DATE: July 23, 2019

TO: Mayor and Council Members

FROM: Parks, Recreation and Community Services Department

SUBJECT: Funding Allocation for Elderly Nutrition Program Fiscal Year 2019-2020

RECOMMENDATION:
It is recommended that the Mayor and Council Members approve Amendment Five for the Elderly Nutrition Program Services Subaward Number ENP162008 with County of Los Angeles Workforce Development, Aging and Community Services (WDACS) for the fiscal year 2019-2020 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.

On June 28, 2016, City Council approved the Elderly Nutrition Program Services Subaward Number ENP162008, providing nutrition services to the elderly population of Los Angeles County in the amount of $2,785,296 for the period of July 1, 2016, through June 30, 2020, consisting of annual baseline funding in the amount of $696,324. The award requires a 15% City grant match that can be satisfied by either cash or in-kind services. The City currently provides kitchen/dining/office space to meet the in-kind requirement.

On July 21, 2017, the City approved Amendment One, which allowed for the use of the annual baseline funding for the 2017-2018 period.

On July 17, 2018, City Council approved Amendment Two, which allowed for the use of the annual baseline funding for the 2018-2019 period.

On April 30, 2019, City Council approved Amendment Three, which provided a grant to reimburse the City for the purchase of a meal delivery vehicle.

On June 11, 2019, City Council approved Amendment Four, which provided for a reallocation of $45,000 of grant funds from the Home Delivered Meals component to the Congregate Meals component.
DISCUSSION:
Within the service areas of Inglewood, Ladera Heights, Lennox and Hawthorne, the current Elderly Nutrition Program (ENP) provides for some 75,829 meals per year served to seniors age 60 and older at four congregate sites; 56,521 meals per year to be delivered to seniors (60 and older) who are frail and home-bound by reason of illness or disability and have no other means of obtaining meals; and 7,500 telephone calls per year to provide reassurance and support to seniors on the home delivered meals program who are most isolated. Each meal is well balanced, providing at least 1/3 of the daily recommended intake for calories, proteins and vitamins. Without this program many seniors would go hungry and be at risk for malnutrition.

Amendment Five is required to receive the grant funds and reflects the year four grant award of the four-year Elderly Nutrition Program Services Subaward Number ENP162008. This will allow for the use of baseline funding in the amount of $696,324 to continue the Elderly Nutrition Program Services Sub-award Number ENP162008 for the 2019-2020 period.

FINANCIAL/FUNDING ISSUES AND SOURCES:
The revenues from this grant, in the amount of $696,324, will be budgeted under account code no. 220.070.7051.5115.00 (Grants Fund; Parks, Recreation and Community Services; Human Services; Senior Nutrition) for 2019-2020. The additional General Fund expenses to operate the program will be approved in the 2019-2020 fiscal year budget in account code 001.099.9930.45682.00 (Grants Match).

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 Allocation Letter from Los Angeles County Workforce Development, Aging & Community Services (WDACS)
Attachment No. 2  Amendment Five to Elderly Nutrition Program (ENP162008)
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:  

[Signature]
Sabrina Barnes, Parks, Rec. and Comm. Svcs. Director

ASSISTANT CITY MANAGER APPROVAL:  

[Signature]
Louis Atwell, Assistant City Manager

CITY MANAGER APPROVAL:  

[Signature]
Artie Fields, City Manager
Attachment No. 1
July 1, 2019

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

FISCAL YEAR 2019-20 ORIGINAL BASELINE FUNDING ALLOCATION FOR ELDERLY NUTRITION PROGRAM SERVICES

Dear Mr. Butts:

County of Los Angeles Workforce Development, Aging and Community Services (County) intends to amend the Elderly Nutrition Program (ENP) Subaward with City of Inglewood. The Subaward information is outlined below:

