



Award# 23A60AD000042-01-01

FAIN# 23A60AD000042

Federal Award Date: 10/03/2023

Recipient Information

1. Recipient Name

MISSOURI DEPARTMENT OF HEALTH &
SENIOR SERVICES
920 Wildwood Dr
-DUP9
Jefferson City, MO 65109-5796
[NO DATA]

2. Congressional District of Recipient

03

3. Payment System Identifier (ID)

1446000987J5

4. Employer Identification Number (EIN)

446000987

5. Data Universal Numbering System (DUNS)

878092600

6. Recipient's Unique Entity Identifier (UEI)

UETLXV8NG8F4

7. Project Director or Principal Investigator

Mindy Ulstad
Program Manager
mindy.ulstad@health.mo.gov
5735268534

8. Authorized Official

Ms. Marcia Mahaney
Grants@health.mo.gov
573-751-6014

Federal Agency Information

ETA Office of Grants Management

9. Awarding Agency Contact Information

Ms. Jeannette Flowers
Grant Specialist
Flowers.Jeannette@dol.gov
xxxxxxxxxx

10. Program Official Contact Information

Ms. Jenna Holzberg
Workforce Development Specialist
holzberg.jenna.j@dol.gov
312-596-5524

Federal Award Information

11. Award Number

23A60AD000042-01-01

12. Unique Federal Award Identification Number (FAIN)

23A60AD000042

13. Statutory Authority

Older Americans Act

14. Federal Award Project Title

Senior Community Service Employment (SCSEP) Program

15. Assistance Listing Number

17.235

16. Assistance Listing Program Title

Senior Community Service Employment Program

17. Award Action Type

DOL - Other (Non-Monetary)

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date	07/01/2023	- End Date	06/30/2024
20. Total Amount of Federal Funds Obligated by this Action			\$0.00
20a. Direct Cost Amount			\$0.00
20b. Indirect Cost Amount			\$0.00
21. Authorized Carryover			\$0.00
22. Offset			\$0.00
23. Total Amount of Federal Funds Obligated this budget period			\$1,975,141.00
24. Total Approved Cost Sharing or Matching, where applicable			\$219,635.00
25. Total Federal and Non-Federal Approved this Budget Period			\$2,194,776.00
26. Period of Performance Start Date	07/01/2023	- End Date	06/30/2024
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance			\$2,194,776.00

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Carla Wills
Grant Officer

30. Remarks

To incorporate the updated project narrative in accordance with this amendment.



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Recipient Information	
Recipient Name MISSOURI DEPARTMENT OF HEALTH & SENIOR SERVICES 920 Wildwood Dr -DUP9 Jefferson City, MO 65109-5796 [NO DATA]	
Congressional District of Recipient 03	
Payment Account Number and Type 144600098715	
Employer Identification Number (EIN) Data 446000987	
Universal Numbering System (DUNS) 878092600	
Recipient's Unique Entity Identifier (UEI) UETLXV8NG8F4	
31. Assistance Type Discretionary Grant	
32. Type of Award Other	

33. Approved Budget (Excludes Direct Assistance)	
I. Financial Assistance from the Federal Awarding Agency Only	
II. Total project costs including grant funds and all other financial participation	
a. Salaries and Wages	\$12,182.00
b. Fringe Benefits	\$8,314.00
c. Total Personnel Costs	\$20,496.00
d. Equipment	\$0.00
e. Supplies	\$180.00
f. Travel	\$1,285.00
g. Construction	\$0.00
h. Other	\$622.00
i. Contractual	\$1,948,295.00
j. TOTAL DIRECT COSTS	\$1,970,878.00
k. INDIRECT COSTS	\$4,263.00
l. TOTAL APPROVED BUDGET	\$1,975,141.00
m. Federal Share	\$1,975,141.00
n. Non-Federal Share	\$219,635.00

34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
0501752324BD202301750002235OA012A0000AOWI00AOWI00	AD000042NG0	ETA	410023	17.235	\$0.00	01752324BD

AWARD ATTACHMENTS

MISSOURI DEPARTMENT OF HEALTH & SENIOR SERVICES

23A60AD000042-01-01

1. Updated program narrative

Service to Minorities (Older Americans Act, Title V, Section 515)

