



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: June 11, 2019

DATE: Thursday, June 06, 2019

TO: Board of County Commissioners

FROM: Amber Howell, Director, Human Services Agency
ahowell@washoecounty.us 775-785-8600

THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to approve amendments totaling an increase for (1) the FY19 Congregate Meals Grant IO #11510 in the amount of [\$46,421.56] in both revenue and expense (no additional match required); and (2) the FY19 Home Delivered Meals Grant IO #11508 in the amount of [\$107,236.41] in both revenue and expense (no additional match required); and direct the Comptroller's Office to make necessary budget amendments. (All Commission Districts)

SUMMARY

The Human Services Agency is requesting the Washoe Board of County Commissioners approve amendments to the adopted fiscal year budget and direct the Comptroller's Office to make the appropriate budget amendments.

Strategic Objective supported by this item: Safe, secure and healthy communities

PREVIOUS ACTION

On November 13, 2018 the Board accepted the grant awards from the Nevada Aging and Disability Services Division for the Older Americans Act Title III Programs: (1) Congregate Meals [\$274,560; match of \$48,457 from ad valorem tax] retroactive from September 30, 2018 through September 29, 2019 for Congregate Meals; and (2) Home Delivered Meals [\$837,771; match of \$112,989 from ad valorem tax] retroactive from October 1, 2018 through September 30, 2019 for Home Delivered Meals

BACKGROUND

The Board has historically accepted both the congregate and home delivered meals grants. A budget amendment is needed for the Agency's FY19 adopted budget to ensure proper budget authority to operate the programs and accept the full grant awards.

GRANT AWARD SUMMARY #1

Project/Program Name: Congregate Meals

Scope of the Project: The Human Services Agency has received Federal grant funding through the State of Nevada for the Congregate Meal Program since 1973. Daily lunch time meals are provided at no-charge to clients ages 60 and over and those less than 60 years of age for a nominal fee. This grant is an important component for the Department's senior programming.

Benefit to Washoe County Residents: The Congregate meal provides seniors throughout the County with opportunities for socialization, access to social and health services, nutritious mid-day meals and decreases barriers to isolation all of which prevent premature institutionalization.

On-Going Program Support: The grant award is used to support the Congregate Meal Program which is supplemented by the soup program, donations, program income, and ad valorem tax dollars.

Award Amount: \$274,560 (**\$274,560 direct/\$0 Indirect**)

Grant Period: September 30, 2018 through September 29, 2019

Funding Source: U.S. Department of Health and Human Services

Pass Through Entity: Nevada Aging and Disability Services Division

CFDA Number: 93.045

Grant ID Number: 16-000-07-1X-19

Match Amount and Type: ADSD requires \$48,457 in matching funds which will be provided through Washoe County ad valorem tax funds dedicated to the Human Services Agency.

Sub-Awards and Contracts: Human Services will contract for food services including preparation and delivery using the County's competitive bid process and federal grant procurement guidelines as defined in 2 CFR 200.

FISCAL IMPACT

The Board of County Commissioners approved this Award in the amount of \$274,560.00 at their November 13, 2018 meeting. The Agency is requesting an additional increase in budget authority in the total amount of \$46,421.56 (\$41,911.23 in federal grant revenue to align authority with the total grant award and \$4,510.33 in program income to align authority with estimates for the grant period.)

Should the Board approve these amendments; the adopted FY19 budget will be increased by \$46,421.56 in both revenues and expenditures in the following accounts:

<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 11510	-431100	Federal Revenue	\$ 41,911.23
	-460741	Federal Program Income	\$ 4,510.33
		Total Revenue	\$ 46,421.56
IO 11510	-710592	Nutrition Program	\$ 26,421.56
	-710872	Food Purchases	\$ 20,000.00
		Total Expenditures	\$ 46,421.56

GRANT AWARD SUMMARY #2

Project/Program Name: Home Delivered Meals

Scope of the Project: The Human Services Agency has received Federal grant funding through the State of Nevada for the Congregate Meal Program since 1973. The Human Services Agency through its contractor provides weekly home-delivered meals in addition to shelf stable meals twice a year at no-charge to home-bound seniors. This grant is an important component for the Department's senior programming.

Benefit to Washoe County Residents: The Home Delivered Meal Program ensures that home-bound seniors are provided nutritious meals and regular social contact in an effort to prevent those that are at the greatest risk from being institutionalized.

On-Going Program Support: The grant award is used to support the Home Delivered Meal Program which is supplemented by donations, program income, and ad valorem tax dollars.

Award Amount: \$ 640,193 (\$640,193 direct/\$0 Indirect)

Grant Period: October 1, 2018 through September 30, 2019

Funding Source: U.S. Department of Health and Human Services

Pass Through Entity: Nevada Aging and Disability Services Division

CFDA Number: 93.045

Grant ID Number: 16-000-04-2H-19

Match Amount and Type: ADSD requires \$112,989 in matching funds which will be provided through Washoe County ad valorem tax funds dedicated to the Human Services Agency.

Sub-Awards and Contracts: Human Services will contract for food services including preparation and delivery using the County's competitive bid process and federal grant procurement guidelines as defined in 2 CFR 200.

FISCAL IMPACT

The Board of County Commissioners approved this federal Award in the amount of \$640,193.00 at their November 13, 2018 meeting at which time, \$550,586.59 was requested as an increase to budget authority. The Agency is requesting an additional increase in budget authority in the total amount of \$107,236.41 (93,694.41 in federal grant revenue to align authority with the total grant award and \$13,542.00 in program income to align authority the estimates for the grant period.

Should the Board approve these amendments; the adopted FY19 budget will be increased by \$107,236.41 in both revenues and expenditures in the following accounts:

<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 11508	-431100	Federal Revenue	\$ 93,694.41
IO 11508	-460740	Federal Program Income	\$ 13,542.00
		Total Revenue	\$ 107,236.41
IO 11508	-710592	Nutrition Program	\$ 41,230.00
	-710872	Food Purchases	\$ 66,006.41
		Total Expenditures	\$ 107,236.41

RECOMMENDATION

It is recommended that the Board of County Commissioners approve amendments totaling an increase for (1) the FY19 Congregate Meals Grant IO #11510 in the amount of [\$46,421.56] in both revenue and expense (no additional match required); and (2) the FY19 Home Delivered Meals Grant IO #11508 in the amount of [\$107,236.41] in both revenue and expense (no additional match required); and direct the Comptroller's Office to make necessary budget amendments.

POSSIBLE MOTION

Should the Board approve Staff's recommendation, the possible motion would be: "Move to approve amendments totaling an increase for (1) the FY19 Congregate Meals Grant IO #11510 in the amount of [\$46,421.56] in both revenue and expense (no additional match required); and (2) the FY19 Home Delivered Meals Grant IO #11508 in the amount of [\$107,236.41] in both revenue and expense (no additional match required); and direct the Comptroller's Office to make necessary budget amendments."