

ARPA Advisory Committee

AGENDA

JUNE 28, 2022

COMMITTEE MEMBERS: Supervisors Braymer, Dickinson, Seeber, LaMothe, Agnew, Gilles, Bittel, Thomas, Beaty, Wild, Moore, Swan and Gaddy

- I. Committee meeting called to order by Chair(s)
- II. Approval of minutes of prior Committee Meeting
- III. Action Agenda/New Business Items:
- IV. Discussion Items:
 1. Application Process Update
 2. Criteria for scoring applications
 3. Premium Pay Cost Factors
- V. Referrals/Pending Items:
 1. Referral from the County Facilities Committee to request that ARPA funding be used to pay for the abatement (\$230,000) and interior demolition of the former Jail Building (rough costs between \$100,000 to \$200,000) would be discussed at the next meeting. (03.01.22)
 2. The funding application for the Glens Falls Hospital Behavioral Health project which was in the process of being prepared by the Finance Department of the Glens Falls Hospital would be reviewed at a future meeting. (06.14.22)
 3. Written ARPA funding distribution plan (06.14.22)
 4. Meals on Wheels Program (06.14.22)
 5. Outstanding responses to RFP issued for Tourism related ideas (06.14.22)
- VI. Privilege of the floor and public comment
- VII. Motion to adjourn

Attachments:

1. Draft Evaluation Criteria for Discussion
2. Draft Application Budget Detail Sheet for Discussion

2022 WARREN COUNTY ARPA FUNDING
DRAFT APPLICATION EVALUATION CRITERIA: for use by ARPA Committee
during application evaluation process v2

Criteria	Potential Points	Comments	Points Awarded
A. Project Evaluation <ul style="list-style-type: none"> • Applicant is qualified and has the capacity to produce this project • The description of the project is clear and provides detailed information • The project aligns with at least one of the Warren County priority spending areas and United States Department of the Treasury expenditure categories • The goals of the project are clearly stated and align with described need • Project description shows careful planning, thought, and research 	35		
B. Demonstration of Need <ul style="list-style-type: none"> • The project addresses a community need • Description depicts the need for the project well and clearly describes current status. • Has the applicant received and/or been denied any other stimulus/relief funds for this project? 	25		
C. Community Support and Partnerships <ul style="list-style-type: none"> • Applicant has secured partners within the Warren County community to achieve the project goals • Project includes participation and support of community and/or business partners • The project will have a community-wide impact 	10		
D. Financial Support <ul style="list-style-type: none"> • Demonstrates match from other sources (in-kind, volunteer, cash, third party) in addition to county sources. 	10		
E. Project Budget <ul style="list-style-type: none"> • Project Budget and Budget Narrative sections are completed • Project Budget is clear and well defined • Budget Narrative outlines in detail how County funds will be spent • Budget Narrative details why the Project Budget is appropriate and cost effective • Budget Narrative details the long-term stability of the Project beyond ARPA funding period 	20		
F. Funding Prioritization <ul style="list-style-type: none"> • Do you believe this project should be a priority? Do you believe the organization can carry out its proposed work, and that they are in need and would benefit from these funds? • Has the applicant received and/or been denied any other stimulus/relief funds for this project? 	Y/N Y/N		
Total Possible Points	100	Total Points Awarded	

DRAFT 2022 ARPA FUND PROJECT BUDGET SUMMARY & DETAIL

BUDGET SUMMARY

Budget Category	Total
A. Salaries and Wages	
B. Travel	
C. Supplies and Materials	
D. Equipment	
E. Contractual Services	
F. Other	
Total	\$0.00

BUDGET DETAIL

A. Salaries and Wages

This category is for salaries and wages of employees of the grant recipient for the purpose of carrying out project tasks. List the exact titles (not generic titles or only department names). Salary rates should be indicated as an annual salary, but an hourly rate is acceptable if necessary. Fringe benefits should be included in the annual salary or hourly rate, and the rate should be listed in the space below. Enter the total amount for each title separately. Salaries costs (and other expenses) of elected officials are ineligible for reimbursement.

