

2021-2024 Request for Assistance

Pursuant to the American Rescue Plan Act (ARPA) and the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) for Loans, Grants or In-Kind Assistance Provisions, _____ County is pleased to announce that it is seeking applications from eligible small businessesⁱ, nonprofits, householdsⁱⁱ and impacted industriesⁱⁱⁱ.

The application process will remain open until _____, 20__ or until funding is depleted.^{iv}
NOT ALL APPLICATIONS WILL BE APPROVED.

Please note: ARPA funding is a one-time funding source to the county.

PERIOD OF GRANT FUNDING

Funds must be used for allowable costs incurred on or after March 2, 2021 and obligated before December 31, 2024

Estimated Total Award Amount for All Eligible Applicants

\$ _____

Deadline

Contact Information

For assistance with the requirements of this solicitation, contact:

*In accordance with the Americans with Disabilities Act, _____ County will provide reasonable accommodation with respect to a funding application to persons with disabilities. If you need a reasonable accommodation, please contact _____, County at ***, ***, **** (TTY *****).*

The Nebraska Association of County Officials' (NACO's) Legal Division provides legal education and information, primarily as a general service to NACO's members. This sample template provided here does not establish an attorney client relationship. Additionally, the information provided should not be interpreted or used as a substitute for a legal opinion from your county attorney or retained legal counsel. Before making legal decisions, county officials should consult with their county attorney, retained counsel or other qualified counsel.

**Sample Format for Applications to for Coronavirus State and
Local Fiscal Recovery Funds (CSLFRF) for Loans, Grants or In-Kind Assistance^v**

REQUESTOR INFORMATION	
Name of small businesses^{vi}, nonprofits, households^{vii} or impacted industries:	
DUNS Number:	
SAM Registration Number:	
ARPA Funds your organization is receiving directly from the federal government:	\$
Requestor Name:	
Requestor Title:	
Requestor Address:	
Requestor Email Address:	
Requestor Phone Number:	
Federal Grants Experience (attach additional information, if needed):	

SMALL BUSINESS AND NONPROFIT SUPPORT (Identify type of Entity)

_____ **Small Business^{viii}**

_____ **Nonprofit**

_____ **Household^{ix}**

_____ **Impacted Industry^x**

TYPE OF ASSISTANCE^{xi} (Identify Type of Assistance Requested and amount)

_____ **Loan** _____

_____ **Grant** _____

_____ **In-kind Assistance** _____

_____ **Technical Assistance** _____

_____ **Other Services (describe)** _____

Requested Timeframe for Assistance: <i>(to be filled out by County)</i>	
Amount Approved in Full:	
Partial Amount Approved:	
Denied:	

REQUESTED BUDGET SUMMARY

Category	Requested Amount
Loan, Grant, In-kind Assistance, Technical Assistance, Other Services	
Personnel (total amount of breakdown within chart below)	
Travel	
Operating Expenses	
Other	
TOTAL AMOUNT REQUESTED	

Breakdown and description of Personnel Costs Requested:

	Amount	Description
Wages		
FICA		
Other		

Budget Breakdown and Description

	Amount	Description
Travel		
Operating Expenses		
Administrative costs^{xii}		
Other		

Identify basis of need or negative impact of the COVID-19 public health emergency to your organization: _____

Describe negative economic impact^{xiii} of the COVID-19 public health emergency for type of assistance requested within application: _____

Describe whether and how the requested use would respond to the COVID-19 public health emergency: _____

Identify how the program, service or other intervention addresses the identified need or impact: _____

[For the 3 following questions see page 11 of the supplementary comments of 31 CFR 35 for information]

1. **Connection between the negative economic harm and the COVID-19 public health emergency:**

2. **Nature and extent of the negative economic harm of the COVID-19 public health emergency:**

3. **How the use of the funding would address the identified negative economic harm:** _____

Is this request for assistance provided to a disproportionately impacted populations^{xiv} (low income or Native American) or community?

_____ **Yes**

_____ **No**

If yes, does this request for services:

_____ **Address health disparities and the social determinants of health?**

_____ **Build stronger neighborhoods and communities?**

_____ **Address educational disparities exacerbated by COVID-19?**

_____ **Promote healthy childhood environments?**

Please describe how the services provide such services to a disproportionately impacted population.

<p>Own Funds Invested in this project and the source of those funds:</p>	
<p>Additional Funds to be Invested (or being Sought to be Invested) in this project and the source of those funds, including ARPA funding from other counties, the State, municipalities, etc. If yes, please describe:</p>	
<p>Period that the Funds will Cover and be Spent (from and to) Date which you expect to begin expending funds and complete expending funds:</p>	

Cite the specific language in the American Rescue Plan Act that supports your request for funds, list the supporting expenditure category, and why you feel that your request fits ARPA requirements:

Explain in detail the purpose of the funds, how they will be expended, who will benefit, what geographic area (State, county(ies), municipality(ies), etc. will be covered, what impact the funds are intended to have, and how you will evaluate and measure success.

Please attach the following supporting documents, if applicable and available:

- **Mission, Vision and Strategic Plan,**
- **Proof of financial stability – e.g. last audit, and**
- **Annual budget document.**

NOTE: Applicants awarded funds will be required to submit quarterly reports of expenses on the 15th day of the month following the quarter (April, July, Oct, January) to:

Do you have any additional information to add?

