

# **Minnesota Aging Pathways and Health Worker Gerontology 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 a Gerontology Continuing Education Certificate Program aligned with the goals of Minnesota Aging Pathways.

This initiative is intended to strengthen Minnesota’s aging services workforce through accessible, competency-based continuing education for professionals serving older adults across community-based, healthcare, social service, and long-term services and supports settings.

The selected grantee will develop and administer a CEU-based Gerontology Certificate Program that supports workforce development, professional growth, and service quality improvement through flexible online educational delivery. The program is intended to increase foundational gerontological knowledge, strengthen culturally responsive and person-centered practice, support supervisory development, and improve workforce preparedness across Minnesota.

Priority will be given to proposals demonstrating:

- Expertise in gerontology, aging services, and adult learning;
- Experience developing and administering continuing education programs;
- Capacity to provide accessible statewide online learning infrastructure;
- Strong evaluation and participant tracking methods; and
- Alignment with workforce development goals supporting Minnesota’s aging workforce.

## **Available Funding**

**The total amount available for this initiative is \$100,000.**

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 rapidly, increasing the need for a skilled, prepared, and sustainable workforce capable of supporting older adults across a variety of settings and service systems. Aging services professionals are increasingly expected to navigate complex care coordination, dementia-informed practice, cultural responsiveness, mental and behavioral health concerns, caregiver support, transitions of care, and person-centered service delivery.

The purpose of this initiative is to support the development and implementation of a Gerontology Continuing Education Certificate Program that strengthens workforce competency and supports the goals of Minnesota Aging Pathways through accessible, high-quality professional education.

The program is intended to:

1. Strengthening foundational gerontological knowledge among Minnesota Aging Pathways and Minnesota's aging workforce;
2. Support workforce recruitment, retention, and professional development;
3. Increase access to continuing education opportunities across urban, rural, and underserved communities;
4. Promote culturally responsive, person-centered, and dementia-capable practices; and
5. Support supervisory and leadership development within the aging services workforce.

## **Program Expectations**

The selected applicant will be responsible for the development and implementation of an online Gerontology Continuing Education Certificate Program designed for professionals working with older adults.

At a minimum, the project shall include:

- Development of a structured CEU-based gerontology 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; and
- Reporting related to participation, completion, and project outcomes.

Applicants are encouraged to incorporate curriculum topics relevant to Minnesota Aging Pathways and Minnesota’s aging workforce, including but not limited to:

- Foundations of Aging
- Social Determinants, Rural Aging, and Community Resources
- Dementia and Cognitive Health
- Mental Health and Aging
- Person-Centered and Trauma-Informed Practice
- Cultural Responsiveness
- Ethics and Advocacy
- Transitions of Care
- Professional Communication and Resilience
- Caregiver Support
- Health Literacy
- Supervision and Workforce Development

### **Available Funding**

A total of \$100,000 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; and
- Project implementation updates.

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

**APPLICATIONS DUE: July 17, 2026**