



# Kick-Off Webinar:

Innovations in Nutrition Programs and Services  
2023 Grantees

Administration for Community Living  
Administration on Aging  
June 5, 2023

# Welcome 2023 INNU Research and Replication Grantees!

HIGH FIVE

WAY TO GO

CHEERS

CONGRATS

HOORAY



# Agenda

- Administration for Community Living (ACL)
- Older Americans Act
- Innovations in Nutrition (INNU) Grant Program
- 2023 INNU Grantees
- National Resource Center for Nutrition and Aging (NRCNA)
- What's Next?

# Welcome 2023 INNU Grantees

- **Keri Lipperini, MPA**
- Director
- Office of Nutrition and Health Promotion Programs
- Administration for Community Living
- [keri.lipperini@acl.hhs.gov](mailto:keri.lipperini@acl.hhs.gov)



# Mission Statement

Maximize the independence, well-being,  
and health of older adults, people with  
disabilities across the lifespan, and their  
families and caregivers



# About ACL

- Established April 2012
- Combined offices -
  - Administration on Aging
  - Office on Disability, and
  - Administration on Developmental Disabilities
- For all people, regardless of age and disability, to live with dignity, make their own choices, and participate fully in society

# ACL Organization



# Key ACL Staff

## Office of Nutrition and Health Promotion Programs



Aniessa Rollinson  
Innovations in Nutrition  
Program Lead



Judy Simon  
National Nutritionist



Donna Bethge  
Aging Services  
Program Specialist



Lesha Spencer-Brown  
Aging Services  
Program Specialist



Katherine Shavo  
Nutrition Consultant



Kathryn Tucker  
Nutrition Consultant

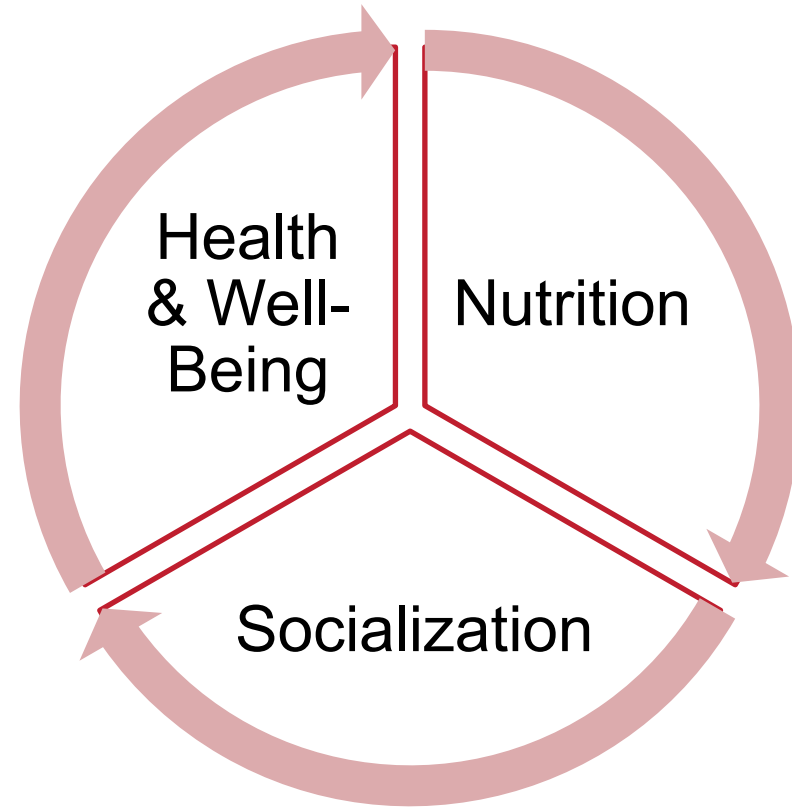


Kathy Wilson-Gold  
Nutrition Consultant



# Intent of Senior Nutrition Program

- Reduce hunger, food insecurity, and malnutrition
- Promote socialization
- Promote health and well-being



# INNU Grant Program

- Funds innovative and promising practices
- Enhances the quality, effectiveness, and outcomes of senior nutrition programs
- FY23 – programs/practices that support transition to and sustaining congregate meals and impactful nutrition education
  - Research
  - Replication

# INNU Grant History

- 45 grants since FY2017
- \$12.2M awarded to date
- Each grantee is unique
- Active grantees- 2020 and 2022
- Learnings and sharing
- [INNU Programs and Services](#)



# Meet Your Fellow Grantees!

- Introduce yourself and other staff on the call
- Give us a brief overview of your project
  - goals
  - objectives

# Meet Your ACL Project Officer

- **Judy Simon, MS, RD, LDN**
  - Project Officer
  - National Nutritionist
  - Grant monitoring:
    - Programmatic reports
    - Calendar of required reports
    - Monitoring calls
    - Work plan revisions
    - Partners with Office of Grants Management staff
  - [judy.simon@acl.hhs.gov](mailto:judy.simon@acl.hhs.gov)



# Reporting Calendars

- Lists the due dates for both programmatic and financial reports
- Lists the due dates for other reports and the Capstone project (Research grants only)
- Gives information on how and where to upload reports.

