

ARPA ADVISORY COMMITTEE

AGENDA

MAY 31, 2022

Committee Members: Claudia Braymer (Co-Chair), Dennis Dickinson (Co-Chair), Rachel Seeber, Wayne LaMothe, Raymond Agnew, Elizabeth Gilles, Michael Bittel, Frank Thomas, Douglas Beaty, Michael Wild, Ryan Moore, Michael Swan and Ethan Gaddy.

- I. Committee meeting called to order by Committee Chair
- II. Approval of minutes of prior Committee meeting
- III. Action Agenda/New Business Items: None.
- IV. Discussion Items:
 1. Review Application for Funding
 2. Review draft sub-recipient contract
 3. Discuss ARPA Fund Distribution Plan
 4. Discuss County employee Incentive Pay
 5. Next Steps
- V. Referrals/Pending Items: None.
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

Attachments: 1) Draft ARPA Application for Funding

Warren County residents, organizations, and businesses seeking financial support from the County via the American Rescue Plan Act (ARPA) are required to fill out the following application. Generally funding requests fall into two project categories- those \$50,000 and less and projects over \$50,000. Successful applicants for projects over \$50,000 may be required to follow a more robust reporting process, including but not limited to detailed quarterly financial reports and project status updates. Applicants may also be required to complete a sub-recipient agreement which further outlines the grant recipients' obligations.

A. APPLICANT INFORMATION

- A. Organization, Business, or Municipal Department Name:
- B. Mailing Address:
- C. Project Address (if different):
- D. Does your organization have a brick-and-mortar location within Warren County?
- E. Owner or Director's Name:
- F. Person submitting grant:
- G. Office Phone:
- H. Cell phone:
- I. Email Address:
- J. Website:
- K. Tax I. D. Number:
- L. UEI Number:
- M. Is this organization registered as a charitable organization under Section 501(c)(3) of the Internal Revenue Code?

B. PROJECT DESCRIPTION AND BUDGET

- A. Project Name:
- B. Brief Project Summary/Description:
 - Additional information can be attached and will be included in the application:
- C. Project Location:
- D. Project Start Date:
- E. Project Completion Date:
- F. Total Project Cost:
- G. Total Funding Requested:
- H. ARPA Funding Request as a Percentage (%) of Overall Project Budget: _____ %
- I. Have you received any pandemic related funding from any government entity? If so, please provide the amount and source: **OR** if you have been denied funding provide the program name and date of denial.
- J. List of organizations, businesses, or government agencies partnering for this request
- K. Does your project fit into your organization's strategic plan:
- L. How have your operations changed during the pandemic (maximum 700 words)
- M. Has the pandemic caused your organization to cancel major programs and/or fundraisers? Please indicate the experienced and/or expected revenue loss from these instances (maximum 700 words)

- N. Which Census tract will the project be completed in? (To access a map of census tracts, please visit www.link.link)
- O. Has your organization received any funding from Warren County within the last five years? If yes, list the funding source and amount.
- P. Which of the ARPA Category will the project fall under;
- I. To respond to the public health emergency or its negative economic impacts, including;
 - a. assistance to households
 - b. small business, and nonprofits, or;
 - c. aid impacted industries such as tourism, travel, and hospitality;
 - II. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to workers;
 - III. For the provision of government services to the extent of the reduction in revenue due to the Covid-19 public health emergency relative to revenues collected in the most recent fiscal year prior to the emergency; and
 - IV. To make necessary investments in water, sewer, or broadband infrastructure
- Q. Explain how your projects fits into the category selected (Maximum 700 words)
- R. How will you measure the success of this funding towards addressing the category identified in question B (Q) above? (Maximum 700 words)

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C. Signature and Acceptance Page

By applying for funds and signing this page, applicant agrees to follow all laws, regulations, and guidelines concerning the American Rescue Plan Act and the funds associated with this grant. This would include all federal, state, and municipal laws. This includes all guidelines, bidding processes, purchasing processes, drug policies, and reporting procedures.

By applying for funds and signing this page applicant agrees to report all funds spent, how the funds were spent, and provide an accounting of all funds. This includes quarterly updates during the course of the project.

Applicants may be asked to provide additional information upon request from the Board of Supervisors.

Applicants submitting for projects over \$50,000 will be required to follow more stringent quarterly reporting requirements as required by the US Treasury Department and the County Attorney's office. In such circumstances, the applicant will be required to meet with Warren County representatives to determine their reporting obligations.

By submitting this application, you are acknowledging that your organization does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.

Business, Organization, or Department applying for funds: _____

Owner or Authorized Representative applying for funds: _____

Person who fills out application for funds: _____