The Missouri Senior Community Services Employment Program (SCSEP) has decreased 1.67 percent in the overall enrollment of minorities from 50.98 percent of the enrolled participants in PY2021 to 49.31 percent of the enrolled participants in PY2022. While outreach to the target populations has not changed, those applying for SCSEP and being found eligible in the priority populations have changed ever so slightly leading to a less than two percent drop in the overall enrollment of minorities. A couple of additional factors were noted. When adding up all of the race categories for the final PY2022 QPR, the races only added up to 98 percent while the race categories for PY2021 added up to 100 percent. Additionally, ethnicity was broken out separately from race in PY2021, but not for PY2022, which could have a slight effect on the drop. Finally, during COVID the sub-grantees were not getting as many applications in the more rural counties in the state. The sub-grantees have made a concerted effort to meet the equitable distribution coming out of COVID by really focusing on the more rural counties where the minority populations are not as high as in the two urban centers our grant serves. This may have led to a slight drop in minority enrollment in the state. According to the U.S. Census Bureau Quick Facts for July 1, 2022, the minority population in Missouri is 14.8 percent of the total population of Missouri. The Senior Community Service Employment Program Preliminary Analysis of Service to Minority Individuals, PY2021, Volume II, showed that Missouri SCSEP served minority older adults at a higher rate (49.31 percent) than the overall rate of minority older adults in Missouri (14.8 percent). The same was true for the Missouri SCSEP service to older black adults. The Census percent of older black adults was 11.8 percent, and the service to black older adults by Missouri SCSEP was 47.26 percent. Missouri's Census percentage of older adults who are Hispanic is 4.7 percent, and those

who are Asian is only 2.2 percent. Missouri SCSEP served Hispanic older adults at 1.37 percent and Asian older adults at 0.6 percent.

Missouri SCSEP equitably served both the minority and majority populations in SFY2021, according to the PY2020 SCSEP Minority Report. The strategies described in the PY2023 grant application allow Missouri to continue surpassing the expected enrollment levels for minority participants.

The SCSEP State Director is housed within the Department of Health and Senior Services (DHSS) along with the Office of Minority Health. This allows regular communication regarding strategies to target outreach to traditionally underserved minorities, including seniors, to offer improved opportunities and well-being through equitable access to health programs and other services.

The sub-grantee in Area E is committed to addressing the barriers faced by the minority populations in the counties they serve. Minority populations represent a variety of racial and ethnic backgrounds, some of whom are limited English speakers. Supportive service plans address the barriers to employment faced by each participant. Service plans will assist participants in locating resources to help them address barriers such as language, lack of transportation, and lack of or inadequate housing.

The Sub-grantee in Area E has a strong working relationship with organizations specializing in assisting minorities and immigrant families. Targeted recruitment for SCSEP is focused on the counties with authorized positions and the minority populations represented in those counties. Community partners that assist many minorities and immigrants, such as The Kansas City Indian

Center, Salvation Army Westport, Guadalupe Senior Center, Catholic Charities, and Don Bosco Senior Center, assist by posting flyers and providing information in their local publications in the Kansas City metropolitan area. The Kansas City Indian Center and Salvation Army Westport are also host agencies, reassuring potential participants of the program's purpose and commitment to the participants. This sub-grantee also works with the Bishop Sullivan Agency and the Tony Aguirre Community Center as a means of increasing minority referrals specifically targeting Hispanic and Latino populations. This sub-grantee has recently partnered with Metropolitan Community College (MCC) to provide English as a Second Language and translation services and has been working with MCC to increase training opportunities for current participants and will specifically request referrals targeting Hispanic/Latino and Asian/Pacific Islanders. This sub-grantee plans to will meet with employers and agencies in the area that provide goods and services to the Asian/Pacific Islanders and Hispanic/Latino populations with the goal of recruiting and obtaining referrals to increase service levels for these under-served minorities.

Once a person with limited English language proficiency enters the program, translator services are provided for the enrollment process and ongoing training. The primary strategy for the sub-grantees to successfully recruit minority participants is partnering with agencies that provide social services directly or indirectly to these potential participants. In most cases, these agencies are also potential community service host agencies for SCSEP, as mentioned above. Host agencies understand the program well and can share this information with their clients/customers. Individuals interested in English language classes are referred to local entities for this service.

