



# WASHOE COUNTY

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## STAFF REPORT

**BOARD MEETING DATE:** September 8, 2020

**DATE:** August 19, 2020

**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 accept NV CARES Community Food Response Program grant award from the State of Nevada, Department of Agriculture in the amount of [\$280,000; no County match] retroactive for the period of July 1, 2020 to December 31, 2020 for the purchase of five meal trucks and fuel for the home-delivered meals program; authorize Director of Human Services Agency to retroactively execute the grant and related documents; and direct the Comptroller's office to make the necessary budget amendments. (All Commission Districts)

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### SUMMARY

On March 27, 2020, the President signed the Coronavirus Aid, Relief, and Economic Security Act (P.L. 116-136, CARES Act), which provides funding to states to address the various impacts arising from the pandemic. The Nevada Department of Agriculture (NDA) has set aside \$2.88 million and has released a Request for Applications (RFA) to support multiple Community Food Response projects that address food insecurity and the challenges of safely distributing food during the coronavirus (COVID-19) pandemic. In response to the RFA, WCHSA submitted a request for support of the Senior Services Home-Delivered Meals program to include the purchase of 5 meal trucks and fuel costs related to meal delivery.

The Agency would like to recommend the acceptance of a grant award from NDA in the amount of [\$280,000; no match] retroactive for the period of July 1, 2020 to December 31, 2020 for the purchase of five meal trucks and fuel for the home-delivered meals program.

**Washoe County Strategic Objective supported by this item:** Safe, Secure and Healthy Communities

**AGENDA ITEM #** \_\_\_\_\_

### **PREVIOUS ACTION**

No previous action.

### **BACKGROUND**

On March 27, 2020, the President signed the Coronavirus Aid, Relief, and Economic Security Act (P.L. 116-136, CARES Act), which provides funding to states to address the various impacts arising from the pandemic. The Nevada Department of Agriculture (NDA) has set aside \$2.88 million and has released a Request for Applications (RFA) to support multiple Community Food Response projects that address food insecurity and the challenges of safely distributing food during the coronavirus (COVID-19) pandemic.

Washoe County Human Services Agency (WCHSA) has taken strong steps to mitigate the spread of the COVID-19 virus including closing all County congregate meal sites and offering a drive-through/pick-up option instead. But with these sites closed, WCHSA almost immediately saw an increase in requests for the Home Delivered Meals program. Before the crisis hit, WCHSA delivered around 7,000 meals in a given week; WCHSA is now preparing and delivering over 8,800 meals weekly. Funds from this grant award will be used for the purchase of five meal trucks, equipped with both hot and cold storage, allowing for more safe and efficient daily transport of meals to seniors. In addition, funds will be used to support the fuel costs associated with meal delivery for our senior nutrition program through December 31, 2020.

The Agency received the Notice of Award for this grant on July 1, 2020 with an effective date of July 1, 2020; therefore, the request to accept this award is retroactive.

### **GRANT AWARD SUMMARY**

**Project/Program Name:** Washoe County Home-Delivered Meals Program.

**Scope of the Project:** Provide for the increased need for home-delivered meals for vulnerable populations during the COVID-19 public health crisis.

**Benefit to Washoe County Residents:** Enhanced safety, health and well-being of vulnerable populations during COVID-19.

**On-Going Program Support:** This is a one-time only grant award. Vehicle maintenance costs will be included in annual departmental budget ongoing.

**Award Amount:** \$280,000 (\$280,000 Direct/\$0 Indirect)

**Grant Period:** July 1, 2020 through December 31, 2020

**Funding Source:** United States Department of Agriculture (USDA)

Coronavirus Aid, Relief, and Economic Security Act (P.L.  
116-136, CARES Act)

**Pass Through Entity:** State of Nevada, Department of Agriculture (NDA)  
NV CARES Community Food Response Projects

**CFDA Number:** 21.019

**Grant ID Number:** NV CARES CFR 21-13

**Match Amount and Type:** n/a

**Sub-Awards and Contracts:** WCHSA will follow the County and federal grant procurement guidelines for any subawards and contracts.

**FISCAL IMPACT**

Should the board accept this grant award and approve these amendments, the FY21 WCHSA, adopted budget in Senior Services Fund 225 will be increased by \$280,000 in both revenues and expenditures in the following accounts:

| Account<br>Number |          | Description               | Amount of<br>Increase/(Decrease) |
|-------------------|----------|---------------------------|----------------------------------|
| IO 11739          | - 431100 | Federal Grants            | \$ 280,000.00                    |
|                   |          | <b>Total Revenue</b>      | <b>\$ 280,000.00</b>             |
| IO 11739          | - 711117 | ESD Fuel Charge           | \$ 5,000.00                      |
|                   | - 781007 | Vehicles Capital          | \$ 275,000.00                    |
|                   |          | <b>Total Expenditures</b> | <b>\$ 280,000.00</b>             |

The grant has no county match requirement. Indirect costs are not allowable on this grant award as no salary or wages are included in the grant budget.

**RECOMMENDATION**

It is recommended that the Board of County Commissioners accept a grant award from Nevada Department of Agriculture in the amount of [\$280,000; no County match] retroactive for the period of July 1, 2020 to December 31, 2020 for the purchase of five meal trucks and fuel for the home-delivered meals program; authorize Director of Human Services Agency to retroactively execute the grant and related documents; and direct the Comptroller's office to make the necessary budget amendments.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to accept a grant award from Nevada Department of Agriculture in the amount of [\$280,000; no County match] retroactive for the period of July 1, 2020 to December 31, 2020 for the purchase of five meal trucks and fuel for the home-delivered meals program; authorize Director of Human Services Agency to retroactively execute the grant and

related documents; and direct the Comptroller's office to make the necessary budget amendments."