



**Nutrition and Aging
Resource Center**

Texas Congregate Meal Initiative

Appendix Documents

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Appendix A – TCM Learning Collaborative Application

TCMI Learning Collaborative Application

Disclaimer: This project was supported, in part by grant number 90INNU0013, from the Administration for Community Living, U.S. Department of Health and Human Services, Washington, D.C. 20201. Grantees undertaking projects with government sponsorship are encouraged to express freely their findings and conclusions. Points of view or opinions do not, therefore, necessarily represent official ACL policy.

Applicant Information

Please provide the following information as a part of the application for phase one and two of the TCMI Learning Collaborative.

Applicant Organization

1. Nutrition Provider E-Mail:

2. Nutrition Provider "applicant" Name:

3. Nutrition Provider Address:

4. Nutrition Provider Phone Number:

5. Organization Website and/or social media:

Affiliated Area Agency on Aging

- 6. Affiliated “sponsor” Area Agency on Aging: _____
- 7. AAA Mentor “staff lead” Name: _____
- 8. AAA Mentor Title: _____
- 9. AAA Mentor Address: _____
- 10. AAA Mentor Phone Number: _____
- 11. AAA Mentor E-Mail: _____

Congregate Meal Program Description

12. In which Texas counties does your organization serve congregate meals?

13. How many congregate meals did you serve in Fiscal Year 2019?

14. How many unduplicated congregate participants did you serve in Fiscal Year 2019?

Total Unduplicated Congregate Participants?

Minority Unduplicated Congregate Participants?

Low-Income Unduplicated Congregate Participants?

Rural Unduplicated Congregate Participants?

15. How many congregate meal sites did your organization serve prior to COVID-19?

16. Where were the congregate meals served by your organization before COVID-19? *(Please check all that apply)*

- Senior centers (building dedicated to senior activities including meals)
 - Multi-purpose community centers
 - Faith-based organizations or churches
 - Community supported meeting rooms or buildings (city or county)
 - Senior housing
 - Restaurant
 - Grocery store
 - Cafe
 - School
 - Other, please specify below:
-

17. Where are the congregate meals currently served by your organization? *(Please check all that apply)*

- Senior centers (building dedicated to senior activities including meals)
 - Multi-purpose community centers
 - Faith-based organizations or churches
 - Community supported meeting rooms or buildings (city or county)
 - Senior housing
 - Restaurant
 - Grocery store
 - Cafe
 - School
 - Other, please specify below:
-

18. In addition to Title III C-1 funding, what other financial resources support your congregate program activities? *(Please check all that apply)*

- Only Title III C-1 funding and participant contributions for meals
 - City or County funds
 - Fees charged for programs or activities provided
 - Businesses or community support
 - Fundraising/Special Events
 - Fundraising Drives or Direct Mail Campaigns
 - Foundations or grants
 - OAA Title III D evidence-based programs
 - Other, please specify below:
-

19. Do you currently have partnerships or collaborations established at the community level to support a congregate meal program?

Yes

No

20. In the last several years (excluding the current year's COVID-19 pandemic), have you seen participation in the congregate meal program:

Declined significantly

Declined slightly

Remained the same

Increased slightly

Increased significantly

21. Have you implemented new practices or activities to attract new participants to any of your congregate meal program site(s) within the last two years?

No new practices implemented during the last two years

New practices or activities implemented but did not increase number of participants

New practices or activities implemented did increase number of participants

Letter of Support

Please attach a letter of support with your application from your affiliated (“sponsor”) AAA. The letter must include the commitment of the AAA to:

- Identify a staff lead person from sponsoring AAA who will serve as the (“mentor”) or guide for the nutrition provider (“applicant”) while participating in the TCMI Learning Collaborative.
- Participate in the virtual learning collaborative workshop(s) with the nutrition provider.
- Provide necessary guidance to the participating provider throughout the duration of the TCMI learning collaborative.

Organizational Signatures

Click the link below to download the organizational signatures form. Please have the Mentor from your organization and the Executive Director of your organization verify the statements and complete the form.

[Organizational Signatures Form](#)

Please upload your completed signature form here:

As the applicant, I commit to the TCMI Learning Collaborative's participation requirements.