- Subaward Number: ENP162008
- Amendment Number: Five
- Subaward Term: July 1, 2019 through June 30, 2020
- Original Baseline Funding Allocation (Subaward Sum Year 4 (SSY4) previously referred to as Maximum Annual Subaward Sum (MASS)): $696,324
- Period Funds Available for Use: July 1, 2019 through June 30, 2020
- Minimum Required Match Contribution (Match Cash/Match In-Kind): fifteen percent (15%) for OAA Title III C-1 and OAA Title III C-2
- Funding Source(s), Service Category(ies), and Unit Rate(s): Attachment 1 (FY 2019-20 Elderly Nutrition Program Original Baseline Funding Allocation for City of Inglewood)
- Supervisorial District(s): 2

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

The 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>Federal Grantor Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>93.044</td>
<td>Special Programs for the Aging – Title III, Part B (Grants for Supportive Services and Senior Centers)</td>
<td>U.S. Department of Health and Human Services Administration for Community Living</td>
</tr>
<tr>
<td>93.045</td>
<td>Special Programs for the Aging – Title III, Part C (Nutrition Services)</td>
<td>U.S. Department of Health and Human Services Administration for Community Living</td>
</tr>
<tr>
<td>--------</td>
<td>--------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>93.053</td>
<td>Nutrition Services Incentive Program</td>
<td>U.S. Department of Health and Human Services Administration for Community Living</td>
</tr>
</tbody>
</table>

**Execution of Amendment**

The attached Amendment must be executed with City of Inglewood. In order to ensure timely execution of this Amendment, please adhere to the following:

- The Authorized Representative for City of Inglewood shall sign and date the signature page of the attached Amendment.

- An electronic copy of the signature page must be received by County, at the following e-mail address, no later than **12:00 p.m. (noon) on Friday, July 5, 2019:**

  ipanosian@wdacs.lacounty.gov

**Next Steps**

In order to complete the Amendment process, there are additional documents (including, but not limited to the Budget, Mandated Program Services, certificate of insurance, lower tier subawards, etc.) which must be completed and/or submitted by your agency. Electronic versions of the documents that your agency will need to complete will be provided to you by e-mail at a later time.

If you have any questions, please contact 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
Contracts Management Division

**Attachments**

City of Inglewood
FY 2019-20 Original Baseline Funding Allocation
Elderly Nutrition Program
Attachment 1
FY 2019-20 Elderly Nutrition Program
Original Baseline Funding Allocation for City of Inglewood

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Service Category</th>
<th>Unit Rate</th>
<th>NSIP Rate</th>
<th>Allocation Amount</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>$367,012</td>
</tr>
<tr>
<td></td>
<td>Ethnic Meals</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>$324,812</td>
</tr>
<tr>
<td></td>
<td>Frozen Meals</td>
<td>$4.51</td>
<td>$0.71</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Emergency Meals</td>
<td>$5.65</td>
<td>$0.71</td>
<td></td>
</tr>
<tr>
<td>Older Americans Act (OAA) Title III B</td>
<td>Telephone Calls</td>
<td>$0.60</td>
<td></td>
<td>$4,500</td>
</tr>
</tbody>
</table>

Subaward Sum Year 4: $696,324

---

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

AMENDMENT FIVE

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 Amendments 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, which include serving congregate meals and home-delivered meals as well as conducting telephone reassurance to the older adult population in Los Angeles County (excluding the City of Los Angeles); 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) revise the Fiscal Year (FY) 2019-20 Older Americans Act (OAA) Title III C-1 (Nutrition Services) original baseline funding to reflect the amount of $367,012, which shall be reimbursed to Subrecipient in exchange for additional defined and contracted ENP Title III C-1 Services to be provided by Subrecipient during FY 2019-20; 2) revise the FY 2019-20 OAA Title III C-2 (Nutrition Services) original baseline funding to reflect the amount of $324,812, which shall be reimbursed to Subrecipient
in exchange for additional defined and contracted ENP Title III C-2 Services to be provided by Subrecipient during FY 2019-20; 3) provide clarifying language in Item II to identify the annual funding allocations under this Subaward; 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 July 1, 2019 or upon execution by all parties, whichever occurs later.

