



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: December 10, 2019

DATE: November 26, 2019

TO: Board of County Commissioners

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

THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to accept two Notice of Subgrant Awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$416,240; match of \$38,663 from ad valorem tax] retroactive from October 01, 2019 through September 30, 2020 for Congregate Meals; and (2) Home Delivered Meals [\$1,061,620.75; match of \$111,487 from ad valorem tax] retroactive from October 1, 2019 through September 30, 2020 for Home Delivered Meals; ratify the authority of the Director of the Human Services Agency to execute the subgrant awards and related documents; and direct the Comptroller to make necessary budget amendments. (All Commission Districts)

SUMMARY

The receipt of grant awards requires acceptance by the Board of County Commissioners. HSA is requesting the Board accept two awards from the State of Aging and Disability Services Division in the amounts of \$416,240 and \$1,061,620.75 with an aggregate county match of \$150,150 effective for the period of October 01, 2019 through September 30, 2020 to support senior nutrition by providing Congregate and Home Delivered and Congregate Meals.

County Priority/Goal supported by this item: Safe, Secure, and Healthy Communities.

PREVIOUS ACTION

On September 10, 2019, the Board of County of Commissioners approved item #5C, the Agency's request to accept supplemental grant awards from the State of Nevada Aging and Disability Services Division (ADSD) for Congregate Meals in the amount of \$31,092 with no additional county match and for Home Delivered Meals in the amount of \$39,533 with no additional county match retroactive for the period of July 1, 2019 through September 30, 2019.

On June 11, 2019, the Board of County of Commissioners approved item #8F4, the Agency's request to amend the budget authority for the ADSD Congregate Meals grant in

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the amount of \$46,421.56 and for the ADSD Home Delivered Meals grant in the amount of \$107,236.41 for federal fiscal year 2019.

On November 13, 2018, the Board of County of Commissioners approved item #19, the Agency's request to accept grant awards from the State of Nevada Aging and Disability Services Division (ADSD) for Congregate Meals in the amount of \$274,560 with a county match of \$48,457 and for Home Delivered Meals in the amount of \$837,771 with a county match of \$112,989 retroactive for federal fiscal year 2019.

On September 11, 2018, the Board of County of Commissioners approved item #8C, the Agency's request to amend the federal program income for Congregate Meals in the amount of \$35,000 and for Home Delivered Meals in the amount of \$95,000 for the grant awards effective October 1, 2017 through September 30, 2018.

On October 10, 2017, the Board of County of Commissioners approved item #15, the Agency's request to accept grant awards from the State of Nevada Aging and Disability Services Division (ADSD) for Congregate Meals in the amount of \$267,968 with a county match of \$47,294 and for Home Delivered Meals in the amount of \$585,786 with a county match of \$103,386 retroactive from October 1, 2017 through September 30, 2018.

These are continuing grants that have been accepted by the Board of County Commissioners annually since 1987.

BACKGROUND

Washoe County Human Services Agency anticipates providing 420,930 congregate and home delivered meals over the next year to senior citizens over the age of 60 in our community.

Grant Year	# Congregate Meals	# Home Delivered Meals
10/2017 – 9/2018	126,452	234,059
10/2018 – 9/2019	125,360	280,582
10/2019 – 9/2020 (estimate)	130,075	290,855

The Aging and Disability Services Division allocates funding according to the number of meals projected then reimburses the Human Services Agency for actual meals served. The reimbursement rate is \$3.20 for each congregate meal and \$3.65 for each home delivered meal. These nutrition programs are the backbone of the Human Services Agency Senior programming, helping to allow seniors to age in place and proving a social environment for peer interaction; and often the meals served are the only balanced meal seniors receive on a given day.

The annual cost of Washoe County Senior Nutrition Programs for FY19 was approximately \$1,900,000, which includes funding from the Senior Services Fund 225, Indigent Fund 221, USDA/Nutrition Services Incentive Program (NSIP), soup program income, donations, and these Title III-C grants and related nutrition program income. The Title III-C grants are the single largest source of funding and the programs would not be successful without them.

In addition to the meals provided through this ADSD funding, in February 2014 the Agency began the second home delivered meal (2nd HDM) program by committing a portion of County Indigent Funds to support a program expansion to the highest risk seniors who require additional assistance beyond that supported by the Home Delivered Meals and Congregate Meals programs. For award year 2019 the 2nd HDM program provided an additional 45,000 meals above and beyond the grant funded home delivered meal program.

The Agency received the Notices of Award for these grants on November 8, 2019 with effective dates of October 1, 2019; therefore, the request to accept these awards is retroactive.

