

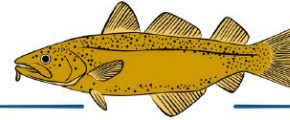
# Barnstable County American Rescue Plan Act (ARPA)

Funding Round 2--\$5 Million, Competitive  
**Bidders' Conference**

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8/17/22 and 8/18/22

# Welcome



## BARNSTABLE COUNTY

CAPE COD REGIONAL GOVERNMENT

### The public is invited to attend the ARPA FUNDING BIDDERS CONFERENCE

Two Virtual Sessions Offered:

August 17, 2022 @12:00 PM-1:30 PM or August 18, 2022 @7:00 PM-8:30 PM

**WHERE:** Virtual Teams Conference. Please **RSVP** and obtain meeting details at [https://bit.ly/BC\\_Bidders\\_Conference](https://bit.ly/BC_Bidders_Conference)



**ABOUT:** Barnstable County is pleased to host a Bidders Conference to share details and answer questions about \$5 million in small and medium-sized grants for Cape Cod communities available under the American Rescue Plan Act (ARPA).

More information about Barnstable County's ARPA program can be found at <https://www.capecod.gov/barnstable-county-federal-american-rescue-plan-act-arpa/>.

**About Barnstable County Regional Government of Cape Cod:** Barnstable County provides exemplary government functions and services to keep our community healthy and safe, promote sustainable growth, and offer a proactive, open government that enhances the quality of life for the citizens of Barnstable County. Learn more at [www.capecod.gov](http://www.capecod.gov)

#### AGENDA:

- Beth Albert, Barnstable County Administrator delivers welcoming remarks
- Vaira Harik, Assistant County Administrator provides an overview of eligibility for the \$5 Million in small and medium-sized grants and presents application steps and timeline
- Representative from CLA (CliftonLarsonAllen LLP) provides overview of the application process
- Question & Answer Session to discuss details of the grant program

Please reach out to [ARPA@Barnstablecounty.org](mailto:ARPA@Barnstablecounty.org) with any questions about the conference.

# Today's Presentation

## Moderator's Welcome, Q&A Information, and Introductions

### **Kara Hughes, Moderator**

Barnstable County, ARPA Manager

- Thank you all for joining us here today. Barnstable County is pleased to host a Bidders' Conference to share details and answer questions about \$5 million in small and medium-sized grants for Cape Cod communities available under the American Rescue Plan Act (ARPA).
- **More information about Barnstable County's ARPA program can be found at**  
<https://www.capecod.gov/barnstable-county-federalamerican-rescue-plan-act-arpa/>

# Today's Presentation

## Moderator's Welcome, Housekeeping, Introductions

### Moderator

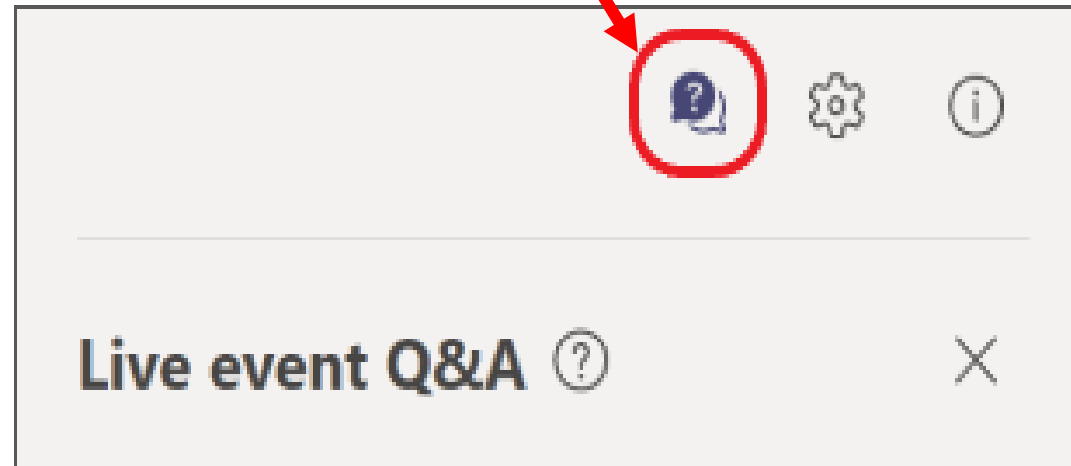
- We have a great agenda and Q&A session. **Attendees will be able to ask questions via the chat function in this Teams live event.**
- If we are not able to answer your question due to high volume, please email your questions to [ARPA@barnstablecounty.org](mailto:ARPA@barnstablecounty.org).
- Following the conference, you will be able to view a list of FAQs on the ARPA webpage at [capecod.gov](http://capecod.gov).