II. Paragraph 5.0 (Subaward Sum), Subparagraph 5.2 (Funding Allocations) is deleted in its entirety and replaced as follows:

5.2 Funding Allocations

5.2.1 During the term of this Subaward, Subrecipient shall receive funding for providing the Services outlined in this Subaward, and this funding shall be allocated to Subrecipient on an annual basis for each Fiscal Year period ("Subaward Sum" or "Maximum Annual Subaward Sum"). The Subaward Sum for the first Fiscal Year of this Subaward ("Subaward Sum Year 1") is $696,324. The Subaward Sum for each Fiscal Year following the first Fiscal Year is identified in this Subparagraph 5.2. The combined total of all Subaward Sums to be allocated during the term of this Subaward is estimated to be $2,785,296 ("Maximum Subaward Sum"). Subrecipient acknowledges that both the projected funding for each Fiscal Year following the first Fiscal Year and the projected Maximum Subaward Sum are estimates only.

5.2.2 Pursuant to Subparagraph 8.1 (Amendments), County may amend this Subaward upon occurrence of any changes to the Subaward Sums. Future allocations of the Subaward Sums will be contingent upon Subrecipient's level of performance/expenditure and the availability and appropriation of funds from Federal, State and/or local authorities and such funds may be subsequently adjusted to reflect available funding.

5.2.3 Subaward Sum Year 1 Funding Source(s)

5.2.3.1 The Subaward Sum Year 1 for the first Fiscal Year of this Subaward 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.

5.2.3.2 OAA Title III B (Supportive Services and Senior Centers) original baseline funds available for use for Supervisorial District 2 for contracted ENP Title III B Services for the term of July 1, 2016 through June 30, 2017: $4,500

5.2.3.3 OAA Title III C-1 (Nutrition Services) original baseline funds available for use for Supervisorial District 2 for contracted ENP Title III C-1 Services for the term of July 1, 2016 through June 30, 2017: $322,012

5.2.3.4 OAA Title III C-2 (Nutrition Services) original baseline funds available for use for Supervisorial District 2 for contracted ENP Title III C-2 Services for the term of July 1, 2016 through June 30, 2017: $369,812

5.2.4 Subaward Sum Year 2 Funding Source(s)

5.2.4.1 The Subaward Sum Year 2 for the second Fiscal Year of this Subaward 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) original baseline funds available for use for Supervisorial District 2 for contracted ENP Title III B Services for the term of July 1, 2017 through June 30, 2018: $4,500

5.2.4.3 OAA Title III C-1 (Nutrition Services) original baseline funds available for use for Supervisorial District 2 for contracted ENP Title III C-1 Services for the term of July 1, 2017 through June 30, 2018: $322,012
5.2.4.4 OAA Title III C-2 (Nutrition Services) original baseline funds available for use for Supervisorial District 2 for contracted ENP Title III C-2 Services for the term of July 1, 2017 through June 30, 2018: $369,812

5.2.5 Subaward Sum Year 3 Funding Source(s)

5.2.5.1 The Subaward Sum Year 3 for the third Fiscal Year of this Subaward 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.

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

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

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

5.2.5.5 OAA Title III C-1 (Nutrition Services) One-Time-Only funds available for use for Supervisorial District 2 for approved equipment item(s) identified in “Fiscal Year 2018-19 One-Time-Only Funding Allocation for Elderly Nutrition Program Services (Equipment) Subaward Number ENP162008 (Amendment Three) Supervisorial District 2” funding allocation letter for the term of March 22, 2019 through June 30, 2019: $70,341
5.2.5.6 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

5.2.5.7 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)

5.2.6 Subaward Sum Year 4 Funding Source(s)

5.2.6.1 The Subaward Sum Year 4 for the fourth Fiscal Year of this Subaward 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.

5.2.6.2 OAA Title III B (Supportive Services and Senior Centers) original baseline funds available for use for Supervisory District 2 for contracted ENP Title III B Services identified in the "Fiscal Year 2019-20 Original Baseline Funding Allocation for Elderly Nutrition Program Services" funding allocation letter for the term of July 1, 2019 through June 30, 2020: $4,500

5.2.6.3 OAA Title III C-1 (Nutrition Services) original baseline funds available for use for Supervisory District 2 for contracted ENP
5.2.6.4 OAA Title III C-2 (Nutrition Services) original baseline funds available for use for Supervisory District 2 for contracted ENP Title III C-2 Services identified in the “Fiscal Year 2019-20 Original Baseline Funding Allocation for Elderly Nutrition Program Services” funding allocation letter for the term of July 1, 2019 through June 30, 2020: $324,812

