



MEMORANDUM

DATE: August 17, 2020
FROM: Drew Nelson, City Administrator
TO: Mayor PT Wood & City Council
SUBJECT: Non-Profit Access to CARES Act Funding

Background

Staff met with Joseph Teipel, Executive Director of the Chaffee County Community Foundation recently to discuss 2021 budget projections and other opportunities to collaborate on providing non-profit assistance to the community. During those discussions, it was noted that the non-profit world has been (and will continue to be) heavily impacted by COVID-19. In follow-up discussions, there appears to be an opportunity to assist non-profits separately via CARES Act funding to backstop these essential services that have been financially harmed by the pandemic.

Analysis

As noted in the attached proposal from CCCF, there is an opportunity to provide assistance via Coronavirus Relief Funds (CVRF), particularly in the area of “Youth Needs Reimbursement”. As we enter the school season, we anticipate that there will be pressure on organizations such as Boys and Girls Club and GARNA to expand their ability to assist in youth development. In addition, other non-profits that provide basic needs – food, shelter, clothing, safety – will be in need of funds to offset costs directly related to the impacts of COVID-19.

These two programs are proposed to have a total budget of \$300,000, which would reasonably be backfilled by CVRF funds. Since this is a county-wide proposal, this cost could be spread around via the allocations of those funds (Salida is in line for up to \$517,000 of reimbursement). With an expenditure deadline of December 30, 2020, it is necessary to work towards completion of projects such as this one quickly.

Recommendation

Staff requests discussion amongst Councilmembers to understand priorities of the City in providing reimbursement to organizations that give social assistance to the community.



