



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Community Services
Department No.: 057
For Agenda Of: June 4, 2024
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s) Jesús Armas, Community Services Director (805) 568-2467
Contact Info: Joseph Dzvonik, Deputy Director, Division of Housing and
Community Development (805) 568-3523
Lucille Boss, Interim Housing and Programs Manager
SUBJECT: American Rescue Plan Act Senior Meal Program Funds Update and Approval of
Subrecipient Agreements

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Receive and file a staff report on FY 2023 accomplishments of the American Rescue Plan Act (ARPA) Senior Meal Program, a COVID-Related Operating Grants Program (Attachment A).
- b) Approve and authorize the Chair of the Board of Supervisors to execute Subrecipient Agreements (Agreements) with the following eight (8) organizations to provide senior nutrition services to County residents using an aggregate of three hundred sixty-two thousand dollars (\$362,000) in ARPA funds:
 - i. Atterdag at Home, Inc. - \$50,000
 - ii. Food from the Heart, Inc. - \$50,000
 - iii. Organic Soup Kitchen - \$50,000
 - iv. Santa Barbara Meals on Wheels - \$50,000
 - v. Santa Maria Valley Meals on Wheels - \$50,000
 - vi. Santa Ynez Valley People Helping People - \$50,000
 - vii. Santa Ynez Valley Senior Advisory Council (Solvang) - \$12,000
 - viii. Santa Ynez Valley Senior Citizens' Foundation (Buellton) - \$50,000

Auditor-Controller Concurrence

As to form: Yes

- c) Approve and authorize the Chair of the Board of Supervisors to execute an ARPA Subrecipient Agreement in the amount of twenty thousand dollars (\$20,000) with Organic Soup Kitchen for use as a matching award for senior nutrition funding provided by Living Peace Foundation.
- d) Determine that the activity is not a “Project” subject to California Environmental Quality Act (CEQA) review per CEQA Guideline Section 15378(b)(4), the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment; and per CEQA Guideline Section 15378(b)(5), since the activity is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environments.

Summary Text:

On January 24, 2023, the Board of Supervisors authorized \$600,000 in ARPA funding to support programs that enhance the nutrition of seniors by providing home-delivered meals to senior citizens, aged 60 years and older, in the County of Santa Barbara. To date, the eight funded organizations have provided over 307,000 home-delivered meals to over 5,500 seniors. Applicants for COVID-Related Operating Grants Senior Meal Program requested and was awarded \$218,000 of \$300,000 available for FY 2023. One eligible application for \$20,000 in Local Matching Funds Grants was received and awarded. Staff recommends awarding the balance of \$362,000 in unallocated funds for a second year of COVID-Related Operating Grants to provide meals to seniors.

Background:

On August 23, 2022, the Board heard a report by the Department of Social Services about the large array of meal services provided to seniors and persons with disabilities. The Board directed staff to develop a set of qualitative questions in reference to short- and long-term non-monetary needs of affected local organizations and return to the Board when appropriate.

On January 24, 2023, the Board heard a presentation regarding the results of a survey distributed to service providers who provide home-delivered meals to seniors. The Board approved creation of two funds using \$600,000 in ARPA funding: \$300,000 to be awarded to providers in Fiscal Year 2023 for assistance with increased costs associated with the pandemic, capped at \$30,000 per provider, and \$300,000 to be awarded to providers in instances where a local match is required as part of a grant application (see Attachment B). Pursuant to the Board’s direction, the Department of Community Services, Division of Housing and Community Development (HCD) created two grant applications:

- 1. COVID-Related Operating Grants; and
- 2. Local Matching Grant

On April 28, 2023, HCD sent a notice to all known providers of meals to senior citizens aged 60 and older inviting them to apply for the ARPA COVID-Related Operating Grants, with a due date of May 12, 2023.

In response to the notice, HCD received eight (8) applications for the COVID-Related Operating Grants, totaling \$218,000 in requested funds. Subsequent to staff review for eligibility, awards were approved by the Board of Supervisors on July 18, 2023. To date, the eight funded organizations have provided over 307,000 home-delivered meals to over 5,500 seniors. Additional detail on these accomplishments is provided in Attachment A to this staff report.

Matching grant applications were solicited via the same notice but with a due date of February 29, 2024. A single eligible application was received. Organic Soup Kitchen applied for \$20,000. This funding would match an award by Living Peace Foundation which was granted conditionally on receiving a match via government funding. Today’s recommended actions include approval of a matching award of \$20,000 (Attachment C).

After the award of Fiscal Year 2023 Operating Grants and the recommended matching grant, an uncommitted balance of \$362,000 in ARPA funds remains. This amount consists of \$280,000 originally reserved for matching grants and \$82,000 originally reserved for operating grants. Staff recommends the full unallocated balance of \$362,000 in ARPA funds be used to award a second round of COVID-Related Operating Grants for Fiscal Year 2024. Proposed funding for each program is proportional to its Fiscal Year 2023 funding amount. Subrecipient Agreements are included as Attachments D through K.

Performance Measure:

Subrecipients must provide documentation that supports eligible expenditures consistent with the contract budget and federal regulations. Funds are provided on a reimbursement basis.

HCD staff will monitor the performance of funding subrecipients. Subrecipients are required to report quarterly to HCD on the number of persons served and progress on their goals.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

| <u>Funding Sources</u> | <u>Current FY Cost:</u> | <u>Annualized On-going Cost:</u> | <u>Total One-Time Project Cost</u> |
|-------------------------------|--------------------------------|---|---|
| General Fund | | | |
| State | | | |
| Federal | | | \$ 382,000.00 |
| Fees | | | |
| Other: | | | |
| Total | \$ - | \$ - | \$ 382,000.00 |

Key Contract Risks:

The U.S. Department of Treasury holds the County accountable for ensuring that federal funds are expended on eligible costs. Any ineligible expenditures could require repayment by the County using non-federal funds. HCD will make payments to each of the Subrecipients on a reimbursement basis. To receive payment, the Subrecipient must provide documentation that supports eligible expenditures that are consistent with the contract budget and federal regulations. If a Subrecipient does not meet performance measures or federal regulations, the County may withhold funds or terminate the contract.

Special Instructions:

1. Return a copy of each executed agreement to Roberto Bojorquez at CSD (9 total) by email to rbojorquez@countyofsb.org.
2. Retain the Subrecipient Agreements with original signatures for COB records.
3. Provide a copy of the Minute Order to Roberto Bojorquez.

Attachments:

- A. Staff Report on Program Accomplishments
- B. January 24, 2023 Minute Order as amended
- C. Organic Soup Kitchen - \$20,000 Matching Grant Agreement
- D. Atterdag at Home, Inc. - \$50,000 Agreement
- E. Food from the Heart, Inc. - \$50,000 Agreement
- F. Meals on Wheels Santa Maria Valley - \$50,000 Agreement
- G. Organic Soup Kitchen - \$50,000 Agreement
- H. Santa Barbara Meals on Wheels - \$50,000 Agreement
- I. Santa Ynez Valley People Helping People - \$50,000 Agreement
- J. Santa Ynez Valley Senior Citizens' Foundation (Buellton) - \$50,000 Agreement
- K. Santa Ynez Valley Senior Advisory Council (Solvang) - \$12,000 Agreement