III. Paragraph 5.0 (Subaward Sum), Subparagraph 5.3 (Federal Award Information) is deleted in its entirety and replaced as follows:

5.3 FEDERAL AWARD INFORMATION

5.3.1 Subaward Sums, either in whole or in part, are identified as Federal monies. The Federal portion(s) of the Subaward Sums is identified by several key pieces of information including, but no limited to, the following: Federal Award Identification Number (FAIN), Catalog of Federal Domestic Assistance (CFDA) Program Number(s) (which identifies and describes the Federal assistance that is available to various entities) and a Federal Grantor office (which provides oversight and administration for these Federal monies). When Subrecipient and its Lower Tier Subrecipient(s), if any, are being audited by an independent auditor, Subrecipient shall provide the information identified in this Subparagraph 5.3 to the independent auditor. The information outlined herein is only provided for the Federal portion(s) of the Subaward Sums. In the event that the information is not listed herein for all of the monies included in the Subaward Sums then the excluded amounts are not Federal monies and therefore the information is not applicable to them.

5.3.2 Subrecipient Name: City of Inglewood

5.3.3 Subrecipient’s DUNS Number: 963446005

5.3.4 Federal Award Identification Number (FAIN)
5.3.4.1
July 1, 2016 - June 30, 2017: 16AACAT3SS; 17AACAT3SS; 16AACAT3CM; 17AACAT3CM; 16AACAT3HD; 17AACAT3HD; 16AACANSIP; and, 17AACANSIP

5.3.4.2
July 1, 2017 - June 30, 2018: 17AACAT3SS; 18AACAT3SS; 17AACAT3CM; 18AACAT3CM; 17AAAT3HD; 18AACAT3HD; 17AACANSIP; and, 18AACANSIP

5.3.4.3
July 1, 2018 - June 30, 2019: 18AACAT3SS; 19AACAT3SS; 18AACAT3CM; 19AACAT3CM; 18AACAT3HD; 19AACAT3HD; 18AACANSIP; and, 19AACANSIP

5.3.4.4
July 1, 2019 - June 30, 2020: 1901CAOASS-01; 1901CAOACM-01; 1901CAOAHD-01; and, 1901CAOANS-00

5.3.5
Federal Award Date
5.3.5.1
July 1, 2016
5.3.5.2
July 1, 2017
5.3.5.3
July 1, 2018
5.3.5.4
July 1, 2019

5.3.6
Subaward Period of Performance Start and End Date
5.3.6.1
July 1, 2016 – June 30, 2017
5.3.6.2
July 1, 2017 – June 30, 2018
5.3.6.3
July 1, 2018 – June 30, 2019
5.3.6.4
July 1, 2019 - June 30, 2020

5.3.7
Amount of Federal Funds Obligated by this Action:
5.3.7.1
Original Subaward: $696,324
5.3.7.2
Amendment One: $696,324

Elderly Nutrition Program
Subaward Number ENP162008
Amendment Five
5.3.7.3 Amendment Two: $696,324
5.3.7.4 Amendment Three: $70,341
5.3.7.5 Amendment Four: $0
5.3.7.6 Amendment Five: $696,324

5.3.8 Total Amount of Federal Funds Obligated to Subrecipient (Subaward Sum):

5.3.8.1 Subaward Sum Year 1: $696,324
5.3.8.2 Subaward Sum Year 2: $696,324
5.3.8.3 Subaward Sum Year 3: $766,665
5.3.8.4 Subaward Sum Year 4: $696,324

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

5.3.10 Federal Award Project Description

5.3.10.1 July 1, 2016- June 30, 2017: Federal Title IIIB 3BAL16-16 and 3BAL17-16; Federal Title III C1 C1AL16-16 and C1AL17-16; Federal Title III C2 C2AL16-16 and C2AL17-16

5.3.10.2 July 1, 2017- June 30, 2018: Federal Title IIIB 3BAL17-17 and 3BAL18-17; Federal Title III C1 C1AL17-17 and C1AL18-17; Federal Title III C2 C2AL17-17 and C2AL18-17