Name _____

Date _____

Signature

Appendix B – Simple Logic Model Template

SIMPLE LOGIC MODEL TEMPLATE

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Innovative Congregate Pilot Program Goal:

INPUTS	ACTIVITIES	OUTPUT	OUTCOME
WHAT WE INVEST	WHAT WE DO	WHO WE REACH	WHAT HAPPENS? What's the result of the project/What happens
<ul style="list-style-type: none"> • Staff • Volunteers • Time & Money • Partners • Material • Technology • Equipment • Research findings 	<ul style="list-style-type: none"> • Deliver services • Conduct meetings • Develop products • Implement innovations • Work with media • Facilitate access to program 	<ul style="list-style-type: none"> • Program participants / clients / customers • AAAs • Community based organizations • Partners • Decision makers 	<ul style="list-style-type: none"> • Satisfaction • Wellness • Awareness • Engagement • Knowledge • Motivations • Reach • Social integration • Visibility • Value • Skills

Appendix C – TCMI Innovative Pilot RFP

Texas Congregate Meal Initiative: Request for Innovative Pilot Proposal

Pilot Proposal Due Date: Monday, February 22, 2021

Time: 5:00p.m. CT

Public Policy Research Institute, Texas A&M University
OCTOBER 2020



TEXAS A&M UNIVERSITY
Public Policy
Research Institute



TEXAS
Health and Human
Services

Executive Summary

As a part of the Texas Congregate Meal Initiative (TCMI) project funded by the Administration for Community Living (ACL) and the Texas Health and Human Services Commission (HHSC), the Public Policy Research Institute (PPRI) at Texas A&M University requests a proposal for an innovative low-cost congregate meal pilot project from each of the 16 selected Learning Collaborative (LC) participants. All these LC participants belong to the Texas aging nutrition provider network and are selected by the Texas HHSC to participate in the TCMI LC through a previous application process. With the support of the LC, the pilots would be assisted to exhibit innovative and promising practices that can be scaled across Texas.

Eligible Applicants	Selected 16 LC participants from Texas aging nutrition provider network
Funding Opportunity Title	TCMI Innovation Pilot
Application Submission Date	February 22, 2021 by 5 PM CT
Submission Method	By email to ajackson@ppri.tamu.edu with the Subject Line of "TCMI Innovation Pilot"
Total Funding Requested	Fixed Price of \$7,500 for Each Pilot
Estimated Number of Awards	Maximum 16
Cost Sharing/Match Required	None
Pilot Performance Period	June 1, 2021 to December 2021

Pre-Proposal Technical Assistance

The Workbook Questions connected with each session of the TCMI Virtual Workshop hosted by PPRI in October 2020 provide the necessary guidance to applicants so they can develop the various sections of their pilot proposal. Additionally, from November 2, 2020 to February 15, 2021, PPRI will hold technical assistance (TA) office hours for LC applicants seeking guidance to develop this proposal. These office hours will be held on all **working Fridays from 1 pm to 2 pm over zoom virtual sessions**. Guidance will be provided based on applicant needs. Applicants are requested to email ajackson@ppri.tamu.edu with a prior indication that they will attend a TA session to discuss questions about the pilot proposal. Inquiries and comments must reference TCMI.

Proposal Background

The Texas Congregate Meal Initiative funded by the ACL (2019-2022) has been conducting research to identify the causes of decline in congregate meal program participation by adult Texans 60 and over. During Year 1 of the project, PPRI at Texas A&M University has conducted several stakeholder surveys and focus groups to identify the facilitators and barriers to the congregate meal programs across Texas and innovations that have been tried in various communities representing the 28 Texas Area Agencies on Aging to address and impact social isolation of the Older adults and decreased participation in the congregate meal programs. Integrating the comprehensive statewide data, during Year 2, the TCMI is providing 16 select members of the Texas aging nutrition provider networks with business acumen, project development training as well as the opportunity to pilot low-cost innovations with the support of a Learning Collaborative (LC). The providers determined to have innovative plans will get the final opportunity to pilot their proposals and demonstrate their efficacy, prior to disseminating effectiveness lessons and replication insights on a national scale. The LC will provide participants the unique opportunity to not only learn from each other through a community of practice but also to influence the trajectory of the congregate meal programs across

Texas and showcase local Texas innovations and replication possibilities to the nation. Resources available from the TCMI Learning Collaborative can be found at <https://ppri.tamu.edu/tcmi>.