CVRF Program Proposal

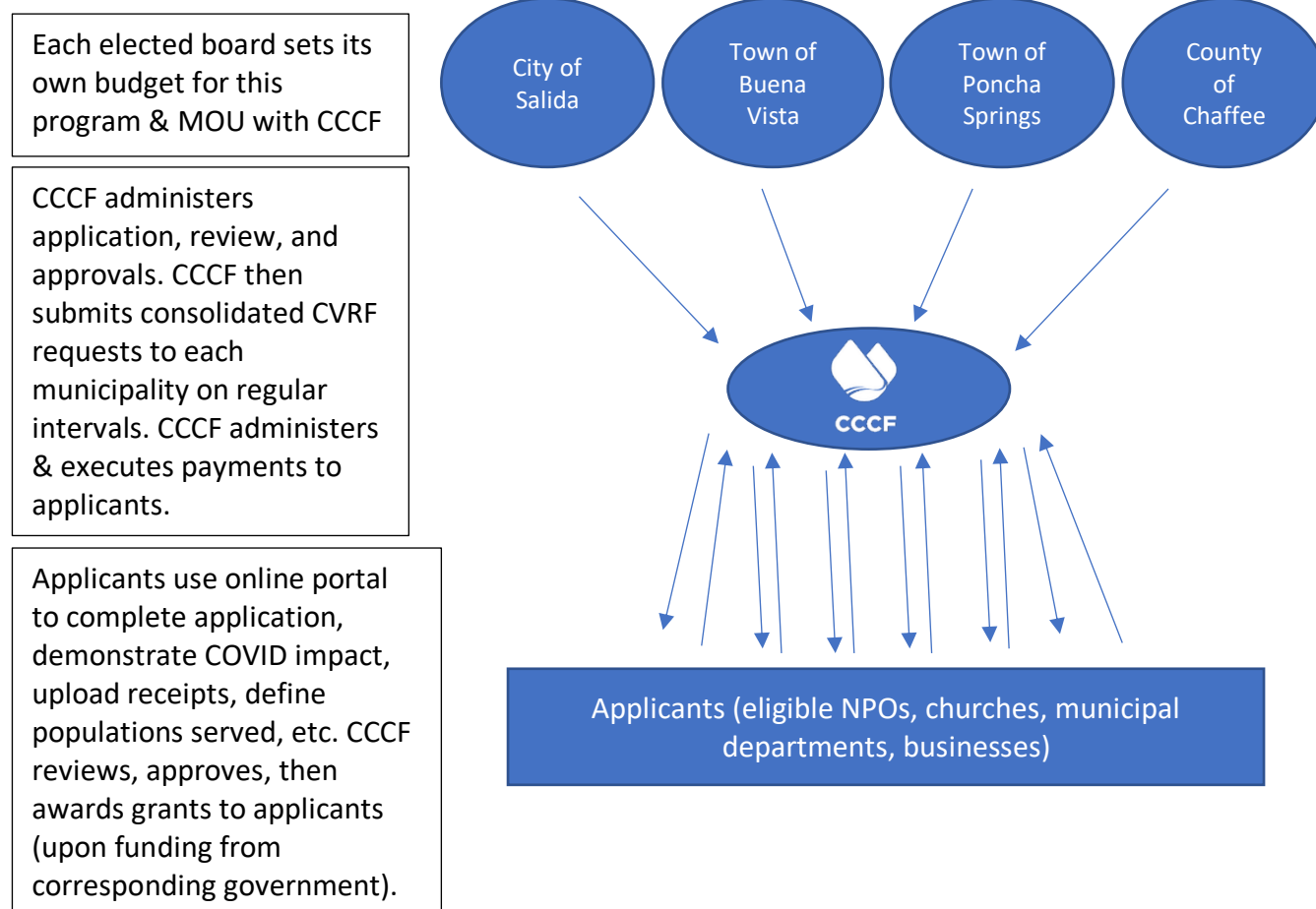
August 6th, 2020

The Chaffee County Community Foundation (CCCF) proposes to create and administer a two-pronged Coronavirus Relief Fund program to accomplish three primary goals:

1. Support and fund the full recovery for Chaffee nonprofit organizations adversely impacted by COVID-19. Priority will be given to those organizations providing essential services (see below).
2. Provide an avenue for organizations of all types to request reimbursement for direct expenses (including staff time) related to providing programming and care options to Chaffee children in the case of COVID-related school closures or partially remote learning.
3. Ensure maximum utilization of CVRF funds for local governments aimed at ensuring a holistic and dynamic pandemic recovery.

While this program would honor and utilize CVRF funds as approved by each of the four local governments, the aim of CCCF would be to provide the applicants and governments respectively a unified set of criteria, process, and simplified paperwork.

Program Structure



Program Criteria & Eligibility

This program is meant to serve two primary types of funding requests: nonprofit support and COVID programming reimbursement. The rationale, eligibility criteria, and high-level application summary are as follows.

Non-profit Organizational Support

Non-profits (NPOs) form the foundation of a vibrant community, providing services essential to living a dignified, thriving life. According to Candid, a national nonprofit association, between 11 and 38% of NPOs will close their doors permanently due to COVID. For Chaffee County, that could be up to 90 organizations.

This program seeks to ensure there is financial support to either cover direct COVID-related expenses or backfill COVID-related revenue losses. Outreach conducted by CCCF on August 6th shows that the responding NPOs have between \$3,000 and \$15,000 in lost revenue as well as between \$500 and \$3,000 in COVID-related expenses.

Proposed program budget: \$150,000*

Grant award cap: \$7,500 or 20% of NPO budget, whichever is less.

Eligibility Criteria:

- ✓ Must be a Chaffee NPO (501c3 or 501c6) in good standing
- ✓ Must be able to document clearly COVID-related losses or expenses

Priority areas:

- NPOs serving basic needs (food, shelter, clothing, safety) will be given priority through a weighted scoring matrix or unique rounds of funding

Youth Needs Reimbursement

With school re-opening plans including scenarios with significant possible closures and/or remote learning, the need for alternative and creative programming, facilities, and youth care capacity is acute.

This program seeks to create an avenue and assurance for a variety of organizations to be able to cover their costs related to providing safe, nurturing, and educational opportunities for kids during school closures or remote learning. This will help ensure families do not have to choose between going to work and caring for their children.

Proposed program budget: \$150,000*

Reimbursement limit: None

Allowable expenses:

- ✓ Staffing & labor costs
- ✓ Insurance & liability protection
- ✓ Cleaning supplies & PPE
- ✓ Warm clothing for youth for winter activities
- ✓ Facility costs
- ✓ Materials & supplies for activities
- ✓ Background checks for staff or volunteers

Eligibility Criteria:

- ✓ Chaffee entity (NPO, church, business)
- ✓ Receipts for allowable expenses directly tied to specific dates that schools are closed or on remote learning
- ✓ Demonstration of safety protocols including background checks & liability coverage

** The proposed budget is a total. Details of each government's contribution & CVRF reimbursement breakdown need to be determined.*



CCCF Services

CCCF will utilize its expertise, systems, and processes for grantmaking to provide fiscal administration to the government partners and technical assistance services to applicant entities.

These services include:

- ✓ Designing program applications & review rubrics
- ✓ Building and launching online applications
- ✓ Advertising & promoting programs to NPOs, and the general public
- ✓ Accepting, reviewing, scoring, and approving applications
- ✓ Consolidating approved applications and corresponding documentation into regular invoices to governmental partners
- ✓ Managing all A/P and A/R for programs including executing payments to grantees
- ✓ Maintaining decision-making rationale on file for future audit purposes
- ✓ Ensuring GAAP accounting and financial management

CCCF proposes a flat fee of \$10,000 for these services due on or before December 30th, 2020.

