



October 31, 2022

Dear Potential Applicant:

You are invited to submit an application to the Pennsylvania Department of Aging (PDA) in accordance with the enclosed Senior Community Service Employment Program (SCSEP) Request for Grant Applications (RFGA) #2023-01.

Please read the RFGA carefully. All questions regarding this RFGA should be directed by e-mail to David Miles at [davimiles@pa.gov](mailto:davimiles@pa.gov). All questions must be received no later than 4:00 p.m. on November 11, 2022. All questions should include the specific section of the RFGA with page number. Answers to questions received by the deadline shall be posted on the DGS website ([PA - eMarketplace \(state.pa.us\)](http://PA-eMarketplace.state.pa.us)) no later than 4:00 PM on November 30, 2022, as an addendum to the RFGA.

Please submit one application, inclusive of all documents, to [RA-PaAgingServices@pa.gov](mailto:RA-PaAgingServices@pa.gov). The electronic files submitted must be limited to currently supported versions of Microsoft Word and Excel. The application shall be numbered for ease of reference. Applications must be received no later than 4:00 p.m. on **January 6, 2023**. Applicants are encouraged to submit applications ahead of the deadline to avoid last minute problems with submissions or late applications.

**LATE APPLICATIONS WILL NOT BE ACCEPTED REGARDLESS OF THE REASON.**

Please type “**SCSEP RFGA 2023-01**” as the subject line of your e-mail submission.

Should there be a need to amend the RFGA in any way prior to the application due date, an addendum will be posted to the DGS website. It is the responsibility of interested applicants to check for potential amendments.

We expect that the evaluation of applications and selection of the grantees will be completed no later than eight (8) weeks after receipt of applications.

Sincerely,

Attachment: RFGA 2023-01