaluation.

Funding Availability: Total funding available for the Medication Optimization Diffusion Grants Program is $500,000.

The Center expects to award five to six grants through this grant cycle. Grants will be awarded up to $100,000 per grant for a period of 12 months.

No less than four and as many as five of these grants must directly benefit older adults in California, while one or two may benefit older adults in other regions of the U.S.

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Use of Funds: Grant funds may be used for any of the following: staff salary and benefits, project consultants and contracts, supplies, meetings, project-related travel, training and education, evaluation and other implementation-related expenses.   Funds may not be used for:
- Current operating expenses or costs currently covered by another agreement, grant, or contract.
- Costs for technology or other equipment.
- Costs that are not consistent or allowable according to local, state, and/or federal guidelines and regulations.

Key Dates and Timeline:

September 1	**Program announced**
September 15	**Applicant conference call**
October 2	**Application and Letter of Intent due**
October 14	**Full proposals requested**
November 9	**Full proposals due**
December 11	**Final award decision**
January 1, 2010	**Expected start date**

General Instructions: Organizations interested in being considered for grant funding must submit a Letter of Intent. The Letter of Intent must be received by the Center for Technology and Aging no later than Midnight PST on October 2, 2009. Letters of Intent must be submitted online through www.techandaging.org.

A pre-proposal review of Letters of Intent will be conducted and may include a telephone interview with applicants. By October 14th the Center will invite those organizations with top projects of interest to submit a Full Grant Proposal. Full Grant Proposals will be due on November 9, 2009.

The Center will review grant applications and conduct site visits during the week of November 11-18. Grant awards will be announced no later than December 11, 2009 with an expected start date of January 1, 2010.

Completing the Letter of Intent: Letters of Intent are required of all applicants and must be submitted online through the Center for Technology and Aging web site. For directions on submitting a Letter of Intent online please go to www.techandaging.org. Letters of Intent will require the following information:

1) Applicant Contact Information

2) Applicant Eligibility and Commitment Information

3) Description of the Proposed Program

The description of the proposed program must not exceed three pages. Please use the format and headers provided below. This should be a high-level description, which addresses the following points:

Purpose and Aims
- Identify the problem your project is attempting to solve, and why it is important.
- Describe the technology intervention you are proposing and the rationale for its use.
- Define the target audience who will benefit from the proposed program and the program focus including geography, care settings, etc.

Scope of Work
- Identify and describe key milestones, including when the program will yield intended results.
- Briefly describe the evaluation plan to assess the project.

Experience and Capabilities
- Describe the capacity and experience of the primary applicant organization in implementing the proposed technology.
- Identify the key personnel who will be directly or indirectly involved in the project, their experience, and qualifications for managing the project.

Stakeholder Involvement
- Identify proposed collaborating organizations, their qualifications, and their potential contribution to sustainability and replicability.

Funding/Resources
- Identify the level of grant funding being requested and how much in-kind support and matching funds will be supplied.

Return on Investment and Replicability
- Describe how the program will improve costs and quality of long-term and post-acute care and help older adults remain independent and in the setting they prefer.
- Describe how this program might be replicated in other locations, organizations, or levels of care, and its alignment with existing reimbursement policies.

Full Grant Proposal: A selected group of applicants will be invited to complete a Full Grant Proposal. Full Grant Proposals will be due by November 9, 2009. The following outline is for informational purposes only. Detailed guidelines for submission of a full proposal will be released in October 2009.

Full Grant Proposals must contain the following elements:
1. Needs Assessment
2. Project Statement
3. Scope of Work
4. Qualifications
5. Stakeholder Involvement
6. Sustainability and Replicability
7. Evaluation Plan
8. Budget and Budget Justification
9. Supplemental Information

Grantee Selection Criteria: The criteria by which Letters of Intent as well as full proposals will be reviewed include:

- Merit for the proposed technology; the case for doing the project.
- Alignment with the Center for Technology and Aging's mission, goals, and program objectives.
- Expected impact of project: 1) near-term impact and 2) potential for diffusion, sustainability, replicability, and alignment with reimbursement policies.
- Strength of proposed project; clearly articulated work plan, achievable objectives, rigorous evaluation.
- Qualifications of project organization and personnel; organizational readiness, experience and commitment.
- Qualifications and commitment of collaborators or stakeholders.
- Level of in-kind support and appropriate budget.

The Center will fund projects representing diverse technologies and types of organizations, with an emphasis on programs that will benefit older Californians.

Assessing Progress and Evaluation: Grantees will be required to submit periodic and annual reports for program management purposes, including narrative and financial reports. In addition, applicants will be expected to submit a plan for evaluating the success of their project, including anticipated outcomes, measures, and evaluation protocol.

Grantees will work closely with other projects and the Center for Technology and Aging in a learning collaborative. Grantees are expected to participate in the identification and evaluation of best practices of technology diffusion and to contribute to the development of a Medication Optimization Tool Kit based on the lessons learned from the project.

Applicant Resources: The following resources are available for applicants at www.techandaging.org:

- Center for Technology and Aging position paper, *Technologies for Optimizing Medication Use in Older Adults*

- Medication Optimization Diffusion Grants Program Guidelines for Full Grant Proposal (information will be posted)

- Applicant Conference Call on September 15, 2009 (information will be posted)

- Publications and websites

- Frequently Asked Questions regarding the Medication Optimization Diffusion Grants Program

Individual program questions may be directed to info@techandaging.org.

About the Center for Technology and Aging: The Center for Technology and Aging is devoted to helping California and the nation more rapidly adopt technologies that improve the health and independence of older adults. The Center addresses barriers that impede broad diffusion of technologies (including the lack of awareness of beneficial technologies among providers and consumers), the challenges of integrating technologies into long-term and sub-acute care settings, and the need for developing better business models for technology deployment.

The Center addresses the adoption, diffusion, and sustainability of technologies through research, a Diffusion Grants Program, and development of practical implementation tools. The Center contributes to the development of public policy related to technology and serves as a resource for all those seeking to improve the quality and cost-effectiveness of long-term care. The Center targets the following technologies:

- medication optimization
- remote patient monitoring
- assistive technologies
- remote training and supervision
- disease management
- cognitive fitness and assessment
- social networking

Established with a generous grant from The SCAN Foundation (www.thescanfoundation.org), the Center is affiliated with the Public Health Institute (www.phi.org).

The Center reserves the right to modify or cancel this solicitation. Awards will be subject to the Center's grant award terms and conditions.