Nutrition and Aging Resource Center

Grant Project Name

Ex: The Iowa Café: AAA and Restaurant Partnerships (DO NOT write just the Grant Project Name, instead, include a catchy title of the project so readers know what the project was about)

Principle Investigator (include credentials, title organization)

Ex: Alexandra Bauman, RD, LDN, Division Director of Nutrition and Wellness at the Iowa Department on Aging and Director at the National Resource Center on Nutrition & Aging

Authors (include credentials, titles and organizations)

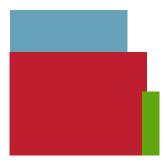*Keep all fonts and size fonts the same as seen throughout the document

Date of Report

Ex: July 15, 2022

ACL Disclaimer: "This project was supported, in part by grant number 90XX####, 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."

Table of Contents

Background and Purpose

A. Goal: *(1-2 sentences)*

Ex: The goal of the project is to modernize Iowa's congregate meal program infrastructure, delivery mechanisms, and outreach to increase the number of consumers and meals served.

B. Objectives: *(Bullet point format)*

Ex:

1) Establishing a restaurant partnership infrastructure in the Elderbridge AAA service region

2) Developing flexible approaches to congregate meal service delivery mechanisms to target and outreach to two generations of older adults

3) Modernizing a streamlined intake process through technology use

4) Identifying seniors who may be food insecure, socially isolated, and rural and providing nutrition education.

C. Overview of Project: (3-5 sentences; paragraph format)

Ex: The Iowa Department on Aging in partnership with Area Agencies on Aging (AAA) received a 2020 Administration for Community Living Nutrition Innovations Grant to modernize Iowa's Congregate Meal Program infrastructure. The Iowa Café project will transform traditional congregate meal sites to attractive restaurant partnership sites for older adults to gather and enjoy nutritious meals. This will be a mutually beneficial project for Iowa's food insecure older adults and local communities to generate economic stimulus.

D. Project Results: *(3-5 sentences; paragraph format or bullet point format. Visuals-graphs, Images encouraged)*

- County 1 had 20 participants before the grant and 80 participants after the grant
- NEI3A (AAA): Served 48,000 meals during the timespan of the grant
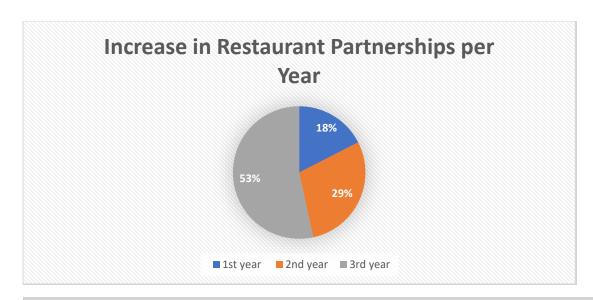- 95% of participants showed a decrease in social isolation

Increase in Restaurant Partnerships per Year

Legend: 1st year | 2nd year | 3rd year

18%
29%
53%

Figure A. Demonstrates the increase of restaurant partnerships per year with The Iowa Department on Aging for the grant.

of Meals per Restaurant

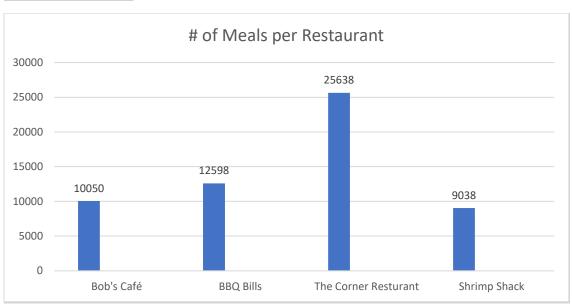| Bob's Café	BBQ Bills	The Corner Resturant	Shrimp Shack
10050	12598	25638	9038

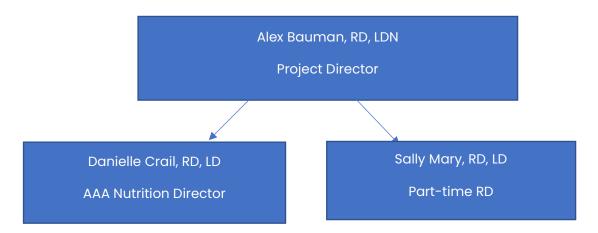*Figure B. Demonstrates the number of meals each restaurant served over the course of the grant period.*

