



Montgomery  
County Council

**Committee:** Directly to Council  
**Committee Review:** N/A  
**Staff:** Linda McMillan, Senior Legislative Analyst  
**Purpose:** To introduce agenda item – no vote expected  
**Keywords:** Coronavirus, COVID-19

AGENDA ITEM #1T  
March 24, 2020  
**Introduction**

## SUBJECT

Special Appropriation to the Fiscal Year 2020 Operating Budget; Montgomery County Government; Department of Health and Human Services; Support for COVID-19 Response – Feeding Our Families; \$260,000 (Source of Funds: General Fund Reserves); Amendment to Resolution 19-128, Section G, Non-Competitive Contract Award: Manna Food Center. Lead Sponsor: Councilmember Rice; Co-Sponsors: Katz, Riemer, Albornoz, Jawando, Glass, and Navarro.

## EXPECTED ATTENDEES

None

## COUNCIL DECISION POINTS & COMMITTEE RECOMMENDATION

- Introduction

## DESCRIPTION/ISSUE

Manna Food Center is a partner with Montgomery County Public Schools in providing food to food-insecure students. Manna Food Center is the designated food bank for Montgomery County. Manna Food Center estimates that it needs about \$260,000 to increase capacity in its Food for Families and Smart Sacks/Stay Put Sacks while schools are closed in response to the COVID-19 public health emergency.

## SUMMARY OF KEY DISCUSSION POINTS

- Introduction. Public hearing and action are scheduled for March 31, 2020.

### This report contains:

Special Appropriation Resolution  
Request from Manna Food Center

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Resolution No.: \_\_\_\_\_  
Introduced: \_\_\_\_\_  
Adopted: \_\_\_\_\_

**COUNTY COUNCIL  
FOR MONTGOMERY COUNTY, MARYLAND**

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Lead sponsor: Councilmember Rice; Co-Sponsors: Councilmembers Katz, Riemer, Alborno, Jawando, Glass, and Navarro

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**SUBJECT:** Special Appropriation to the Fiscal Year 2020 Operating Budget  
Montgomery County Government  
Department of Health and Human Services  
Support for COVID-19 Response - Feeding Our Families  
\$260,000 (Source of Funds: General Fund Reserves)  
Non-Competitive Contract Award Status: Manna Food Center

**Background**

1. Section 308 of the County Charter provides that a special appropriation is an appropriation which states that it is necessary to meet an unforeseen disaster or other emergency, or to act without delay in the public interest. Each special appropriation shall be approved by not less than six Councilmembers. The Council may approve a special appropriation at any time after public notice by news release. Each special appropriation shall specify the source of funds to finance it.
2. On March 11, 2020 the World Health Organization declared coronavirus COVID-19 a pandemic as it has spread rapidly throughout the world. As of March 23, 2020, there were 288 confirmed cases in Maryland, including 93 in Montgomery County. The expectation is that the number of cases will grow rapidly. To slow the spread of the disease, Governor Hogan declared a State of Emergency and has issued several Executive Orders with actions that included closing schools and limiting the number of people that can gather.
3. The efforts to contain the spread of the disease and the disease itself have threatened food security for an increased number of vulnerable students and families in Montgomery County. With the school closures, Montgomery County Public Schools (MCPS) implemented Grab-and-Go meal distribution, Monday through Friday, to serve over 57,000 students who would have lost daily access to Free and Reduced-price meals otherwise. By the fifth day of the Grab-and-Go meal distribution by MCPS, over 38,000 meals were distributed. The need will increase as families experience income loss from

the resulting economic disaster.

4. Manna Food Center, in partnership with MCPS, provides critical food security for children and families not otherwise served through the MCPS Grab-and-Go meal distribution. Manna Food Center is being called upon to expand its food delivery programs to support students and families who are unable to access the MCPS distribution sites. This special appropriation will provide Manna Food Center with the necessary funding to meet this increased need for students and families. The County will seek reimbursement from the federal and state government for any eligible costs.
5. Notice of public hearing was given and a public hearing was held.

