

how this proposal will be implemented. The plan for implementation is viable.

d. Cost effectiveness will be evaluated based on the budget in the application. The proposed grant amount should be utilized to maximize the capacity to establish home-based health care cooperatives.

e. How closely the proposal fits the objectives for which applications were invited.

### 3. Innovative Approach—Maximum 20 Points

The applicant must demonstrate that they have developed an innovative approach that can be used by other organizations as a model. To be considered innovative, the approach must propose an easily replicated new or useful service or method of providing home-based health care services. Points will be awarded to applications that have the highest score on the following factors:

- a. Ease of replication by home-based health care cooperatives,
- b. Uniqueness of proposal.

### Evaluation Criteria and Weights—Revolving Loan Grant

This information should be presented in narrative form. Documentation must be limited to three pages per criterion.

#### 1. Capacity—Maximum 60 Points

The applicant for the revolving loan grant must demonstrate their capacity to provide technical assistance to the pre-development planning grant recipient organizations and the newly established home-based health care cooperative in the areas of organizing a cooperative, financial planning, financial management, recordkeeping, establishment of payroll systems, and determination of employee benefits. The applicant must also demonstrate the capacity to set up, administer, and maintain a revolving loan grant program. The applications will be competitively ranked with the applications providing the most comprehensive information about providing technical, financial, and revolving loan services being ranked the highest.

#### 2. Soundness of Approach—Maximum 50 Points

The overall proposal will be considered under this criterion.

a. Has the applicant demonstrated their ability to provide the proposed financial and technical assistance based on prior accomplishments?

b. The proposed financial and technical assistance program is clearly stated and the applicant has defined

how this proposal will be implemented. The plan for implementation is viable.

c. Cost effectiveness will be evaluated based on the budget in the application. The proposed grant amount should be utilized to maximize the capacity to establish home-based health care cooperatives.

d. How closely the proposal fits the objectives for which applications were invited.

### 3. Experience With Cooperatives

The applicant must document demonstrated expertise in understanding the unique structure of cooperatives, and provide indications of the organization's capability to assist a cooperative during the organizational and the critical start-up phase of their organization.

### Program Requirements

1. A Civil Rights Impact Analysis Certification must be completed by the Agency prior to grant approval.

2. A pre-award compliance review will be conducted by the Agency prior to closing the grant.

3. The recipient must comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Age Discrimination Act of 1975, Equal Credit Opportunity Act (ECOA) and Executive Order 12250.

4. The grantee must comply with the applicable requirements of 7 CFR part 3015, "Uniform Federal Assistance Regulations"; part 3016, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments"; and part 3019, "Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and other Nonprofit Organizations."

### Program Restrictions

Meeting expenses. In accordance with 31 U.S.C. 1345, "Expenses of Meetings," appropriations may not be used for travel, transportation, and subsistence expenses for a meeting. RCDI Home-Based Health Care Cooperative Demonstration Program grant funds cannot be used for these meeting-related expenses. RCDI funds may be used to pay for a speaker as part of a program, equipment to facilitate the program, and the actual room that will house the meeting. RCDI Home-Based Health Care Cooperative Demonstration Program funds can be used for travel, transportation, or subsistence expenses for training and technical assistance purposes. Any meeting or training not delineated in the application must be approved by the Agency to verify

compliance with 31 U.S.C. 1345. Travel and per diem expenses will be similar to those paid to Agency employees. Rates are based upon location. Rate information can be accessed on the Internet at <http://policyworks.gov/perdiem>. Grantees and recipients will be restricted to traveling coach class on common carrier airlines. Grantees and recipients may exceed the Government rate for lodging by a maximum of 20 percent. Meals and incidental expenses will be reimbursed at the same rate used by Agency employees. Mileage and gas reimbursement will be the same rate used by Agency employees. The current mileage and gas reimbursement rate is 36.5 cents per mile.

### Grantee Requirements

Grantees will be required to do the following:

1. Execute an RCDI Grant Agreement Rural Cooperative Home-Based Health Care Program Pre-Planning Grant Agreement or RCDI Community Development Initiative Grant Agreement Rural Cooperative Home-Based Health Care Demonstration Program Revolving Loan Grant Agreement (depending on which grant is being requested). Copies of these agreements are published at the end of this NOFA.

2. Execute Form RD 1940-1, "Request for Obligation of Funds."

3. Use Form SF 270, "Request for Advance or Reimbursement," to request reimbursements.

4. Provide financial status and project performance reports on a quarterly basis starting with the first full quarter after the grant award.

5. Maintain a financial management system that is acceptable to the Agency.

6. Ensure that records are maintained to document all activities and expenditures utilizing RCDI Home-Based Health Care Cooperative Demonstration Program grant funds and matching funds. Receipts for expenditures will be included in this documentation.

7. Provide annual audits or management reports on Forms RD 442-2, "Statement of Budget, Income, and Equity," and 442-3, "Balance Sheet," or other similar financial reporting documents, that utilize generally accepted accounting practices, depending on the amount of Federal funds expended and the outstanding balance.

8. Collect and maintain data provided by recipients on race, sex, and national origin, and ensure that their recipients collect and maintain the same data on their beneficiaries.

9. Provide a final project performance report.