Proposal Submission

All proposals must be sent as a MS Word Document via email to the following address: ajackson@ppri.tamu.edu. The subject line should refer to **TCMI Innovation Pilot**. The email should reach the designated address by 5 PM CT on Monday, February 22.

Award Information & Payment Terms

Award notifications will be sent to applicants on or before April 30, 2021. To implement the approved pilots, each applicant will receive an initial payment of \$5,000 in June 2021 and a second payment of \$2,500 in December 2021 during the wrapping up of the pilot projects. Please note that these two fixed payments are made on a set schedule assuming required commitment to pilot projects are met by the awardees.

Eligibility Information

Only the 16 selected Texas nutrition providers chosen to participate in the TCMI Learning Collaborative are eligible to submit a proposal to implement a low-cost innovative congregate meal pilot in their respective target communities. These providers were selected on September 30, 2020 based on a previous application submitted to Texas HHSC for participating in the Learning Collaborative phase of the TCMI.

Proposal Requirements

This section describes what the proposal application package should include. PPRI & Texas HHSC may reject a proposal that fails to include the application requirements. PPRI may seek clarification and revisions from an applicant at any time during the evaluation period, and failure to respond may be cause for rejection of a TCMI innovation pilot proposal. The applicant shall be as precise, accurate, and succinct as possible and not exceed **six double-spaced pages (using a font type no smaller than 11-point Times New Roman)** to submit the following requested information.

A. Applicant Information

1. Applicant Name, Position, Email Address & Contact Phone
2. Applicant Organization Name & Address
3. Applicant Mentor Name, Title & Contact Phone
4. Applicant's Area Agency on Aging
5. Total Budget Requested: This needs to equal \$7,500.

B. Abstract

The abstract should provide a brief description of the proposed congregate meal innovative pilot project, summarize its purposes and goals and what is aimed to be achieved with the help of the project in the applicant's targeted geographical area. Abstract needs to clearly outline what makes the project innovative. The abstract should be written for a general public audience in 250 words or less. **(5 points)**

C. Project Narrative

The project narrative, as key part of the proposal, should provide the details of the proposed innovative congregate meal pilot and contain the information outlined in the table below.

<p>C1. Purpose & Need</p>	<p>A needs statement establishes the rationale for a project by clearly identifying the gap or problem within a specific community. This should include:</p> <ol style="list-style-type: none"> a. Description of the need for your proposed congregate meal innovative pilot project in your targeted community. Describe any recent changes or potential opportunities/threats in your community for support of the congregate meal program participation. This can include the impact of the COVID-19 on the congregate program. b. Identification of the target population and the specific need(s) that the proposed project will address to serve. Description of needs can be well supported by evidence such as community population statistics and/or existing trends. (10 points)
<p>C2. Organizational Capabilities</p>	<p>In this section, you must succinctly describe your organizational capacity to develop and implement the congregate meal innovation. This should include:</p> <ol style="list-style-type: none"> a. How your existing organizational capacity and resources will help to effectively manage the programmatic, fiscal, staffing and administrative aspects of the proposed innovative pilot. b. Describe how the \$7,500 funding from TCMI and any other community resources will be used to support the congregate meal innovation. c. Discuss if you plan to build on existing community relations and/or develop new partnerships to accomplish project goals. (10 points)
<p>C3. Time Task Plan & Methodology</p>	<p>This is the key section of the proposal. The Time Task Plan must clearly describe what makes your proposed project "innovative" in nature and identify the goals, major activities and/or products, resources to be utilized to accomplish the goals, and the specific methods for accomplishing each along with the implementation timeline. The Time Task Plan must include:</p> <ol style="list-style-type: none"> a. Steps for implementation of the innovation. This could include specific activities, resource development, marketing and/or communication strategies, b. Staff responsible for development and implementation of the project. Include any major responsibilities/roles of key staff or volunteers and clearly identify key project contact. c. A timeline for the key tasks. Note that the implementation timeline for all TCMI innovative pilots consists of 7 months: June 2021 to December 2021. (20 points)