During this program year, the sub-grantee in Area DF and Area G will research local organizations that serve the Asian and Hispanic/Latino populations in the counties served. Outreach/recruitment will be conducted in order to connect with those organizations and educate them and those they serve about SCSEP via offered presentations, as well as provide printed program information and applications. This outreach/recruitment will be documented in the quarterly reports. Just this month a connection was made with the International Institute of St. Louis, the community's immigrant service and information hub. A presentation has been scheduled for their staff and clients to educate them about SCSEP, eligibility guidelines, and application procedures. Another local organization, STL Juntos, has been identified through a recent meeting with the Hispanic Chamber of Commerce of Metropolitan St. Louis. STL Juntos is a collaboration of local groups, individuals and organizations united in an effort to provide the latest information and resources needed for the Spanish-speaking community. Sub-grantee staff will meet with their Executive Director to provide education about SCSEP and offer presentations to their clientele, as well as seek their assistance with identifying any other similar organizations where SCSEP could share program information. Sub-grantee staff have identified the local Cherokee Street Community Improvement District, which promotes commerce, culture, and creativity in St. Louis City. This District houses several non-profit community organizations that serve several minorities, including Hispanics/Latinos and African Americans. Sub-grantee staff will conduct outreach/recruitment in this district, as well, to continue the education of the program. A similar path will be conducted via the local Asian American Chamber of Commerce, as well as some recently identified community organizations who focus on the Asian population: St. Louis Vietnamese Community, OCA-Asian Pacific American Advocates, and the Korean-American

Association of St. Louis. This sub-grantee partners with Parkway Adult Education to ensure that foreign-born participants in their English as a Second Language classes know of the SCSEP program. Bilingual International Assistant Services, or BIAS, serves individuals from almost thirty nationalities and manages the Macklind International Senior Center. BIAS is a valuable outreach partner for finding potential participants that are minorities. The Community Counseling Center in Cape Girardeau provides comprehensive behavioral health services with respect for all patients' diversity and cultural differences and has been an important resource for minority participants in need of mental health services. The St. Louis Empowerment Center of St. Louis, Northside Youth and Senior Center of St. Louis, the North East Community Action Corporation in St. Charles, and Preferred Family Healthcare of Cape Girardeau and St. Francois are four examples of SCSEP community service sites that offer increased program exposure to potential minority participants. Another strong partnership for Area DF is the Salvation Army, which serves many minorities and immigrants and practices using a racial equity lens in its programming to ensure that services result in more equitable outcomes. There are currently five SCSEP community service sites through this partnership, and they all assist with the potential recruitment of applicants. In addition, the Near Southside Employment Coalition in St. Louis serves as a community service site for participants and a source of minority participants and assists those participants with accessing services and programs that create links to employment.

The following steps will be continued or expanded as they have led to an increase in the participation of under-served minorities in Missouri:

- Outreach to specific community organizations and agencies that provide services to the targeted minority populations to inform them of the program and request their assistance with referrals to the SCSEP.
- Advertising in local newspapers, radio stations, and other media that are known to be utilized by minority populations.
- Using word of mouth of the current SCSEP participants has been one of the most successful approaches to enrolling minorities in the past and this practice will be encouraged to continue.
- Building relationships with trusted community leaders in some of the harder-to-reach minority populations will be a focus. It is known that there is a distrust for government officials in some minority populations. It will take time and a concerted effort to build trust in these areas.

Even with the success of the previously described approaches in serving minority populations, there are social and economic barriers unique to individual applicants that must be addressed to ensure all participants have the opportunity to participate in and fully benefit from SCSEP. Sub-grantees are experienced in helping participants explore resources to overcome these barriers to achieve success.

To achieve parity of access for all eligible applicants, the Missouri SCSEP will continue to partner with community programs whose engagement will help to ensure that eligible seniors in minority populations are aware of the availability of supported employment services. The Missouri SCSEP Grantee will continue providing technical assistance and feedback to the sub-grantees to maintain the level of enrollment of eligible minority populations.