# ACL Semi-Annual Progress Report

- Semi-annual due:
  - Due 30 days after each 6-month reporting period
- Upload in GrantSolutions
- Email to your TA Liaison and ACL Project Officer
- [Current Guidelines for Preparing Performance Reports for Grants](#)

**SAMPLE: SEMI-ANNUAL PERFORMANCE REPORT COVER SHEET**

1. Grant #: \_\_\_\_\_

2. Project Title: \_\_\_\_\_

3. Grantee Name & Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Telephone #: \_\_\_\_\_

5. Project Period: \_\_\_\_\_

6. Reporting Period: \_\_\_\_\_

7. Final Reporting Period: \_\_\_\_\_

8. Project Director/Principal Investigator \_\_\_\_\_  
Telephone #: \_\_\_\_\_

9. Report Author \_\_\_\_\_  
Telephone #: \_\_\_\_\_

10. Date of Report: \_\_\_\_\_

11. ACL Program Officer: \_\_\_\_\_

12. ACL Grants Specialist: \_\_\_\_\_

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number (OMB 0985-0006). Public reporting burden for this collection of information is estimated to average 20 hours per response, including time for gathering and maintaining the data needed and completing and reviewing the collection of information. The obligation to respond to this collection is required to retain the statutory authority (Older Americans Act). Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Administration for Community Living, U.S. Department of Health and Human Services, 330 C Street, SW, Washington, DC 20201-0008.

# Final Reports

- Final **Cumulative** Program Reports  
Due (within 90 days)
  - Research: July 29, 2028
  - Replication: July 29, 2026
- Email to Technical Assistance Liaison and ACL Project Officer
- [Current Guidelines for Preparing Performance Reports for Grants](#)

TANGIBLE PERSONAL PROPERTY REPORT SF- 428		OMB Number: 4040-0018 Expiration Date: 6/30/2020
1. Federal Agency and Organizational Element to Which Report is Submitted [Redacted]		
2. Federal Grant or Other Identifying Number Assigned by Federal Agency [Redacted]	3a. DUNS [Redacted]	3b. EIN [Redacted]
4. Recipient Organization (Name and complete address including zip code) Recipient Organization Name: [Redacted] Street1: [Redacted] Street2: [Redacted] City: [Redacted] County: [Redacted] State: [Redacted] Province: [Redacted] Country: USA: UNITED STATES ZIP / Postal Code: [Redacted]		
5. Recipient Account or Identifying Number [Redacted]	6. Attachment (Check applicable) <input type="checkbox"/> Annual Report (SF-428-A) <input type="checkbox"/> Final (Award Closeout) Report (SF-428-B) <input type="checkbox"/> Disposition Report/Request (SF-428-C)	7. Supplemental Sheet <input type="checkbox"/> Yes <input type="checkbox"/> No
8. Comments [Redacted] <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>		
9a. Typed or Printed Name and Title of Authorized Certifying Official Prefix: [Redacted] First Name: [Redacted] Middle Name: [Redacted] Last Name: [Redacted] Suffix: [Redacted] Title: [Redacted]		
9b. Signature of Authorized Certifying Official [Redacted]		
9c. Telephone (area code, number, extension) [Redacted]		
9d. E-Mail Address [Redacted]		
9e. Date report submitted (MM/DD/YYYY) [Redacted]	10. Agency use only [Redacted]	



# Capstone Project


Due:

- Research: July 29, 2028
- Replication: No project due.

- Combines replication tools, lessons learned, and other materials
- <https://acl.gov/senior-nutrition/models>

ADMINISTRATION FOR COMMUNITY LIVING INNOVATIONS IN NUTRITION PROGRAMS AND SERVICES CAPSTONE SERIES

**ORGANIZATION:**  
Maryland Department on Aging



MARYLAND'S INNOVATIONS IN NUTRITION PROGRAMS AND SERVICES

**ABOUT US**  
The Maryland Department of Aging helps establish Maryland as an attractive location for all older adults through vibrant communities and supportive services that offer the opportunity to live healthy and meaningful lives.

