

Entitled: A RESOLUTION AUTHORIZING SUBMISSION OF A CORONAVIRUS RELIEF GRANT APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR THE

City of Mills

FOR THE PURPOSE OF:

The City of Mills seeks \$20,854 for the 25% match requirement from the FEMA Public Assistance Grant along with \$13,871 in reimbursement expenses which were ineligible through the FEMA Public Assistance grant for a total request of \$34,725.

(State Purpose of Project)

WITNESSETH

WHEREAS, the Governing Body for the City of Mills

desires to participate in the CORONAVIRUS RELIEF GRANT program to assist in financing this request; and

WHEREAS, the Governing Body of the City of Mills

recognizes the need for the request; and

WHEREAS, the Coronavirus Relief Grant program requires that certain criteria be met, as described in the State Loan and Investment Board's Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, if any of the disbursed grant funds are later deemed to not comply with the SLIB criteria or the criteria of the CARES Act, the grant applicant agrees to repay the ineligible grant funds within 15 days of such finding to the Office of State Lands and Investments.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE City of Mills

that a grant application in the amount of \$ 34,725.00

(Amount being requested)

be submitted to the State Loan and Investment Board for consideration at the next Board meeting after application processing to assist in funding the

Coronavirus Relief Grant Program

(Name of Funds Requested)

BE IT FURTHER RESOLVED, that

Sabrina Foreman, Community Development Director

(Name and Title of Person(s))

are hereby designated as the authorized representatives of the City of Mills

to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS

(Date)

day of

(Month)

(Year)

(Signature)

Seth Coleman, Mayor

(Name and Title)

Attest:

(Signature)

Christine Trumbull, City Clerk

(Name and Title)

OFFICE OF STATE LANDS AND INVESTMENTS
Coronavirus Relief Grant Program
Certification Statement

WHEREAS, the Governing Body for the

City of Mills

Hereby Certifies that the funding being applied for under the WYOMING CORONAVIRUS RELIEF FUND GRANT program meets the requirements set forth under section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"). It is further certified that the funding being applied for meets the requirements of 2020 Spec. Session 1, SEA No. 001.

The CARES Act provides that payments from the Grant Fund may only be used to cover costs that:

1. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019;
2. Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act); and
3. Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

If any of the disbursed grant funds are later deemed to not comply with the SLIB criteria or the criteria of the CARES Act, the grant applicant agrees to repay the ineligible grant funds within 15 days of such finding to the Office of State Lands and Investments.

BE IT FURTHER RESOLVED, that

Sabrina Foreman, Community Development Director

(Name and Title of Person(s))

are hereby designated as the authorized representatives of the Certification Statement to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS

_____ day of _____

(Date)

(Month)

(Year)

(Signature)

Seth Coleman, Mayor

(Name and Title)

Attest:

(Signature)

Christine Trumbull, City Clerk

(Name and Title)

State of Wyoming State Loan and Investment Board Coronavirus Relief Grant Program

APPLICANT INFORMATION

Applicant Category Government Entity: Medical Entity: Tribal Council:

Applicant:

Mailing Address:

City: State: Zip:

E-Mail Address: Phone #:

Tax ID #:

Contact Person (Name and Title):

Phone #: E-Mail Address:

WYOMING CORONAVIRUS RELIEF FUND INFORMATION

CRG Funding Name:

Amount of Funding Requested: NOTE: This amount must match the amount on the submitted resolution

List all other funding sources for the project in the table below including the status and amount expended, if any.

Other Funding Source Description	Amount	Status*		Amount Expended	Funding Percentage
		Pending	Approved		
					0.00%
					0.00%
					0.00%
					0.00%
Total Other Funding	\$0			\$0	

*Documentation to support the status must be attached to the Application Packet.

Estimated Total Funding Request:

Balance of Request Unfunded:
Auto Calculated
(Estimated Project Costs less Amount Expended)

Estimated Funding Percentage: (Final Funding Percentage is Determined by Board Approved Amount)
% is auto calculated
(Amount Requested/Estimated Project Costs)

I certify that I am authorized to sign this application on behalf of our governing body, and the applicant will comply with all appropriate requirements, if approved.

