City of Greensboro

American Rescue Plan
Funding Request Application
Instructions and Additional
Information

October 2021

Please read this document and all application materials carefully to ensure that all required information is submitted.

If you have any questions about the application, please contact Sara Hancock, Budget and Management Analyst, at 336-373-4516 or by email at sara.hancock@greensboro-nc.gov.

FUNDING PROVISIONS

The American Rescue Plan Act (ARPA) was signed into law on March 11, 2021, and provides $350 billion for eligible state, local, territorial, and Tribal governments to meet pandemic response needs and rebuild a stronger, more equitable economy as the country recovers. The City of Greensboro was awarded approximately $59.4 million in ARPA funds. The Department of Treasury identified five focus areas for ARPA funding:

- Supporting the public health response
- Addressing the negative economic impacts caused by the public health emergency
- Replacing lost public sector revenue
- Investing in water and sewer infrastructure
- Investing in broadband infrastructure

The City of Greensboro has opened a public application process for proposals for ARPA funding. The City is accepting proposals for program and project funding. Funding requests must be submitted to the City by **5:00 pm on Friday, November 5, 2021.**

Please use the *American Rescue Plan Funding Application* form to submit a program proposal for consideration of ARPA funding. All funding requests must include a complete project budget, and any supplemental information.

Applications are available on the City of Greensboro's web site:
www.greensboro-nc.gov/arp

Applications received after the due date will not be considered for funding.

US Treasury has provided interim guidance on how ARPA funds can be spent. To be considered for funding, submissions must clearly demonstrate eligibility under ARPA guidance. Please click on the links below to review the guidance.

- Compliance and Reporting Guidance
- ARPA Quick Reference Guide 2021
- ARPA Fact Sheet 2021
- ARPA Interim Final Rule 2021
- FAQ Guidance

SUBMITTAL REQUIREMENTS

All funding requests must meet eligibility and submit the required information and documents to be considered for a funding recommendation. In order to be considered for funding, requests must:
- Submit a complete and responsive application
- Provide a complete project budget using the template provided in the online form
- Attach any supplemental information that demonstrates the implementation of the project/program.
- Attach a cover letter outlining/acknowledging any materials not included in the submission.
- If applicable, provide a current nonprofit 501(c)(3) tax exempt status and eligibility to receive tax deductible contributions, as confirmed by the Internal Revenue Service

- If applicable, provide a completed IRS 990
- If applicable, provide a copy of proof of registration with the NC Secretary of State (business applicants)

Audit Requirements and Alternative Documentation

All organizations receiving American Rescue Plan funds will be requested to submit a full and independent audit at the completion of the program or project. Recipients will also be subject to a compliance review conducted by the City of Greensboro Internal Audit Division.

REVIEW CRITERIA:

City Council has adopted a criteria to be used in evaluating requests for ARP Funding. Projects will be evaluated and prioritized based on the degree to which the requests reflect one or more of these criteria.

Criteria can be found here.

REVIEW PROCESS and FUNDING AWARD

Applications for funding will be reviewed by the City of Greensboro's Budget and Evaluation Office for completeness. As part of the City's review of applications, the City's Internal Audit Division will be asked to review all applicant financial and management records.

City staff will consider the applications and create a prioritized list of funding recommendations. City staff will then provide the City Manager's Office with a formal recommendation memo. Please note that the committee serves strictly in an advisory role, and all funding must be approved by City Council. The final list of projects/ programs recommended to receive funding will be submitted to City Council for their consideration in January 2022.

Organizations that are awarded funding will be required to execute an agreement contract with the City. As part of this agreement, the requestor will be required to develop a comprehensive scope of service and to submit quarterly financial and outcome reports, as required by the Department of Treasury. Site visits may also take place in order to verify the information being reported back to the City.

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Additional resources and information are available on the City of Greensboro's website:
 www.greensboro-nc.gov/arp

TECHNICAL ASSISTANCE

The City will offer technical assistance to any organization requiring help to complete the application. It should be noted that the receipt of assistance from the City ***does not*** guarantee that an application will be successful or that an award will be granted. If your organization would like assistance or has any questions regarding the program, please attend one of the Zoom Office Hour sessions. **The dates and times for these sessions are listed below in the Application Process and Timeline section of this document**. If you are not available for any of these events, but still have questions, please do not hesitate to contact us. **Attendance at Office Hours is not required for consideration during this process.**

APPLICATION PROCESS TIMELINE

The support, review, and award process is expected to progress according the following schedule.

Date	Event/Task
Friday October 1, 2021	Application Opens for Submissions
Tuesday, October 5, 2021	11:00-12:00 pm Zoom Office Hours –Zoom Link
Thursday, October 7, 2021	1:00-2:00 pm Zoom Office Hours – Zoom Link
Wednesday, October 13, 2021	6:00-7:00 pm Zoom Office Hours –Zoom Link
Thursday, October 21, 2021	1:00-4:00 pm Nussbaum Center Office Hours
Tuesday, October 26, 2021	6:00-7:00 pm Zoom Office Hours – Zoom Link
Monday, November 1, 2021	11:00-12:00 pm Zoom Office Hours – Zoom Link
Friday, November 5. 2021 2021	**Application Deadline**
November –January	Committee Review of Applications
February	**Award Announcements – TBD**