# Today's Presentation

## Moderator's Chat Instructions

### Moderator

- **Q&A Instructions:** Please **click on the Question-and-Answer icon** – example below.
- Type your question in the box and select 'Send'.
- Please include your name and organization in your question.



# Today's Presentation

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### Moderator

**This is a competitive grant process.**

Therefore **we will not be able to answer specific questions about your grant idea.**

Use information from this session, FAQs posted afterwards, and links to the US Treasury's ARPA information that we provide to make your decisions.

# Barnstable County ARPA Team/Today's Presenters

## Moderator's Introductions

### Moderator

- **Beth Albert, Barnstable County Administrator** *delivers welcoming remarks.*
- **Vaira Harik, Barnstable County Assistant Administrator** *provides an overview of eligibility for the \$5 Million in small and medium-sized grants and presents application steps and timeline.*
- **Shawn McGoldrick, CliftonLarsonAllen (CLA), Chief Financial Officer State and Local Government** *provides information on project review and grant oversight.*

Beth Albert

County  
Administrator's  
Welcome

**Kara Hughes, Moderator**

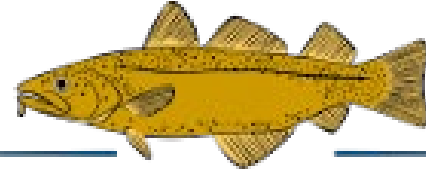
Barnstable County ARPA Manager

- I am pleased to introduce Beth Albert, **Barnstable County Administrator** *who will provide opening remarks*



Beth Albert

County  
Administrator's  
Welcome



**BARNSTABLE COUNTY**

CAPE COD REGIONAL GOVERNMENT

[CapeCod.gov](http://CapeCod.gov)

Introduction of  
Vaira Harik:

Introduction to  
County ARPA  
\$5MM  
Competitive  
Funding Round

**Kara Hughes, Moderator**

Barnstable County ARPA Manager

- I am pleased to introduce **Vaira Harik, Barnstable County Assistant Administrator** *who will provide an overview of eligibility for the \$5 Million in small and medium-sized grants and present application steps and timeline.*

Vaira Harik

Introduction to  
County ARPA  
\$5MM  
Competitive  
Funding Round

- What is ARPA?
- ARPA and Barnstable County
- Overview of \$5 Million Small and Medium-sized Grants (Funding Round 2)
- Eligibility to Apply
- Application Steps
- Timeline

# What is ARPA?

## **American Rescue Plan Act of 2021** aka “the COVID-19 Stimulus Package”

1. Signed by President Biden on 3/11/2021
2. Includes funding to all States, Counties, Tribal Govts., Cities, and Towns to support their response to and recovery from the COVID-19 public health emergency:
  - a. Fight the pandemic and support families and businesses struggling with its public health and economic impacts.
  - b. Maintain vital public services, even amid declines in revenue resulting from the crisis.
  - c. Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.

# Broad Categories of Eligible Uses for ARPA Funds

(Source: US Treasury)

## What can ARPA funds be used for?

1. Invest in **water, sewer, or broadband infrastructure.**

2. Fund **public health system** costs assoc. with COVID response, other health services, and related capital investment.

