



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

October 3, 2025

Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

RE: Acceptance of Caregiver Navigator Services Grant Funding

Dear Honorable Members:

Enclosed please find a proposed resolution and accompanying memorandum from the Department for the Aging requesting authorization to accept \$40,000 of Caregiver Navigator Services grant funding from USAging, for the period October 1, 2025, to December 31, 2026, to become a program site for USAging Caregivers Navigator Services.

Should your Honorable Body require any further information, I encourage you to contact Commissioner Randall Hoak in the Department for the Aging. Thank you for your consideration on this matter.

Sincerely yours,

A handwritten signature in blue ink that reads "Mark Poloncarz". The signature is fluid and cursive, with a long horizontal stroke at the end.

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/mrc

Enclosure

cc: Randall Hoak, Commissioner, Department for the Aging

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department for the Aging
Re: Acceptance of Caregiver Navigator Services Grant Funding
Date: October 3, 2026

SUMMARY

Approve the attached resolution to allow the Department for the Aging to accept \$40,000 of the Caregiver Navigator Services grant from US Aging, for the period October 1, 2025, to December 31, 2026. This grant will allow the Department for the Aging to become a program site for Caregiver Navigator Services for Erie County.

FISCAL IMPLICATIONS

The awarded \$40,000 are Federal funds, which require a 25% County match, or \$13,333 bringing the total grant budget to \$53,333. The Department for the Aging has the funds in its adopted County budget to cover the 2025 portion of the County match and has requested County share dollars to cover the 2026 portion of the grant in its 2026 County budget.

A portion of the grant funding will be used to enter into an agreement with Erie County Medical Center's (ECMC) palliative and geriatric care programs to provide subcontractor services.

REASONS FOR RECOMMENDATION

The funding will support the Department for the Aging and ECMC's efforts to better understand and identify the extent to which caregiver navigator services are/are not currently used and allow for conducting program evaluations to identify the most successful caregiver navigation models for replication across the Aging Network. The grant will also allow the Department for the Aging to serve more caregivers throughout Erie County. The funds will cover Departmental payroll costs, printing, supplies, travel expenses associated with the initiatives along with sub-contractor services, which include identifying participants and collection of data.

CONSEQUENCES OF NEGATIVE ACTION

The Department for the Aging would be unable to offer effective caregiver navigator services or serve more caregivers in Erie County.

STEPS FOLLOWING APPROVAL

The Department for the Aging will establish the budget for the Caregiver Navigator Services grant, enter into an agreement with ECMC and begin the process of becoming a Caregiver Navigator Services site.

A RESOLUTION SUBMITTED BY:
DEPARTMENT FOR THE AGING

RE: Acceptance of Caregiver Navigator Services Grant Funding

WHEREAS, the Department for the Aging had applied for and was awarded \$40,000 of federal Caregiver Navigator Services grant funds by USAging, for the period October 1, 2025, to December 31, 2026; and

WHEREAS, the grant funds are to be utilized to help address, understand and identify the extent to which caregiver navigator services are/are not currently used and to conduct program evaluations to identify the most successful caregiver navigation models; and

WHEREAS, the grant requires a 25% local match, or \$13,333, for which the Department for the Aging has funds in its 2025 adopted County budget to cover the 2025 portion of the match, and has requested County share dollars to cover the 2026 portion of the grant in its 2026 County budget; and

WHEREAS, the grant will allow the Department for the Aging to serve more caregivers throughout Erie County; and

WHEREAS, the funds will cover Departmental payroll costs, printing, supplies, and travel expenses associated with the initiatives along with sub-contractor services through an agreement with the Erie County Medical Center's (ECMC) palliative and geriatric care programs.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature hereby authorizes the County Executive or Deputy County Executive to enter into contract with USAging to accept the \$40,000 of Caregiver Navigator Services funds to be established as a grant within the Department for the Aging (Fund 281, Funds Center 1632010) for the period October 1, 2025, through December 31, 2026 as follows:

Department for the Aging
Caregiver Navigator Services Grant
Fund 281, Funds Center 1632010
163CNS2526
10/1/25-12/31/26

<u>ACCOUNT</u>	<u>REVENUES</u>	<u>BUDGET</u>
414000	Federal Aid	\$40,000
479000	County Share Contribution	<u>\$13,333</u>
	TOTAL	<u>\$53,333</u>

<u>ACCOUNT</u>	<u>APPROPRIATIONS</u>	<u>BUDGET</u>
505000	Office Supplies	\$ 500
510000	Local Mileage Reimbursement	2,475
510100	Out of Area Travel	1,500
516020	Professional Services	7,480
530000	Other Expenses	1,000
916390	ID Aging Srvs	39,878
980000	ID DISS Services	<u>\$ 500</u>
	TOTAL	<u>\$53,333</u>

and be it further

RESOLVED, that authorization is hereby given for the County Executive or Deputy County Executive to enter into an agreement with ECMC and provide them with \$7,480 of grant funding to cover costs incurred for assisting with grant operations; and be it further

RESOLVED, that authorization is hereby given for the Division of Budget and Management to implement any budget adjustments as required to comply with the grantor funding requirements provided there are no changes to authorized personnel levels or county share amounts; and be it further

RESOLVED, that authorization is hereby given to the County Executive or Deputy County Executive to amend contracts as necessary to implement any no-cost extension that may be permitted by the grantor; and be it further

RESOLVED, that certified copies of this resolution be forwarded to the County Executive's Office, Comptroller's Office, Division of Budget and Management and Department for the Aging.