C4. Marketing & Communication	<p>The proposed pilot project should integrate a marketing and communication strategy. This should include:</p> <ol style="list-style-type: none"> a. Intended audience and marketing objectives. b. Intended communication and dissemination strategy for the innovative pilot. <p>(10 points).</p>
C5. Impact & Evaluation	<p>This section should identify the intended project success measures.</p> <ol style="list-style-type: none"> a. Outline the types of outcome data that will be used to narrate the pilot project's performance and possible success. Examples of these are discussed during the October TCMC virtual workshop conducted by PPRI and provided in the session toolbox for Day 3. b. Identify the key personnel (with email address and phone number) who will be responsible for monthly reporting of project successes and challenges to PPRI. This is because there will be a comparative evaluation of TCMC innovation pilots conducted by PPRI. During the period of June 2021 to December 2021, all pilots are required to participate in periodic data reporting, surveys, focus groups and monthly teleconferences conducted by PPRI to share their activities, accomplishments, promising practices and challenges. Key objectives of this external evaluation are to identify the key 'lessons learned' from the implementation of the 16 pilots including strategies to better serve the targeted Older American population as well as capturing the promising practices and successes from program deliveries. <p>(10 points)</p>
C6. Sustainability	<p>TCMC LC participants are expected to sustain key elements of their innovative projects, e.g., strategies, services, activities and/or interventions, which have been effective in improving practices and outcomes for the target population. The proposal must include:</p> <ol style="list-style-type: none"> a. An outline for project sustainability plan beyond December 2021. b. You can refer to challenges that are likely to be encountered in sustaining the pilot and approaches that could be used to resolve such challenges. <p>(5 points)</p>

D. Budget

Applicants are required to provide a simple budget, with narrative, that includes a plan to spend a fixed sum of \$7,500 for the implementation of the proposed innovative pilot over a period of seven months. The budget must be complete, reasonable, and directly related to the proposed project activities and tasks. Funding cannot be used for meal costs, construction or any rehabilitation of buildings. Budget may include projected expenditures for *personnel, materials and supplies, any other direct costs including contractors, entertainment or activity fees, any marketing costs including brochures, newspapers ads* etc. Continuation of existing projects in applicant's jurisdiction will be allowed only with the expansion, enhancement and/or addition of new and innovative approaches in adherence to prohibitions imposed by the ACL grant conditions. (10 points)

E. Attachments Index

Applicants are advised not to include any other attachment with the proposal than what is specified below. These attachments are not included in the 6-page limit mentioned in page 3 of this document.

E1. A **logic model** as a one-page figure that presents the conceptual framework for the proposed innovative pilot project. Template is provided in TCMi Virtual Workshop Day 3.

E2. A **letter of support** from the applicant's Area Agency on Aging that specifically indicates a commitment to the innovative pilot including any resource commitment to the project (e.g., in-kind services, staff, space, equipment etc.).

E3. A **one-page budget sheet** as necessary.

Selection Procedure

PPRI staff, in partnership with Texas HHSC staff, will review all proposals for completeness and basic responsiveness to the solicitation. Applicants are encouraged to work closely with PPRI staff and subject matter experts and take advantage of the **Pre-Proposal Technical Assistance Office Hours** explained in page 1 of this solicitation. Evaluation criteria: Abstract (5%), Project Narrative (85%) & Budget (10%).

Selected Pilot Project Commitment

Approved pilot project implementers will commit to the following activities:

- 1) Implement pilot projects according to the approved plans over a 7-month period from June 2021 to December 2021.
- 2) Participate in a monthly virtual meeting with HHSC and PPRI during implementation/ piloting of their approved pilot projects. Share lessons learned on a regular basis with other members of the TCMi Learning Collaborative.
- 3) Coordinate with Texas A&M PPRI to collect and report data for outcome tracking and evaluation of their pilot projects.
- 4) Submit a 4-page project report to PPRI by January 31, 2022 based on an agreed upon format.

