DATE:       June 11, 2019

TO:         Mayor and Council Members

FROM:       Parks, Recreation and Community Services Department

SUBJECT:    Reallocation of Funding within Elderly Nutrition Program

RECOMMENDATION:
It is recommended that the Mayor and Council Members approve Amendment Four for the Elderly Nutrition Program Services Subaward Number ENP162008 with County of Los Angeles Workforce Development, Aging and Community Services (WDACS), for the reallocation of grant funding.

BACKGROUND:
Since 1975, the City of Inglewood (City) has received grant funds through the County of Los Angeles, Area Agency on Aging (AAA) from the Older Americans Act (OAA) Grant of 1965, Titles III B and III C and the United States Department of Agriculture (USDA); American Recovery and Reinvestment Act (ARRA) Stimulus funds; The California Wellness Foundation; Community Development Block Grant (CDBG), and other special funds to operate an Elderly Nutrition Program for seniors residing in the Inglewood, Hawthorne, Lennox, and Ladera Heights service areas.

The funding of this program is sub-allocated to five components which make up the Elderly Nutrition Program: Congregate Meals, Home-Delivered Meals (Frozen), Home-Delivered Meals (Hot), Home-Delivered Meals (Emergency) and Telecare. Funds cannot be reallocated to another component within the Elderly Nutrition Program without an approved amendment to the Subaward.

DISCUSSION:
The City’s staff conducted a funding analysis of the components of the Elderly Nutrition Program and found that the Congregate Meals component is underfunded and the Home-Delivered Meals (Frozen) component is overfunded. In order to better serve the needs of the community, the City worked with WDACS to propose a reallocation of $45,000 of grant funds from the Home-Delivered Meals (Frozen) component to the Congregate Meals component. This reallocation of grant funds would better suit the needs of the Elderly Nutrition Program and its senior participants by providing additional Congregate Meals at the Inglewood Senior Center.

FINANCIAL/FUNDING ISSUES AND SOURCES:
There is no financial impact for this action.

LEGAL REVIEW VERIFICATION:  
Administrative staff has verified that the legal documents accompanying this report have been submitted to, reviewed and approved by the Office of the City Attorney.
FINANCE REVIEW VERIFICATION:
Administrative staff has verified that this report, in its entirety, has been submitted to, reviewed and approved by the Finance Department.

DESCRIPTION OF ANY ATTACHMENTS:
Attachment No. 1 Funding Reallocation Letter from Los Angeles County WDACS
Attachment No. 2 Amendment Four to Elderly Nutrition Program (ENP162008)
APPROVAL VERIFICATION SHEET

PREPARED BY:
Sabrina Barnes, Parks, Recreation, and Community Services Director
Harjinder Singh, Deputy to the City Manager
Baz Devlia, Food Services Manager

COUNCIL PRESENTER:
Sabrina Barnes, Parks, Recreation and Community Services Director

DEPARTMENT HEAD APPROVAL: ____________________________
Sabrina Barnes, Parks, Rec. and Comm. Svcs. Director

ASSISTANT CITY MANAGER APPROVAL: ____________________
Louis Atwell, Assistant City Manager

CITY MANAGER APPROVAL: ________________________________
Artie Fields, City Manager
Attachment No. 1
May 29, 2019

City of Inglewood
Attention: Mr. James Butts, Jr.
One Manchester Boulevard
Inglewood, CA 90301

FISCAL YEAR 2018-19 FUNDING REALLOCATION FOR ELDERLY NUTRITION PROGRAM SERVICES
CONGREGATE (AMERICAN MEALS) AND HOME-DELIVERED (FROZEN MEALS)
SUBAWARD NUMBER ENP162008
AMENDMENT FOUR
SUPERVISORIAL DISTRICT 2

Dear Mr. Butts:

City of Inglewood submitted a request and justification to transfer funds under its current Elderly Nutrition Program (ENP) Subaward in order to better utilize these resources for the remainder of Fiscal Year 2018-19. In response, County of Los Angeles Workforce Development, Aging and Community Services (County) approves the reallocation of funds in the amount of $45,000 under Subaward number ENP162008. Please note the following:

- Effective upon execution of an Amendment, this funding will be reallocated from the Home-Delivered (Frozen Meals) Services to the Congregate (American Meals) Services as outlined in Attachment 1 (FY 2018-19 Elderly Nutrition Program Services Funding Reallocation for City of Inglewood).
- City of Inglewood shall provide additional Congregate (American Meals) Services in exchange for this additional funding at the contracted unit rates as outlined in Attachment 1 (FY 2018-19 Elderly Nutrition Program Services Funding Reallocation for City of Inglewood).
- The funding reduction in Home-Delivered (Frozen Meals) Services will also reflect a reduction in the units of Services to be provided by City of Inglewood.
• Funding is not One-Time-Only funds.
• This reallocation does not apply to/have any effect on the Nutrition Services Incentive Program (NSIP) monies.
• The minimum required match contribution is fifteen percent (15%) of the funding amount.
• The GetCare system will be updated to reflect this funding reallocation once the final Mandated Program Services for both Congregate (American Meals) and Home-Delivered (Frozen Meals) Services have been submitted to County (refer to Amendment section below).

Catalog of Federal Domestic Assistance (CFDA) Number(s)

The Maximum Annual Subaward Sum, either in whole or in part, is identified as Federal monies. The Federal portion(s) of these monies has been assigned both a CFDA number and a Federal Grantor office as follows:

<table>
<thead>
<tr>
<th>CFDA Number</th>
<th>CFDA Title</th>
<th>Project Title</th>
<th>Federal Grantor Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>93.045</td>
<td>Special Programs for the Aging – Title III, Part C</td>
<td>Title III C-1</td>
<td>U.S. Department of Health and Human Services Administration for Community Living</td>
</tr>
<tr>
<td></td>
<td>(Nutrition Services)</td>
<td>Title III C-2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>93.053</td>
<td>Nutrition Services Incentive Program</td>
<td>Nutrition Services Incentive Program (NSIP)</td>
<td>U.S. Department of Health and Human Services Administration for Community Living</td>
</tr>
</tbody>
</table>

Amendment

In order to proceed, the attached Amendment Four must be executed with your agency. Please complete, sign, and date the signature page. Additionally, in order to complete the amendment process, the attached Budget and Mandated Program Services documents shall also be completed, using the revised Congregate Meals (C-1 Program, Services) and Home-Delivered Meals (C-2 Program Services) funding allocation noted in Attachment 1 (FY 2018-19 Elderly Nutrition Program Services Funding Reallocation for City of Inglewood). Please electronically submit the documents to your assigned Contract Analyst, Ms. Irma Panosian, by the following due dates and times:

Amendment Signature Page        Monday, June 3, 2019 by 12:00 p.m. (noon)
Budget and Mandated Program Services Friday, June 7, 2019 by 12:00 p.m. (noon)
E-mail address: ipanosian@wdacs.lacounty.gov

City of Inglewood
FY 2018-19 Funding Reallocation for ENP Services
Subaward Number ENP162008
Amendment Four
If you have any questions, please contact Ms. Irma Panosian of my staff by phone or e-mail as follows: (323) 336-5426 or ipanosian@wdacs.lacounty.gov.

Thank you.

Carol Domingo
Program Manager

Attachments
## FY 2018-19 Elderly Nutrition Program Services Funding Reallocation for City of Inglewood

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Service Category</th>
<th>Unit Rate</th>
<th>NSIP Rate (1)</th>
<th>Original Baseline Allocation Amount</th>
<th>Reallocation Amount</th>
<th>Total Allocation Amount</th>
<th>Supervisorial District(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Older Americans Act (OAA) Title III C-1</td>
<td>American Meals</td>
<td>$4.84</td>
<td>$0.71</td>
<td>$322,012</td>
<td>$45,000</td>
<td>$367,012 (2)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ethnic Meals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Older Americans Act (OAA) Title III C-2</td>
<td>Hot Meals</td>
<td>$7.08</td>
<td>$0.71</td>
<td>$137,430</td>
<td></td>
<td>N/A</td>
<td></td>
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<tr>
<td></td>
<td>Frozen Meals</td>
<td>$4.51</td>
<td>$0.71</td>
<td>$221,531</td>
<td>($45,000)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Emergency Meals</td>
<td>$5.65</td>
<td>$0.71</td>
<td>$10,851</td>
<td></td>
<td>N/A</td>
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<tr>
<td>Older Americans Act (OAA) Title III B</td>
<td>Telephone Calls</td>
<td>$0.60</td>
<td></td>
<td>$4,500</td>
<td></td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

Total FY 2018-19 ENP Services Funding Reallocation $696,324

Total OTO Funding for Equipment Purchase (C-1 Program Services Only) (Refer to FY 2018-19 One-Time-Only Funding Allocation Letter Amendment Three) $70,341