Partners and Project Staff

A. Partners: *(Bullet point format; 1 sentence per partner)*
- Ex: April's Downtown Diner (restaurant): Diner is in a rural area which was targeted in the grant proposal.
- Menlo Café (restaurant): Café caters to a large culturally diverse population and the need for a meal site in Menlo (city in Iowa) was highly requested.
- XYZ Hospital: Clinical Partnership indicated to obtain malnutrition referrals from physicians.

B. Project Staff Roles:
  a. List number of FTEs
     - Ex: 5 FTEs
  b. List staff title and general responsibilities *(Bullet point format; 1-2 sentences per staff role)*
     - Ex: Project Manager: Oversight of entire project including: develop and monitor contracts, monthly contact with project partners, communicate with NRCNA/ACL monthly as required, maintain IRB approval
     - Project Dietitian: Provide 1:1 MNT to clients, provide group education classes, carry out cooking classes, content development
  c. Can include organizational chart for innovation project (DO NOT include general organizational chart for agency)

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                    │   Alex Bauman, RD, LDN      │
                    │                             │
                    │     Project Director        │
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    ┌──────────────────────────┐    ┌──────────────────────────┐
    │   Danielle Crail, RD, LD │    │   Sally Mary, RD, LD      │
    │                          │    │                           │
    │   AAA Nutrition Director │    │   Part-time RD            │
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Funding and Sustainability

A. Initial Funding:
- Ex: 2020 Administration for Community Living Nutrition Innovations Grant
- In Kind Match including: volunteer time to prepare food boxes, student time to create exercise videos, utilizing space from a local restaurant kitchen, 0.2 FTE state-funded project director salary time

B. Continued Funding:
- Ex: Partnership/sponsorship with XYZ
- Fee for service
- Federal and state funding
- In-kind match from local and community partners

*List specific funding sources (ex: donations, hospital reimbursement, Title 3C, etc.)

*Include meal reimbursement rate for service (if applicable)

C. Sustainability:
- Ex: Embedding project roles into job descriptions
- Continued use of screening tools

*No more than 1.5 pages

Funding and Sustainability Continued (As needed)

*No more than 1.5 pages

Recruitment

A. Participants

a. List Requirements
- Ex: Older Americans Act nutrition program participants age 60+
- Resident of low-income senior housing setting

b. What recruitment methods were used?
Successful:

- Ex: Client testimonials in marketing pieces: The testimonials demonstrated the impact the project had on the participant's life. This stood out as one of the top marketing methods in attracting and retaining participants.
- Rolling recruitment: allowed for continuous recruitment. Participants were not deterred to enter the study due to wait time.
- Utilizing CHW for gain referrals: Once the CHW understood the project and were trained on how to refer; referrals increased dramatically. They work closely with XYZ clients and were able to easily identify candidates for the project.

Not successful:

- Ex: Defined cohorts: If participants had too long to wait between initial contact and initiation of the next cohort, they tended not to respond to the communication regarding cohort start.
- University of Iowa Clinic (Physician Clinic): The clinic decided they did not have the capacity to continue to provide referrals for potential participants given the Covid-19 pandemic.

B. Volunteers or Students, if used

a. List Requirements
- Ex: Age criteria: 21+
- 1-year commitment to program once trained
- Trained in XYZ program
- Meet with Project Manager 1x/month

b. What recruitment methods were used? What was successful or not successful?
Successful:

- Ex: Expanding age-related requirements: Initially the study called for participants of the same age 60+. This age population was a difficult target regarding volunteering.
- Presentations at local universities regarding volunteering for this project

Recruitment Continued

Not successful:

- Ex: Training schedule. All volunteers did not prefer early morning (7-9 am) training sessions. To accommodate this, training sessions were moved to early afternoon sessions (1-3 pm)
- One-year training commitment to program: for many individuals screened to be a volunteer, this was too large of a time commitment. Unfortunately, this time commitment cannot be adjusted at this time.

