



**WALLER COUNTY SENIOR CITIZEN
HEALTH AND WELLNESS
INITIATIVE POLICY AND
ADMINISTRATION**

PART 1 **INTRODUCTION**

1.1 Background. Waller County, Texas (“County”) received \$50,000.00 in grant funding from the Southeast Texas Housing Finance Corporation (“SETH”) for initiatives related to affordable housing and/or related services. The County has allocated a total of \$20,000.00 of that grant funding to promote health and wellness programming for the County’s senior citizen population in order to benefit the public health and welfare. The funding is to be disbursed over a five (5) year period at a rate of up to \$4,000.00 per year.

1.2 Purpose. The purpose of this program is to encourage and enable Waller County senior citizens to have healthy, active lifestyles. Senior citizen groups may request funding to sponsor fitness classes, wellness workshops, or other senior health initiatives and programming in accordance with this policy.

1.3 Policy. The purpose of this document is to establish uniform policies and procedures in order to provide elected officials, other county officials, and county employees with direction in administering the County’s Senior Citizen Health and Wellness Initiative (“Initiative”), and to inform the general public of the policies and procedures to be used in its administration.

1.4 Administration. The Initiative is to be administered by the Waller County Precinct 3 Commissioner’s Office (P3CO) with oversight by the Waller County Commissioner’s Court. Each elected official, other official, and county employee involved in the Initiative is individually responsible for compliance with all Initiative requirements. If anyone has questions related to the Initiative, it is their responsibility to seek clarification and/or guidance from their immediate supervisor, or from the District Attorney’s Office, prior to taking any action related to the Initiative. P3CO is responsible for reviewing programming request forms, and submitting approved programming to the Commissioners’ Court for funding approval.

1.5 Expenditures. Any grant funds expended for senior health and wellness programming must be done to improve the overall health and wellness of Waller County seniors, and in accordance with this Policy.

1.6 Policy Not Restrictive. Nothing in this policy is intended to withhold from Waller County any right or authority accorded to it by any federal or state law, rule, or regulation.

PART 2 **PROGRAM GUIDELINES**

2.1 Eligibility Requirements. Waller County will provide funding for senior programming and events in accordance with this Policy. Seniors are defined as persons aged 50 years or older. All events funded under this initiative must be open to all seniors residing in the County, and the programming and/or event must be located in the County. Attendance at events funded under this initiative must be limited to seniors. County funded programming must be evidence-based and designed to improve the physical health, mental health, social interaction, or emotional well-being of seniors, and be specifically tailored to senior needs where appropriate. Examples of permitted

programming are fitness and exercise, nutritional, or health management classes, and social or recreational activities.

2.2 Funding Application. Groups desiring to request funding for programming must fill out the Application for Funding. Completed applications must be sent to the P3CO at k.jones@wallercounty.us for review. Applications will be reviewed on a first-come, first-served bases. If the P3CO determines that the event is in accordance with this policy, it will place an official request for funding on the Commissioners' Court agenda. Funding will only be remitted upon approval of the Commissioners' Court.

2.3 Remission of Funds. Funding for approved programs will be remitted directly to the entity or person providing services for the senior event. Funding will not be remitted to individuals or senior groups seeking funding for senior events.

2.4 Conflict of Interest. All applicants are subject to the County's Conflict of Interest Policy. No person who is an employee of Waller County who exercises any function, or decision-making responsibilities with respect to the Senior Citizen Health and Wellness Initiative funds may obtain a financial interest or benefit from the activities either for themselves or for those with whom they have immediate family ties. This section does not prohibit a county employee or his or her family member from attending a senior event, as a member of the public, when that event is funded in whole or in part under this Initiative.

Exceptions to this rule are available, but only after public disclosure has been made, and on written review and approval of the Waller County District Attorney's Office affirming that the conflict does not violate state or local law.

2.5 Limitation on Liability. Anyone who submits an application for funding or participates in a senior event funded in whole or in part under this Initiative understands that the County is not liable for any damages that may result from participation in such an event. Nothing within this Policy is intended to create liability on the part of the County.