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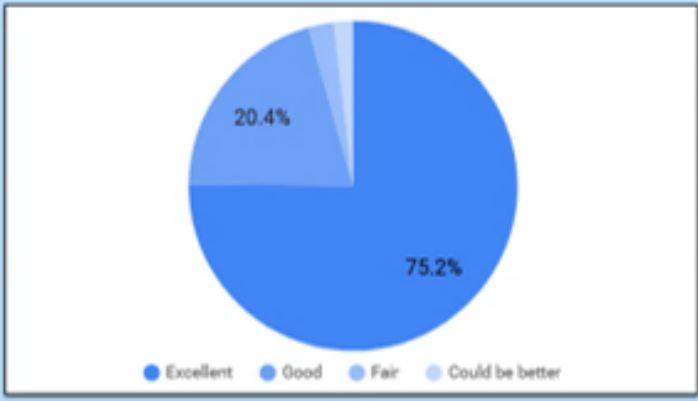
Appendix D – Dashboard Examples

Example TCMI Data Dashboard Snapshot

How do clients feel about the TCMI Pilots?

General Well-being	Psychological Well-being	Social Connection	Food Security
75% of clients said the congregate program makes them <u>feel better</u> .	51% of clients said the congregate program makes them <u>feel less sad and anxious</u> .	80% of clients said the congregate program <u>increases their social connection opportunities</u> .	74% of clients said the congregate program <u>helps them access healthy meals</u> .

Courteousness and Friendliness of Staff

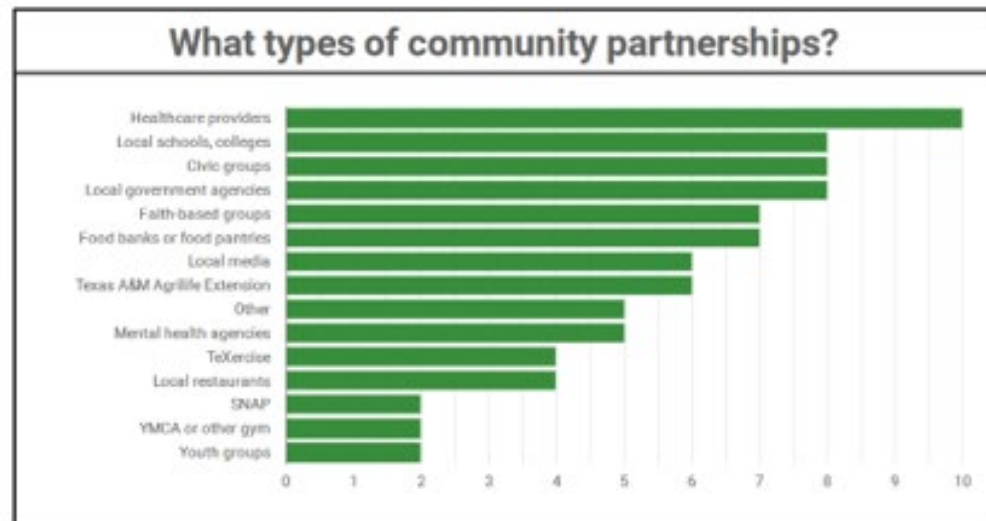
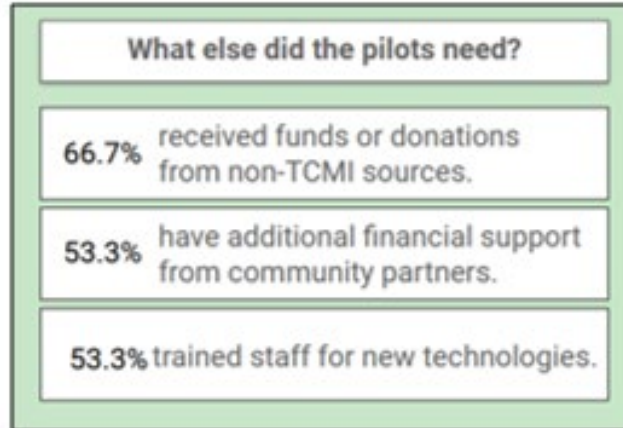


96.41%
Would recommend the congregate program to others in their community

Quality of Meals Offered



What Resources Did TCMI Provide?



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Appendix E – TCMI Program Manager Survey

TCMI Program Manager Survey

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Contact

Contact Please provide the following information:

Site/Program Name: _____

City: _____

Participation

P0 Is your congregate site open?

