



STAFF REPORT
6/12/2024

TO: Honorable Mayor and City Council Members

FROM: Dr. Gabriel Martin, City Manager

SUBJECT: Adopt Resolution No. 2024-24 Approve American Rescue Plan Act Funds (ARPA) for the State and Local Fiscal Recovery Fund (SLFRF) Program for Coachella Promise Internship Program with the Coachella Valley Unified School District (CVUSD) in the amount of \$500,000.

MAYOR HERNANDEZ AND COUNCIL MEMBER GALARZA RECOMMENDATION:

That the City Council adopt Resolution No. 2024-24 (Exhibit “A”), authorizing the appropriation of American Rescue Plan Act funds from the State and Local Fiscal Recovery Fund program in the amount of five hundred thousand dollars (\$500,000) for the Coachella Promise Internship Program with the Coachella Valley Unified School District and authorize the City Manager to execute the Agreement for Administration and Distribution of ARPA funds (Exhibit “B”).

BACKGROUND:

President Biden signed the American Rescue Plan Act (ARPA) into law on March 11, 2021. The legislation provides \$1.9 trillion in economic stimulus funds to assist in the recovery from the COVID-19 pandemic. One component of the legislation is the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program, which provides funds directly to local jurisdictions to respond to the economic and public health impacts of COVID-19. The City of Coachella expects to receive \$10.94 million in total SLFRF due to its size and demographics.

City Staff identified a list of projects (Exhibit “C”) to implement utilizing ARPA funding with the input gathered through community outreach and the City Council, indicated below:

- Study Session I – August 25, 2021
- Study Session II – November 15, 2021
- Public Survey/Community Outreach – November 2021

ARPA program guidelines under “2022 Final Rule” was then released by the U.S. Department of the Treasury on January 6, 2022 and took effect on April 1, 2022, which provided substantial flexibility for local jurisdictions within the four separate eligible use categories identified below:

- Replace lost public sector revenue
- Support the COVID-19 public health and economic response
- Provide premium pay for eligible workers performing essential work
- Invest in water, sewer, and broadband infrastructure

On August 2023, the U.S. Department of the Treasury released additional guidelines and amendments to the SLFRP program under the 2023 Interim Final Rule, which are indicated below:

- Emergency Relief from Natural Disasters
- Surface Transportation Projects
- Title 1 Projects (projects that are eligible under the CDBG program)

Under the SLFRF program, funds must be obligated by December 31, 2024 and must be expended by December 31, 2026. On the June 5, 2024, CVUSD provided the City with the proposal of the Coachella Promise Internship Program (Exhibit “D”).

DISCUSSION/ANALYSIS:

The Coachella Promise Internship Program is designed to provide internship opportunities and valuable work experience to students from Coachella Valley High School and La Familia High School, ages 16-18. The Program will run from Monday, June 17, 2024, to Friday, July 26, 2024. The student interns will not be interning on the following days: June 19, July 4, and July 5. Participating students will be placed at various school sites within the District, District Departments, and professional businesses in the City of Coachella.

Internship Program Details:

- Number of Students: 90 – 105 students
- Internship Duration: June 17, 2024 - July 26, 2024
- Work Schedule: Monday to Thursday, 9:00 a.m. - 3:00 p.m.
- Lunch Break: 30 minutes (Unpaid)
- Morning/Afternoon Break: 15 minutes (Paid)
- Professional Development: Every Friday, interns will attend professional development sessions.
- Payment: Each student will receive a stipend of \$3,000 upon successful completion of the internship. (\$20.20/hr.)
- Uniform: Interns will be provided with polo shirts featuring the City of Coachella and CVUSD logos.

Staff recommends that the City Council adopt Resolution No. 2024-24 and authorize the City Manager to execute the Agreement for the Administration and Distribution of the ARPA funds with CVUSD.

Proposed Budget:

Program Line Item:	Quantity:	Cost:	Total:
Student Stipend	105	\$3,000	\$315,000
Polo Shirts (2/Student)	210	\$30	\$6,300
Materials/Supplies			\$8,000
Food for Program			\$25,000
Professional Development Course (SBDC Consultant)			\$52,000
Administration Fee/Staff (18.74%)			\$93,700
	GRAND TOTAL:		\$500,000

ALTERNATIVE(s):

1. Not adopt Resolution No. 2024-24 and approve the Agreement for Administration and Distribution of ARPA funds for the Coachella Promise Internship Program and provide Staff with new direction

FISCAL IMPACT:

There will be no impact to the General fund. Consequently, there will be a five hundred thousand dollars (\$500,000) cost that will impact to the American Rescue Plan Act State and Local Fiscal Recovery Fund. All unused ARPA funds hereby shall return to the City in order to be utilized for other eligible project or programs under the SLFRF Program.

EXHIBIT(S):

- A. Resolution No. 2024-24
- B. Agreement for Administration and Distribution of ARPA Funds with CVUSD
- C. City of Coachella ARPA Project List
- D. CVUSD Coachella Promise Internship Program Proposal