5.3.10.3 July 1, 2018- June 30, 2019: Federal Title IIIB 3BAL18-18 and 3BAL19-18; Federal Title III C1 C1AL18-18 and C1AL19-18; Federal Title III C2 C2AL18-18 and C2AL19-18

5.3.10.4 July 1, 2019 – June 30, 2020: Federal Title IIIB 3BSL19-19 and 3BSL20-19; Federal Title III C1 3C1L19-19 and 3C1L20-19; Federal Title III C2 3C2L19-19 and 3C2L20-19
5.3.11 Name of Federal Award Agency, Pass-Through Entity(ies), and Contact Information for Awarding Official: United States Department of Health and Human Services, Administration for Community Living; California Department of Aging; and, County. Refer to Exhibit E (County's Administration) for County contact information.

5.3.12 CFDA Number and Name: 93.044 – Special Programs for the Aging Title III Part B (Grants for Supportive Services and Senior Centers); 93.045 - Special Programs for the Aging Title III Part C (Nutrition Services); and 93.053 - Nutrition Services Incentive Program

5.3.13 Identification of whether the award is research and development (R&D): Award is not R&D

5.3.14 Indirect Cost Rate for Federal Award: Not to exceed 10% pursuant to Subparagraph 5.13 (Subrecipient Indirect Costs).

IV. Paragraph 5.0 (Subaward Sum), Subparagraph 5.12 (Match Contribution) is deleted in its entirety and replaced as follows:

5.12 MATCH CONTRIBUTION

5.12.1 Subrecipient shall provide a required match contribution to offset the total cost of providing Program Services for the Fiscal Year. Subrecipient's match contribution shall be reflected in Exhibit W1 (Budget for Title III C-1 Program Services), Exhibit W2 (Budget for Title III C-2 Program Services), and Exhibit W3 (Budget for Title III B Program Services). The match contribution is the non-Federal share of funding provided by Subrecipient to support the Subaward activities and it may take the form of a cash match contribution and/or an in-kind match contribution. This match is calculated as a percentage of the Subaward Sum allocated for any Fiscal Year under this Subaward as reflected in Paragraph 5.0 (Subaward Sum).

5.12.2 Required Match Contribution

5.12.2.1 The required match contribution for OAA Title III C-1 (Nutrition Services) is fifteen percent (15%) of the Subaward Sum allocated for any Fiscal Year under this Subaward.
5.12.2.2 The required match contribution for OAA Title III C-2 (Nutrition Services) is fifteen percent (15%) of the Subaward Sum allocated for any Fiscal Year under this Subaward.

5.12.2.3 The required match contribution for OAA Title III B (Supportive Services and Senior Centers) is fifteen percent (15%) of the Subaward Sum allocated for any Fiscal Year under this Subaward.

5.12.3 Forms of Match Contributions

5.12.3.1 Match Cash Contribution

5.12.3.1.1 A match cash contribution is a monetary donation which is provided by Subrecipient (such as general funds), non-Federal third-parties (such as partner organizations) and/or non-Federal grants and is given to Subrecipient to accomplish the goals of the Program Services.

5.12.3.2 Match In-Kind Contribution

5.12.3.2.1 A match in-kind contribution is a non-monetary donation of goods, properties or services which are provided by either Subrecipient or non-Federal entities without charge to the Program Services for which they are donated; it is the value of non-cash contributions donated to support Program Services. In-kind contributions typically take the form of the value of personnel, goods and/or services which may include donations of volunteer services, space, equipment, etc. and this value is determined by using the fair market value method. Using sales of comparable property or
the cost of comparable services is a method which can be used to determine the fair market value of an in-kind match contribution.

5.12.3.3 Determination of In-Kind Volunteer Services

5.12.3.3.1 Volunteer services may be used to meet the match contribution requirement and shall be reported as match in-kind. However, when using volunteer services to meet the match contribution requirement, this in-kind match shall not exceed more than fifty percent (50%) of the required match contribution.