Yes, at all locations (Select this option if your program only serves one location)

Yes, at some locations

No

P1 How many congregate clients did you serve per day on average in the month of December 2021?

Home delivered meals _____

Grab and go meals _____

Congregate Site In-person _____

P3 Does your TCMI pilot target any of the special populations below?
Please select all that apply.

- Individuals residing in rural areas
- Individuals with physical or mental disabilities
- Individuals at or below the poverty line
- Individuals with language barriers
- Specific ethnic groups
- Other special population

Display This Question: If P3 = Other special population

P3a What is the other special population targeted by your TCMI pilot?

P4! Do you think your TCMI pilot has increased congregate meal access to vulnerable under-served Older Adult clients?

- No (21)
- Yes (22)

P5! Do you think Older American clients visiting your sites and/or participating in the pilots value the TCMI pilot?

- No (21)
- Yes (22)

Community Partnership

CP1 For your congregate programs, what types of community groups did you collaborate or partner with prior to planning the TCMI pilot? *Please select all that apply.*

- Healthcare providers
- Local schools, colleges or universities
- Mental health agencies
- Local government run entities such as libraries and health departments
- Youth groups
- Local media
- Local restaurants, grocery stores, chefs, nutritionists
- Food banks or food pantries
- YMCA or other gym/recreational facilities
- Civic groups such as Lions club, Rotary
- Faith-based groups
- Texas A&M Agrilife Extension
- SNAP
- TeXercise
- Other

Display This Question: If CP1 = Other

CP1a Who were the other partners you had for your congregate program prior to planning the TCMI pilot?

CP2 Which types of community partners (new or old) are you collaborating with from your community or beyond for the TCMI pilots? *Please select all that apply.*

- Healthcare providers
- Local schools, colleges or universities
- Mental health agencies
- Local government run entities such as libraries and health departments
- Youth groups
- Local media
- Local restaurants, grocery stores, chefs, nutritionists
- Food banks or food pantries
- YMCA or other gym/recreational facilities
- Civic groups such as Lions club, Rotary
- Faith-based groups
- Texas A&M Agrilife Extension
- SNAP
- TeXercise
- Other

Display This Question: If CP2 = Other

CP2a Who are your other partners you are working with for the TCMI pilots?

CP3 Are any of your community partners providing financial support or donations for your program?

No

Yes

Display This Question: If CP3 = Yes

CP3a What types of support are provided and by whom?

CP4 Which of these partnerships would you like to mark as a valuable partnership and why?

CP5 Do you feel your TCMI pilot has helped develop valuable community partnerships for you?

No

Yes

CP6 Do you feel the community partnerships created by the TCMI pilot are benefiting your program goals?

No

Yes

Marketing

M3 Which of the following methods have you used specifically to market your TCMI pilot?

Please select all that apply.

- Paper flyers, brochures, leaflets
- Social media (Facebook, Instagram, Twitter, etc)
- Other websites such as blogs or municipal sites
- Radio
- Television
- Billboards
- Mail outs
- Word of mouth
- Events such as parades or public meetings
- Face to face (in person or virtual)
- Networking/Personal connections
- Other

Display This Question: If M3 = Other

M3a Please list the other marketing strategies you have used to advertise or market your TCMI pilot.

M4 Of the marketing and branding **material** you created for the TCMI pilot so far, which one is your strongest or most valuable and why?

M5 Of the marketing and branding **events** you have held for the project so far, which one is your strongest or most valuable and why?

M6 Do you think clients visiting your sites and/or participating in the TCMI pilot value the pilot and view it as beneficial?

No

Yes

M8 Because of your TCMI marketing and awareness building efforts, do you think that your community is more aware of the congregate program now compared to **October 2021**?

No

Yes

Personnel and Resources

R1 Including yourself, how many full time staff or other personnel are supporting the implementation of your innovative pilot?

Full time employees _____

Part time employees _____

Volunteers _____

R2 Approximately how many hours per week do your volunteers spend working at your congregate meal location?

R3 Do you think congregate staff at your site understand the purpose and potential benefits of the TCMI pilot?

No

Yes

R4 How many older adult volunteers do you have working as advocates or ambassadors for your programs?

R5 Has the TCMI pilot planning encouraged you to think more about your staffing and resources?

