



George Latimer
County Executive

November 8, 2024

Westchester County Board of Legislators
800 Michaelian Office Building
White Plains, New York 10601

Dear Honorable Members of the Board of Legislators:

Transmitted herewith for your review and approval is an act (the "Act") which, if adopted, would authorize the County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), to retroactively amend grant agreements (individually the "Grant Agreement" and collectively the "Grant Agreements") with New York State, through its Office for the Aging ("NYSOFA"), for the following programs: the Community Services for the Elderly Program ("CSE"), the Expanded In-home Services for the Elderly Program ("EISEP"), the Wellness in Nutrition Program ("WIN"), and the Nutrition Service Incentive Program ("NSIP"). The proposed Act will: (i) retroactively authorize the County to amend the Grant Agreements to increase funding under the CSE Program by \$94,027, under the EISEP Program by \$482,144, and under the combined WIN/NSIP Programs by \$83,405; and (ii) retroactively extend the term of the Grant Agreement for the EISEP Program through December 31, 2024.

By way of background, on April 3, 2023, by Act No. 63-2023, your Honorable Board authorized the County to enter into various Grant Agreements with NYSOFA to accept grant funds made available to the County from NYSOFA under, *inter alia*, the CSE, EISEP, and WIN/NSIP programs. The term of the Grant Agreements commenced on April 1, 2023 and continued through March 31, 2024, except for the Grant Agreement for NSIP which commenced on October 1, 2022 and continued through September 30, 2023.

Thereafter, on October 16, 2023, by Act No. 212-2023, your Honorable Board authorized the County, *inter alia*, to retroactively amend the Grant Agreements authorized by Act No. 63-2023 in order to increase the amount of CSE funding by \$197,620 and the amount of WIN/ NSIP funding by \$199,202.

NYSOFA recently informed the Department that it has increased funding under the Grant Agreements for the CSE, EISEP and the combined WIN/NSIP programs. In order for the County to receive this additional funding, it will be necessary to retroactively amend the Grant Agreements, as set forth below:

Grant Amounts:

	CSE	EISEP	WIN/NSIP
Original Grant Amount	\$1,620,270	\$2,536,575	\$1,213,575
Amount of first (1 st) increase	+\$197,620	N/A	+\$199,202
Amount of this increase	+\$94,027	+482,144	+83,405
Total Amended Grant Amount	\$1,911,917	\$3,018,719	\$1,496,182

Additionally, the Department requested and was granted authorization from NYSOFA to extend the term of the EISEP Grant Agreement from April 1, 2024 through December 31, 2024 in order to optimize utilization of the EISEP grant funds. Accordingly, authority is respectfully requested to further amend the EISEP Grant Agreement with NYSOFA for the purpose of extending the term thereof through December 31, 2024. It should be noted that any unexpended funds remaining during the extension period of the EISEP Grant Agreement will be utilized by the Department (at the discretion of the Commissioner of the Department) for Department salaries and/or to increase the contract amount for agreements with home care agencies.

The additional funds provided under the CSE, and the combined WIN/NSIP Grant Agreements will be utilized by the Department for direct services to seniors.

Except as specifically amended hereby, all remaining terms and conditions contained in the Grant Agreements shall remain in full force and effect upon the parties.

It should be noted that the Grant Agreements with NYSOFA do not constitute a procurement of goods or services. As such, the requirements of the Westchester County Procurement Policy and Procedures do not apply.

The Grant Agreements with NYSOFA are intended to benefit the County by assisting in the provision of grant-funded services to its residents. Accordingly, I believe amending these Grant Agreements to increase funding is in the best interest of the County and, therefore, recommend your favorable action on the annexed proposed Act.

Sincerely,



~~George Legimer
County Executive~~

Kenneth Jenkins
Acting County Executive

GL/MC/SJ

**HONORABLE BOARD OF LEGISLATORS
THE COUNTY OF WESTCHESTER**

Your Committee is in receipt of a communication from the County Executive recommending the approval of an act (the “Act”), which, if adopted, would authorize the County of Westchester (the “County”), acting by and through its Department of Senior Programs and Services (the “Department”), to retroactively amend grant agreements (individually the “Grant Agreement” and collectively the “Grant Agreements”) with New York State, through its Office for the Aging (“NYSOFA”), for the following programs: the Community Services for the Elderly Program (“CSE”), the Expanded In-home Services for the Elderly Program (“EISEP”), the Wellness in Nutrition Program (“WIN”), and the Nutrition Service Incentive Program (“NSIP”). The proposed Act will: (i) retroactively authorize the County to amend the Grant Agreements to increase funding under the CSE Program by \$94,027, under the EISEP Program by \$482,144, and under the combined WIN/NSIP Programs by \$83,405; and (ii) retroactively extend the term of the Grant Agreement for the EISEP Program from April 1, 2024 through December 31, 2024.

