**FY2021 DIRECT PURCHASE OF SERVICE APPLICATION INFORMATION**

The Area Agency on Aging of Dallas County (AAA) is designated by the Health and Human Services (HHS) to be the focal point for services to persons 60 or older within the AAA’s region. The AAA administers services funded by the Older Americans Act (OAA) with emphasis placed on older individuals who are frail, rural, low income and minority individuals. The AAA purchases various short-term services for eligible clients. Services are purchased from appropriate Service Contractors that have completed a Direct Purchase of Service (DPS) Application form and, if selected, have executed a Service Contractor Agreement with the AAA.

**Eligibility to Apply**: Organizations eligible to apply include private non-profit, private for-profit, and local city-county governmental entities, that have the capacity to meet the requirements of service delivery under DPS procedures.

**Debarred\Suspended Parties**: Debarred or suspended parties are ineligible to apply for funding and are excluded from participation in this program.

**Definition of Direct Purchase of Service (DPS**): DPS is a contracting methodology for the purchase of services by the AAA on a client-by-client basis in lieu of annualized contracting or a fixed sum basis. It is a procurement methodology, which provides flexibility in the purchasing of services for participants in the OAA Programs.

**Application Process**: Interested parties may apply for consideration for participation in the Service Contractor pool by submitting a completed and signed direct purchase of service application, including all required attachments, and certification regarding debarment. If the application is selected, a Service Contractor agreement will be executed.

**Deadline Date/Time**: Friday, August 14, 2020.

**Matching Funds**: Service Contractors are required to provide matching funds of at least ten percent (10%) of the total cost per unit, Caregiver Services (25%). Match may be provided as cash, in-kind, and/or discounted rate.

**Criteria for evaluating service contractors**:

* Potential service effectiveness (level of experience or demonstrated capability for administering proposed service, track record on quality customer service, consistency with governing laws and regulations and AAA requirements, provides service throughout Dallas County)
* Provides favorable rates and has ability to meet or exceed required 10% and/or 25% match
* Responsiveness to application – degree to which required documents are provided and technically correct for service category

**Appeal Process**: Any applicant denied a contractor agreement has the right to appeal that decision.

Appeal procedures are available through the Dallas Area Agency on Aging; dsoler@ccadvance.org