No

Yes

R6 Do you plan to use any of the following resources to support your TCMI pilot activities?
Please select all that apply.

- None of these
- Computers, tablets, smart phones
- Video conferencing services such as Zoom or Teams
- Online streaming services such as Facebook live

Skip To: R7 If R6 = None of these

R6a Do you have staff or volunteers specifically trained to deal with these technologies?

No

Yes

R7 Does your TCMI pilot target improvements in the setting of your congregate meal activities?
(Did you change the chairs, tables, decorations, etc.)

No

Yes

R8 Are you using funds or donations from other sources in addition to the \$7,500 from the project to support your TCMI pilot?

No

Yes

Display This Question: If R8 = Yes

R8a What are the other funding sources and how much are they providing?

Transportation

T1 Before the pandemic lockdowns, were your clients using any of the following transportation methods to reach your congregate site(s)? *Please select all that apply.*

- Public transportation such as city busses or rail
- Transportation provided by congregate meal locations or government funded
- Transportation sponsored by non-government organizations (taxi, Uber, volunteers)

T2 During TCMI pilot implementation, is government and/or non-government transportation offered?

- Yes
- Yes, but to a lesser degree
- No
- I don't know

Start of Block: Client Survey Matching

CS_12 Do you feel that participating in the congregate program helps increase your participants' social connection opportunities with others?

- Yes, often
- Yes, some of the time
- No, hardly ever

CS_15 Do you feel that participating in the congregate meal program helps your participants access healthy meals and makes them feel more food secured?

- Yes, often
- Yes, some of the time
- No, hardly ever

CS_17 Do you feel that participating in the congregate program makes your participants feel less sad and anxious?

- Yes, often
- Yes, some of the time
- No, hardly ever

CS_19 Do you feel that participating in the congregate program made your participants feel better?

- Yes, mostly
- Yes, somewhat
- No, not better at all

TCMI Support

S1 How helpful were the following in your TCMI pilot implementation to date?

	Not at all Helpful (1)	Only a Little Helpful (2)	Helpful (3)	Very Helpful (4)
Learning about program tips from the fellow TCMI pilot sites				
Learning about program development and business skills from the TCMI subject matter experts				
Learning about marketing strategies from TCMI subject matter experts				
Receiving technical assistance from TCMI project staff				
Learning about resource management from TCMI subject matter experts				
Learning about innovations thinking and related tips from fellow TCMI sites				
Learning about innovations thinking from other state leads (e.g., Iowa)				
Learning about congregate program barriers and facilitators from the research conducted by TCMI project staff				
Learning from non-TCMI sources				
Learning from previous implementations in our own community				
Learning from other states				

S2 What has been most helpful from the TCMI project assistance for your pilot in the area of Innovations Thinking?

S3 Are you looking forward to learning from TCMI sites implementing similar types of pilots as your own pilot?

- No
- Maybe
- Yes

S4 Have you used the materials offered on www.ppri.tamu.edu/tcmi to help you think about your TCMI pilot?

- No
- Maybe
- Yes

S5 Did your congregate meal make a policy change due to the pilot? (Did you change your hours, your way of serving, your staffing, etc.)

- No
 - Not yet, but we will make changes
 - Yes
-

Covid

Cov-1 Have you made any changes to the following components at your congregate site to make the participant feel more COVID safe? Please select all that apply.

- Meal Service
- Location Enhancements
- Site Decorations
- Staffing Additions
- Special Staff Training
- Social Distancing
- Staggered Service
- Rearrangement of Service Timings
- Other

Display This Question: If Cov-1 = Other

Cov-2 What were the other changes you made to your congregate site to make participants feel more COVID safe?

Cov-3 Does the pandemic continue to negatively affect the implementation of your TCMI pilot?

- No
- Yes

Cov-4 How has the pandemic altered your pilot implementation? (Please be specific regarding client and program impact)

Conclusion

C1 Other than the pandemic, what are your current two biggest challenges in implementing your TCMI pilot?

C2 What is a promising practice from your TCMI pilot so far from which similar sites in Texas can learn? (This can include anything you did while preparing to implement your pilot as well as implementation if you have already started)

C3A Has your site begun to implement some or all of the aspects of your TCMI pilot?

