

PUBLIC NOTICE

**LARAMIE COUNTY AMERICAN RECOVERY ACT PROGRAM CORONAVIRUS STATE AND LOCAL FISCAL
RECOVERY FUNDS-NONPROFIT GRANT APPLICATION**

The Laramie County Commissioners received funding under the American Rescue Plan Act of 2021 (ARPA) and wish to make a portion of this funding available to Laramie County non-profits that have faced economic hardships resulting from or exacerbated by the public health emergency.

A hard copy of the guidance and application can be requested from Laramie County Grants Office at the address below or it can be found electronically on the Laramie County website at:

<https://www.laramiecountywy.gov/>

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Laramie County will accept applications through March 31, 2022.

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Laramie County, Wyoming



American Recovery Act Program (ARPA) Coronavirus State and Local Fiscal Recovery Funds

Nonprofit Grant Application

Proposals Due: March 31, 2022

Proposal Contact: Sandra Newland

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Background and General Information

On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (ARPA) into law. The Fiscal Recovery Fund package is intended to combat the COVID-19 pandemic, including public health and economic impacts. The Laramie County Commissioners received funding and want to make a portion of this funding available as grants to nonprofits that have faced economic hardship resulting from or exacerbated by the public health emergency.

Eligible Organizations

The Laramie County ARPA nonprofit grant program is designed to support organizations, programs, and activities that benefit Laramie County residents. Organizations eligible to apply include nonprofits that are corporations, associations, agencies or organizations that have a 501 (c)(3) nonprofit status under the Internal Revenue Service Code. For profit entities and individuals are not eligible.

Eligible organizations shall meet the requirements below:

- Serve Laramie County residents or businesses
- Be in good standing with the Wyoming Secretary of State
- Demonstrate financial impacts directly related to the COVID-19 pandemic
- Have an organized board or governing body

Organizations that received other COVID-19 funding assistance such as, but not limited to, Federal CARES Act funding, Paycheck Protection Program Loans are eligible to apply for this funding, so long as expenses are not duplicated. Please provide a disclosure on other related funding for COVID-19 relief.

Eligible Costs (*incomplete list*)

- Costs associated with implementation of prevention or mitigation measures to contain the spread of the virus, such as physical changes to enable social distancing, enhanced cleaning efforts, barriers or partitions, or COVID-19 vaccination, testing, or contact tracing programs.
- Expenses related to the organizations response to the COVID-19 public health emergency related to operating costs to include behavioral health.
- Funding for new programs designed in response to the COVID-19 pandemic or those designed to serve a population disparately impacted by the public health emergency and its economic impacts, such as lower-income households (food assistance, counseling, legal aid, emergency assistance, burials, internet access, digital literacy, job training, and childhood welfare).

Ineligible Costs (incomplete list)

- Loss that bears no relation or are grossly disproportionate to the type or extent of hardship experienced due to the COVID-19 public health emergency.
- Contributions to rainy day funds, financial reserves or similar funds.
- Lobbying, support of candidates for public office, or other political activities
- Capital construction projects.
- Funding for programs or organizations that do not serve Laramie County residents.
- Expenses reimbursed or eligible for reimbursement through any other contract or agreement.

Grant Period

In general, applicants may apply for funds to cover COVID-19 related economic loss or costs incurred during the period beginning March 3, 2021 and ending March 31, 2023.

How to Apply

The nonprofit application will be available through the county's website at <https://www.laramiecountywy.gov/> from February 1, 2022 through March 31, 2022. Applications must be submitted electronically; hard copies will not be accepted.

Staff is available to answer questions about application requirements, eligible activities, or the funding process once the application is posted through the deadline. Please contact Sandra Newland at 307-633-4201 or Sandra.Newland@laramiecountywy.gov with questions.