Your Committee is advised that on April 3, 2023, by Act No. 63-2023, your Honorable Board authorized the County to enter into various Grant Agreements with NYSOFA to accept grant funds made available to the County from NYSOFA under, *inter alia*, the CSE, EISEP, and WIN/NSIP programs. The term of the Grant Agreements commenced on April 1, 2023 and continued through March 31, 2024, except for the Grant Agreement for NSIP which commenced on October 1, 2022 and continued through September 30, 2023.

Your Committee is advised that on October 16, 2023, by Act No. 212-2023, your Honorable Board authorized the County, *inter alia*, to retroactively amend the Grant Agreements authorized by Act No. 63-2023 in order to: increase the amount of CSE funding by \$197,620, and the combined WIN /NSIP funding by \$199,202.

Your Committee is advised that NYSOFA subsequently informed the Department that it has increased funding under the Grant Agreements for the CSE, EISEP and the combined WIN/NSIP Programs. In order for the County to receive this additional funding, it will be necessary to retroactively amend the Grant Agreements, as set forth below:

Grant Amounts:

	CSE	EISEP	WIN/NSIP
Original Grant Amount	\$1,620,270	\$2,536,575	\$1,213,575
Amount of first (1 st) increase	+\$197,620	N/A	+\$199,202
Amount of this increase	+\$94,027	+482,144	+83,405
Total Amended Grant Amount	\$1,911,917	\$3,018,719	\$1,496,182

Additionally, your Committee is advised that the Department requested and was granted authorization from NYSOFA to extend the term of the EISEP Grant Agreement from April 1, 2024 through December 31, 2024 in order to optimize utilization of the grant funds. Accordingly, authority is respectfully requested to further amend the EISEP Grant Agreement with NYSOFA for the purpose of extending the term thereof through December 31, 2024. It should be noted that any unexpended funds remaining during the extension period of the EISEP Grant Agreement will be utilized by the Department (at the discretion of the Commissioner of the Department) for Department salaries and/or to increase the contract amount for agreements with home care agencies.

Your Committee is further advised that the additional funds provided under the CSE, and WIN/NSIP Grant Agreements will be utilized by the Department for direct services to seniors.

Except as specifically amended hereby, all remaining terms and conditions contained in the Grant Agreements shall remain in full force and effect upon the parties.

Your Committee is informed that the Grant Agreements with NYSOFA do not constitute a procurement of goods or services. As such, the requirements of the Westchester County Procurement Policy and Procedures do not apply.

The Planning Department has advised that based on its review, the proposed amendments to the aforementioned Grant Agreements do not meet the definition of an "action" under the State Environmental Quality Review Act, 6 NYCRR part 617. As such, no environmental review is required. Please refer to the memorandum from the Department of Planning dated January 8, 2024, which is on file with the Clerk of the Board of Legislators.

Your Committee has been advised that the passage of the attached Act requires an affirmative vote of a majority of the members of your Honorable Board.

Your Committee believes that amending the Grant Agreements to increase funding is in the best interest of the County and, therefore, recommends your Honorable Board's favorable action on the annexed proposed Act.

Dated: _____, 2024
White Plains, New York

COMMITTEE ON

C//

FISCAL IMPACT STATEMENT

SUBJECT: EISEP NO FISCAL IMPACT PROJECTED

OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A) GENERAL FUND AIRPORT SPECIAL REVENUE FUND (Districts)

B) EXPENSES AND REVENUES

Total Current Year Cost \$ 4077459

Total Current Year Revenue \$ 3018719

Source of Funds (check one): Current Appropriations

Transfer of Existing Appropriations Additional Appropriations Other (explain)

Identify Accounts: 24-101-4957

263-85-T048

Potential Related Operating Budget Expenses: Annual Amount \$ 1058740

Describe: County Match Funds required in order to receive EISEP State funding.

Potential Related Revenues: Annual Amount \$ 3018719

Describe: Funding received from the New York State Office for the Aging for Expanded In-Home Services to the Elderly.

Anticipated Savings to County and/or Impact on Department Operations:

Current Year: Without these funds, the Department would not be able to provide In-Home Personal Care Services, Case Management, Personal Emergency Response Systems, In-Home Contact & Support and Adult Day Care to seniors in Westchester.

Next Four years:

Estimated to be same as above each year.

Prepared by: Sandra Brown

Title: Director of Program Development II

Department: Senior Programs & Svcs.

Reviewed By: 

Budget Director

11/6/24

If you need more space, please attach additional sheets.