Organizational Structure, Monitoring, and Audits (Uniform Administrative Guidance (2 CFR Part 200)

Organization

The Missouri SCSEP is administered by the Department of Health and Senior Services (DHSS), the Division of Senior and Disability Services (DSDS), in the Bureau of Senior Programs (BSP). BSP staff members are responsible for specific program areas (See Attachment A, Organizational Chart). The BSP Bureau Chief is the Title V SCSEP State Director and is responsible for coordinating and developing the Title V state plan and the annual grant, conducting meetings with sub-grantees, and providing technical assistance while tracking overall grant performance. The State Director also attends statewide meetings with various agencies and organizations that focus on employment and workforce development. In addition to the State Director, a Senior Program Specialist is also assigned to the program. The specialist's duties include reviewing the annual and durational limits and IEPs, completing data validation and completing on-site yearly monitoring, writing and updating program policies, providing technical assistance regarding the Department of Labor's data systems, assisting with the development of the SCSEP State Plan and required updates as well as the annual grant, and notifying the Missouri SCSEP sub-grantees of the availability of new supportive services that may be of interest to the SCSEP participants.

The grant allocation for personnel for PY2023 is ten percent for the SCSEP State Director and ten percent for the Senior Program Specialist.

The DHSS utilizes a competitive bid process to contract with sub-grantees, who administer the program for the State of Missouri. The current sub-grantees for the Missouri SCSEP PY2023 and their assigned counties and authorized positions can be found in Attachment B.

The sub-grantee in Area DF and Area G is a nonprofit corporation with 100 years of experience providing vocational assessment and placement services for people with disabilities and disadvantages that impact their ability to find employment. The agency is a significant provider of vocational rehabilitation services in Missouri. Revenue from their thrift stores assists with funding the agency's employment and training programs. Other funding sources are contract services, employment and training, sheltered workshop, and contributions.

The Sub-grantee in Area E is a nonprofit organization whose mission is to help older individuals gain skills and confidence to better their lives. The subgrantee has over 50 years of experience providing job skill training, job search assistance, and job placement to those 55 years and older, unemployed, and looking for employment. Supports are derived through the AARP, U.S. Department of Labor ETA, U.S. Department of Treasury- IRS, U.S. Department of Justice, Corporation for National and Community Service, U.S. Department of Agriculture, Robert Wood Johnson Foundation, Toyota, The John A. Hartford Foundation, United HealthCare, FINRA, Commonwealth Foundation, SCAN Foundation, Visa, and from engaging the community in providing social services and advocacy.

When the GPMS system reports consistently provide accurate data, the SCSEP Specialist will start providing weekly emails to sub-grantees again which provide an overview of the SCSEP Management reports for their area. Emails from DOL/ETA are forwarded to the sub-grantees when appropriate. Policies and procedure updates are shared with the sub-grantees through email. If training on new policies or procedures is necessary, the Missouri State SCSEP Director

provides training through phone, virtual, or in-person meetings. In addition, annual training is provided to the sub-grantees.

If new sub-grantees are selected to serve in the state, the State SCSEP Grantee has included requirements in the Request for Applications that the new sub-grantee must meet to transfer the participants successfully with no interruption to their services. This consists of the new sub-grantee ensuring sufficient staff to provide transition services and their readiness to take over the participants once the contract starts. The sub-grantee must have access to the DOL database and be authorized to enter data. The sub-grantee must have Memorandums of Understanding (MOUs) with Missouri Job Centers, Area Agencies on Aging in their areas, and the National SCSEP contractors. In addition, the sub-grantee should establish cooperative relationships or MOUs with Workforce Development Boards in the awarded service area, Vocational Rehabilitation programs, local service programs for veterans, local training programs, and local social service programs which target seniors.

Monitoring and Audits

Oversight and monitoring of sub-grantees promote sound management and leadership and assist grantees in clarifying objectives. This, in turn, promotes continuous improvement in program operations and meeting performance measures established by the DOL.

The SCSEP State Director is responsible for assuring the sub-grantees receive all policy, program, technical assistance, and regulatory updates to effectively and efficiently administer the program in their respective areas. The SCSEP State Director communicates regularly with the sub-grantees to ensure program updates are implemented throughout the service areas and meet

performance measure expectations. These meetings are an opportunity to provide technical assistance, provide information on performance objectives, develop strategies to facilitate success within the program, and support continued successful program performance. The SCSEP Specialist conducts on-site monitoring of each sub-grantee annually unless the Governor has instituted a statewide State of Emergency. The monitoring review includes but is not limited to a detailed financial review of costs billed to the grant, local office operations and procedures for eligibility, enrollment, orientation, and a review of records for staff, participants, and host agencies.

The sub-grantees must submit monthly and quarterly reports of agency activities detailing outreach efforts for the SCSEP State Grantee to track progress towards performance measures. Any sub-grantee failing to meet the required performance measures is provided with technical assistance.