**Nevada Aging and Disability Services Division (ADSD)**

**Competitive Subaward Application

Assisted Living Supportive Services – State Fiscal Year 2020**

|  |  |
| --- | --- |
| **Agency/Organization Name:** |       |

**PROJECT NARRATIVE**

*(reference the instruction file)*

* + 1. **Proposal**

* + 1. **Target Population, Service Area and Targeting Plan**

* + 1. **Organizational Capacity and Partnerships**

* + 1. **Cost-Effectiveness and Sustainability**

* + 1. **Evaluation**

**ORGANIZATIONAL STANDARDS AND APPLICANT QUESTIONNAIRE**

|  |
| --- |
| **Provide a detailed answer to each of the following questions, or choose N/A, as applicable:** |
| 1. **When was the agency incorporated?**
 |       |
| 1. **Does the agency have bylaws?**

*(If so, ADSD may request a copy at a later date.)* | **[ ]  Yes** **[ ]  No [ ]  N/A** |
| 1. **Is the agency a:**
 |
|  **[ ]  Public agency - Identify governing body:**       |
|  **[ ]**  **Private, for-profit agency** **- Identify headquarters/legal ownership:**       |
|  **[ ]**  **Private, non-profit agency – select option below** |
| **[ ]**  **Check the box if you agree to this statement:** **The agency has a Board of Directors that is active, responsible and holds regular meetings. Members have no material conflicts of interest and serve without compensation.** |
| **If the above box for non-profit Board of Directors is not checked, explain the reason and plan of action to remedy the situation:**       |
| 1. **Financial Accountability:**
 |
| **[ ]**  **Check the box if you agree to this statement:** **Agency has a system for generating profit/loss statement (if for-profit) or statement of activities (if non-profit/governmental) and a detailed transaction report. Agency has a separate accounting for each subaward, if more than one.** |
| **If the above box for financial accountability is not checked, explain the reason and plan of action to remedy the situation:**       |
| 1. **What are the agency’s days and hours of operation?**

**Proposed service hours, if different:**       **[ ]  N/A – Same as agency** |
| 1. **Is the agency closed on days other than state and/or federal holidays, when services would not be available to clients? If yes, list the tentative dates in FY20 and explain the reason for the closure. [ ]  N/A – No other office closures**
 |
|       |
| 1. **If the proposed assisted living facility is not currently in operation, when will provision of supportive services begin and when will the facility become fully operational?**
 |
|       **[ ]  N/A – Facility is fully operational and providing the service** |
| 1. **Is this application for Assisted Living Facility:**

**[ ]  Establishment [ ]  Expansion** **Comments:**       |
| 1. **Does, or will, the assisted living facility meet the certification criteria of NRS 319.147?**
 |
| **[ ]  Yes, Currently Meets. Describe how facility meets the NRS:**       **[ ]  Yes, Will Meet. Describe plan to meet the NRS:**       **[ ]  No (Applicant Ineligible)** |
| 1. **Does, or will, the assisted living facility provide supportive services pursuant to NRS 422.3962?**
 |
| **[ ]  Yes, Currently Meets. Describe services provided according to the NRS:**       **[ ]  Yes, Will Meet. Describe plan to provide services in the NRS:**       **[ ]  No (Applicant Ineligible)** |
| 1. **Does the agency agree to give service priority to eligible individuals referred by ADSD who are at risk of institutional placement or have been a victim of abuse?**

**[ ]  Yes [ ]  No, comments:**       |
| 1. **Funding will be disbursed as reimbursements. If your agency cannot administer the service with reimbursed funding, a request for advance payments is necessary and the justification must be approved by ADSD. Please choose one of the following:**
 |
|  **[ ]  Agency will request funding as monthly or quarterly reimbursements.** |
| **[ ]  Agency requires advance payments. *Checking this box indicates that the agency is unable to function on a reimbursement basis.* Provide thorough justification for your request here for ADSD consideration:**       |
| 1. **If the agency is not currently funded by ADSD, list three professional references below (name, address, phone number and business affiliation with your agency).**

 **[ ]  N/A: Current ADSD Grantee** |
|       |       |       |