

To: Human Resources and Public Works Committee
Isabella County Commission on Aging

From: Jennifer A. Crawford, M.S.A. - Director *JAC*
Isabella County Commission on Aging

Date: Tuesday, November 7, 2017

Re: Memorandum of Agreement – Evidence Based Programing
Tai Chi for Arthritis

Background

The Commission on Aging has offered fitness/exercises classes for several years. Funding from Title IIID of the Older Americans Act has once again become available for our use for Fiscal Year 2018. This funding is to be used for Evidence-Based Health Promotion/Disease Prevention Programs. This classification of programing has a history that establishes, through research and program evidence, that an individual who participates in the program will show health and life style improvements. The Evidence Based Program that this Memorandum of Agreement represents is Tai Chi for Arthritis.

We will contract with an individual who is certified in Tai Chi and has had additional training in the Tai Chi for Arthritis technique. The class is designed to improve the participant's movement, balance, strength, flexibility and relaxation. It can also decrease an individual's pain and help in the prevention of falls.

Financial Impact

The total funding available for the Tai Chi for Arthritis Evidence Based Program is \$2,961.00. This funding will be used to contract with a certified Tai Chi for Arthritis instructor, mileage reimbursement and program supplies. The funding will be deposited in the Fitness Budget 288-014 revenue.

Recommendations

We request the Isabella County Board of Commissioners review and sign the MoA for the Evidence Based Tai Chi for Arthritis Program.

Attachments

The following documents are attached for your review and signature:

1. MoA with Region VII AAA – Evidence Based Program (2 copies)

MEMORANDUM OF AGREEMENT

Region VII Area Agency on Aging and Isabella County Commission on Aging

PURPOSE

This Memorandum of Agreement details the terms and conditions between Region VII Area Agency on Aging (AAA) and the Isabella County Commission on Aging in developing, implementing and assessing Tai-chi for Arthritis programs, for the period October 1, 2017 through September 30, 2018.

GENERAL UNDERSTANDING

Congressional appropriations, Administration for Community Living (ACL), and the Aging and Adult Services Aging (AASA) require that all Title IIID funding be used for programs and activities which have been demonstrated to be evidenced-based.

DEFINITION OF EVIDENCE-BASED DISEASE PREVENTION PROGRAMS

The AAA will allow only interventions that meet the following criteria levels.

- Demonstrated through evaluation to be effective for improving the health and wellbeing or reducing disease, disability and/or injury among older adults; and
- Proven effective with older adult population, using Experimental or Quasi-Experimental Design; and
- Research results published in a peer-review journal; and
- Fully translated in one or more community site(s); and
- Includes developed dissemination products that are available to the public.

The AAA must verify that your contracted program meets the above mentioned standards. The AAA will assess the program after completion.

COMMITMENTS

AAA agrees to:

- Provide \$82.25 per hour of training conducted in federal funding from AASA & ACL for the provision of the evidenced-based program for the following period: October 1, 2017 through September 30, 2018. Up to a maximum of 3 sessions of training at 12 hours per session in Isabella County.
- These funds are to be used to implement the program and accomplish the activities required by the project. The availability of these funds is contingent upon the allocation and receipt of federal funding from AASA & ACL.
- Provide technical assistance to project partner in the implementation of the Tai-chi for Arthritis program.
- Support Isabella County Commission on Aging efforts in marketing, public awareness, outreach and creating community awareness of the project for the purpose of reaching older adults beyond the scope of current service recipients.
- Notify Isabella County Commission on Aging if AAA determines the requirements and time frames of this agreement are not being met and a corrective action plan process needs to be initiated.

Isabella County Commission on Aging agrees to:

- This agreement is contingent upon the availability of funds.

- Designate an appropriate staff person as contact person for project administration and implementation issues.
- Include the following language in all project materials: "This program is supported, in part, by the Administration for Community Living, the Michigan Aging and Adult Services Agency and Region VII Area Agency on Aging."
- Provide monthly financial reports to assist AAA in complying with reporting requirements issued by AASA & ACL. Established timeframes for submission of the reports are by the 12th of the month following the end of the reporting month. Final financial reports are due 60 days following the end of the grant period, September 30, 2018, unless otherwise required.
- Provide required matching resources for all federal funds received at a rate of 11.5% of your contracted reimbursable rate.
- Provide AAA with all participant surveys, sessions evaluations, attendance logs, and other required materials within two weeks of a program ending.
- Participate in all evaluation activities as needed.
- Notify AAA if Isabella County Commission on Aging is unable to meet responsibilities of this agreement which will initiate the corrective action plan process. A failure to negotiate a corrective action plan process or non-compliance of this agreement may result in the termination of this agreement.
- Comply with Federal Regulation 2 CFR part 180 and certifies to the best of its knowledge and belief that its employees are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department. Further, that to the best of its knowledge and belief its employees are not presently on the Department of Community Health (DCH) or State Bureau of Health Professionals excluded parties list.
- Indemnify, save, and hold harmless the AAA, its officers, directors and staff, AASA, and ACL against any and all expense and liability of any kind which the AAA may sustain, incur, or be required to pay arising out of this contract, provided, however, that the provisions of this paragraph shall not apply to liabilities or expenses caused by or resulting from the willful or negligent acts or omissions of the AAA or AASA or any of its officers or employees. As recipient of the contract, the Isabella County Commission on Aging is responsible for the completion of all administrative and contractual obligations, and further is responsible for the restriction of any audit disallowed costs or legal action and/or legal costs related to its performance. In the event the Service Provider becomes involved in or is threatened with litigation, the Service Provider shall immediately notify the AAA and the AAA may enter the litigation to protect the interests of the AAA.

This Memorandum of Agreement (MOA) is effective October 1, 2017, unless AAA and Isabella County Commission on Aging agree to modify or terminate it. The MOA may be modified in writing by mutual consent of both parties at any time. The MOA may be terminated, by either party, with 30 days written notice to the other party. If a termination occurs, AAA will provide a written termination notice to Isabella County Commission on Aging.

SIGNATURES:

Isabella County Commission on Aging

Region VII Area Agency on Aging

Signature

Signature

Name Typed

Bob Brown
Name Typed

Title

Executive Director
Title

Date

Date