3. Address **negative economic impacts of COVID** on households, businesses, non-profits; **disprop. impacted communities** (includes **housing** and **early ed./childcare**).

4. Replace **lost public sector revenue**,  
Provide **premium pay** to employees  
providing essential work during COVID-19.

# When must ARPA funds be obligated and spent?

## March 3, 2021:

ARPA funds can be used to cover costs incurred from this date forward.

## December 31, 2024:

Funds must be obligated by the grantee and sub-grantees.

- Implication is that **salaries cannot be paid past this date.**

## December 31, 2026:

End of period of performance.

# ARPA and Barnstable County

Funding allocated **to Barnstable County** =  
**\$41,370,810**

**Plus**

Funding allocated **directly to 15 towns** =  
**\$26,057,837**

<https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>

Small and Medium-sized Grants

## The ARPA Advisory Committee

### Contributions of the Barnstable County ARPA Advisory Committee

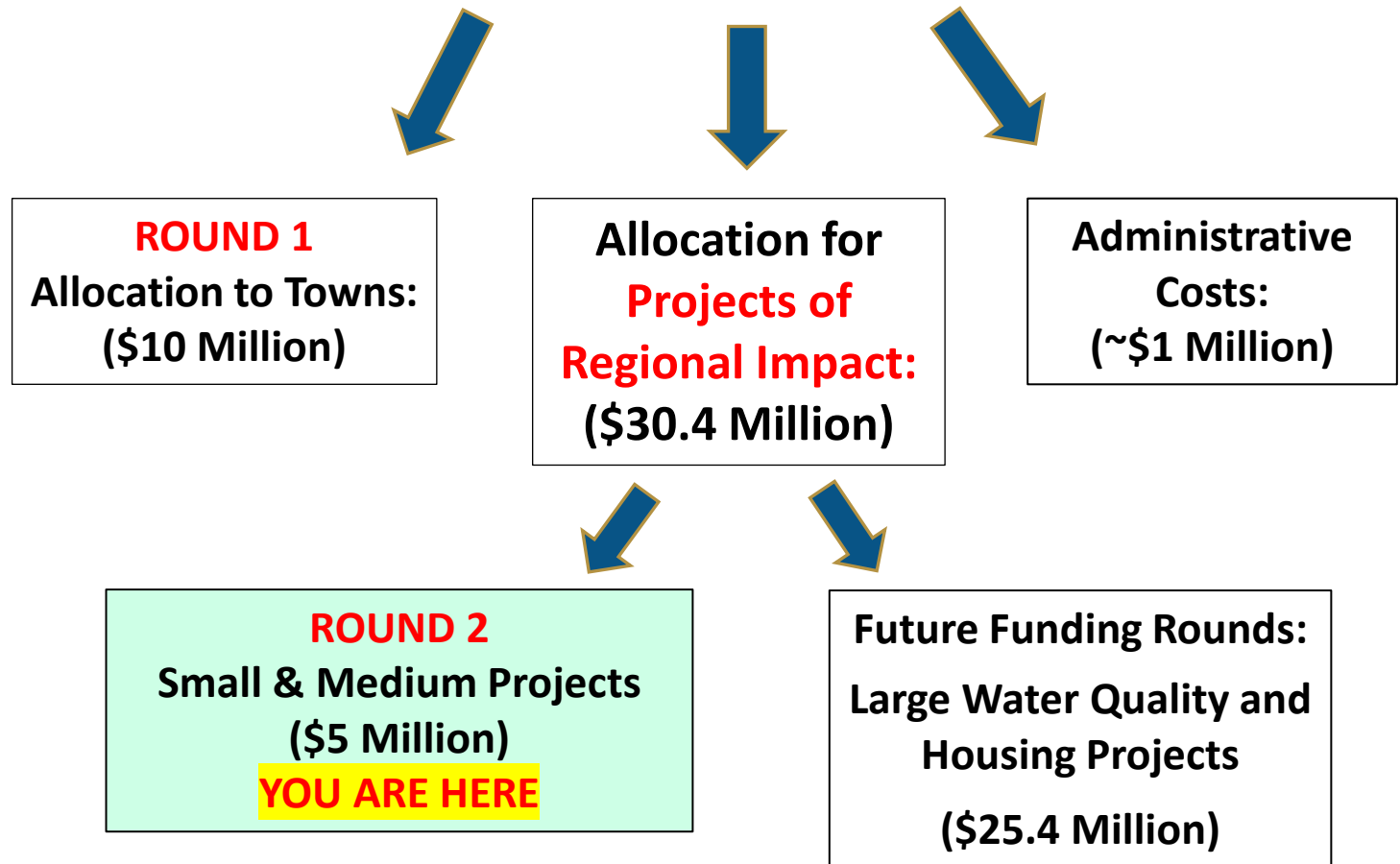
- In April 2022 the Barnstable County Regional Board of Commissioners appointed an **8-person ARPA Advisory Committee** to provide recommendations on County priorities for allocation of its ARPA funding.
- The Committee has recommended allocation of the funds in terms of **Small, Medium, and Large project funding rounds**.
  - **Water Quality** and **Housing**-related projects will be addressed under **Large project** round(s).
- The Committee has also recommended **Project Selection Criteria**.



