



CITY OF MOUNT VERNON, NY
DEPARTMENT OF RECREATION

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY 10550
(914) 665-2420 – Fax: (914) 665-2421

KATHLEEN WALKER-PINCKNEY
Commissioner
ANDRÉ G. EARLY
Deputy Commissioner

March 24, 2026

Honorable Members of the City Council
Through the Office of the Mayor
1 Roosevelt Square
Mount Vernon, New York 10550

RE: 2025 Title IIIC -1 & IIIC -2 Nutrition Contract

Dear Honorable Members:

This letter comes to request that the City Council retroactively enact Legislation that would enable the Mayor to enter into agreement with the Westchester County Office of Senior Programs and Services. The contract covers the program period commencing retroactively on January 1, 2025 through December 31, 2025 for the III-C Programs and October 1, 2024 through September 30, 2025 for NSIP.

The total budget is as follows per enclosed letter:

<u>Title IIIC-1 & IIIC-2 (Nutrition)</u>		<u>Title IIIC-1& IIIC-2 (NSIP)</u>	
Area Agency	\$175,843	Area Agency	\$11,988
Cost to City	<u>\$ 51,949</u>	Cost to City	<u>\$ -0-</u>
Total Budget	\$227,792	Total Budget	\$11,988

Funds for the Title IIIC-1 IIC-2 are to be deposited in revenue A4803.1 to provide for appropriation in budget code A6774.479

Thank you in advance for your cooperation and consideration in this matter.

Sincerely,

André G. Early, Deputy Commissioner

- cc: Kathleen Walker-Pinckney, Commissioner
- Shawyn Patterson-Howard, Mayor
- Darren Morton, Comptroller
- Brian Johnson, Corporation Counsel
- File



Kenneth W. Jenkins
County Executive

Department of Senior Programs and Services

Mae Carpenter
Commissioner

March 24, 2026

Mr. Andre G. Early
Deputy Commissioner
City of Mount Vernon
1 Roosevelt Square
Mount Vernon, NY 10550

RE: Title III-C/NSIP: Meals & Nutrition-Related Services Contract, PY 2025

Dear Mr. Early:

Attached to the e-mail that was sent with this letter is a blank copy of the Title III-C and Nutrition Services Incentive Program (NSIP) contract for Meals & Nutrition-Related Services to be provided by **City of Mount Vernon**. The contract is comprised of an Agreement and Schedules “A”, “B”, “C”, “D”, “E,” “F”, “G”, “H” and “I” and covers the program period commencing retroactively on January 1, 2025 through December 31, 2025 for the III-C Programs and October 1, 2024 through September 30, 2025 for NSIP. Funding for the program will be in the amounts indicated below for actual services provided and data- entered in the New York State Office for the Aging’s (“NYSOFA”) electronic reporting system: PeerPlace. The Department may reduce the amount payable to its contractors if NYSOFA reduces the Department’s Federal funding, in which case you will be notified.

Please be aware that the NSIP funding listed below are high estimates to cover your program for the projected annual NSIP allocation.

PROGRAM	FEDERAL FUNDS	MUNICIPALITY MATCH
III-C-1	\$91,997.00	\$27,333.00
Estimated III-C1 NSIP	\$6,308.00	N/A
III-C-2	\$83,846.00	\$24,616.00
Estimated III-C2 NSIP	\$5,680.00	N/A

Please refer to the “Standard Insurance Provisions” in Schedule “C” for detailed information regarding ALL required insurances. Contracts will be on hold pending receipt of any missing insurance form. Remember to list the County of Westchester as an Additional Insured on the Certificate of Liability Insurance.

You are required to mail in the completed PeerPlace MONTHLY REPORT signed by the staff member responsible for the report. The reports should be received by the County no later than the tenth (10th) day of the following month. The County reserves the right to withhold payment to Contractor for its failure to submit the monthly report by the deadline until the monthly report is received by the County.

Return the entire completed and originally signed contract to me at the address listed in the footer on the first page. We suggest that you keep a completed copy of the entire contract for your records. Please direct program-related questions to your contract monitor, Patricia Szeliga, at 914-813-6432 or via e-mail at pls3@westchestercountyny.gov. You may also contact me at 914-813-6058 or via e-mail at benl@westchestercountyny.gov for questions pertaining to the processing of the contract.

Sincerely,

A handwritten signature in black ink, appearing to read "Bency Liju", written over a horizontal line. There are two small dots below the line.

Bency Liju
Program Administrator (Contract Management)

Attachments