**PROJECT PURPOSE**  
• To transform the Maryland Department of Aging's Senior Nutrition Program using the epidemic of older adult malnutrition as the catalyst to introduce evidence based practices, cost-cutting measures, innovative meal products, and efficient service delivery methods to forge new health care linkages and expand service to older adults in the community.

**PROJECT LENGTH**  
• Two years

**KEY PARAMETERS**

- **Population targeted:** Age 60 and older, persons at risk of hospital readmission, and/or malnutrition
- **Geographic setting:** Urban, suburban, and rural settings (statewide)
- **Service delivery setting:** Community settings; initial distribution site of meal packages was in the hospital, at discharge
- **Services offered:** Innovative post-hospital discharge meal package services, and development of a malnutrition care pathway approach
- **Number of staff/FTEs dedicated to innovation project:** (paid/unpaid, FTEs): Maryland Department of Aging: 0.75 FTE Project Coordinator, with in-kind support of senior staff, and involvement of Older Americans Act (OAA) Nutrition Program Manager (in-kind not counted since the OAA is a federal program and could not be applied for budget purposes)
- **Consulting Registered Dietitian Firm:** procured to assist with specific components
- **Subgrantees:** Maintaining Active Citizens, Inc. (MAC Inc.), a Maryland Area Agency on Aging (AAA) and the Maryland Food Bank. Both were engaged and paid for time and expertise devoted to the project based on executed agreements
- **Total grant funds received:** \$245,975
- **Total project period:** Two years (2017 – 2019)
- **Total funding leveraged from organization (cash/in-kind):** \$85,236 (State funding)

**PROJECT COMPONENTS**

- A replicable model for a hospital post-discharge community-based malnutrition care pathway.
- Medically-tailored, shelf-stable meal packages for older adults transitioning from hospital to home.
- University-led cognitive- and validation-testing of the Maryland Home Delivered Meal Screening tool.
- Community malnutrition awareness workshops for seniors at risk for falls entitled, "Stepping Up Your Nutrition".

# Your Grant Management Specialist

## Miles Rather

- Grant Management Specialist
- Grant financial management
  - Business Review
  - Notice of Award including Continuations
  - Reviews financial reporting
  - Partners with Project staff on all grant processes
- [miles.rather@acl.hhs.gov](mailto:miles.rather@acl.hhs.gov)

# Financial Reporting and Payments

- Annual report (SF425) due July 29<sup>th</sup>
  - Final report August 28th
- Submit financial reports through PMS
- [Financial Reporting Instructions](#)
- PMS is also the system for requesting payments

# GrantSolutions and Payment Management System

- Grant Solutions
  - Program and financial reporting
  - Managing an ACL Grant
  - New User Sign-Up
- Payment Management System (PMS)
  - Payments for grantees
  - New User Request

# Help Desks

- GrantSolutions Help Desk
  - Support available: Monday through Friday 7am - 8pm ET (closed [Federal holidays](#)).
  - **Phone:** 1.866.577.0771 or 202.401.5282
  - **Email:** [help@grantsolutions.gov](mailto:help@grantsolutions.gov)
- PMS Help Desk
  - Support available: Monday – Friday from 7 am - 9pm ET (closed [Federal holidays](#) ).
  - **Phone:** 1-877-614-5533
  - **Email:** [PMSSupport@psc.hhs.gov](mailto:PMSSupport@psc.hhs.gov)
  - **FAQs:** [Self-Help Portal](#)

# National Resource Center

- Goal: Advance the senior nutrition network to ensure its continued strength and sustainability
- Acts on behalf of ACL to provide
  - Expert technical assistance, enhanced resources
  - New educational and collaboration opportunities
  - Leadership as an advocate to ensure strength and sustainability

# Meet Your Resource Center Technical Assistance Liaisons

- **Caroline McKinney, MS, RDN, LD, CNSC**
  - Nutrition Innovation Director
- **Ashley Danielson, RDN, LD**
  - Nutrition Coordination Director



**Alexandra Bauman, RD LDN**  
 Nutrition & Wellness Division Director  
 NRCNA Director  
 0.75 FTE

## IDA

<b>Ashley Danielson, RD LDN</b> Nutrition Coordination Director 1.0 FTE	<b>Bambi Press, RD LDN</b> Healthy Aging Director 0.5 FTE
<b>Caroline McKinney, MS RD LDN</b> Nutrition Innovation Director 1.0 FTE	<b>Denita DeRaad</b> Administrative Assistant I 1.0 FTE
<b>Erin Holsington, RD LDN</b> Nutrition & Aging Content Director 1.0 FTE	<b>Liz Fridley, RD LDN</b> Health Promotion Director 0.5 FTE
<b>Marissa Vance</b> Communications Manager 1.0 FTE	

