



# WASHOE COUNTY

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## STAFF REPORT

BOARD MEETING DATE: *July 8, 2025*

**DATE:** June 10, 2025

**TO:** Board of County Commissioners

**FROM:** Ryan Gustafson, Agency Director, Human Services Agency  
(775) 785-8600, [rgustafson@washoecounty.gov](mailto:rgustafson@washoecounty.gov)

**THROUGH:** Kate Thomas, Assistant County Manager

**SUBJECT:** Recommendation to accept an FFY25 Nutrition Services Incentive Program (NSIP) subaward amendment #1 from the State of Nevada, Aging and Disability Services Division (ADSD) in the amount of [\$108,908.00; no county match] retroactive from October 1, 2024 to September 30, 2025 to supplement food costs for the Older Americans Act Title III congregate and home-delivered meal programs which address the food and nutrition needs of seniors, retroactively authorize the Director of Human Services Agency to execute the subgrant amendment and related documents, and direct Finance to make the necessary budget amendments. (All Commission Districts.) FOR POSSIBLE ACTION

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### SUMMARY

The Human Services Agency is requesting the Board accept an FFY25 Nutrition Services Incentive Program (NSIP) subaward amendment #1 from the State of Nevada, Aging and Disability Services Division (ADSD) in the amount of [\$108,908.00; no county match] retroactive from October 1, 2024 to September 30, 2025 to supplement food costs for the Older Americans Act Title III congregate and home-delivered meal programs which address the food and nutrition needs of seniors.

**Washoe County Strategic Objective supported by this item:** Vulnerable Populations

### PREVIOUS ACTION

On June 10, 2025, the Board approved item #7E2 to accept \$90,881.00 in federal funds through ADSD, to supplement food costs for Older American Act Title III congregate and home delivered meals programs for the period of October 1, 2024, to September 30, 2025.

On August 27, 2024, the Board approved item #8F1 to accept \$118,919.00 in federal funds through ADSD, to supplement food costs for Older American Act Title III congregate and home delivered meals programs for the period of October 1, 2024, to September 30, 2025.

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

On February 20, 2024, the Board approved item #9G1 to accept \$105,915 in federal funds through ADSD, to supplement food costs for Older Americans Act Title III congregate and home delivered meal programs for the period of October 1, 2023, to September 30, 2024.

On April 11, 2023, the Board approved item #10E1 to accept \$294,145 in federal funds through ADSD, to supplement food costs for Older Americans Act Title III congregate and home delivered meal programs for the period of October 1, 2022, to September 30, 2023.

On July 19, 2022, the Board approved item #9 to accept \$202,149 in federal funds through ADSD, to supplement food costs for Older Americans Act Title III congregate and home delivered meal programs for the period of October 1, 2021, to September 30, 2022.

On March 22, 2022, the Board approved item #6H1 to accept \$129,515 in federal funds through ADSD, to supplement food costs for Older Americans Act Title III congregate and home delivered meal programs for the period of October 1, 2021, to September 30, 2022.

On April 27, 2021, the Board approved item #11 to accept \$331,667 in federal funds through ADSD, to supplement food costs for Older Americans Act Title III congregate and home delivered meal programs for the period of October 1, 2020, to September 30, 2021.

On April 28, 2020, the Board approved item #12 to accept a FY20 Nutrition Services Incentive Program (NSIP) subgrant award from the State of Nevada, Aging and Disability Services Division (ADSD) in the amount of \$248,240 retroactive from October 1, 2019, to September 30, 2020, to supplement food costs for the Older Americans Act Title III congregate and home delivered meal programs.

This has been an ongoing award to Senior Services.

### **BACKGROUND**

The Aging and Disability Services Division awards annual Nutrition Services Incentive Program (NSIP) funds to the Washoe County Human Services Agency's Senior Services Division in support of food purchases for the senior nutrition program. The funding from the U.S. Department of Health and Human Services is pass-through funding from the Aging and Disability Services Division that has been the foundation to the Agency's senior nutrition program for many years.

The Human Services Agency is requesting the Board accept a subaward amendment from the State of Nevada, Aging and Disability Services Division (ADSD) to supplement food costs for the Older Americans Act Title III congregate and home-delivered meal programs which address the food and nutrition needs of seniors.

