

# CITY OF LOS ANGELES

CALIFORNIA

JAIME H. PACHECO-OROZCO  
GENERAL MANAGER



DEPARTMENT OF AGING  
AN AREA AGENCY ON AGING  
221 N. FIGUEROA ST., STE. 500  
LOS ANGELES, CA 90012  
(213) 482-7252

KAREN BASS  
MAYOR

June 16, 2023

Honorable City Council  
c/o Office of the City Clerk  
Room 395, City Hall  
Los Angeles, CA 90012

Honorable Councilmembers:

**REQUEST AUTHORITY TO ACCEPT GRANT FUNDS (\$1,512,693) FROM THE CALIFORNIA DEPARTMENT OF AGING FOR FISCAL YEAR (FY) 2023-24 UNDER THE SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP)**

The City of Los Angeles Department of Aging (LADOA) requests City Council and Mayoral approval to accept grant funds from the CDA (\$1,512,693 for FY 2023-24 Senior Community Service Employment Program services); to approve the SCSEP TV-2324-25 Budget; to extend two (2) Title V Older Adults Recovery and Resilience (OARR) grant funds (\$1,969,964) supporting SCSEP initiatives through December 31, 2023 (previously awarded through June 30, 2023, CFN 21-0553); to approve the OARR TV-2122-25 Amendment 2 Budget; to execute Standard Agreement TV-2122-25 Amendment 2; and to implement Controller's Instructions for these funds, in accordance with ED3, see enclosed ED3 waiver.

For questions regarding this matter, please contact Jaime H. Pacheco-Orozco at (213) 810-4006.

Sincerely,

*Jaime H. Pacheco-Orozco*

JAIME H. PACHECO-OROZCO  
General Manager

JHP:MFR:mn:gdn/LADOA Title V SCSEP 2122-25-25 Amend 2 & OARR Carry Fwd Transmittal Council Cover Ltr (Waiver)

cc: City Attorney  
City Administrative Officer  
Chief Legislative Analyst

## TRANSMITTAL

TO  
Department of Aging

DATE  
06/15/2023

COUNCIL FILE NO.

FROM  
The Mayor

COUNCIL DISTRICT

**APPROVAL OF REQUEST TO ACCEPT \$1,512,693 FROM THE CALIFORNIA DEPARTMENT OF AGING FOR FISCAL YEAR (FY) 2023-24 UNDER THE SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP), TO NEGOTIATE AND EXECUTE TITLE V STANDARD AGREEMENT (TV-2324-25) WITH THE CDA, AND TO EXTEND TWO (2) TITLE V OLDER ADULTS' RECOVERY AND RESILIENCE (OARR) GRANT FUNDS FROM THE CDA (\$1,969,964) UNDER STANDARD AGREEMENT TV-2122-25 AMENDMENT #2 THROUGH DECEMBER 31, 2023**

Approved, ED3 Waived, and Transmitted for further processing.



MAYOR  
(Chris Thompson for)

# CITY OF LOS ANGELES

CALIFORNIA

JAIME H. PACHECO-OROZCO  
GENERAL MANAGER



KAREN BASS  
MAYOR

DEPARTMENT OF AGING  
AN AREA AGENCY ON AGING  
221 N. FIGUEROA ST., STE. 500  
LOS ANGELES, CA 90012  
(213) 482-7252

June 1, 2023

Council File Number: CF: 21-0533  
Council Districts: All  
Contact Persons & Phone  
Jaime H. Pacheco-Orozco  
(213) 810-4006

Honorable Karen Bass  
Mayor, City of Los Angeles,  
200 N. Spring St., Room 303  
Los Angeles, CA 90012

Attention: Legislative Coordinator

**REQUEST AUTHORITY TO ACCEPT GRANT FUNDS (\$1,512,693) FROM THE CALIFORNIA DEPARTMENT OF AGING FOR FISCAL YEAR (FY) 2023-24 UNDER THE SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP), TO NEGOTIATE AND EXECUTE TITLE V STANDARD AGREEMENT (TV-2324-25) WITH THE CDA, AND TO EXTEND TWO (2) TITLE V OLDER ADULTS' RECOVERY AND RESILIENCE (OARR) GRANT FUNDS FROM THE CDA (\$1,969,964) UNDER STANDARD AGREEMENT TV-2122-25 AMENDMENT #2 THROUGH DECEMBER 31, 2023.**

