

**83280**

DATE March 18, 2021

TO: Board of Acquisition and Contract

FROM: Norma V. Drummond  
Commissioner of Planning

SUBJECT: Resolution authorizing the agreement between the County of Westchester and the Ossining Food Pantry in order to provide an emergency food service program in Ossining to households impacted by COVID-19 under the Community Development Block Grant – Coronavirus grant Emergency Food Distribution Assistance project.

The attached resolution authorizes the County of Westchester (“County”) to enter into an agreement with the Ossining Food Pantry to provide a grant from the Emergency Food Distribution Assistance project through the Community Development Block Grant - Coronavirus grant. The grant funds awarded to the Ossining Food Pantry will be used to provide assistance to households who have been adversely impacted by the Coronavirus Pandemic. The amount of the grant is \$50,000.00, pursuant to an approved budget, and the term of the agreement is December 15, 2020 to December 14, 2021.

The Ossining Food Pantry will participate in the Emergency Food Distribution Assistance ~~Grant Program~~ project by distributing food gift cards and farmers market voucher to those who are food insecure. The Ossining Food Pantry provides monthly support to 560 households/1,700 people. The Ossining Food Pantry will provide gift cards and farmers market vouchers to over 560 households in Ossining.

The goal and objective of this agreement is to help the low and moderate households of Ossining who are experiencing food insecurities. The program will be monitored by the Westchester County Department of Planning staff, who will review all payment requests to ensure all contractual requirements are met.

The Department of Planning issued a Request For Proposals on June 15, 2020 on the County’s website, seeking proposals from non-profit agencies who are 501(c)(3) organizations to apply for a grant from the Community Development Block Grant - Coronavirus grant. This program addresses food insecurity for individual or family households. As of July 21, 2020 thirteen (13) organizations submitted proposals; Church of Our Lady of Mount Carmel, Larchmont Mamaroneck Hunger Task Force, Inc., Croton-Cortlandt Food Pantry, Port Chester Carver

Center, Caritas of Port Chester, Inc., Ossining Food Pantry, The Salvation Army Tarrytown/Sleepy Hollow Corps, The Mount Kisco Interfaith Food Pantry, Gullotta House - Sleepy Hollow/Tarrytown, Gullotta House – Ossining Village, Gullotta House Mount Kisco and the Village of Rye Brook.

The following organizations will receive funding as they submitted comparable proposals, Church of Our Lady of Mount Carmel - \$50,000, Larchmont Mamaroneck Hunger Task Force, Inc. \$50,000, Croton-Cortlandt Food Pantry - \$40,000, Port Chester Carver Center - \$30,000, Caritas of Port Chester, Inc. - \$30,000, Ossining Food Pantry - \$50,000, The Salvation Army Tarrytown/Sleepy Hollow Corps - \$100,000, and The Mount Kisco Interfaith Food Pantry - \$50,000. Separate resolutions will be submitted for authority to enter into agreements with each organization awarded above \$35,000. Those organization awarded \$30,000 will receive short-form contracts.

I recommend approval of this agreement.

NVD/cp  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/10/2019 - LISA M. PAJ, SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER OF PLANNING, BE IT HEREBY

RESOLVED: That the County of Westchester is hereby authorized to enter into an agreement with Ossining Food Pantry, to provide a grant from the Community Development Block Grant – Coronavirus grant Emergency Food Distribution Assistance project in the amount of \$50,000.00, pursuant to an approved budget, and the term of the agreement is December 15, 2020 to December 14, 2021. The Ossining Food Pantry will provide food support by distributing gift cards and farmers market vouchers monthly to over 560 households who reside in the Village of Ossining, and be it further

RESOLVED: That the County Executive or his duly authorized designee is authorized to execute any documents and take any actions necessary to effectuate purposes hereof.

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
263	19	067V	4998	T067	\$50,000.00

Budget Funding Year(s) (must match resolution)

FY 2020 Start Date December 15, 2020 End Date December 14, 2021

Funding Source

Tax Dollars \_\_\_\_\_

State Aid \_\_\_\_\_

**\$50,000.00**  
(must match resolution)

Federal Aid \$50,000.00 – U.S. Department of Housing and Urban Development

Other \_\_\_\_\_