



GRANTS DEPARTMENT
GRANT WRITING RESOURCES

SWCAA grant applicants and grantees should familiarize themselves with the following resources to assist in writing the SWCAA grant application and will provide guidance to grantees.

[SWCAA Policy and Procedures Manual](#)

Funded projects must address one or more of the objectives listed in the SWCAA Area Plan.

[SWCAA Area Plan](#)

[SWCAA Area Plan Summary](#)

MIS SERVICE DEFINITIONS

Utilize the MIS Service Definition lists below to determine which service (s) you will provide with this funding. If you are unsure which service definition is most appropriate for your project please contact the SWCAA grants manager for assistance.

[Title III-B Service Definitions](#)

[Title III-D Service Definitions](#)

[Title III-E Service Definitions](#)

[Budget & Application Glossary and Examples](#) Definitions and examples of terms used in the Title III budget and application, including sample scenarios on how to estimate the number of units of service and clients.



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[Determining Units & Clients for Activities & Sessions Worksheet.xlsx.](#)

Examples of how to estimate the number of units of service and clients by MIS definitions measured by one activity (Public Education) and one person sessions (such as Counseling, Support Groups, Volunteer Training).

[Poverty Guidelines.](#) Most recently published US Department of Health and Human Services Poverty Guidelines. Priority is given to programs serving clients at or below the poverty level.

[Southwestern CT Demographics](#) Southwestern CT Region Statistics.

[Aging Integrated Database \(AGID\)](#) The Administration on Aging's special tabulation on aging.

[Older Americans Act and Federal Regulations.](#) Title III of the Older Americans Act of 1965 as amended establishes Area Agencies on Aging and provides Title III grant funding for community programs on aging.

[Community Services Policy Manual.](#) Includes State of Connecticut regulations for Older Americans Act Title III programs in Connecticut.

For more information contact

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