**Action**

The County Council for Montgomery County, Maryland approves the following resolution:

A special appropriation to the FY20 Operating Budget of the Montgomery County Government, Department of Health and Human Services in the amount of \$250,000 is approved as follows:

	<u>Personnel Expense</u>	<u>Operating Expense</u>	<u>TOTAL</u>
Department of Health and Human Services	\$0	\$ 260,000	\$ 260,000

The FY2020 Designation of Entities for Non-Competitive Contract Award Status, Section G of Resolution 19-128, is amended to reflect that the Department of Health and Human Services may increase the contract with Manna Food Center to expand the Weekend Food Bag/Smart Sack Program to \$312,020 and amend the purpose to allow the use of these funds for the Food for Families program, for MCPS students of all ages, and that meals, including Smart Sacks and Stay Put Sacks, may be provided any day of the week.

This appropriation is needed to act without delay in the public interest.

This is a correct copy of Council action.

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Selena Mendy Singleton, Esq.  
Clerk of the Council



03/23/2020

Memorandum Re: Supplemental Funding for COVID-19-related Increases in Food Distribution

To: Councilmember Craig Rice, Chair, Education and Culture Committee  
Montgomery County Council

From: Jackie DeCarlo  
Chief Executive Officer, Manna Food Center

As the designated food bank for Montgomery County, Manna Food Center (Manna) is well positioned to respond quickly and effectively to the food security challenges faced by our most vulnerable residents as a result of the Covid-19 pandemic. We have already begun distributing 3,000 Smart Sack bags a week at key MCPS feeding sights and have implemented a modified service strategy at our current distribution sites, to facilitate proper social distancing.

With the help of additional funding, Manna will be able to expand the capacity of our signature program, Food for Families, by 10 percent. This will be accomplished, in part, by the launch of an innovative home delivery program. Utilizing our Community Food Rescue program's Chow Match technology, we will support high-risk seniors and participants with known health concerns with tailored food packages straight to their doors. In consultation with MCPS, Manna will also use the requested funding to expand our Smart Sacks weekend bag program to from 3,000 bags a week to 10,000 bags a week over a projected eight week MCPS feeding schedule.

We are requesting a supplemental appropriation of \$259,044 to cover increased service costs, including: additional food purchasing for Food for Families, additional food purchasing for Smart Sacks, increased personnel costs (overtime, temporary staffing, consultants), increased transportation costs and in warehouse and health/safety supplies. Please find the detailed budget included.

Thank you for prioritizing additional support to front-line social service providers as we scale up our services to meet the current Covid-19 needs and the anticipated short- and long-term economic downturn implications. Additional funding from the County Council will help Manna remain nimble, meet the needs of our residents efficiently, and provide professional community engagement as the situation unfolds.

Please contact me at [jackie@mannafood.org](mailto:jackie@mannafood.org) or 240-268-2524 if you have any questions or need more information.

Best Regards,

Jackie DeCarlo

COVID-19 Appropriation Budget - Manna Food Center March 23 2020

Organization's Legal Name:	Manna Food Center, Inc.	
Contact Person:	Stephanie Hubbard, Director of Development & Communications	
Phone Number:	240-268-2537	
Email Address:	stephanie@mannafood.org	
Brief Description of Project:	Request to support COVID-19 food relief efforts throughout Montgomery County and to help cover a portion of additional operating costs during crisis response (anticipated: 8 weeks). This budget anticipates both increase in demand for food and anticipated decline in food donation and recovery as the community enters an unprecedented economic downturn.	
Items	Description	Requested County Funds
Personnel <i>Food For Families</i>	Increase in Standard expenses assuming 10% surge in need	\$1,650
Personnel <i>Food For Families</i>	Overtime & New Personnel Expenses assuming 10% surge and rising absenteeism among staff and volunteers	\$20,000
Personnel <i>Smart Sacks</i> Program	Increase in Standard expenses assuming 7,000 addition bags	\$1,936
Personnel <i>Smart Sacks</i> Program	Overtime & New Personnel Expenses assuming 7,000 additional bags and rising absenteeism among staff and volunteers	\$40,000
Food Purchases	Additional Food Resources for "Stay Put" packs	\$91,520
Food Purchases	Additional Food Resources for "Smart Sacks"	\$52,640
Transportation	Gas, Oil, Maintenance, Repairs, Insurance	\$21,298
Supplies	Warehouse and Covid-19 Response Supplies & Equipiment	\$30,000
	<b>Totals:</b>	<b>\$259,044</b>