Barnstable County
American Rescue Plan Act (ARPA)

Funding Round 2--$5 Million, Competitive Bidders’ Conference

8/17/22 and 8/18/22
Welcome

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


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

AGENDA:
- Beth Albert, Barnstable County Administrator delivers welcoming remarks
- Vaira Harl, 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 with any questions about the conference.
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).

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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.**

- Following the conference, you will be able to view a list of FAQs on the ARPA webpage at **capecod.gov.**
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.
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.


**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.
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

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.
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
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.
<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
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<tr>
<td>1. Invest in water, sewer, or broadband infrastructure.</td>
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<td>3. Address negative economic impacts of COVID on households, businesses, non-profits; disp. impacted communities (includes housing and early ed./childcare).</td>
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<td>4. Replace lost public sector revenue; Provide premium pay to employees providing essential work during COVID-19.</td>
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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 subgrantees.
• Implication is that salaries cannot be paid past this date.

December 31, 2026:
End of period of performance.
Funding allocated to Barnstable County = $41,370,810

Plus

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

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 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:

- **ROUND 1**
  - Allocation to Towns: ($10 Million)

- **Allocation for Projects of Regional Impact:**
  - ($30.4 Million)

- **Administrative Costs:**
  - (~$1 Million)

- **ROUND 2**
  - Small & Medium Projects
    - ($5 Million)

- **Future Funding Rounds:**
  - Large Water Quality and Housing Projects
    - ($25.4 Million)

**YOU ARE HERE**
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)

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).

Large Grants (not in this funding round)
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 (Large, Medium, Small)
2. Addresses Regional Challenge(s) (see Regional Challenges section below)
3. Has a regional/sub-regional benefit
4. Addresses cross-cutting issues (see Cross-cutting Issues section below)
5. Leverages alternative funding sources
6. Provides measurable outcomes (see Outcomes 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

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### Small and Medium-sized Grants

#### Project Selection Criteria and Programmatic Elements

**Regional Challenges** (per Cape Cod Commission's CEDS and Regional Policy Plan)

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Small and Medium-sized Grants

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.
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.
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.
Letter of Intent (LOI)

- LOIs will be submitted via a link and fillable form on the County’s ARPA webpage:
  - 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.
Elements of the Letter of Intent (LOI)
(See 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).
Elements of the Letter of Intent (LOI)
(See 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.
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).
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.*
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)
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.
CLiftonLarsonAllen, LLP
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.
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.
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?
US Dept. of the Treasury/ARPA

- **Coronavirus 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):

- **Final Rule FAQs:**
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.

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