Community Action Council for Lexington-Fayette, Bourbon, Harrison and Nicholas Counties, Inc.
P.O. Box 11610 • Lexington, KY 40576
859.233.4600 • 1.800.244.2275 • www.commaction.org

July 2, 2020

Todd Slatin
Director of Central Purchasing
Lexington-Fayette Urban County Government

Re: Healthy Meals on a Budget

Dear Mr. Slatin:

Thank you for the opportunity to revise our application and identify the impact COVID-19 will have on the implementation and proposed costs of our Healthy Meals on a Budget proposal (HMOB). In response to your three questions:

1. Yes, our proposal is still viable for implementation with some minor modifications, explained below.
2. Community Action Council would like to make the following changes to its Space/Facilities and Operating Expenses as described in the Budget Summary (Page 8) submitted electronically to LFUCG on April 3 of this year:

    - The Council is preparing to host all of its Healthy Meals on a Budget sessions virtually, using digital platforms for group meetings. By doing so, the Council will eliminate its proposed Space/Facilities costs to $0.
    - The Council will decrease its Operating Expenses budget from $10,553 to $8,500, streamlining the food expenses and eliminating the printing and marketing expenses.
3. The revised total funds requested from Extended Social Resource for direct-charged expenses is $14,379. The funds described in Other related to program costs for administrative functions as approved by the Council's Negotiated Indirect Cost Rate agreement will continue to apply (12.3% based on historical costs).

Sincerely,

Melissa Tibbs

Melissa Tibbs, M.Ed., CCAP
Director of Planning, Communications and Advancement
Community Action Council
Melissa.Tibbs@commaction.org