Title	Annual Salary (may include fringe benefits)	Amount (\$)
Subtotal		\$0.00

If fringe benefits are included in annual salary calculation, enter the grant recipient's established fringe benefit rate:

B. Travel

This category is for travel costs incurred directly by the grant recipient for the purpose of carrying out project tasks. Indicate the type of travel (ex. mileage, lodging), the purpose of the travel and the estimated amount to be charged. Rates used should be in compliance with rates approved by the grant recipient, but cannot exceed approved New Mexico rates.

Type of Travel Cost	Purpose	Amount (\$)
Subtotal		\$0.00

C. Supplies and Materials

This category is for the cost of supplies and materials purchased directly by the grant recipient for the purpose of carrying out project tasks. List the different types of supplies, the purpose and the costs of each. Each supply does not need to be listed separately, they should be grouped by type of supply or by activity, including examples of supplies in parenthesis, if applicable.

Type of Supplies or Materials	Purpose	Amount (\$)
Subtotal		\$0.00

D. Equipment

This category is for the cost of equipment purchased directly by the grant recipient for the purpose of carrying out project tasks. Equipment purchase will generally only be considered if the equipment is not currently owned by the recipient, and if the purchase would be more cost-effective than renting or leasing the equipment. List each piece of equipment to be purchased (including the proposed make/model), the purpose and the estimated cost.

Type of Equipment	Purpose	Amount (\$)
Subtotal		\$0.00

E. Contractual Services

This category is for contractual services to be procured directly by the grant recipient for the purpose of carrying out project tasks. Services to be provided under any type of written agreement such as through a subcontract, retainer agreement, intermunicipal agreement, should be shown in this category. Enter the type of contractual service (e.g. planning, design, construction, etc), a one sentence description of the service to be provided, and the estimated cost of each. This category may also include printing costs, advertisements, meeting room rental, equipment rental, and donated services which are covered under a written agreement.

Type of Contractual Service	Service to be Provided	Amount (\$)
Subtotal		\$0.00

F. Other

This category is for costs that do not fit into budget categories A-E,

Type of Cost	Purpose or Service to be Provided	Amount (\$)
Subtotal		\$0.00

WARREN COUNTY ARPA

APPLICATIONS FOR FUNDING

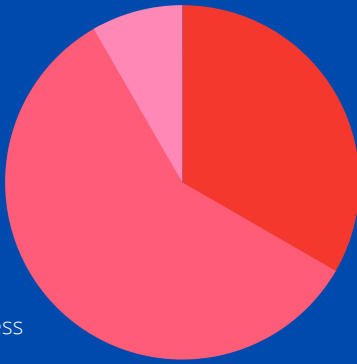
summary of applications submitted through 6/27/22

type of applicant

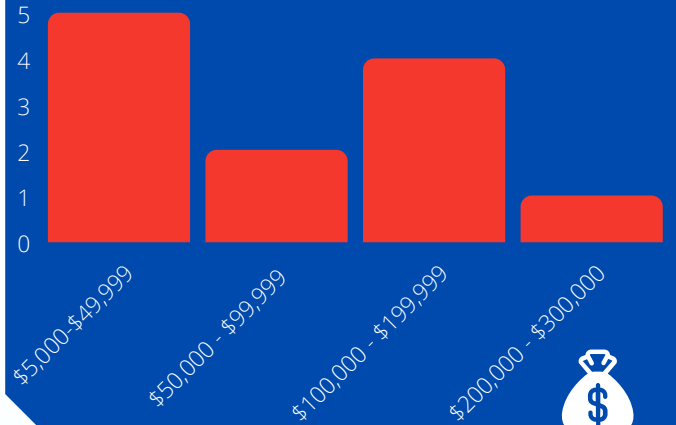
Government Agency
1

Non-profit
4

Business
7



number of applications by amount requested



total applications submitted:

12



total funding requested:

\$1,044,580

Existing brick and mortar location in Warren County

100%

small business category*



*applicants were permitted to choose more than one answer

Support public health response

2

Replace public sector revenue loss

1

Address negative economic impacts

9

ARPA category

Negative economic Impact category

