

GREAT PLATES DELIVERED

Frequently Asked Questions – Local Administrators

On April 24, 2020, Governor Gavin Newsom announced the launch of a first-in-the-nation **Great Plates Delivered program**. The program is designed to support adults 65 and older and adults 60-64 who are at high-risk from COVID-19, in staying home and staying healthy by delivering three (3) nutritious meals a day, and also provide essential economic stimulus to local businesses and workers struggling to stay afloat during the COVID crisis. The following **Frequently Asked Questions** provide guidance to any local administrator responsible for implementing the program.

Program Overview

How does the program work?

Local administrators partner with multiple local Restaurants & Food Providers to deliver three (3) nutritious daily meals to qualified individuals enrolled in the program. Each community conducts outreach to known senior centers and senior populations to enroll qualified individuals in need. The program is locally managed to ensure needs of the diverse communities within California are addressed individually.

Who qualifies for enrollment into the program?

- Individuals who are 65 or older, or 60-64 and at high-risk as defined by the CDC, including:
 - Individuals who are COVID-19 positive (as documented by a state/local public health official or medical health professional),
 - Individuals who have been exposed to COVID-19 (as documented by a state/local public health official or medical health professional), or
 - Individuals with an underlying condition.
- Individuals must live alone or with one other program-eligible adult
- Participants must not be currently receiving assistance from other state or federal nutrition assistance programs
- Participants must earn no more than 600% of the federal poverty limit
- Individuals must affirm an inability to prepare or obtain meals

Is there any consideration for regional variances in income / cost-of-living in program eligibility?

No, eligible participants must earn no more than 600% and no less than 200% of the federal poverty limit.

Which Restaurants & Food Providers qualify for participation in the program?

Each local administrator determines which local Restaurants & Food Providers are eligible to participate in the program. Selection is contingent on food provider's ability to meet volume and nutritional standards; source local produce/meats (if able); meet cultural needs; and prioritize local jobs, worker retention, worker health and safety, and standards of equity and fairness in employment practices, wages, hiring, and promotion. 100% of meals must be supplied by a food provider not currently participating in a state or federal meal service program. See program guidance document for tips on vetting Restaurants & Food Providers.

How are meals delivered?

Local administrators may contract, as necessary, with NGOs, delivery platform networks, etc. for distribution services. Individuals delivering meals are subject to background checks.

Who is responsible for conducting background checks?

Local administrators are responsible for administering the program, including program requirements establishing delivery services that include appropriate background checks. Use of existing networks who commonly require background checks, such as meal delivery services, taxi services, school bus and paratransit drivers, and/or community-based organizations can be leveraged.

We have local restaurants interested in participating. What are the first steps for them?

Interested restaurants, caterers, local farmers, and food kitchens can complete the [Great Plates Delivered - Food Provider Interest Form online](#) or engage with the Local Administrator directly. Local administrators will be able to access the data and will reach out to local Restaurants & Food Providers regarding next steps.

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Program Administration

What are the responsibilities of a local jurisdiction and administrator?

Within 72 hours of program guidance release local jurisdictions will submit, in writing, their intent to participate in the program to Cal OES. This letter of intent should identify the Local Administrator(s) and a draft Program Stakeholder Plan. The local administrator is responsible for program administration, including all fiscal / data requirements and reporting; program compliance; community and local food provider outreach, screening, and enrollment / selection; and establishing meal-delivery operations. The local jurisdiction is responsible for contacting their local Office of Emergency Services for support in applying for FEMA Public Assistance funding.

CDA and Cal OES are available to provide technical assistance to participating jurisdictions to ensure the expedited initiation and effective management of the Great Plates Delivered program.

Are there specific data and reporting requirements associated with this program?

Local administrators must capture the minimum data elements identified in program guidance document.

How are local administrators determined?

Each local jurisdiction determines the appropriate entity to serve as the local administrator (e.g., county or city government). Partnership is strongly encouraged with aging agencies, cities, counties, and Tribes, to ensure coordinated and effective service delivery and economic stimulus across populations and regions of the county.

Funding and Program Costs

How is this program funded?

Local administrators are responsible for funding the program and may be reimbursed through the Federal Emergency Management Agency's (FEMA) Public Assistance (PA) program. FEMA PA is a reimbursement program that provides federal funding to help communities respond to and recover from disasters.

May localities be reimbursed for costs associated with their current feeding programs?

Yes, however FEMA approval is limited to program costs associated with providing emergency feeding services from April 10 – June 10, 2020, unless the public health need ends sooner or an extension is granted by FEMA. All claimed costs, regardless of feeding program, must be necessary and reasonable to respond to the COVID-19 Public Health Emergency and are subject to standard program eligibility and other federal requirements, including program compliance with Federal and FEMA PA procurement standards and requirements. California, on behalf of itself and participating Tribal or local governments, must obtain FEMA's approval for any time extensions. While it is anticipated that, upon successful program execution, the State will request an extension, there is no guarantee it will be granted.

Is there a maximum limit on costs per daily meals?

Costs will be limited to \$66 for three (3) daily meals, inclusive of delivery and reasonable administrative costs.

Is there a program budget or maximum limit on reimbursement of costs?

Local Administrators are expected to submit a reasonable budget for the program to CDA and Cal OES. FEMA PA may reimburse 75% of eligible costs associated with the administration and implementation of the program.

Will FEMA PA reimburse all eligible costs?

No, currently a local cost share of 6.25% is required to participate in this program. However, the state is currently pursuing 100% reimbursement from federal agencies for all eligible programs. Eligible program cost breakdown is as follows: 75% FEMA share, 18.75% state share, and 6.25% local share. The 6.25% local cost share cannot be matched by Federal funding provided by agencies such as United States Department of Health and Human Services (HHS), United States Department of Agriculture (USDA), and FEMA. As of May 7, 2020, the California Office of Management and Budget (OMB) is determining if Cares Act funding can be used for the local cost share.

When can local governments / administrators expect eligible program costs to be reimbursed?

Expedited funds of up to 50% of the FEMA cost share may be provided for eligible program work.