



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: *June 16, 2026*

**DATE:** Thursday, June 11, 2026

**TO:** Board of County Commissioners

**FROM:** Ryan Gustafson, Assistant County Manager  
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**THROUGH:** Kate Thomas, County Manager

**SUBJECT:** Recommendation to accept two subgrant award amendments from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$70,623; \$10,593.00 county match] retroactively from October 1, 2025 to September 30, 2026; and (2) Home Delivered Meals [\$584,494.10; \$87,674.00 county match] retroactively from October 1, 2025 to September 30, 2026; authorize the Division Director of Finance & Administration of the Human Services Agency to retroactively execute the grant award documents; and direct Finance to make the necessary budget amendments. (All Commission Districts.) FOR POSSIBLE ACTION

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### SUMMARY

Recommendation to accept two subgrant award amendments from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$70,623; \$10,593.00 county match] retroactively from October 1, 2025 to September 30, 2026; and (2) Home Delivered Meals [\$584,494.10; \$87,674.00 county match] retroactively from October 1, 2025 to September 30, 2026; authorize the Division Director of Finance & Administration of the Human Services Agency to retroactively execute the grant award documents; and direct Finance to make the necessary budget amendments.

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

### PREVIOUS ACTION

On February 17, 2026, The Board of County Commissioners approved item #9.D.1, 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 [\$186,291.20; \$27,944.00 county match] retroactively from October 1, 2025 to September 30, 2026; and (2) Home Delivered Meals [\$816,590.53; \$122,489.00 county match] retroactively from October 1, 2025 to September 30, 2026.

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

On December 17, 2024, The Board of County Commissioners approved item #13, 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 [\$278,105.25; \$41,716.00 county match] retroactively from October 1, 2024 to September 30, 2025; and (2) Home Delivered Meals [\$841,084.63; \$126,163.00 county match] retroactively from October 1, 2024 to September 30, 2025.

On January 16, 2024, the Board of County Commissioners approved item #10, 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 [\$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.

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.

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.

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 424,249 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 FFY2025 was approximately \$3,753,974 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 (2<sup>nd</sup> HDM) program by committing a portion of County Indigent Funds to support a program expansion to the highest risk seniors who require additional assistant beyond that supported by the Home Delivered Meals and Congregate Meals programs. For award year 2025 the 2<sup>nd</sup> HDM program provided an additional 20,115 meals above and beyond the grant funded home delivered meal program.

The Agency received the Notices of Subaward for these grants on May 8, 2026, with effective dates of October 1, 2025; therefore, the request to accept these awards is retroactive.

### **GRANT AWARD SUMMARY #1**

**Project/Program Name:** FFY26 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 aged 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 midday 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.

<b>Award Amount:</b>	\$ 70,623.00	Additional Federal Funds
	\$208,385.04	Total Federal Funds
	<u>\$ 38,537.00</u>	Total State Funds
	<b>\$256,914.20</b>	<b>Total Award</b>
		<b>(\$256,914.20 Direct/\$0 Indirect)</b>

**Grant Period:** October 1, 2025 to September 30, 2026

**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-IHI-26  
**Match Amount and Type:** \$10,593.00 additional cash match  
**\$38,537.00 Total Cash Match**

**Sub-Awards and Contracts:** HSA has awarded RFP 3255-24 for senior nutrition food services, including preparation and delivery, to Trio Community Meals, LLC. This contract was approved by the Board on December 17, 2024, in an amount not to exceed \$3,100,000 for the period of October 1, 2024 – September 30, 2026, 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 FY26 Human Services Agency, Senior Services Fund (F225) adopted budget will need to be increased by \$70,623.00, to account for grant and program income related to 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 12638 -431100	Federal Grants	\$ 70,623.00
	<b>Total Revenue</b>	<b>\$ 70,623.00</b>
IO 12638 -710592	Nutrition Program	\$ 70,623.00
	<b>Total Expenditures</b>	<b>\$ 70,623.00</b>

County match totaling \$38,537.00 is included in the adopted FY26 expense budget in the following internal order: 61005 – Congregate Match.

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

**GRANT AWARD SUMMARY #2**

**Project/Program Name:** FFY26 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 is provided at no charge to clients aged 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:** \$ 584,494.10 Additional Federal Funds  
\$920,185.63 Total Federal Funds  
\$480,899.00 Total State Funds  
**\$1,401,084.63 Total Award**  
**(\$1,401,084.63 Direct/\$0 Indirect)**

**Grant Period:** October 1, 2025 to September 30, 2026

**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-26

**Match Amount and Type:** \$ 87,674.00 additional cash match  
**\$210,163.00 Total Cash Match**

**Sub-Awards and Contracts:** HSA has awarded RFP 3255-24 for senior nutrition food services, including preparation and delivery, to Trio Community Meals, LLC. This contract was approved by the Board on December 17, 2024, in an amount not to exceed \$3,100,000 for the period of October 1, 2024 – September 30, 2026 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 FY26 Human Services Agency, Senior Services Fund (F225) adopted budget will need to be increased by \$584,494.10, to account for grant and program income related to 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 12640	-431100	Federal Grants	\$ 584,494.10
		<b>Total Revenue</b>	<b>\$ 584,494.10</b>
IO 12640	-710592	Nutrition Program	\$ 584,494.10
		<b>Total Expenditures</b>	<b>\$ 584,494.10</b>

County match totaling \$210,163.00 is included in the adopted FY26 expense budget in the following internal order: 61004 – HDM Match.

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

**RECOMMENDATION**

Recommendation to accept two subgrant award amendments from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$70,623; \$10,593.00 county match] retroactively from October 1, 2025 to September 30, 2026; and (2) Home Delivered Meals [\$584,494.10; \$87,674.00 county match] retroactively from October 1, 2025 to September 30, 2026; authorize the Division Director of Finance & Administration of the Human Services Agency to retroactively execute the grant award documents; and direct Finance 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 award amendments from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$70,623; \$10,593.00 county match] retroactively from October 1, 2025 to September 30, 2026; and (2) Home Delivered Meals [\$584,494.10; \$87,674.00 county match] retroactively from October 1, 2025 to September 30, 2026; authorize the Division Director of Finance & Administration of the Human Services Agency to retroactively execute the grant award documents; and direct Finance to make the necessary budget amendments.”*