## ISU

<b>Sarah Francis, PhD MHS RD</b> Iowa State University 0.25 FTE	
<b>Cat Rudolph, MS RD LDN</b> PhD Candidate, Iowa State University 0.5 FTE	<b>Savannah Schultz, MS RD LDN</b> PhD Candidate, Iowa State University 0.5 FTE
<b>Shelley Woodall, RD LDN</b> Program Assistant, Iowa State University 0.5 FTE	<b>Brenton Center for Agricultural Instruction and Technology Transfer</b> Course Modules
<b>Subject Matter Experts</b> As needed	

## Contractors

<b>Jocelyn Evans Consulting</b> RD Content Creation and Surge Staffing	<b>National Association of Nutrition and Aging Services Programs</b> Special Supplemental Projects
<b>ZLR Ignition</b> Graphic Design & Marketing	



# INNU Grantee Assistance

- June Calls
  - Detailed Agenda
  - Grant Management Specialist
- Monthly meetings – detailed agenda
- Listserv
- Monthly grantee gatherings
- Annual grantee meeting





# **Nutrition and Aging Resource Center**

# Nutrition and Aging Resource Center Website

The screenshot shows the website's header with navigation links: About Us, Browse Resources +, OAA & Requirements, Innovative Models, and COVID-19. Below the header is a search bar and the main logo for the Nutrition and Aging Resource Center. A sub-header reads "Building the capacity of senior nutrition programs". A paragraph describes the center's mission: "The National Resource Center on Nutrition and Aging – also known as the Nutrition and Aging Resource Center – serves to build the capacity of senior nutrition programs funded by the Older Americans Act (OAA) to provide high-quality, person-centered services, and to assist ACL and stakeholders with identifying issues and opportunities to enhance program sustainability and resiliency. OAA-funded senior nutrition programs work to reduce food insecurity, hunger, and malnutrition; enhance socialization; and promote health and well-being of older adults. [More about us.](#)"

Four main content cards are displayed:

- Browse Resources**: Tip sheets, guides, and other tools for program management and community engagement.
- OAA & Requirements**: Information on the OAA, federal requirements, data, reporting, evaluation, and more.
- Innovative Models**: Highlights and materials from Innovations in Nutrition Programs and Services (INNU) grantees.
- Instructional Campus**: Coming soon! Instructional Campus on Aging Nutrition (ican!) interactive training.

At the bottom, there are two buttons: "Subscribe to Nutrition & Aging News" and "Find a local nutrition site" (with an eldercare locator icon). A red arrow labeled "Newsletter" points to the subscription button.

## Subscribe and follow to get updates on...

- Interactive learning modules
- Live webinars and quickinars
- Infographics
- Toolkits
- Guides
- And more!



[www.acl.gov/senior-nutrition](http://www.acl.gov/senior-nutrition)



# Who to Call?

## Judy Simon

- Initial contact
- Required reporting
- Programmatic Reports
- Work plan revisions
- Amendments

## Miles Rather

- Financials
- Reporting and pulldowns
- Budget
- SF-425
- Notice of Award (continuations)

## NRCNA

- Technical Assistance
- Monthly Calls
- Peer Engagement
- Listserv
- Annual grantee meeting

ACL Project Officer: Judy Simon [judy.simon@acl.hhs.gov](mailto:judy.simon@acl.hhs.gov)

ACL Grants Management Specialist: Miles Rather [miles.rather@acl.hhs.gov](mailto:miles.rather@acl.hhs.gov)

Nutrition Resource Center:

Ashley Danielson, Nutrition Coordination Director [Ashley.Danielson@iowa.gov](mailto:Ashley.Danielson@iowa.gov)

Caroline McKinney, Director of INNU Technical Assistance [caroline.mckinney@iowa.gov](mailto:caroline.mckinney@iowa.gov)

# Next Steps

- Monthly grantee meeting invitation
- Verify GrantSolutions and PMS access
- Monthly grantee gathering invitations
- Join the Listserv. Once subscribed email [INNU GRANTEES@LIST.NIH.GOV](mailto:INNU_GRANTEES@LIST.NIH.GOV)
- Grantee Product Disclaimer <https://acl.gov/grants/managing-grant>
- Begin project work

# Questions?



Photo by [Brett Jordan](#) on [Unsplash](#)

National Resource Center for  
Nutrition and Aging

Visit the site today!

THANK YOU!