

92654**DATE:** April 20, 2022**TO:** Board of Acquisition & Contract**FROM:** Mae Carpenter, Commissioner
Department of Senior Programs and Services

RE: Authority to enter into grant agreements with the New York State Office for the Aging to accept grant funds in the total aggregate not-to-exceed amounts set forth below for the provision of various support services for the elderly under Titles III-B, III-C & the Nutrition Services Incentive Program, III-D, and III-E of the Older Americans for a term commencing retroactive to January 1, 2022 and continuing through December 31, 2022, except for the grant agreement for NSIP, which will commence retroactive to October 1, 2021 and continue through September 30, 2022.

The County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), seeks the authority of your Honorable Board to enter into grant agreements (the "Grant Agreements") with the New York State Office for the Aging ("NYSOFA") to accept grant funds made available to the County under Titles III-B, III-C & the Nutrition Services Incentive Program ("NSIP"), III-D, and III-E of the Older Americans Act ("OAA") for the provision of various support services, in the total aggregate not-to-exceed amounts set forth below. The Grant Agreements will be for a term commencing retroactive to January 1, 2022 and continuing through December 31, 2022, except for the grant agreement for NSIP, which will commence retroactive to October 1, 2021 and continue through September 30, 2022.

Grant/Funds:

Title III-B	Title III-C & NSIP	Title III-D	Title III-E
\$1,093,171	\$2,125,627	\$62,698	\$568,047

III-B:

Of the \$1,093,171 in Title III-B federal funds, \$618,058 will be used to enter into agreements to provide various support services (the Programs") for the elderly for the program period January 1, 2022 through December 31, 2022. The balance of \$475,113 in funds will be used directly by the Department to provide direct services and area agency administration.

The goals and objectives of the Title III-B Programs are to continue to allow Westchester's seniors to stay/live in their homes/communities and avoid placement in institutions. The supportive services detailed above will assist in attaining this goal/objective by providing community maintenance for Westchester's seniors.

The goals and objectives of the programs will be tracked and monitored by Department staff through monthly program reports and site visits on an on-going basis.

III-C/NSIP:

Of the \$2,125,627 in Title III-C/NSIP federal funds, \$1,444,585 will be used to enter into agreements to provide various nutrition services (the Programs) for the elderly, for the program period January 1, 2022 through December 31, 2022. The balance of \$681,042 in funds will be used directly by the Department to provide direct services and Area Agency Administration.

The goals and objectives of the nutrition programs under Titles IIIC-1, IIIC-2 and NSIP of the Older Americans Act are to service seniors who are 60 years of age or older looking to satisfy the basic need for food, nutrition and socialization. The home-delivered meals program specifically aims to maintain or improve the wellbeing of those seniors who are at increased nutritional risk.

The goals and objectives will be tracked, monitored and evaluated by the Department's Nutrition, Health and Wellness Unit, to ensure compliance with Federal, State and County Regulations. On-site monitoring, Contractor monthly report reviews and contract meal performance management will be completed by assigned nutrition staff. On-site reviews will be conducted bi-annually by nutrition staff and annually by the State Office for the Aging.

Title III-D:

The entire funding will be used by the Department to provide the Health Promotion-Chronic Disease Self-Management Program and the Evidence Based Program (the "Programs").

The goals and objectives of the Title III-D Programs are to promote the development of wellness activities and preventive health activities that will promote good health in Westchester County seniors by increasing their awareness and knowledge of how to self-manage chronic diseases and develop healthy lifestyles.

The goals and objectives of the proposed Programs will be tracked and monitored through monthly reporting activities and reviews to determine if performance goals and objectives of the Program are being met in a fiscally responsible and appropriate fashion.

Title III-E:

Of the \$568,047 in Title III-E federal funds, \$321,526 will be used to enter into agreements to provide various support services (the "Programs") to caregivers of persons 60 and older and to adult relative caregivers 55 and older of children under 18, for the program period January 1, 2022 through December 31, 2022. The balance of \$246,521 in funds will be used directly by the Department to provide direct services and area agency administration.

The goals and objectives of the proposed Programs are: 1) to provide caregivers of seniors with support services to allow more seniors to remain at home thus preventing institutionalization; and 2) to provide grandparents with support services to assist them with caring for their grandchildren thereby avoiding foster placement.

The goals and objectives of the Title III-E Programs will be tracked and monitored on an ongoing basis through monthly reports and site visits by Department staff.