Maximum Annual Subaward Sum (Funding Reallocation and OTO Funding) $766,665

(1) The approved rate for Nutrition Services Incentive Program (NSIP) is $0.71 per unit of Service. The Total Allocation Amount does not include NSIP. Reimbursement for NSIP is not guaranteed and is subject to availability.
(2) Complete one (1) budget and one (1) MPS for the total Allocation Amount.
(3) Complete one (1) budget and one (1) MPS for the total Allocation Amount.
Attachment No. 2
ELDERLY NUTRITION PROGRAM SERVICES
SUBAWARD NUMBER ENP162008
SUBAWARD PERIOD JULY 1, 2016 - JUNE 30, 2020

AMENDMENT FOUR

This Amendment is made and entered into by and between

COUNTY OF LOS ANGELES THROUGH ITS DEPARTMENT OF
WORKFORCE DEVELOPMENT, AGING AND COMMUNITY SERVICES
(“County” or “WDACS”)

and

City of Inglewood
(“Contractor” or “Subrecipient”)

Subrecipient’s Business Address:
One Manchester Boulevard
Inglewood, CA 90301

WHEREAS, reference is made to that certain document entitled “Elderly Nutrition Program Services Subaward Number ENP162008 Subaward Period July 1, 2016 – June 30, 2020” dated July 1, 2016, and the Amendment(s) thereto (hereafter collectively referred to as “Contract” or “Subaward”); and

WHEREAS, the parties hereto have previously entered into the above referenced Subaward for the purpose of providing Elderly Nutrition Program (ENP) Services to Los Angeles County’s older individuals; and

WHEREAS, County and Subrecipient recognize and agree that specific terms (including, but not limited to, Contract, Subaward, Contractor, Subrecipient, Subcontract, Lower Tier Subaward, Subcontractor and Lower Tier Subrecipient) are used interchangeably throughout this Amendment in order to comply with Federal, State, and County regulations; and

WHEREAS, it is the intent of the parties to amend this Subaward for the following purposes: 1) allocate additional Older Americans Act (OAA) Title III C-1 (Nutrition Services) funding in the amount of $45,000 which shall be reimbursed to Subrecipient in exchange for additional defined and contracted ENP C-1 Services (Congregate (American Meals)) to be provided by Subrecipient; 2) reduce OAA Title III C-2 (Nutrition Services) funding for ENP C-2 Services (Home-Delivered (Frozen Meals)) by $45,000, resulting in a revised OAA Title III C-2 (Nutrition Services) overall allocation of $324,812 for Fiscal Year (FY) 2018-19; 3) reduce the units of Services for ENP C-2 Services
(Home-Delivered (Frozen Meals)) to be provided by Subrecipient, which correspond to the funding reduction of $45,000; and, 4) provide for the other changes set forth herein; and

WHEREAS, the Subaward provides that changes to its terms may be made in the form of a written Amendment, which is formally approved and executed by the parties.

NOW THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

I. This Amendment shall commence on May 31, 2019 or upon execution by all parties, whichever occurs later.

II. Paragraph 5.0 (Subaward Sum), Subparagraph 5.2.4 (Year 3 Maximum Annual Subaward Sum Funding Source(s)) is deleted in its entirety and replaced as follows:

5.2.4 Year 3 Maximum Annual Subaward Sum Funding Source(s)

5.2.4.1 The Maximum Annual Subaward Sum for the third Fiscal Year of this Subaward ("Year 3") is comprised of monies which are identified by the funding source(s) or governing statute(s) listed below. The funding source(s) and governing statute(s) authorize County to use these monies to provide Program Services.

5.2.4.2 OAA Title III B (Supportive Services and Senior Centers Program Authorized) funds available for use for Supervisory District 2 for contracted ENP B Services for the term of July 1, 2018 through June 30, 2019: $4,500

5.2.4.3 OAA Title III C-1 (Nutrition Services) funds available for use for Supervisory District 2 for contracted ENP C-1 Services for the term of July 1, 2018 through June 30, 2019: $322,012

5.2.4.4 OAA Title III C-2 (Nutrition Services) funds available for use for Supervisory District 2 for contracted ENP C-2 Services for the term of July 1, 2018 through June 30, 2019: $369,812

5.2.4.5 OAA Title III C-1 (Nutrition Services) One-Time-Only funds available for use for Supervisory District 2 for approved equipment item(s) identified in the “Fiscal Year 2018-19 One-Time-Only Funding Allocation for Elderly Nutrition Program
Subaward Number ENP162008
Amendment Four
Elderly Nutrition Program Services (Equipment) 
Subaward Number ENP162008 (Amendment Three) 
Supervisory District 2" funding allocation letter for the 
term of March 22, 2019 through June 30, 2019: 
$70,341