FISCAL IMPACT STATEMENT

SUBJECT: WIN/NSIP NO FISCAL IMPACT PROJECTED

OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A) GENERAL FUND AIRPORT SPECIAL REVENUE FUND (Districts)

B) EXPENSES AND REVENUES

Total Current Year Cost \$ 1496182

Total Current Year Revenue \$ 1496182

Source of Funds (check one): Current Appropriations

Transfer of Existing Appropriations Additional Appropriations Other (explain)

Identify Accounts: 263-85-T928

Potential Related Operating Budget Expenses: Annual Amount \$ 0

Describe: _

Potential Related Revenues: Annual Amount \$ 1496182

Describe: Funding is received from the New York State Office for the Aging for the Wellness in Nutrition Program

Anticipated Savings to County and/or Impact on Department Operations:

Current Year: Without these funds, the Department would not be able to provide Home Delivered Meals and Nutrition Education and counseling to seniors in Westchester County.

Next Four years:

Estimated to be same as above each year.

Prepared by: Sandra Brown

Title: Director of Program Development II

Department: Senior Programs & Svcs.

2/10 Reviewed By: 

Budget Director

11/6/24

If you need more space, please attach additional sheets.

FISCAL IMPACT STATEMENT

SUBJECT: CSE NO FISCAL IMPACT PROJECTED

OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A) GENERAL FUND AIRPORT SPECIAL REVENUE FUND (Districts)

B) EXPENSES AND REVENUES

Total Current Year Cost \$ 2503479

Total Current Year Revenue \$ 1911917

Source of Funds (check one): Current Appropriations

Transfer of Existing Appropriations Additional Appropriations Other (explain)

Identify Accounts: 101-24-4957

263-85-T047

Potential Related Operating Budget Expenses: Annual Amount \$ 591562

Describe: County Match Funds required in order to receive CSE State funding.

Potential Related Revenues: Annual Amount \$ 1911917

Describe: Funding received from the New York State Office for the Aging for Community Services for the Elderly.

Anticipated Savings to County and/or Impact on Department Operations:

Current Year: Without these funds, the Department would not be able to provide Case Management, Information & Assistance; Senior Center Recreation & Education, Health Promotion, Transportation, Food Distribution, Food Stamp Counseling and volunteer programs to seniors in Westchester County.

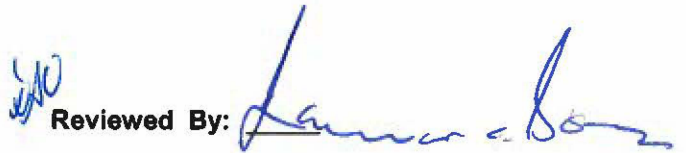
Next Four years:

Estimated to be same as above each year.

Prepared by: Sandra Brown

Title: Director of Program Development II

Department: Senior Programs & Svcs.

 Reviewed By: Sandra Brown

Budget Director

11/6/24

If you need more space, please attach additional sheets.

ACT NO. 2024- _____

AN ACT authorizing the County of Westchester to retroactively amend grant agreements with the New York State Office for the Aging to increase funding under the 2023-24 CSE and EISEP programs, and under the 2022-2024 combined WIN/NSIP programs, and to extend the EISEP Grant Agreement term through December 31, 2024

NOW, THEREFORE, BE IT ENACTED by the Board of Legislators of the County of Westchester as follows:

Section 1. The County of Westchester (the “County”), acting by and through its Department of Senior Programs & Services (the “Department”), is hereby authorized to retroactively amend grant agreements (individually the “Grant Agreement” and collectively the “Grant Agreements”) with New York State, through its Office for the Aging (“NYSOFA”), for the following programs: the 2023-24 Community Services for the Elderly Program (“CSE”), the 2023-24 Expanded In-home Services for the Elderly Program (“EISEP”), and the 2022-24 combined Wellness in Nutrition Program (“WIN”) and the Nutrition Service Incentive Program (“NSIP”), in order to: (i) increase funding under the CSE Program by \$94,027, under the EISEP Program by \$482,144, and under the combined WIN/NSIP Programs by \$83,405 as follows:

Grant Amounts:

	CSE	EISEP	WIN/NSIP
Original Grant Amount	\$1,620,270	\$2,536,575	\$1,213,575
Amount of first (1 st) increase	+\$197,620	N/A	+\$199,202
Amount of this increase	+\$94,027	+482,144	+83,405
Total Amended Grant Amount	\$1,911,917	\$3,018,719	\$1,496,182

§2. The County is hereby further authorized to retroactively amend the EISEP Grant Agreement to extend the term thereof from April 1, 2024 through December 31, 2024.

§3. Except as specifically amended hereby, all remaining terms and conditions contained in the Grant Agreements with NYSOFA, as previously amended, shall remain in full force and effect upon the parties.

§4. This Act shall take effect immediately.