**Barnstable  
County ARPA  
Allocation =  
\$41.4 Million**

**Barnstable County has been allocated \$41.4 million  
by the US Treasury Dept. under ARPA**

The Barnstable County Board of Commissioners  
has directed ARPA funds be allocated as follows:



## Funding Round 2

# Small and Medium-sized Grants

(\$100K - \$500K)

## Project Sizes

**Small-sized Projects** = \$100K to \$250K

**Medium-sized Projects** = \$250K to \$500K

# Overview of \$5 million Small and Medium-sized Grants funding round

## This funding round is **NOT** intended to:

1. Fund revenue replacement for municipalities;
2. Fund lost revenue and expenses for private for-profit and non-profit businesses;
3. Fund premium pay for staff;
4. Duplicate direct payments, grants, or loans as have already been made available from the CARES Act, FEMA, SBA/PPP, other.

# Overview of \$5 million Small and Medium-sized Grants funding round

This funding round **IS** intended to:

1. Fund **projects of regional benefit**;
2. Fund projects that benefit **populations disproportionately impacted** by the COVID pandemic (POC, low SES, older adults, persons with disabilities);
3. Fund projects that **reduce barriers** to health care and human services, information, and economic opportunity.

## Funding Priorities:

# Small and Medium-sized Grants

(\$100K - \$500K)

**Large Grants**  
(not in this funding round)

1. Invest in **water, sewer, or broadband infrastructure.**

2. Fund **public health system** costs assoc. with COVID response, other health services, and related capital investment.

3. Address **negative economic impacts of COVID** on households, businesses, non-profits; **disprop. impacted communities** (includes **housing** and **early ed./childcare**).

## Small and Medium-sized Grants

### Project Selection Criteria and Programmatic Elements

**A strong project will be one that meets the Selection Criteria and in so doing addresses the related Regional Challenges, Cross-cutting Issues, and Project Outcomes.**