The General Manager of the Los Angeles Department of Aging (LADOA) respectfully submits this transmittal for your review and approval. Monies awarded through these grants provide employment training and supportive services to unemployed, low-income older adults. This transmittal requests authority to accept grant funds from the CDA (\$1,512,693 for FY 2023-24 Senior Community Service Employment Program services); to approve the SCSEP TV-2324-25 Budget; to extend two (2) Title V Older Adults Recovery and Resilience (OARR) grant funds (\$1,969,964) supporting SCSEP initiatives through December 31, 2023 (previously awarded through June 30, 2023, CFN 21-0553); to approve the OARR TV-2122-25 Amendment 2 Budget; to execute

Standard Agreement TV-2122-25 Amendment 2; and to implement Contoller's Instructions for these funds.

### **RECOMMENDATIONS**

The General Manager of the LADOA respectfully requests that the City Council, subject to the approval of the Mayor:

1. AUTHORIZE the General Manager of the LADOA, or designee, to accept \$1,512,693 in Older Americans Act grant funds from the California Department of Aging (CDA) to fund the Senior Community Service Employment Program (SCSEP) from July 1, 2023 to June 30, 2024; and to approve SCSEP TV-2324-25 Budget;
2. AUTHORIZE the General Manager of the LADOA, or designee, to extend two (2) Title V Older Adults Recovery and Resilience (OARR) grant funds from the California Department of Aging (CDA) to support the Senior Community Service Employment Program (SCSEP) approved by City Council on May 31, 2022 (CF: 21-0553), totaling \$1,969,964 through December 31, 2023; and to approve Title V Older Adults Recovery and Resilience TV-2122-25 Amendment 2 Budget;
3. AUTHORIZE the General Manager of the LADOA to execute the Title V Standard Agreement TV-2122-25 Amendment 2 and any subsequent unilateral amendments to the subgrant agreement, subject to review and approval of the City Attorney as to form and legality, and in compliance with Los Angeles Administrative Code §14.8 et seq. (City grant regulations)
4. AUTHORIZE the Controller to:
  - a. Establish a new account and appropriate \$1,195,027 for the SCSEP within the Other Programs for the Aging Fund Number 410 as follows:

<b>ACCOUNT NO</b>	<b>ACCOUNT TITLE</b>	<b>AMOUNT</b>
021021	Enrollee Wages	\$1,195,027
	<b>Total</b>	<b>\$1,195,027</b>

- b. Decrease the appropriation within the Other Programs for the Aging Fund Number 410 as follows:

<b>Account No.</b>	<b>Account Title</b>	<b>Amount</b>
02Y102	Aging	\$(269,080)
	<b>Total</b>	<b>\$(269,080)</b>

- c. Decrease the appropriation within Fund Number 100 Department 02 as follows:

<b>Account No.</b>	<b>Account Title</b>	<b>Amount</b>
001010	Salaries – General	\$(269,080)
	<b>Total</b>	<b>\$(269,080)</b>

- d. Expend funds upon proper demand of the General Manager of the LADOA or designee

5. AUTHORIZE the Controller to:

- a. Transfer OARR (Older Adults Recovery and Resilience) grant savings of \$1,628,964 to FY 23-24 for the extended grant period ending 12/31/2023 and appropriate funds within the Other Programs for the Aging Fund Number 410 as follows:

From:

<b>Account No.</b>	<b>Account Title</b>	<b>Amount</b>
02W102	Aging	\$295,867
02W01E	Training & Edu - OARR	452,607
02W02E	Supplies & Other - OARR	11,780
02W03E	Office & Tech Equip - OARR	105,400
021021	Enrollee Wages	763,310
	<b>TOTAL</b>	<b>\$1,628,964</b>

To:

<b>Account No.</b>	<b>Account Title</b>	<b>Amount</b>
02Y102	Aging	\$166,996
02Y01E	Training & Edu. - OARR	250,000
02Y03E	Office & Tech. Equip - OARR	493,000
02Y04E	Other Operating Costs - OARR	250,000
02Y05E	Supportive - OARR	251,000
02Y06E	Job Development - OARR	20,000
02Y07E	Supplies & Outreach - OARR	197,968
	<b>TOTAL</b>	<b>\$1,628,964</b>

- b. Increase the appropriation within Fund Number 100 Department 02 and transfer funds on an as needed basis as follows:

	<b>FUND</b>	<b>ACCOUNT NO.</b>	<b>ACCOUNT TITLE</b>	<b>AMOUNT</b>
From:	410	02Y102	Aging	\$166,996
To:	100	001010	Salaries-General	93,797
	100	006010	Office & Adm Exp	73,199
		<b>TOTAL</b>		<b>\$166,996</b>

- c. Expend funds upon proper demand of the General Manager of the Department of Aging, or designee.