5.12.3.3.2 The monthly salary equivalent for volunteer services should be commensurate with the work/services being provided by volunteer. As such, the salary equivalent for volunteer services shall be determined by using the regular salaries paid for similar work in other activities of Subrecipient’s organization. In cases where the kinds of skills involved are not found in other activities of the organization then the salary equivalent shall be determined by using the salaries paid for similar work in the labor market in which Subrecipient competes for such skills.

V. Paragraph 5.0 (Subaward Sum), Subparagraph 5.13 (Subrecipient Indirect Costs) is deleted in its entirety and replaced as follows:

5.13 SUBRECIPIENT INDIRECT COSTS

5.13.1 The maximum amount of indirect costs that is reimbursable under this Subaward is ten percent.
(10%) of Subrecipient's modified total direct costs (direct costs excluding match cash, match in-kind, non-match cash, non-match in-kind, program income, and nonexpendable equipment) for the following funding sources: OAA Title III B (Supportive Services and Senior Centers), OAA Title III C-1 (Nutrition Services), and OAA Title III C-2 (Nutrition Services).

5.13.2 Subrecipient shall ensure that it has an approved indirect cost rate accepted by all Federal awarding agencies or an allocation plan approved by County, which documents the methodology used to determine the indirect costs, prior to reporting any indirect costs on Exhibit W1 (Budget for Title III C-1 Program Services), Exhibit W2 (Budget for Title III C-2 Program Services), and Exhibit W3 (Budget for Title III B Program Services) and/or requesting reimbursement for such costs. Subrecipient shall maintain documentation of its approved indirect cost rate/allocation plan in accordance with the requirements noted under Subparagraph 8.38 (Record Retention, Inspection and Audit Settlement).

5.13.3 Subrecipient shall not charge indirect costs exceeding the ten percent (10%) maximum to this Subaward. Indirect costs in excess of the ten percent (10%) maximum may be budgeted as match in-kind for purposes of meeting matching requirements. Subrecipient must receive prior approval from the Federal, State, or County awarding agency prior to budgeting the excess indirect costs as match in-kind.

5.13.4 For major institutes of higher education and major nonprofit organizations, indirect costs must be classified within two (2) broad categories: Facilities and Administration. "Facilities" is defined as depreciation on buildings, equipment and capital improvement, interest on debt associated with certain buildings, equipment and capital improvements, and operations and maintenance expenses. "Administration" is defined as general administration and general expenses such as the director's office, accounting, personnel, and all other types of expenditures not listed specifically under one of the subcategories of "Facilities" (including cross allocations from other pools, where applicable) [Title
2 Code of Federal Regulations Part 200.414(a) [Title 45 Code of Federal Regulations Part 75.414(a)].

5.13.5 The requirements for indirect costs are further outlined in Exhibit Q (Accounting, Administration and Reporting Requirements) and WDACS directive CCD-18-01 (Cost Allocation and Indirect Cost Requirements for WDACS Subawards) which is available on-line at https://wdacs.lacounty.gov/doing-business-with-wdacs/program-directives/.

VI. Paragraph 6.0 (Administration of Subaward – County), Subparagraph 6.1.1 is deleted in its entirety and replaced as follows:

6.1.1 A listing of all County Administration referenced in the following Subparagraphs is provided in Exhibit E (County’s Administration). County will notify Subrecipient in writing of any change in the names or addresses shown. Said changes do not require an amendment to this Subaward.

VII. Paragraph 7.0 (Administration of Subaward – Subrecipient), Subparagraph 7.1.1 is deleted in its entirety and replaced as follows:

7.1.1 A listing of all of Subrecipient's administration referenced in the following Subparagraphs is provided in Exhibit F (Subrecipient's Administration). Subrecipient will notify County’s Contract Manager in writing of any change in the names or addresses shown. Said changes do not require an amendment to this Subaward.