To the best of my knowledge and belief, the information in this application is true and correct. I understand the State may review any relevant documents or instruments relating to the analysis of this application.

I further certify by signing and submitting this application that all program eligibility criteria have been reviewed and this application reflects the criteria.

I understand that if grant funds spent are later found to be ineligible, the applicant will be requested to pay back the ineligible funds within 15 days to the Office of State Lands and Investments.

Signature: _____ Date: _____

Name and Title (typed)

Applicant: City of Mills, Wyoming

CRG Request Type City of Mills FEMA Public Assistance Grant Match Reimbursement

1. Are the funds being applied for to cover costs for necessary expenditures incurred due to the public health emergency with respect to the COVID-19?

Yes	No
X	

2. Are the funds being applied for used to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020?

Yes	No
X	

3. Are the funds being applied for used to cover costs that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020?

Yes	No
X	

4. Will the funds be fully expended (not just encumbered) by December 30, 2020?

Yes	No
X	

5. Will there be reporting requirements (in addition to SLIB's) related to the use of the funds, if any? If yes, please explain below.

Yes	No
	X

6. Please provide a description of the amount of all federal loans, grants or aid provided for COVID-19 related purposes including from the Coronavirus Aid, Relief and Economic Security (CARES) Act, Public Law 116-136, or other similarly purposed federal act for which the agency/entity is eligible for.

As a unit of local government, the City of Mills, Wyoming, is eligible for FEMA Disaster Relief funds; HUD CDBG non-entitlement funds; EDA Economic Adjustment Assistance CARES Act funds; and FEMA Assistance to Firefighters Supplemental Funds.

7. Please provide a description of the amount of all federal loans, grants or aid provided for COVID-19 related purposes including from the Coronavirus Aid, Relief and Economic Security (CARES) Act, Public Law 116-136, or other similarly purposed federal act for which the agency/entity has applied for.

As of September 2020, the City of Mills has applied to FEMA for \$97,287 in FEMA Public Assistance Disaster Relief Funds with \$24,321.75 in local match (25% of total cost of \$97,287) through the Public Assistance program. These funds are to cover costs the City spent on sanitation supplies, hand sanitizer raw materials and PPE. See the attached COVID-19 FEMA Public Assistance Cost Breakdown for more detail. The city applied for HUD CDBG Imminent Threat funding in the amount of \$250,000 for Wyoming distilleries to manufacture and distribute hand sanitizer. The City of Mills also applied for a Fiber for Crises Communications Project through the CARES Act for \$200,000.

8. Please provide a description of the amount of all federal loans, grants or aid provided for COVID-19 related purposes including from the Coronavirus Aid, Relief and Economic Security (CARES) Act, Public Law 116-136, or other similarly purposed federal act for which the agency/entity has received.

The City applied for \$250,000 in HUD CDBG Imminent Threat funding through the Wyoming Business Council to offset and reimburse Wyoming distilleries for costs associated with the manufacture and distribution of free hand sanitizer for first responders and health providers statewide. The City did not receive any direct funding through the CDBG program but was a pass through entity for the distillers to be reimbursed for their materials and labor in producing hand sanitizer. This grant has paid \$115, 230 to distillers as of August 6, 2020. The FEMA Public Assistance fund manager has notified the City they will receive \$62,562.16 as only \$83,416.21 was approved (25% match requirement), however, the City has not received any funds from FEMA as of September 9, 2020.

Coronavirus Relief Grant Program Check List

Required Information for All Applications

- Application (At a minimum, first 3 "Tabs" of this application form plus this checklist must be completed and submitted).
- Standard resolution executed by the Governing Body authorizing the filing of the application. The resolution should include the amount of the grant being requested, name of project of CRG Request Type.
- Certification Statement
- Copy of current approved and signed budget.
- Entities that are not on the States WOLFS Accounting System must provide a completed Federal IRS W-9 form.