6. AUTHORIZE the General Manager of the LADOA, or designee, to prepare Controller's instructions and any necessary technical adjustments that are consistent with the Mayor and Council actions on this matter, subject to the approval of the City Administrative Officer, and authorize the Controller to implement those instructions.

## **SUMMARY**

### **Senior Community Service Employment Program FY 2023-24**

The SCSEP provides classroom training, job-related training, and subsidized part-time work experience through nonprofit and governmental service agencies that serve as Host Agencies to 74 City residents who are 55 years of age or older, unemployed, and have annual incomes that are no more than 125% of the Federal Poverty Guidelines. Program participants, who are categorized as trainees, are paid under the City classification of Community Administrative Support Workers. Participants perform a variety of training duties that include clerical and administrative functions, food service, and other community support work.

The FY 2023-24 SCSEP grant award totals \$1,512,693, which reflects a zero increase from the FY 2022-23 grant award (CF: 21-0553). The net zero increase will not affect enrollment levels from last fiscal year. The general breakdown of expenses is as follows:

<b>Expense Category</b>	<b>FY 2023-24</b>
Department Salaries	\$317,666
SCSEP Participant Salaries	\$1,195,027
Grand Total:	\$1,512,693

As a condition of the SCSEP grant award, the City is required to provide a match of \$177,859, which the City provides through General Fund expenditures in staff costs (fringe benefits and indirect costs) and in program participant fringe benefits and related costs (physical exam, Social Security, and workers compensation insurance charges).

Title V Older Adults Recovery and Resiliency Act (OARR) FY 2021-22 & Title V Older Adults Recovery and Resiliency Act (OARR) FY 2022-23 Grant Funds

At the onset of the pandemic, all SCSEP trainees were assigned home due to the "Safer at Home" Order, destabilizing the participants, the agencies, and the program.

In May 2022 in response to the COVID-19 pandemic, LADOA received two grants totaling \$1,969,964 from the Older Adults Recovery and Resiliency Act (OARR) to fund programmatic infrastructure and to expand enrollment in the SCSEP program. The first grant, Title V OARR FY 2021-22, totaled \$978,652 to fund programmatic infrastructure activities that included property/equipment, supplies, consultant services, training expenses, supportive services, and job development resources through June 30, 2023. The second grant, Title V OARR FY 2022-23, totaled \$991,312 to fund additional training slots for participants to enhance, increase, and expand service delivery through June 30, 2026.

As the Public Health Emergency was set to end on May 11, 2023, these two (2) grant funds were repurposed by the Federal Government in the following manner:

1. The FY 2021-22 OARR grant approved for programmatic infrastructure was extended from June 30, 2023 through December 31, 2023;
2. The FY 2022-23 OARR grant approved for additional training slots was repurposed for programmatic infrastructure only and reduced its timeline by 30 months from June 30, 2026 to December 31, 2023 only.
3. Both OARR grants were combined, totaling \$1,969,964.

These two OARR grant funds are pandemic-related and will expire on December 31, 2023.

### **FISCAL IMPACT STATEMENT**

The proposed actions authorize LADOA to accept funds from the California Department of Aging to fund FY 2023-24 Senior Community Service Employment Program in addition to receiving Older Adults Recovery and Resiliency Act grant funds to support programmatic infrastructure for the Senior Community Service Employment Program. Adoption of report recommendations will result in no material impact on the General Fund.

Sincerely,



JAIME H. PACHECO-OROZCO  
General Manager

JHP:MFR:mn:gdh/LADOATitle V SCSEP 2122-25-25 Amend 2 & OARR Carry Fwd Transmittal

cc: Regina C. Mills, Deputy City Attorney  
Maria D. Gutierrez, Office of the City Administrative Officer  
Rafael Garcia, Office of the City Administrative Officer  
Wendy Caputo, Los Angeles Council on Aging