# Small and Medium-sized Grants


# Project Selection Criteria and Programmatic Elements

Project Selection Criteria	
1	Meets project size/scope criteria ( <a href="#">Large</a> , <a href="#">Medium</a> , <a href="#">Small</a> )
2	Addresses <b>Regional Challenge(s)</b> (see <a href="#">Regional Challenges</a> section below)
3	Has a regional/sub-regional benefit
4	Addresses <b>cross-cutting issues</b> (see <a href="#">Cross-cutting Issues</a> section below)
5	Leverages alternative funding sources
6	Provides <b>measurable outcomes</b> (see <a href="#">Outcomes</a> section below)
7	Sustainable beyond ARPA (2026)
8	Addresses circumstance(s) exacerbated by COVID-19
Regional Challenges (per Cape Cod Commission's CEDS and Regional Policy Plan)	
1	Water Quality
2	Housing
3	Childcare
4	Economic Stability
5	Climate Change
6	Infrastructure (e.g. Wastewater, Broadband)
Cross-Cutting Issues	
1	Barriers to Accessing Services (e.g. transport., language, digital divide, immigration status)
2	Diversity/Equity/Inclusion (DEI) and Vulnerable Populations
3	Social Determinants of Health
4	Climate Change Mitigation and/or Adaptation
5	Use of Proven Concepts/Interventions
6	Inter-agency, Inter-town, Inter-organization Collaboration
Project Outcomes	
1	Funding spent by 12/31/2026
2	Quantifiable Impact
3	Return on Investment (ROI)

# Small and Medium-sized Grants

## Project Selection Criteria and Programmatic Elements

	<b>Project Selection Criteria</b>
1	Meets project size/scope criteria ( <a href="#">Large, Medium, Small</a> )
2	Addresses Regional Challenge(s) (see <a href="#">Regional Challenges section below</a> )
3	Has a regional/sub-regional benefit
4	Addresses cross-cutting issues (see <a href="#">Cross-cutting Issues section below</a> )
5	Leverages alternative funding sources
6	Provides measurable outcomes (see <a href="#">Outcomes section below</a> )
7	Sustainable beyond ARPA (2026)
8	Addresses circumstance(s) exacerbated by COVID-19





# Small and Medium-sized Grants

# Project Selection Criteria and Programmatic Elements

	<b>Regional Challenges</b> (per Cape Cod Commission's CEDS and Regional Policy Plan)
1	Water Quality
2	Housing
3	Childcare
4	Economic Stability
5	Climate Change
6	Infrastructure (e.g. Wastewater, Broadband)
	<b>Cross-Cutting Issues</b>
1	Barriers to Accessing Services (e.g. transport., language, digital divide, immigration status)
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6	Inter-agency, Inter-town, Inter-organization Collaboration
	<b>Project Outcomes</b>
1	Funding spent by 12/31/2026
2	Quantifiable Impact
3	Return on Investment (ROI)

## Small and Medium-sized Grants

## Eligible Applicants

### Eligible Applicants:

1. Non-profit organizations
2. Cape Cod towns and related sub-units, e.g.:
  - a. School Districts
  - b. Water Districts
  - c. Town Departments
  - d. Councils on Aging (and “Friends of”)
3. For-profit organizations

Inter-agency, inter-town, sub-regional, public-private partnerships, and collaborations between applicants are encouraged.

## Small and Medium-sized Grants

# Application Steps

### Application Steps:\*

1. **Bidders' Conferences** (8/17 & 8/18/22)
2. **Submit Letter of Intent (LOI)** (8/24 – 9/30/22)
  - a. If LOI is accepted by the County you will be given access to the online Application Portal to proceed with your application.
3. **Apply via ARPA Portal** (10/14 – 12/2/22)

\* Dates are subject to change at the County's discretion.

# Small and Medium-sized Grants

## Application Steps:

### 2. Letter of Intent

## Letter of Intent (LOI)

**All pre-applicants must submit a LOI** to move forward in the process. Review of the LOIs will allow County staff to:

1. Assess likelihood of project being ARPA-eligible;
2. Assess pre-applicants' capacity and willingness to meet audit and reporting requirements set forth by the U.S. Treasury;
3. Identify potential duplication of effort and opportunities to encourage collaboration among pre-applicants.

