

# **Minnesota Aging Pathways and Health Workers Elder Justice Certificate & Continuing Education Program Request for Proposals**

The Arrowhead Regional Development Commission / Arrowhead Area Agency on Aging (ARDC/AAAA) is seeking proposals from qualified organizations for the development and implementation of an Elder Justice Certificate Program aligned with the goals of Minnesota Aging Pathways.

This initiative is intended to strengthen the knowledge and preparedness of Minnesota Aging Pathways participants, caregivers, aging services professionals, healthcare employees, community-based providers, and long-term services and supports staff in understanding elder justice issues and navigating the systems that support older adults experiencing abuse, neglect, exploitation, self-neglect, or related legal and protective concerns.

The selected grantee will develop and administer a CEU-based Elder Justice Certificate Program that supports workforce development, caregiver education, professional growth, and improved service response through flexible, asynchronous online educational delivery. The program is intended to increase understanding of elder justice systems, mandated reporting, financial exploitation, legal resources, trauma-informed response, decisional support, autonomy, and cross-system collaboration across Minnesota.

Priority will be given to proposals demonstrating:

- Expertise in elder justice, aging services, legal systems affecting older adults, adult protection, caregiver education, and adult learning;
- Experience developing and administering CEU-eligible continuing education programs;
- Capacity to provide accessible statewide asynchronous online learning infrastructure;
- Strong evaluation, participant tracking, and certificate completion methods;
- Ability to translate complex legal, protective, and service-system information into practical learning for caregivers, Minnesota Aging Pathways participants, healthcare employees, and aging services professionals;

- Alignment with Minnesota Aging Pathways goals supporting workforce preparedness, caregiver education, autonomy, dignity, and improved response to elder justice concerns.

The total amount available for this initiative is \$139,278.

The funding period will begin upon contract execution and continue through June 30, 2027, unless otherwise amended.

The accepted proposal will become a binding part of the contract award agreement, and the selected applicant will be monitored to ensure compliance with all applicable state requirements, reporting expectations, and approved project deliverables.

This solicitation is a request for proposals and is not to be construed as a guarantee of funding.

## **Project Scope Background and Purpose**

Minnesota's aging population continues to grow, increasing the need for caregivers, healthcare employees, aging services professionals, and community-based providers to better understand the justice-related issues affecting older adults. Older adults may experience abuse, neglect, self-neglect, financial exploitation, fraud, coercion, housing instability, guardianship concerns, family conflict, decisional capacity questions, or barriers to accessing legal and protective services.

The purpose of this initiative is to support the development and implementation of an Elder Justice Continuing Education Certificate Program that strengthens practical knowledge of elder justice systems and improves the ability of caregivers and professionals to recognize concerns, respond appropriately, preserve autonomy, and connect older adults with appropriate supports.

The program is intended to:

1. Increase foundational understanding of elder justice issues affecting older adults in Minnesota;
2. Strengthen knowledge of Minnesota's reporting, adult protection, legal aid, healthcare, and community response systems;
3. Support caregivers, Minnesota Aging Pathways participants, healthcare employees, and aging services professionals in recognizing and responding to abuse, neglect, exploitation, self-neglect, and related concerns;

4. Promote trauma-informed, culturally responsive, person-centered, and autonomy-supporting approaches;
5. Improve cross-system collaboration among aging services, legal services, healthcare, adult protection, law enforcement, financial institutions, and community partners;
6. Incorporate findings and topic priorities from the State Unit on Aging partner's legal service needs survey, as applicable.

### **Program Expectations**

The selected applicant will be responsible for the development and implementation of an online Elder Justice Certificate Program designed for caregivers, Minnesota Aging Pathways participants, healthcare employees, aging services professionals, community-based providers, and others supporting older adults.

At a minimum, the project shall include:

- Development of a structured CEU-based elder justice curriculum;
- Online, asynchronous educational delivery accessible statewide;
- Participant registration and tracking systems;
- CEU documentation and certificate issuance;
- Learning verification methods such as quizzes, attestations, or competency checks;
- Accessibility compliance consistent with Minnesota IT accessibility standards;
- Program evaluation and participant feedback processes;
- Coordination with ARDC/AAAA and the State Unit on Aging partner to incorporate relevant findings from the legal service needs survey; and
- Reporting related to participation, completion, and project outcomes.

Applicants are encouraged to incorporate curriculum topics relevant to Minnesota Aging Pathways, caregivers, healthcare employees, and Minnesota's aging services workforce, including but not limited to:

#### **Foundations of Elder Justice**

#### **Mandated Reporting and Minnesota Systems**

#### **Financial Exploitation and Scams**

#### **Trauma-Informed and Person-Centered Response**

#### **Culturally Responsive Elder Justice Practice**

#### **Capacity, Consent, and Ethics**

#### **Interdisciplinary Collaboration and warm referral pathways**

#### **Practical Workforce Application**

In addition to the topic areas listed above, the selected applicant will be expected to coordinate with ARDC/AAAA and the State Unit on Aging partner to incorporate relevant findings from the legal service needs survey into the final curriculum design. Curriculum development should reflect identified legal service needs and include content related to autonomy, decisional support, supported decision-making, and the broader legal systems that affect older adults, including the appropriate role and limits of non-attorney professionals in providing information, referrals, and support.

### **Available Funding**

**A total of \$139,278 is available for this initiative.**

Funding may be used for:

- Curriculum development;
- Instructional design;
- Online learning platform development or hosting;
- Faculty or presenter compensation;
- Accessibility compliance;
- Evaluation activities;
- CEU administration;
- Program coordination; and
- Other approved project-related expenses.

### **Project Period**

The anticipated project period will begin upon execution of the contract and continue through June 30, 2027.

### **Reporting and Monitoring**

The selected applicant will be required to submit quarterly progress and financial reports as determined by AAAA. Reporting requirements may include:

- Curriculum development progress;
- Participation and completion data;
- Evaluation outcomes;
- Budget reporting;
- Description of how curriculum incorporated elder justice priorities, including relevant legal service needs survey findings, where applicable; and
- Project implementation updates.

The selected applicant will also participate in monitoring and technical assistance activities as requested by AAAA.