Additional Information for Special District Applying for CRG Funding

- Copy of County Commissioners resolution that shows formation of special district
- Copy of certification from the County Commissioners that the special district currently exists

Additional Information for Joint Powers Boards Applying for CRG Funding

- Copy of certificate of organization filed with the Secretary of State
- Copy of executed joint powers agreement approved by the Attorney General

Ensure you have entered something in every box this color.
All questions must be answered in order for the application to be considered complete.

Submit one (1) original Application, Resolution and Certification Statement, signed in BLUE, and Supporting Documentation to the following address:

**OFFICE OF STATE LANDS AND INVESTMENTS
ATTN: GRANTS AND LOANS DIVISION
HERSCHLER BUILDING 1st FLOOR WEST
122 WEST 25th STREET
CHEYENNE, WYOMING 82002**

OFFICE OF STATE LANDS AND INVESTMENTS
Coronavirus Relief Grant Program
Application Instructions

This Application Form is to be completed when applying for funding from the
Coronavirus Relief Grant (CRG) Program.

The Office of State Lands and Investments (Office) will provide the completed Application to the State Loan and Investment Board as the applicant's summary of the request for funding.

Applicants should view this form as your opportunity to inform the Board of the need for the proposed Coronavirus Disease 2019 (COVID-19) expenses and the reason the State should help with the expenses. There is no limit on the length of the Application, please attach additional pages if needed. However, the Office suggests a bulleted format and please bear in mind the time constraints of the State Loan and Investment Board.

GENERAL INSTRUCTIONS

- 1 Submit application and all supporting documentation on legal size paper (8 1/2 x 14).
- 2 Ensure the application is complete. All applicants are required to fully complete and submit the Resolution, Certification Statement and Tab 1 through Tab 3.

Incomplete applications will not be presented to the State Loans and Investment Board for consideration.

- 3 If you are not sure what the application is asking for, call the office and ask. Please see Contact list below.

CHECKLIST

- * The checklist should be utilized to ensure all required documents are submitted with your application.
- * The checklist provides a list of additional documents necessary for special districts, joint powers boards applying for CRG funding.

CERTIFICATION STATEMENT

- * A properly executed and signed certification statement must be submitted with all applications.

RESOLUTION

- * A properly executed and signed resolution must be submitted with all applications.
- * You can utilize the resolution included in this Application or you can create your own.
- * The resolution included in this application has the name of the entity linked through the document. Therefore, you only need to enter your entity's name once at the beginning of the document. To complete the resolution you will need to put the necessary information in the colored boxes.

Tab 1 - General Information

- * All applicants are required to complete this page.
- * The "Applicant Name" and "CRG Request Type" will carry through to the rest of the application pages.
- * In the table for other funding, **do not** include the funding being requested with this application.
- * The following fields will auto calculate - "Balance of Request Unfunded", "Funding Percentage", "Estimated Reimbursement Rate" and "Total Other Funding".
- * Ensure the signature on the application is in **BLUE** ink.

Tab 2 - Questions

* All applicants are required to complete this page.

Tab 3 - Narrative

* All applicants are required to complete this page

OSLI Contact List

Beth Blackwell, Grants & Loans Program Manager
Tel: 307-777-6373, email: elizabeth.blackwell@wyo.gov

Shawn King, Senior Grants & Loans Analyst
Tel: 307-777-6646, email: shawn.king1@wyo.gov

Shauna Perkins, Grants & Loan Officer
Tel: 307-777-7453, email: shauna.perkins1@wyo.gov

Brian Ferrari, Senior Accounting Analyst
Tel: 307-777-6645, email: brian.ferrari1@wyo.gov

Rebecca Webb, Community Loan Officer
Tel: 307-777-6046, email: rebecca.webb@wyo.gov

Ensure you have entered something in every box this color.
All questions must be answered in order for the application to be considered
complete.

Submit one (1) original and one (1) copy of the Application, Resolution and Certification Statement, signed in BLUE, and Supporting Documentation

**OFFICE OF STATE LANDS AND INVESTMENTS
ATTN: GRANTS AND LOANS DIVISION
122 WEST 25th STREET
HERSCHLER BUILDING 1st FLOOR WEST
CHEYENNE, WYOMING 82002**