Applicants will be required to submit the following information:

- Organization Overview
 - Proof of non-profit status
 - Signed W-9 Form
- Grant Request
 - Amount requested
 - Requests for existing programs/activities
 - Description of how requested funding will mitigate financial hardship experienced as a result of the COVID-19 public health emergency and its economic impacts.
 - Requests for new program/activities
 - Description of how program/activities(s) respond to needs created by the COVID-19 pandemic.
 - Target beneficiaries, including how they have been impacted by COVID-19
 - Description of proposed outcomes (e.g., persons served)
 - Proposed budget, including line-item expenses

- Timeline for fund expenditures
- Organizational Budget
 - Agency budget, showing actual revenue and expenditures by categories for the following time period.
 - January 2019-December 2019
 - January 2020-December 2020
 - January 2021-December 2021
 - Current operating year budget, showing revenue and expenditure projections

Application Review Process

County staff will review grant applications for completeness and eligibility. Applicants may be asked to revise proposals or provide additional information.

A review panel will then review complete and eligible applications. The panel will meet to discuss the applications and make recommendations for funding to the Laramie County Commissioners. The Laramie County Board of Commissioners will consider the panel's recommendations and make final award determinations in April 2022.

Application Review Criteria

Award allocations will be based on the total number of applicants, completeness of applications, expense eligibility, organizational need, community benefit, and organizational operating budget size. Commissioners will examine the efficiency, cost, cost effectiveness and time to delivery of the proposal in line with rules and regulations put forth by the U.S. Department of Treasury.

Application Timeline

The County anticipates the following schedule for reviewing submitted applications and determining funding awards:

February 1, 2022	Release of application
March 31, 2022	Deadline for application submission
April 1 st -15 th , 2022	Application review period
April 19, 2022	Board of Commissioners Meeting (award determinations)
April 20, 2022	County staff to begin drafting grant agreements

Public Record

Unless otherwise exempt under applicable law, applications and application materials are public records. All information received from an applicant, whether received in connection

with a grant application or in connection with grant funded activities performed, are subject to disclosure pursuant to the Wyoming Public Records Act.

If Funded

Grant awards will be made in the form of a sub-recipient agreement executed between the applicant and the County. The grant period, scope, allowable budget, and reporting requirements will be outlined in the contract between the applicant organization and the County. All awarded funds for programming and activities must be expended no later than March 31, 2023.



Laramie County, Wyoming Application for Nonprofit Organizations Affected by the COVID-19 Pandemic

1. Name of Nonprofit Organization

2. Owner/Authorized Representative's Name

3. If applicable, Federal Tax Identification Number

4. Physical Address of your nonprofit organization

5. Primary Contact Person

6. Email address

7. Telephone number

8. Provide mission statement/purpose of your organization.

9. Please describe how the COVID-19 pandemic has caused a negative impact to your nonprofit organization and/or the population you serve.

10. Program/Project

a. Briefly describe the program/project you are requesting funds for:

b. Describe the need for your program/project.

c. Identify any other organizations in Laramie County that address this need.

d. Is this a new, existing or changed program?

e. Specifically, what will you use ARPA funds for?

f. Who will benefit and how?

g. How will you prevent the duplication of benefits to end users?

h. How many individuals/families will be served by this program/project?

i. How will these funds help you respond to, or recover from COVID-19?

11. Project Outcomes

a. If this is a continuing activity, describe measureable outcomes of your previous years' work regardless of funding source.

b. Describe anticipated measureable outcomes for your proposed project/program.

12. Agency's Auditing and Fiscal Controls

- a. Briefly describe your agency's financial oversight/internal controls to minimize opportunities for fraud, waste and mismanagement.

- b. How does your agency plan to segregate ARPA funds from other agency funds for purposes of identification, tracking, reporting and audit?

- 13. If applicable, please list the grand total revenue collected by your nonprofit organization in calendar year 2019 (documentation is required to support this figure).**

- 14. If applicable, please list the grand total of revenue collected by your nonprofit organization in calendar year 2020 (documentation is required to support this figure).**

- 15. If applicable, please list the grand total of revenue collected by your nonprofit organization in calendar year 2021 (documentation is required to support this figure).**

- 16. How much are you requesting in Laramie County ARPA funds?**

17. Is your organization facing any pending litigation or legal action? If yes, please explain.

18. Is your organization registered in Sam.gov to be eligible to receive federal funds?

Application Certification

By checking this box, you are certifying that the information provided herein is true and correct to the best of your knowledge.

Print Name _____ Title _____

Signature _____ Date _____