VIII. Paragraph 8.0 (Standard Terms and Conditions), Subparagraph 8.3.2 is deleted in its entirety and replaced as follows:

8.3.2 Authorized Representative must be available to County and/or County’s duly authorized representatives during the days and times specified in Exhibit A (Statement of Work). In the event that Authorized Representative is not available during these specified days and times, he/she shall ensure that an appropriate designee is identified in writing to County’s Contract Manager. Such designee shall have the ability and authority to act as a proxy on behalf of Authorized Representative, and this authority must also be evidenced in writing by Authorized Representative. Authorized Representative shall further ensure that he/she can be contacted by his/her designee when Authorized Representative is not available during the days and times specified in Exhibit A (Statement of Work).
IX. Paragraph 8.0 (Standard Terms and Conditions), Subparagraph 8.3.3 (Board of Directors’ Resolution) is added as follows:

8.3.3 **Board of Directors’ Resolution**

8.3.3.1 Subrecipient shall submit its Board of Directors’ resolution, which provides written evidence to support the delegated authority that Subrecipient’s organization has vested in Authorized Representative, who will act on behalf of Subrecipient pursuant to Subparagraph 8.3 (Authorization Warranty). Such written evidence shall adhere to the following requirements outlined in this Subparagraph 8.3.3.

8.3.3.2 If Subrecipient is a public entity (defined as the government of the United States; the government of a State or political subdivision of a State; or any interstate governmental agency), Subrecipient shall submit to County a copy of its resolution, order, or motion which has been approved by its Governing Body (e.g., City Council) and signed by the presiding chairperson/president of the Governing Body. If Subrecipient is a private non-profit entity, Subrecipient shall submit a copy of written authorization from its Governing Body (e.g., Board of Directors) and signed by the presiding chairperson/president to County.

8.3.3.3 Subrecipient’s resolution, order, motion, or other authorization shall contain the following elements: reference to this Subaward by name and number; authorize execution of this Subaward; identify Authorized Representative and any designee who will execute the original Subaward and any subsequent amendments to this Subaward (Authorized Representative and any designee shall be specified in Exhibit F (Subrecipient’s Administration)); and, approve and accept Subaward Sums. In the event that there is a change in Authorized Representative, Subrecipient shall provide County a revised resolution, order, motion, or other authorization which reflects the new Authorized Representative within five (5) days of being approved by the Governing Body.

X. Paragraph 9.0 (Unique Terms and Conditions), Subparagraph 9.22.3.6 (Vehicle Smog Certification) is added as follows:
9.22.3.6  Vehicle Smog Certification

9.22.3.6.1  For each vehicle(s) purchased with the Subaward Sum(s) under this Subaward and/or under a Predecessor Agreement that is used in the operation of the Program (i.e., County-owned vehicle(s)), Subrecipient shall ensure that such vehicle(s) undergo a certified smog inspection as required under applicable State and Los Angeles County laws. Subrecipient must receive evidence of a passing inspection (i.e., smog certificate) for each vehicle and shall submit a copy of the smog certificate to County's Contract Manager on an annual basis in the manner and timeframe designated by County. When the vehicle(s) is not required to undergo a smog inspection during any year, Subrecipient shall provide evidence (copy of vehicle registration, etc.) indicating that the inspection is not warranted for the specified year.

XI.  Paragraph 9.0 (Unique Terms and Conditions), Subparagraph 9.22.4.2 (Board of Director's Resolution) is deleted in its entirety and replaced as follows:

9.22.4.2  Board of Directors' Resolution

9.22.4.2.1  A resolution from Subrecipient's Board of Directors, which evidences Authorized Representative's authority to act on behalf of Subrecipient in matters related to this Subaward (Subparagraph 8.3.3 (Board of Directors' Resolution)). Subrecipient shall submit its Board of Directors' resolution in the time and manner as designated by County.

XII.  Paragraph 9.0 (Unique Terms and Conditions), Subparagraph 9.23.2.5 is added as follows:

9.23.2.5  At the end of the funding cycle/during the closeout, Subrecipient shall ensure that all of the following items match:

9.23.2.5.1  The Subaward Sum allocated by line items on Subrecipient's final approved Budget(s), where the Subaward Sum is the funding allocated for any Fiscal Year under this Subaward and it is distributed using the line items/cost categories reflected in Subrecipient's final approved Budget(s).
9.23.2.5.2 The Grant Share, which is allocated by line items on Subrecipient’s Closeout Report, where the Grant Share is the actual Subaward Sum that Subrecipient has budgeted by line items/cost categories on its organization’s accounting/fiscal records (i.e., general ledgers, etc.).