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:	\$ 219,066.53	Federal Funds
	<u>\$ 197,173.47</u>	State Funds
	\$ 416,240.00	Total Award (\$416,240 Direct/ \$0 Indirect)

Grant Period: October 1, 2019 through September 30, 2020

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: 16-000-07-1H1-20

Match Amount and Type: ADSD requires \$38,663 in matching funds which will be provided through Washoe County ad valorem tax funds dedicated to the Human Services Agency.

Sub-Awards and Contracts: HSA has awarded RFP 3089-19 for senior nutrition food services, including preparation and delivery, to Valley Services, Inc. This contract was approved by the Board on September 10, 2019 in an amount not to exceed \$1,387,604 for the period of October 1, 2019 – September 30, 2020 and supports both Congregate and Home Delivered Meals.

FISCAL IMPACT

Should the board accept this grant award, the department's FY20 adopted budget will need to be amended by \$516,240, to account for grant and program income, in both revenues and expenditures in the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 11656	-431100 Federal Grants	\$ 219,066.53
	-460740 Federal Program Income	\$ 100,000.00
	Total Revenue	\$ 319,066.53
IO 11656	-710592 Nutrition Program	\$ 200,071.10
	-710872 Food Purchases	\$ 118,995.43
	Total Expenditures	\$ 319,066.53

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 11655	-432100 State Grants	\$ 197,173.47
	Total Revenue	\$ 197,173.47
IO 11655	-710592 Nutrition Program	\$ 117,071.40
	-710872 Food Purchases	\$ 80,102.07
	Total Expenditures	\$ 197,173.47

County match totaling \$38,663 is included in the adopted FY20 expense budgets in the following cost center: 250511 – Nutrition Local.

As there are no salaries or wages associated with this grant, no indirect has been included.

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 Senior Nutrition Meal Programs 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:	\$ 631,684.56	Federal Funds
	<u>\$ 429,936.19</u>	State Funds
	\$ 1,061,620.75	Total Award (\$1,061,620.75 Direct/ \$0 Indirect)

Grant Period: October 1, 2019 through September 30, 2020

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-20

Match Amount and Type: ADSD requires \$111,487 in matching funds which will be provided through Washoe County ad valorem tax funds dedicated to the Human Services Agency.

Sub-Awards and Contracts: HSA has awarded RFP 3089-19 for senior nutrition food services, including preparation and delivery, to Valley Services, Inc. This contract was approved by the Board on September 10, 2019 in an amount not to exceed \$1,387,604 for the period of October 1, 2019 – September 30, 2020 and supports both Congregate and Home Delivered Meals.

FISCAL IMPACT

Should the board accept this grant award and approve these amendments, the adopted FY20 budget will be increased by \$1,106,620.75, to account for grant and program income, in both revenues and expenditures in the following accounts:

<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 11658	-431100	Federal Grants	\$ 631,684.56
	-460740	Federal Program Income	\$ 45,000.00
		Total Revenue	\$ 676,684.56
IO 11658	-710592	Nutrition Program	\$ 376,117.46
	-710872	Food Purchases	\$ 300,567.10
		Total Expenditures	\$ 676,684.56
<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 11657	-432100	State Grants	\$ 429,936.19
		Total Revenue	\$ 429,936.19
IO 11657	-710592	Nutrition Program	\$ 235,592.55
	-710872	Food Purchases	\$ 194,343.64
		Total Expenditures	\$ 429,936.19

County match totaling \$111,487 is included in the adopted FY20 expense budgets in Fund 225 cost center 250511- Nutrition Local.

As there are no salaries or wages associated with this grant, no indirect has been included.

RECOMMENDATION

Recommendation to accept two Notice of Subgrant Awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$416,240; match of \$38,663 from ad valorem tax] retroactive from October 01, 2019 through September 30, 2020 for Congregate Meals; and (2) Home Delivered Meals [\$1,061,620.75; match of \$111,487 from ad valorem tax] retroactive from October 1, 2019 through September 30, 2020 for Home Delivered Meals; ratify the authority of the Director of the Human Services Agency to execute the subgrant awards and related documents; and direct the Comptroller to make necessary budget amendments.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "move to accept two Notice of Subgrant Awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$416,240; match of \$38,663 from ad valorem tax] retroactive from October 01, 2019 through September 30, 2020 for Congregate Meals; and (2) Home Delivered Meals [\$1,061,620.75; match of \$111,487 from ad valorem tax] retroactive from October 1, 2019 through September 30, 2020 for Home Delivered Meals; ratify the authority of the Director of the Human Services Agency to execute the subgrant awards and related documents; and direct the Comptroller to make necessary budget amendments. "