Additionally, the goals and objectives of the Programs under the Grant Agreements are in the best interest of the County because they will allow County seniors to remain in their homes/communities and avoid placement in institutions for as long as possible rather than being placed in nursing homes, which will save taxpayers money. The services detailed above will assist in attaining these goals/objectives by providing community maintenance for Westchester's seniors.

The Westchester County Procurement Policy does not apply to these Grant Agreements since they are solely for the purpose of accepting grant funds.

I certify that my department a) has copies of, or access to, all applicable laws, rules, regulations, grant applications, and grant agreements (including any master grant agreement), as well as any guidance or instructions received from the agency making the grant (the "Grant Terms"); b) has reviewed the Grant Terms; c) is aware of and understands all of the Grant Terms; and d) can and will comply with all of the Grant Terms.

Accordingly, I most respectfully recommend adoption of the attached proposed resolution.

MC/SJ

RESOLUTION

UPON COMMUNICATION FROM THE COMMISSIONER OF THE WESTCHESTER COUNTY DEPARTMENT OF SENIOR PROGRAMS AND SERVICES BE IT HEREBY:

RESOLVED, that the County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department") is hereby authorized to enter into grant agreements (the "Grant Agreements") with the New York State Office for the Aging ("NYSOFA") to accept grant funds made available to the County under Titles III-B, III-C & the Nutrition Services Incentive Program ("NSIP"), III-D, and III-E of the Older Americans Act ("OAA") for the provision of various support services, in the total aggregate not-to-exceed amounts set forth below. The Grant Agreements will be for a term commencing retroactive to January 1, 2022 and continuing through December 31, 2022, except for the grant agreement for NSIP, which will commence retroactive to October 1, 2021 and continue through September 30, 2022;

Grants/Funds:

Title III-B	Title III-C & NSIP	Title III-D	Title III-E
\$1,093,171	\$2,125,627	\$62,698	\$568,047

and be it further

RESOLVED, that the County Executive or his duly authorized designee be, and hereby is, authorized to take such actions and execute such documents as may be necessary and appropriate to effectuate the purposes hereof.

BUDGET BOXES FOLLOWING: TITLES III-B, III-C/NSIP, III-D & III-E PROGRAMS

TITLE III-B:

Account to be credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	686X	9853	T686	\$1,093,171
Budget Funding Year(s) (must match resolution)	<u>2022</u>		Start Date	<u>1/1/2022</u>	End Date	<u>12/31/2022</u>
Funding Source	County Tax Dollars		<u>\$0</u>			
	State Aid		<u>\$0</u>			
<u>\$1,093,171</u> (must match resolution)	Federal Aid		<u>\$1,093,171</u>			

TITLE III-C/NSIP

Account to be:	Fund	Dept.	Major Program, Program & Phase, Unit	Object/Sub Object	Trust Account	Dollars
Credited	263	85	941X	9853	T 941	\$1,239,014
Credited	263	85	942X	9853	T 942	\$668,446
Credited	263	85	939W	9853	T 939	\$147,756
Credited	263	85	939W	9853	T 939	\$70,411
<p>Budget Funding Year(s) <u>Unit 941X & 942X - 2022</u> Start Date <u>1/1/2022</u> End Date <u>12/31/2022</u></p> <p>(must match resolution)</p> <p><u>Unit 939W</u> <u>2021 - 2022</u> Start Date <u>10/1/2021</u> End Date <u>9/30/2022</u></p> <p>Funding Source County Tax Dollars <u>\$ 0</u></p> <p>State Aid <u>\$ 0</u></p> <p><u>\$2,125,627</u> Federal Aid <u>\$2,125,627</u></p> <p>(must match resolution)</p>						

APPROVED BOARD OF ACQUISITION & CONTRACTS 05/12/2022 - RAYMOND SCHULTZ SECRETARY

TITLE III-D:

Account to be credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	943X	9853	T-943	\$62,698
Budget Funding Year(s) (must match resolution)	<u>2022</u> Start Date <u>1/1/2022</u> End Date <u>12/31/2022</u>					
Funding Source	County Tax Dollars <u>\$0</u>					
	State Aid <u>\$0</u>					
<u>\$62,698</u> (must match resolution)	Federal Aid <u>\$62,698</u>					

TITLE III-E:

Account to be credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	448X	9853	T-448	\$568,047
Budget Funding Year(s) (must match resolution)	<u>2022</u>		Start Date	<u>1/1/2022</u>	End Date	<u>12/31/2022</u>
Funding Source	Tax Dollars		<u>\$0</u>			
	State Aid		<u>\$0</u>			
<u>\$568,047</u> (must match resolution)	Federal Aid		<u>\$568,047</u>			