



MEMORANDUM

TO: AAA Directors **NOTICE #:** 031408-1-T-SWCBS
FROM: E. Douglas Beach, Ph.D., Secretary
DATE: March 14, 2008
SUBJECT: Notice of Transmittal: Community Care for the Elderly Program Request for Proposal Guidelines

The purpose of this Notice is to disseminate the Community Care for the Elderly (CCE) program Request for Proposal (RFP) guidelines.

The purpose of the guidelines is to provide guidance to the area agencies on aging (AAAs) in the development of a RFP process for the designation of CCE lead agencies pursuant to s. 430.203(9)(a), F.S. The guidelines are intended to provide a framework for the CCE lead agency solicitation process and may be modified by a AAA as deemed appropriate to create an area-specific RFP. The guidelines are not intended to expand or alter the duties, responsibilities, or authority of the AAAs as established by applicable law. The development and approval of each AAA's RFP and solicitation process are the responsibilities of the respective AAA's board of directors in consultation with its attorneys.

EDB/jsw

Attachment

E. DOUGLAS BEACH, PH.D.
SECRETARY

4040 ESPLANADE WAY
TALLAHASSEE
FLORIDA, 32399-7000

phone 850.414.2000
fax 850.414.2004
TDD 850.414.2001

<http://elderaffairs.state.fl.us>