# Small and Medium-sized Grants

## Application Steps:

### 2. Letter of Intent

#### Letter of Intent (LOI)

- **LOIs will be submitted via a link and fillable form on the County's ARPA webpage:**
  - [Barnstablecounty.org/ARPA](https://Barnstablecounty.org/ARPA). Details and instructions can be found at this site.
  - Submission of LOIs in hard copy or by email may be considered only with prior approval from County staff.
- **LOIs will be accepted 8/24/22 to 9/30/22.\***
  - The County may extend the LOI period at its discretion.

## Small and Medium-sized Grants

# Elements of the Letter of Intent

## Elements of the Letter of Intent (LOI)

(See [Barnstablecounty.org/ARPA](https://www.barnstablecounty.org/ARPA))

### All Organizations:

1. Budget (Line item, with justifications)
2. Project Narrative
3. Project Staff
4. Project Schedule and Key Milestones and Dates
5. Attestation of willingness to comply with Application Terms and Conditions.
6. [Additional items](#), depending upon organization type (see below).

## Small and Medium-sized Grants

# Elements of the Letter of Intent

## Elements of the Letter of Intent (LOI)

(See [Barnstablecounty.org/ARPA](https://www.barnstablecounty.org/ARPA))

All Organizations: (Further on Project Narrative)

### Project Narrative

- a. **What do you plan to accomplish with this project?**
  - a. Identify problem(s) that need to be resolved.
- b. **How do you plan to accomplish it?**
  - a. Include **expected outcomes** that are measurable, obtainable, clear, and valid.
  - b. Identify **specific benefit(s)** to Barnstable County residents.
- c. **How do you plan to use the funds?**
  - a. Include specific use of funds and reflect the budget you provide.

Small and Medium-sized Grants

## Elements of the Letter of Intent

# Elements of the Letter of Intent (LOI)

## Additional Items by Organization Type:

### Non-Profit Organizations:

1. IRS Form 990
2. Audited Financial Statements
3. Registration (MA Form PC)

### For-Profit Organizations:

1. Federal Tax Returns (2-3 years)
2. Audited Financial Statements
3. Business Registration/Articles of Incorporation

### Other Governments:

1. Audited Financial Statements and/or Single Audit Report (if available).



## Small and Medium-sized Grants

### Application Steps:

### 3. Apply online via ARPA Portal

## Apply via Online ARPA Portal (10/14 – 12/2/22)

<https://arpabarnstable.powerappsportals.com/>

- **If the LOI approved**, pre-applicants will receive **credentials** to access Barnstable County's online ARPA Application Portal ("the Portal").
- Once credentialed, pre-applicants will receive additional details regarding the application process and the Portal.
- The Portal will be open for Round 2 applications from **10/14/22 to 12/2/22.\***

ARPA Portal is  
open now to  
preview

## Preview the Online ARPA Portal

<https://arpabarnstable.powerappsportals.com/>

- The Portal can be **previewed** at the link above.
- **Log in credentials are not required** to preview the Portal.
- All pre-applicants are encouraged to familiarize themselves with the Portal's contents. Doing so may assist you to frame your LOI.

## Small and Medium-sized Grants

### Timeline

## Timeline\* for Application, Review, and Funding (10/14/22 – 4/30/23)

- 1. ARPA Portal Opens to Small/Medium Applications**  
(10/14/22 to 12/2/22)
- 2. Accounting (CLA) Level 1 and Level 2 Review**  
(rolling, 10/15/22 to 1/20/23)
- 3. County Level 3 Review** (1/23/23 to 3/31/23)  
County staff make recommendations to BOC for funding based on Project Selection Criteria.
- 4. Board of Commissioners sign Grant Agreements**  
(4/1/23 to 4/30/23)

Introducing CLA:

# Project Application Review and Grant Reporting

## Moderator

- I am happy to introduce **Shawn McGoldrick, of CLA** *who will provide information on project application review and grant oversight.*
- CliftonLarsonAllen LLP (known as CLA) is a professional services network and the eighth largest accountancy firm in the United States.
- As a firm experienced in the ARPA grant, CLA is working across the country with towns, cities, and counties to provide guidance on the funding process.

