

MIPPA National Resource Center

COOPERATIVE AGREEMENT

Consistent with the Federal Grant and Cooperative Agreement Act of 1977 (P.L. 95-224), the (**AWARDEE NAME**), also herein referred to as the **grantee**, has received a Notice of Award to establish a Cooperative Agreement between the Administration for Community Living (ACL) and the **grantee**. This Cooperative Agreement, whose terms are described below, provides for the substantial involvement and collaboration of ACL in activities the recipient organization will complete in accordance with the provisions of the approved grant award.

Grantee Responsibilities

As proposed in the approved application, the **grantee** agrees to carry out the objectives and activities of the project announced as the MIPPA National Resource Center (Center). The **grantee** will design and implement a Center in accordance with the following conditions described in the Program Announcement:

The **grantee** will ensure that the Center will collaborate closely with State Health Insurance Assistance Programs (SHIP) Area Agencies on Aging (AAA), Aging and Disability Resource Centers (ADRC), and to ensure more complete and cost-effective enrollment of seniors in the full array of state and federal benefits for which they are eligible, with particular emphasis on Medicare Part D, Low Income Subsidies and Medicare Savings Program.

The **grantee** also agrees to the following:

1. Maintain and update web-based decision support and enrollment tools that will be made publicly available to older individuals, their caregivers and the professionals who serve them;
2. Data collected from tools created or supported by this funding will be shared with ACL and CMS;
3. Utilize cost-effective strategies to find older individuals with greatest economic need, limited English proficiency, and those residing in rural/frontier areas and enroll the individuals in the programs for which they are qualified;
4. Provide training and technical assistance, in collaboration with ACL, CMS, SHIP Resource Center, ADRC Technical Assistance Exchange, n4a and other partners, on effective outreach, screening, enrollment and follow-up strategies. This plan will include group activities, assistance targeted to specific states based on need and will facilitate peer to peer exchange;
5. Develop and maintain an information clearinghouse on best practices and cost-effective methods for finding and enrolling older individuals with greatest economic need in the programs for which the individuals are eligible;

6. Work with ACL and CMS to provide data and information on the targeted populations to state and local agencies that will help them to efficiently and effectively identify and reach individuals most likely to be not enrolled in benefits for which they are eligible.
7. Accept, track and analyze performance reports from SHIPs, AAAs, and ADRCs receiving funding through MIPPA;
8. To have a national resource center operational within 30 days of award;
9. Report on the following semi-annually:
 - a. Number of consumers, caregivers and professionals by state utilizing web-based tools during the project period (by tools utilized) and the services and benefits for which they enrolled, including the dollar value of the services and benefits received as a result of their enrollment;
 - b. Number and type of outreach events conducted during the project period
 - c. Number of training and technical assistance sessions held for ADRC, AAA and SHIP programs on outreach, screening, enrollment and follow-up strategies and where the sessions were held
 - d. Number of ADRC, AAA, SHIP programs agreeing to serve as enrollment centers
10. Work with ACL and CMS in the development of a logic model to describe and define the inputs, outputs, and long-term impacts of Section 119 of MIPPA.

The **grantee** further agrees that:

1. Activities under this initiative will not duplicate activities funded under other resources; and
2. Information collected from tools created or supported by this funding will not be used for commercial purposes.

ACL Responsibilities

The Administration for Community Living agrees to work cooperatively in the development and execution of the activities of the project as follows:

1. ACL Project Officer will perform the day-to-day Federal responsibilities of managing the cooperative agreement and collaborate, participate and intervene as needed in the funded activities;
2. ACL and the **grantee** will work cooperatively to clarify the programmatic and budgetary issues to be addressed by the project.
3. ACL will assist the **grantee** project leadership in understanding the strategic goals and objectives, policy perspectives, and priorities of the ACL by sharing such information on an ongoing basis via e-mail, telephone calls, briefings, and other consultations;
4. ACL will assist the **grantee** project leadership in ensuring the substantial involvement of SHIPs, AAAs, and ADRCs;
5. ACL will work with the **grantee** to ensure that the minimum requirements of the grant are met and will provide technical assistance and support on grant management and implementation issues;.

6. ACL will work with the **grantee** on the development and implementation of evaluation and quality assurance systems.
7. ACL will establish minimum standards to assist **grantee** in reporting State performance indicators.

The grant period for this project is up to 17 months and 29 days as indicated in the Notice of Award.

Requests to modify or amend this Cooperative Agreement may be made at any time by ACL or the grantee. Any modifications and/or amendments shall be effective upon the mutual agreement of both parties.

Draw down of funding for this grant through the Federal Payment Management System serves as official acceptance of this Cooperative Agreement. If you do not plan to accept the grant award, please send a letter of declination to the ACL Grants Management Officer with a copy to the ACL Project Officer within 30 days of receipt of the Notice of Award.