9.23.2.5.3 The Amount Received by line item as reported on Subrecipient’s Closeout Report, where the Amount Received is the actual Subaward Sum reimbursed to Subrecipient for its line items.

XIII. Paragraph 9.0 (Unique Terms and Conditions), Subparagraph 9.23.2.6 is added as follows:

9.23.2.6 In the event that the line item amounts reflected as the Subaward Sum on the final approved Budget(s), the Grant Share on the Closeout, and the Amount Received on the Closeout do not match at the time of closeout, for purposes of the closeout only, County shall allow a maximum of ten percent (10%) variance between the Subaward Sum and Grant Share (specifically, the variance between the Subaward Sum line items reported on the final approved Budget(s) and the Grant Share line items reported on the Closeout Report).

9.23.2.6.1 For example, during the closeout, if the line item, Space, reflects a Subaward Sum of $100 on the final approved Budget then the Grant Share amount reflected on the Closeout Report for Space shall be $100, and the Amount Received reflected on the Closeout Report for Space shall be $100. Alternatively, if the Subaward Sum for Space is reflected on the final approved Budget as $100 but the Grant Share for Space is reflected on the Closeout Report as $95 and the Amount Received for Space is reflected on the Closeout Report as $95 then the $5 variance (which is five percent (5%) of the Subaward Sum amount for the Space line item) is within the allowable ten percent (10%) variance.

XIV. Paragraph 9.0 (Unique Terms and Conditions), Subparagraph 9.23.2.7 is added as follows:

9.23.2.7 Subrecipient shall ensure that the total Grant Share and the total AmountReceived, which are reflected on the Closeout Report, do
not exceed the total Subaward Sum reflected on the final approved Budget(s).

XV. "Exhibit W1 (Budget for Title III C-1 Program Services) Amendment 5 {FY 2019-20 Original Baseline}" is added, is an addendum to "Exhibit W1 (Budget for Title III C-1 Program Services)" and is incorporated herein by reference.

XVI. "Exhibit W2 (Budget for Title III C-2 Program Services) Amendment 5 {FY 2019-20 Original Baseline}" is added, is an addendum to "Exhibit W2 (Budget for Title III C-2 Program Services)" and is incorporated herein by reference.

XVII. "Exhibit W3 (Budget for Title III B Program Services) Amendment 5 {FY 2019-20 Original Baseline}" is added, is an addendum to "Exhibit W3 (Budget for Title III B Program Services)" and is incorporated herein by reference.

XVIII. "Exhibit X1 (Mandated Program Services for Title III C-1 Program) Amendment 5 {FY 2019-20 Original Baseline}" is added, is an addendum to "Exhibit X1 (Mandated Program Services for Title III C-1 Program)" and is incorporated herein by reference.

XIX. "Exhibit X2 (Mandated Program Services for Title III C-2 Program) Amendment 5 {FY 2019-20 Original Baseline}" is added, is an addendum to "Exhibit X2 (Mandated Program Services for Title III C-2 Program)" and is incorporated herein by reference.

XX. "Exhibit X3 (Mandated Program Services for Title III B Program) Amendment 5 {FY 2019-20 Original Baseline}" is added, is an addendum to "Exhibit X3 (Mandated Program Services for Title III B Program)" and is incorporated herein by reference.

XXI. The "Fiscal Year 2019-20 Original Baseline Funding Allocation for Elderly Nutrition Program Services" 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 Five
IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Five to be subscribed on its behalf by the Acting 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__________________________ Date________________
Otto Solórzano, Acting Director
County of Los Angeles
Workforce Development, Aging
and Community Services

SUBRECIPIENT

__________________________
City of Inglewood
Subrecipient's Legal Name

__________________________
ENP162008
Subaward Number

By__________________________ Date________________
Name of Authorized
Representative

Title ______________________
Signature __________________

By__________________________ Date________________
Name of Authorized
Representative

Title ______________________
Signature __________________

Approved as to Form:

OFFICE OF COUNTY COUNSEL
Mary C. Wickham, County Counsel

__________________________
Lawrence M. Green
Deputy County Counsel