# CLA: Project Application Review, and Reporting

## CliftonLarsonAllen, LLP

[CLAconnect.com](http://CLAconnect.com)

- CLA is performing project application review, and providing accounting, reporting, and auditing services for Barnstable County for all ARPA projects and related expenditures.
- CLA application reviews are to determine project **eligibility** for award of ARPA funding and applicant **capacity** to adhere to funding guidelines.
- Application reviews include a **risk assessment** of the applicant.

# CLA: Project Application Review

## Applicant Risk Assessment

- Following LOI approval applications can be entered into the online Portal.
- CLA will contact the applicant to schedule a risk assessment after the application has been made.
- Applicants will be asked to provide their two most recent financial audits and single audits, or tax returns, as relevant.

# CLA: Project Application Review

## Applicant Risk Assessment

- The CLA risk assessment will also include a 20–30-minute discussion with the applicant’s **key finance personnel** regarding:
  - Financial internal controls
  - Managerial tone at the top
  - Prior grant experience
  - Financial software
  - How the applicant plans to adhere to all Federal grant requirements, etc.

# CLA: Project Quarterly Reporting

## Adherence to Federal Reporting Requirements

- If a project is approved, sub-recipients must adhere to Federal reporting requirements:
  - The Federal Treasury requires the **County** to report on application expenses on a **quarterly basis**.
  - Therefore, **all sub-recipients must provide quarterly reports** via the Portal, e.g.:
    - How much was spent on the project during the quarter?
    - What percentage of the project is completed?



# CLA: Links to the US Treasury for further information and FAQs

## US Dept. of the Treasury/ARPA

- **Coronavirus State and Local Fiscal Recovery Funds:**  
<https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>
- **Overview of the Final Rule** (a summary of major provisions of the final rule for informational purposes; intended as a brief, simplified user guide):  
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# Question & Answer Session

## Moderator

- Thank you to our great presenters. We are happy to start the Q&A portion of the Bidders' Conference via chat.
- If we are not able to answer your question due to high volume, please email your questions to [ARPA@barnstablecounty.org](mailto:ARPA@barnstablecounty.org).
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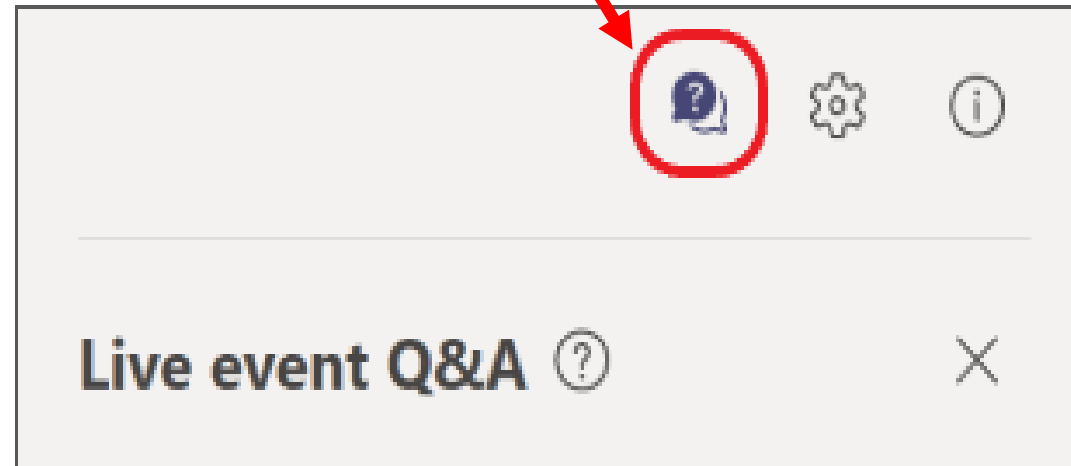
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**Barnstable  
County ARPA  
Team**

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