5.2.4.6 OAA Title III C-1 (Nutrition Services) additional funds 
available for use for Supervisory District 2 for 
additional Congregate (American Meals) identified in 
the "Fiscal Year 2018-19 Funding Reallocation for 
Elderly Nutrition Program Services Congregate 
(American Meals) and Home-Delivered (Frozen Meals) 
Subaward Number ENP162008 (Amendment Four) 
Supervisory District 2" funding allocation letter for the 
term of May 31, 2019 through June 30, 2019: $45,000

5.2.4.7 OAA Title III C-2 (Nutrition Services) funding reduction 
for Supervisory District 2 for Home-Delivered (Frozen 
Meals) identified in the "Fiscal Year 2018-19 Funding 
Reallocation for Elderly Nutrition Program Services 
Congregate (American Meals) and Home-Delivered 
(Frozen Meals) Subaward Number ENP162008 
(Amendment Four) Supervisory District 2" funding 
allocation letter for the term of May 31, 2019 through 
June 30, 2019: ($45,000)

III. Paragraph 5.0 (Subaward Sum), Subparagraph 5.3.7 is deleted in its entirety and replaced as follows:

5.3.7 Amount of Federal Funds Obligated by this Action: $0

IV. Paragraph 5.0 (Subaward Sum), Subparagraph 5.3.8 is deleted in its entirety and replaced as follows:

5.3.8 Total Amount of Federal Funds Obligated to Subrecipient (Year 3 
Maximum Annual Subaward Sum): $766,665

V. Paragraph 5.0 (Subaward Sum), Subparagraph 5.3.9 is deleted in its entirety and replaced as follows:

5.3.9 Total Amount of Federal Award (Maximum Subaward Sum): 
$2,855,637

VI. "Exhibit W1 (Budget for Title III C-1 Program Services) Amendment 4 {FY 2018- 
19 Additional Funding for Elderly Nutrition Program C-1 Services}" is added, is
an addendum to "Exhibit W1 (Budget for Title III C-1 Program Services)" is incorporated herein by reference.

VII. "Exhibit W2 (Budget for Title III C-2 Program Services) Amendment 4 {FY 2018-19 Revised Funding for Elderly Nutrition Program C-2 Services}" is added, is an addendum to "Exhibit W2 (Budget for Title III C-2 Program Services)" is incorporated herein by reference.

VIII. "Exhibit X1 (Mandated Program Services for Title III C-1 Program) Amendment 4 {FY 2018-19 Additional Funding for Elderly Nutrition Program C-1 Services}" is added, is an addendum to "Exhibit X1 (Mandated Program Services for Title III C-1 Program)" is incorporated herein by reference.

IX. "Exhibit X2 (Mandated Program Services for Title III C-2 Program) Amendment 4 {FY 2018-19 Revised Funding for Elderly Nutrition Program C-2 Services}" is added, is an addendum to "Exhibit X2 (Mandated Program Services for Title III C-2 Program)" is incorporated herein by reference.

X. The "Fiscal Year 2018-19 Funding Reallocation for Elderly Nutrition Program Services Congregate (American Meals) and Home-Delivered (Frozen Meals) Subaward Number ENP162008 (Amendment Four) Supervisory District 2" funding allocation letter is incorporated herein by reference.

All other terms and conditions of the Subaward shall remain in full force and effect.

Elderly Nutrition Program
Subaward Number ENP162008
Amendment Four
IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Four to be subscribed on its behalf by the Director of Workforce Development, Aging and Community Services, and the Subrecipient has subscribed the same through its Authorized Representative. The Authorized Representative(s) signing on behalf of Subrecipient warrants under penalty of perjury that he or she is authorized to bind Subrecipient.

COUNTY OF LOS ANGELES

By________________________  __________________________
Otto Solorzano, Acting Director  Date
County of Los Angeles  
Workforce Development, Aging  
and Community Services

SUBRECIPIENT

City of Inglewood  
Subrecipient's Legal Name

ENP162008  
Subaward Number

By________________________  __________________________
Name of Authorized  Date
Representative

Title

Signature

Approved as to Form:

OFFICE OF COUNTY COUNSEL
Mary C. Wickham, County Counsel

By __________________________
Lawrence M. Green  
Deputy County Counsel

By________________________  __________________________
Name of Authorized  Date
Representative

Title

Signature