



Stark County Emergency Relief Fund

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Purpose

Taking into consideration recent and past events across Stark County and the State of North Dakota, Stark County Emergency Services recognizes the need to support residents during times of crisis when a formal disaster declaration is not in place. Following the core principle of emergency services to keep people safe and minimize the damage caused by emergencies, the Stark County Emergency Relief Fund has been established with clear guidelines to provide timely assistance to those in need.

This fund is designed to help residents within Stark County's borders during unforeseen hardships caused by localized emergencies. It aims to bridge the gap between immediate needs and formal aid processes, ensuring that the community remains resilient and supported when traditional disaster declarations are not activated.

By proactively addressing potential gaps in aid, the fund reinforces Stark County Emergency Services commitment to safeguarding the welfare of its citizens during challenging times.

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Stark County Director of Emergency Services

Stark County Emergency Relief Fund: Funding Request Procedure

The procedure for securing contributions from all city and Stark County commissions is outlined as follows:

- **Initial Request:** Emergency Management will approach each incorporated city within Stark County and the County Commission with a request for an initial contribution as follows:
 - City of Dickinson: \$5000 (Max of \$15,000)
 - Stark County Commission: \$5000 (Max of \$15,000)

- **Initial Three-Year Funding Window:** Funding requests will continue for three consecutive years per entity at the above-mentioned rates, or until the account balance reaches a maximum of \$30,000. After this initial phase, further contributions will only be sought if the fund's balance falls to \$5,000 or below. No entity will be asked to contribute more than three years' worth of funding at their mentioned rate in the initial three-year window. Additional funding may be contributed but not guaranteed.

- **Additional Funding Requests:** Should the account reach an amount of \$5,000 or below, emergency services may request additional contributions from City and County commissions. Additional contribution requests shall not exceed the three-year contribution maximum outlined per entity.

- **Outside contributions:** Should entities donate to the fund; the funds shall be added but not exceed the designated max holdings indicated. Should the fund contain the max amount, any additional donation requests will be recommended to other contributions or recommended to other agencies coordinating with the temporary shelter.

- **Maximum Account holdings:** Account shall not exceed \$30,000.

- **Purpose of Funding:** Contributions will be directed into a rollover account, used exclusively for the purposes detailed in the emergency relief fund guidelines. This includes providing temporary aid during emergencies when no disaster declaration is in place.

- **Ongoing Monitoring:** Emergency Management will track the fund's usage and balance. Reports on fund utilization may be shared yearly with contributing entities.

Emergency Relief Fund Purpose: Initial Operation of Emergency Shelter

The Emergency Relief Fund is established to support the initial operation of temporary emergency shelters within Stark County during events that pose significant threats to safety and life. Funding is available for temporary shelters opened in coordination with emergency services to ensure the safety of Stark County residents.

In terms of days, "temporary" generally refers to a period lasting for a short, defined time, usually considered to be a few days to a couple of weeks, depending on the context, and not intended to be ongoing or long-term; essentially, a brief duration that ends at a specific point in time.

- **Limited duration:** A temporary period is explicitly stated to last for a set number of days, not indefinitely.
- **Specific end date:** There is a clear end date for the temporary period.
- **Short-term need:** Temporary usually refers to situations where a short-term need needs to be filled.

Purpose of Initial Allotment:

The fund provides an initial monetary allotment to supply critical resources for individuals entering the temporary shelter. This includes:

- Food and water
- Toiletries
- Emergency clothing needs

Purchasing:

Purchases made with funds should be made in coordination with emergency management staff to prevent misuse of funds.

Conditions for Funding:

- **Coordination:** The temporary shelter must operate in collaboration with emergency services to qualify for funding.
- **Pre-Determined Timeline:** A clear and pre-approved operational timeframe must be established for the temporary shelter.
- **Resource Use:** The initial allotment is strictly for starting resources to address immediate needs.

Sustainability and Additional Requests:

Shelters must seek additional support through community contributions and partnerships after the initial funding.

If all resources are exhausted, shelters may apply for an additional contribution. This request must include written justification and will not exceed a pre-determined maximum amount.

Benefit Allotment for Temporary Emergency Shelter

Initial allotment:

An initial contribution of \$1000 will be allocated. This initial allotment is for the beginning operations of the temporary emergency shelter operations when additional resources are still being procured. These funds are to be used to gather food, water, toiletries, and emergency clothing. These funds are only to be used for residents coming into the emergency shelter and not those who are operating the shelter. Purchases made **must** be made by shelter staff in coordination with shelter residence to procure needs.

Additional Funding:

Additional Funding is not guaranteed and is subject to funding available within the disaster relief fund.

Should the temporary shelter exhaust all available resources through funding and community contributions, an additional request can be made for additional funding. This amount will be determined by the number of individuals occupying the temporary shelter at the time of the request. Documentation **must** be provided to prove individuals occupying the shelter. A maximum amount that a temporary shelter can receive in addition to the initial allotment of \$1000 is \$4,000, making the grand total a temporary shelter can receive during their operational period \$5,000.

Should the temporary shelter close and reopen they cannot receive funding allotments for at least **30 days** after their original predetermined closing date. An exception to this time frame may occur if an additional event before the 30-day period occurs, and emergency management staff have determined an additional threat to life, and coordination with the temporary shelter occurs.

The decision to provide additional funding will be made at the discretion of emergency management staff and is **not** guaranteed.

Purchase Tracking

Purchases made with provided funding must have documentation provided by the end of the operational period. Failure to provide documentation will disqualify the organization from future funding.

Left Over Funds

Should a temporary shelter have funds left over by the end of the operational period, those funds **must** be returned to Emergency Management staff to be utilized for other/future temporary shelter operations. Funding shall not be given directly to individuals to use for personal use after the shelter operation. Any funds kept after an operational period will make the shelter organization unqualified for future funding.