*Other Ex: Recruiting in general or specific populations (communities/ ethnic/ diverse/ chronic disease, etc); Referral Pathways (please include charts/graphics if available)

C. Marketing Tips

Successful:

- Ex: The local newspaper heard about this project and reached out to the grantee team to feature it in an article. This one article lead to 30 client leads.
- "We miss you" mailings: this encouraged those who had not been to a meal site recently to come back.

Not successful:

- Ex: Marketing at local farmer's market booth. The days the grantee was present at the market, there was minimum foot traffic

*Other Ex: word of mouth, Facebook Ads, Mailing lists, etc. Can include images and examples to reference in Appendix

*No more than two pages

Tools

A. Technology

- Ex: SeniorDine: is a program that tracks participant meals using a credit card-style card or keychain style card. Each time a participant eats a meal, the card will be scanned at the foodservice establishment. SeniorDine has the capabilities to track whether the meal is Dine In or Grab and Go.
- iPad Air (5th generation): This was provided to participants for 8 weeks in order to log their daily intake in the XYZ application.
- XYZ application: description.

*Other Ex: WellSky Data System, REDCap; Alexa, Tablets, Zoom Access, etc.

B. Resources

- Ex: Automatic paper folder: this was used to fold educational materials for participant binders. This allowed staff to focus their time on more pertinent tasks of the project.

*Other Ex: Grocery delivery systems (Instacart, Uber), memberships, etc.

*No more than one page

Project Timeline

2019

Ex:

May 2019

- Wrote grant proposal for 2020 ACL Innovations in Nutrition Grant
- Obtained Letters of Commitment from project partners

September 2020

- Received ACL Innovations in Nutrition Grant
- Obtained IRB approval

Fall & Winter 2020

- Opened 3 Iowa Café sites

2020

2021

2022

Frequently Asked Questions

*List 10 questions and responses

Ex:

Q: Can a participant come in and eat with family or friends that are not eligible for congregate meals?

A: Yes, a participant can dine in with other non-eligible persons. If they are not eligible, they must pay the full price of the meal.

Frequently Asked Questions Continued (As needed)

Q: What if a participant will not fill out intake form?

A: The intake or registration forms are required for funding purposes. If a participant will not complete intake form, please refer to the agency.

*No more than 2 pages

Advice for Replication

*List up to 5 pieces of advice. As appropriate, indicate quotes

Ex: "Don't be afraid to think outside of the box and try something new. Chances are, your current business model is already dated. We need to meet the needs of older adults in 2022, but we also need to continue to look ahead to meet the needs of older adults five years, ten years, and 20 years from now. Think about if and how you are prepared to do that.

"Also, partnerships are extremely important. We rely on all of our partners for success (AAAs, restaurants, chambers of commerce, grocery stores, local newspapers, etc)."

-Alexandra Bauman, RD LDN | Division Director, Nutrition & Wellness | Iowa Department on Aging

No more than 1-page total

Appendix List

Ex:

A. Title of Material. One sentence descriptor of material.

B. The Iowa Café Guide for Area Agencies on Aging: This guide provides specific guidance for how to run an Iowa Café

*Include only materials someone replicating your project could use. (ex: marketing materials, flyers, newspaper press release, Valpak ad, radio ad, logo images of swag materials, business cards, survey questions, journal publications grantee published with grant funding, menus, recipe cards, salad bar guides, how-to-guides, processes guides, example contracts, educational materials, trainings (can link), example welcome letters to participants, intake forms, disclosure forms, checklists helpful for administering project's program, sample letters/emails for specific project purposes, volunteer toolkits, policy and procedure manuals, etc.)

*DO NOT include items that would NOT be helpful with replicating your project (ex: INCLUDE: A presentation to train staff. DO NOT INCLUDE: A presentation regarding an overview of the project). Other examples NOT to include: general communications, presentations regarding the project, draft forms of products (only include finished/final products)

*How to submit the Capstone Report:

1. One document: Capstone Report with Appendix list (Word Document)

2. Appendix Materials/Attachments in final form: Provide each material as a separate attachment (ex: PDF, Word, PowerPoint, Excel, Videos, etc.)