Signature of Authorized Representative:

I certify that the information in this Grant Application is true and correct to the best of my knowledge:

Signed:

Date:

Please submit your application in one of these three ways -

- 1) Email it to _____ County Clerk, request confirmation of receipt. (if you do not receive a confirmation call 402/308 .xxx.xxxx).
- 2) Mail in the US Mail to _____, _____ County Clerk, ***** , NE 6****
- 3) Drop it off to the _____ County Clerk.

ⁱ Types of services eligible for small businesses and non-profits as a response to the negative economic impacts of the pandemic may include, but are not limited to: (1) loans or grants to mitigate financial hardship such as declines in revenues or impacts of periods of business closure, for example by supporting payroll and benefits costs, costs to retain employees, mortgage, rent, or utilities costs, and other operating costs; (2) Loans, grants, or in-kind assistance to implement COVID-19 prevention or mitigation tactics, such as physical plant changes to enable social distancing, enhanced cleaning efforts, barriers or partitions, or COVID-19 vaccination, testing, or contact tracing programs; and (3) Technical assistance, counseling, or other services to assist with business planning needs.

ⁱⁱ Types of services eligible for households may include cash assistance programs food assistance; rent, mortgage, or utility assistance; counseling and legal aid to prevent eviction or homelessness; emergency assistance for burials, home repairs, weatherization, or other needs; internet access or digital literacy assistance; or job training to address negative economic or public health impacts experienced due to a worker's occupation or level of training.

ⁱⁱⁱ Limited to aid to tourism, travel, hospitality, and other impacted industries.

^{iv} All funds must be expended between March 2, 2021 and by December 31, 2026. Interim Rule 31 CFR Part 35, §35.5(c).

^v This sample format document is drafted in conformity with the provisions of the American Response and Prevention Act (ARPA) Sec. 604 (c)(1)(A), Sec. 603 (c)(1)(B), and U.S. Department of Treasury Interim Rule 31 CFR Part 35, §35.6(b)(6) – §35.6(b)(9).

^{vi} Types of services eligible for small businesses and non-profits as a response to the negative economic impacts of the pandemic may include, but are not limited to: (1) loans or grants to mitigate financial hardship such as declines in revenues or impacts of periods of business closure, for example by supporting payroll and benefits costs, costs to retain employees, mortgage, rent, or utilities costs, and other operating costs; (2) Loans, grants, or in-kind assistance to implement COVID-19 prevention or mitigation tactics, such as physical plant changes to enable social distancing, enhanced cleaning efforts, barriers or partitions, or COVID-19 vaccination, testing, or contact tracing programs; and (3) Technical assistance, counseling, or other services to assist with business planning needs.

^{vii} Types of services eligible for households may include cash assistance programs food assistance; rent, mortgage, or utility assistance; counseling and legal aid to prevent eviction or homelessness; emergency assistance for burials, home repairs, weatherization, or other needs; internet access or digital literacy assistance; or job training to address negative economic or public health impacts experienced due to a worker's occupation or level of training.

^{viii} Types of services eligible for small businesses and non-profits as a response to the negative economic impacts of the pandemic may include, but are not limited to: (1) loans or grants to mitigate financial hardship such as declines in revenues or impacts of periods of business closure, for example by supporting payroll and benefits costs, costs to retain employees, mortgage, rent, or utilities costs, and other operating costs; (2) Loans, grants, or in-kind assistance to implement COVID-19 prevention or mitigation tactics, such as physical plant changes to enable social distancing, enhanced cleaning efforts, barriers or partitions, or COVID-19 vaccination, testing, or contact tracing programs; and (3) Technical assistance, counseling, or other services to assist with business planning needs.

^{ix} Types of services eligible for households may include cash assistance programs food assistance; rent, mortgage, or utility assistance; counseling and legal aid to prevent eviction or homelessness; emergency assistance for burials, home repairs, weatherization, or other needs; internet access or digital literacy assistance; or job training to address negative economic or public health impacts experienced due to a worker's occupation or level of training.

^x Limited to aid to tourism, travel, hospitality, and other impacted industries.

^{xi} Assistance eligibility for entities is limited to those that respond to the negative economic impacts of the COVID-19 health emergency.

^{xii} Must be associated with the recipient's COVID-19 public health emergency assistance programs, including services responding to the COVID-19 public health emergency assistance programs, including services responding to the COVID-19 public health emergency or its negative economic impacts, that are not federally funded. Interim Rule 31 CFR §35.6(b)(10).

^{xiii} “[E]ligible uses under this category must be in response to the disease itself or the harmful consequences of the economic disruptions resulting from or exacerbated by the COVID-19 public health emergency.” 31 CFR Part 35 Supplementary Information regarding “eligible uses”. “Funds made available to respond to the public health emergency and its negative economic impacts are intended to help meet pandemic response needs and provide immediate stabilization for households and businesses.” U.S. Dept. of Treasury Interim Rule FAQ 4.1.

^{xiv} A program, service, or other assistance that is provided in a Qualified Census Tract, that is provided to households and populations living in a Qualified Census Tract, that is provided by a Tribal government, or that is provided to other households, businesses, or populations disproportionately impacted by the COVID-19 public health emergency. Examples include: programs or services that (i) facilitate access to health and social services, (ii) address housing insecurity, lack of affordable housing, or homelessness,

(iii) address or mitigate the impacts of the COVID-19 public health emergency on education, and (iv) address or mitigate the impacts of the COVID-19 public emergency on child health or welfare. For further examples see Department of the Treasury Interim Rule 31 CFR §35.6(b)(12).