- No
- Yes

C3 Is your site fully ready to implement all aspects of your TCMI pilot over the next few months at this time?

- No
- Yes

Appendix F – TCMI Client Survey

Today's Date: _____

Congregate Participant Survey

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The following survey contains questions about you, our congregate program and the people we serve in our congregate program.

The program in which you are participating is part of a statewide effort to improve similar congregate programs in which Older Americans participate. As such, your response will be valuable in helping the state decision makers to understand what works and what does not work in these programs.

Please take as much time needed to complete the survey. If you are not comfortable with any question, please keep it blank. Thank you!

1) What is your age?

2) Which gender do you identify with?

- Female
 Male
 Other _____

3) Is the current total annual income for your household below \$17,000?

- Yes
 No

4) Have you ever served in the US Armed Forces?

- Yes
 No

5) Which of the following best describes your racial and ethnic background? (Select all that apply)

- White
 Black or African American
 Hispanic or Latino
 American Indian or Alaska Native
 Asian
 Native Hawaiian or Pacific Islander
 Other _____

6) Do you live in rural or urban area of Texas?

- Rural
 Urban

7) Have you attended any congregate or senior meal service program in your area before October 2021?

- Yes
- No
- I don't know

8) Do you feel the COVID-19 pandemic increased challenges to participate in the congregate programs?

- Yes
- No
- I don't know

9) How do you get to the congregate program in which you currently participate?

- I walk
- I use transportation provided by program
- I use transportation *not* provided by program

10) How did you hear about the congregate program in which you currently participate? (Select all that apply)

- Flyers
- Social Media
- Friend or family
- Newspaper
- Radio
- Television
- Billboard
- Other _____

11) Over the past 12 months, how often have you felt alone and isolated from others?

- Often
- Some of the time
- Hardly ever

12) Do you feel that participating in the congregate program helped increase your social connection opportunities with others?

- Yes, helped often
- Helped only some of the time
- No, helped hardly ever

13) Do you see friends more often because of participating in the congregate program?

- Yes
- No

14) Over the past 12 months, how often did you have to skip meals or cut the size of your meals because you did not have enough money for healthy meals?

- Often
- Some of the time
- Hardly ever

15) Do you feel that participating in the congregate meal program helped you access healthy meals and make you feel more food secured?

- Yes, helped often
- Helped only some of the time
- No, hardly ever helped

16) Over the past 12 months, how often did you generally feel sad and anxious?

- Often
- Some of the time
- Hardly ever

17) Do you feel that participating in the congregate program made you feel less sad and anxious?

- Yes, often
- Only some of the time
- No, hardly ever

18) Over the past 12 months, how often did you generally feel not well?

- Often
- Some of the time
- Hardly ever

19) Do you feel that participating in the congregate program made you feel better?

- Yes, mostly better
- Somewhat better
- No, not better at all

How do you rate the following?

20) Courteousness and friendliness of staff who are providing the congregate program in which you are participating.

- Excellent
- Good
- Fair
- Could be better

21) Increased social connection opportunity with friends or fellow older American participants in the congregate meal program.

- Excellent
- Good
- Fair
- Could be better

22) Overall ambience in which the program serves meals or offers activities.

- Excellent
- Good
- Fair
- Could be better

23) Overall program quality for the congregate program in which you participate.

- Excellent
- Good
- Fair
- Could be better

24) The activity or group of activities offered by the program in which you are participating. (ex: health and wellness, craft, technology, fitness, wellness checks, music events, cooking, nutritional awareness, health awareness, guest speakers etc.)

- Excellent
- Good
- Fair
- Could be better

25) Marketing and/or branding activities to spread awareness about the program in the community.

- Excellent
- Good
- Fair
- Could be better

26) The quality of the meals offered by the congregate program.

- Excellent
- Good
- Fair
- Could be better

27) Do you think the congregate program in which you participated could be beneficial for the older adults in your community?

- Extremely beneficial
- Somewhat beneficial
- Not at all beneficial

28) Would you recommend the program in which you participated to others in your community?

- Yes
- No
- I don't know

29) What do you recommend to increase participation in these types of congregate meal programs in your community?

30) Would you want to talk to us more about the program in which you participated? If so, please tell us how to contact you.

Name:

Phone:

Email:
