



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: *January 23, 2024*

DATE: Thursday, January 18, 2024

TO: Board of County Commissioners

FROM: Ryan Gustafson, Agency Director, Human Services Agency
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THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to accept two subgrant awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$228,111.65; \$34,217.00 county match] retroactively from October 1, 2023 to September 30, 2024; and (2) Home Delivered Meals [\$817,298.63; \$122,595.00 county match] retroactively from October 1, 2023 to September 30, 2024; authorize the Director of the Human Services Agency to execute the grant award documents retroactively; and direct the Comptroller to make the necessary budget amendments. (All Commission Districts.)

SUMMARY

Recommendation to accept two subgrant awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$228,111.65; \$34,217.00 county match] retroactively from October 1, 2023 to September 30, 2024; and (2) Home Delivered Meals [\$817,298.63; \$122,595.00 county match] retroactively from October 1, 2023 to September 30, 2024; authorize the Director of the Human Services Agency to execute the grant award documents retroactively; and direct the Comptroller to make the necessary budget amendments.

Washoe County Strategic Objective supported by this item: Vulnerable Populations

PREVIOUS ACTION

On December 13, 2022, the Board of County Commissioners approved the Agency's request to accept two subgrant awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$224,509.45; \$33,676.00 county match] retroactively from October 1, 2022 to September 30, 2023; and (2) Home Delivered Meals [\$1,366,911.83; \$205,037.00 county match] retroactively from October 1, 2022 to September 30, 2023.

AGENDA ITEM # _____

On January 11, 2022, the Board of County Commissioners approved item #15, the Agency's request to accept two subgrant awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$449,018.90; match of \$67,353] retroactive for the period of October 1, 2021 to September 30, 2022; and (2) Home Delivered Meals [\$1,366,911.83; match \$205,037] retroactive from October 1, 2021 to September 30, 2022.

On September 28, 2021, the Board of County Commissioners approved item #7. F.1 and F.2, the Agency's request to accept Amendment #1 to the FY21 Home Delivered Meals subgrant award from the State of Nevada Aging and Disability Services Division in the amount of [\$265,405.19; \$46,842 county match] retroactive for the period October 1, 2020 to September 30, 2021 to provide home-delivered meals to seniors age 60+ in Washoe County and Amendment #1 to the FY21 Congregate Meals subgrant award from the State of Nevada Aging and Disability Services Division in the amount of [\$124,060; \$57,207 county match] retroactive for the period October 1, 2020 to September 30, 2021 to provide congregate meals to seniors age 60+ in Washoe County.

On March 9, 2021, the Board of County Commissioners approved item #11, the Agency's request to accept two subgrant awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$312,180; match of \$19,786] retroactive from October 1, 2020 through September 30, 2021; and (2) Home Delivered Meals [\$796,215.56; match \$79,362] retroactive from October 1, 2020 through September 30, 2021.

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 413,220 congregate and home delivered meals over the next year and with this funding, meals are provided to seniors age 60 or older in our community at no cost to the seniors, although voluntary program contributions are collected to further support the program.

The Aging and Disability Services Division (ADSD) allocates funding according to the number of meals projected then reimburses the Human Services Agency for actual meals served. The reimbursement rate provided by ADSD increased in federal FY24. The current reimbursement rate is \$3.40 for each congregate meal and \$3.90 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 providing a social environment for peer interaction. 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 FY2023 was approximately \$2,827,000 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 2023 the 2nd HDM program provided an additional 16,618 meals above and beyond the grant funded home delivered meal program.

The Agency received the Notices of Subaward for these grants on December 5, 2023 with effective dates of October 1, 2023; therefore, the request to accept these awards is retroactive.

GRANT AWARD SUMMARY #1

Project/Program Name: FFY24 Congregate Meals

Scope of the Project: The Human Services Agency has received Federal and State grant funding through the State of Nevada, ACL, and Older Americans Act for the Congregate Meal program since 1973. Daily lunchtime 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 of the Agency's senior programming.

Benefit to Washoe County Residents: The Congregate meal program 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: \$ 156,491.65 Federal Funds
\$ 71,620.00 State Funds
\$228,111.65 Total Award
(\$228,111.65 Direct/\$0 Indirect)

Grant Period: October 1, 2023 to September 30, 2024

Funding Source: Administration for Community Living (ACL)
Older Americans Act, Title III C1, and State of Nevada

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

CFDA Number: 93.045

Grant ID Number: 16-000-07-1H1-24

Match Amount and Type: \$34,217.00 cash match

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 with the option to renew for four (4) one (1) year periods and supports both Congregate and Home Delivered Meals.

FISCAL IMPACT

Should the board accept this grant award, the FY24 Human Services Agency, Senior Services Fund (F225) adopted budget will need to be amended by \$277,187.91, to account for grant and program income related to this award (\$5,923.74 is already existing as authority in Fund 225 for this award), in both revenues and expenditures in the following accounts:

<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 12311	-431100	Federal Grants	\$ 109,708.56
	-460740	Federal Program Income	\$ 55,000.00
		Total Revenue	\$ 164,708.56

IO 12311	-710592	Nutrition Program	\$ 164,708.56
		Total Expenditures	\$ 164,708.56

<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 12312	-431100	Federal Grants	\$ 45,898.01
		Total Revenue	\$ 45,898.01

IO 12312	-710592	Nutrition Program	\$ 45,898.01
		Total Expenditures	\$ 45,898.01

<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 12313	-432100	State Grants	\$ 66,581.34
		Total Revenue	\$ 66,581.34

IO 12313	-710592	Nutrition Program	\$ 66,581.34
		Total Expenditures	\$ 66,581.34

County match totaling \$34,217.00 is included in the adopted FY24/25 expense budget in the following cost center: 61005 – Congregate Match.

Indirect costs are not allowable on this grant award as no salary or wages are included in the grant budget.

GRANT AWARD SUMMARY #2

Project/Program Name: FFY24 Home Delivered Meals

Scope of the Project: The Human Services Agency has received Federal and State grant funding through the State of Nevada, ACL, and Older Americans Act for the Home Delivered Meal program since 1973. Weekly delivery of lunchtime 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 of the Agency's senior programming.

Benefit to Washoe County Residents: The Home Delivered Meal program provides homebound seniors throughout the County access to a nutritious mid-day meal and offers the opportunity for regular check-ins to address social and health needs and referrals to appropriate services; this interaction decreases barriers to isolation and prevents premature institutionalization.

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:	\$ 137,141.63	Federal Funds
	<u>\$ 680,157.00</u>	State Funds
	\$ 817,298.63	Total Award
		(\$817,298.63 Direct/\$0 Indirect)

Grant Period: October 1, 2023 to September 30, 2024

Funding Source: Administration for Community Living (ACL)
Older Americans Act, Title III C1, and State of Nevada

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

CFDA Number: 93.045

Grant ID Number: 16-000-04-2H-24

Match Amount and Type: \$122,595.00 cash match

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 with the option to renew for four (4) one (1) year periods and supports both Congregate and Home Delivered Meals.

FISCAL IMPACT

Should the board accept this grant award, the FY24 Human Services Agency, Senior Services Fund (F225) adopted budget will need to be amended by \$723,708.22, to account for grant and program income related to this award (\$94,790.41 is already existing as authority in Fund 225 for this award), in both revenues and expenditures in the following accounts:

<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 12314	-431100	Federal Grants	\$ 85,817.94
	-460740	Federal Program Income	\$ 1,200.00
		Total Revenue	\$ 87,017.94
IO 12314	-710592	Nutrition Program	\$ 87,017.94
		Total Expenditures	\$ 87,017.94

<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 12315	-432100	State Grants	\$ 636,690.28
		Total Revenue	\$ 636,690.28
IO 12315	-710592	Nutrition Program	\$ 636,690.28
		Total Expenditures	\$ 636,690.28

County match totaling \$122,595 is included in the adopted FY24/25 expense budget in the following cost center: 61005 – HDM Match.

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 two subgrant awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$228,111.65; \$34,217.00 county match] retroactively from October 1, 2023 to September 30, 2024; and (2) Home Delivered Meals [\$817,298.63; \$122,595.00 county match] retroactively from October 1, 2023 to September 30, 2024; authorize the Director of the Human Services Agency to execute the grant award documents retroactively; and direct the Comptroller to make the necessary budget amendments.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: *“move to accept two subgrant awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals*

[\$228,111.65; \$34,217.00 county match] retroactively from October 1, 2023 to September 30, 2024; and (2) Home Delivered Meals [\$817,298.63; \$122,595.00 county match] retroactively from October 1, 2023 to September 30, 2024; authorize the Director of the Human Services Agency to execute the grant award documents retroactively; and direct the Comptroller to make the necessary budget amendments.”