The Older Americans Act (OAA) Title III-C Nutrition Services Program (NSP)—

plays an important role in the health of older adults that participate in the program. Specifically, the purposes of the NSP are to (1) reduce hunger and food insecurity; (2) promote socialization of older individuals; and (3) promote the health and well-being of older individuals by helping them access services that encourage proper nutrition, prevent disease, and promote health.

The Agency received the Notice of Subaward for this grant on June 9, 2025, with an effective date of October 1, 2024; therefore, the request to accept this award is retroactive.

### **GRANT AWARD SUMMARY**

**Project/Program Name:** FFY25 Nutrition Services Incentive Program (NSIP)

**Scope of the Project:** The Human Services Agency has received Federal grant funding through the State of Nevada for the Nutrition Incentive Services Program (NSIP) for the past twenty years. The funding is a United States Department of Agriculture reimbursement based on the number of meals reported to the Nevada Aging and Disability Services Division for the previous year and is specifically targeted for food costs. The grant is an important component of the Agency's nutrition program funding, offsetting the costs of providing both home delivered and congregate meals for seniors in Washoe County.

**Benefit to Washoe County Residents:** The NSIP program will benefit Washoe County residents by providing additional funds to support food purchases necessary to operate the Congregate and Home Delivered Meal programs that provide daily nutritious meals to seniors.

**On-Going Program Support:** The grant award is used to support Congregate and Home Delivered Meal program costs. Funds are utilized to supplement food purchases. Aging and Disability Services, program income, and Washoe County general funds also support the program.

**Initial Award Amount:** \$90,881.00 (\$90,881.00/\$0 Indirect)  
**Amendment #1:** \$108,908.00 (\$108,908.00/\$0 Indirect)

**Total Award Amount:** \$199,789.00

**Grant Period:** October 1, 2024 – September 30, 2025

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

**Pass Through Entity:** State of Nevada, Aging and Disability Services Division

**Assistance Listing #/CFDA:** 93.053

**Grant ID Number:** 16-000-57-NX-25

**Match Amount and Type:** N/A

**Sub-Awards and Contracts:** The Human Services Agency complies with the Washoe County Procurement Policy, Grants Manual and federal grant procurement guidelines as defined by 2 CFR 200 – Uniform Guidance.

**FISCAL IMPACT**

Should the board accept this grant award and approve these amendments, the FY26 Human Services Agency, Senior Services Fund (F225) adopted budget will be increased by \$108,908.00 in both revenues and expenditures in the following accounts:

<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 12526	-431100	Federal Grant Revenue	\$ 108,908.00
		<b>Total Revenue</b>	<b>\$ 108,908.00</b>
IO 12526	- 710872	Food Purchases	\$ 108,908.00
		<b>Total Expenditures</b>	<b>\$ 108,908.00</b>

**RECOMMENDATION**

It is recommended that the Board of County Commissioners Recommendation accept an FFY25 Nutrition Services Incentive Program (NSIP) subaward amendment #1 from the State of Nevada, Aging and Disability Services Division (ADSD) in the amount of [\$108,908.00; no county match] retroactive from October 1, 2024 to September 30, 2025 to supplement food costs for the Older Americans Act Title III congregate and home-delivered meal programs which address the food and nutrition needs of seniors, retroactively authorize the Director of Human Services Agency to execute the subgrant amendment and related documents, and direct Finance to make the necessary budget amendments.

**POSSIBLE MOTION**

Should the Board agree with the staff's recommendation, a possible motion would be: *"Move to accept an FFY25 Nutrition Services Incentive Program (NSIP) subaward amendment #1 from the State of Nevada, Aging and Disability Services Division (ADSD) in the amount of [\$108,908.00; no county match] retroactive from October 1, 2024 to September 30, 2025 to supplement food costs for the Older Americans Act Title III congregate and home-delivered meal programs which address the food and nutrition needs of seniors, retroactively authorize the Director of Human Services Agency to execute the subgrant amendment and related documents, and direct Finance to make the necessary budget amendments."*