



Local Organization – Community Resource Program and Application Outline

I. INTRODUCTION

Purpose

The purpose of the funding opportunity is to provide funds to local organizations to respond to the COVID-19 public health emergency and its economic impacts and to assist the community in responding and rebuilding a stronger, more equitable economy as the community recovers.

Background and General Information

On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund, which together make up the Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”) program (hereinafter referred to as “Funding Program”). This program is intended to support state, territorial, local, and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain the effects on their communities, residents, and businesses.

On April 26, 2022, the Lake Havasu City Council (City Council) allocated \$1.0 million of the City’s ARPA allocation be used to support local organizations in the areas of food, housing, medical services, agency services, childcare, senior adult care, senior services, or other social services needed. Awards under this Funding Program are intended for projects benefiting the community that may involve single or multiple organizations. The projects must have a community impact and be self-sustaining.

Lake Havasu City (City) established the Lake Havasu City Community Resource Coalition (Coalition) to develop a community resources request and evaluation process to evaluate funding requests received and to recommend beneficiaries of funding distributions to the City Council.

Communication Regarding this Funding Program

Please direct all communications regarding the Funding Program to:

Lake Havasu City, Finance Division
Attn: Trinna Ware
2330 McCulloch Blvd N.
(928) 854-0735
waret@lhcaz.gov



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Schedule

The following is the anticipated schedule for the Funding Program:

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| Issue Community Organization Funding Program Application: | October 11, 2022 |
| Application Submission Deadline | 5:00 P.M. on December 09, 2022 |
| Pre-Application Conference | 12:00 – 2:00 P.M. on October 21, 2022 |
| Coalition Meeting to review total scores and select funding recommendations | Second Week of January 2023, TBD |
| If necessary, 2 nd meeting to select funding recommendations. | Fourth Week of January 2023, TBD |
| Coalition Funding Recommendation(s) to City Council | Regular City Council Meeting |
| Funding is Awarded: | Anticipated 1st quarter calendar year 2023 |
| Funding Must Be Expended by: | December 31, 2024 |

The City reserves the right to reject any and all applications, to waive any irregularities in an application, or to accept the application(s) which in the judgment of the Coalition is in the best interest of the City. The City reserves the right to accept a part or parts of an application unless otherwise restricted. The City reserves the right to approve or reject any sub-firms proposed for work under this application or waive any minor irregularities.

II. ELIGIBILITY

Both public and private nonprofit and for-profit organizations are eligible to apply. Programs/projects must serve City residents. Resident is defined as an individual whose primary residence is within Lake Havasu City limits.

Applicants must offer their services to all residents of the City, regardless of political or religious opinions or affiliations, age, gender, race, color, national origin, marital status, disability, and sexual orientation.

ELIGIBLE ORGANIZATIONS

This Funding Program is designed to support organizations, programs, and activities that benefit City residents. Organizations eligible to apply include community organizations that are corporations, associations, or agencies, or faith-based organizations with a non-profit status under the Internal Revenue Service Code.

Eligible organizations shall meet the requirements below:

- Must be in good standing (must certify the organization does not owe back taxes).



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- Must serve Lake Havasu City residents
- No outstanding tax liens or judgements, excluding 2022 property taxes

INELIGIBLE ORGANIZATIONS

- Organizations engaged in illegal activities under federal, state, or local laws
- Organizations otherwise prohibited by federal or Arizona laws
- Organizations ineligible or precluded to receive federal or State of Arizona funding due to federal laws (including but not limited to the ARPA Act) or Arizona laws. Organizations cannot be debarred or suspended from participation in Federal assistance programs.
- Owners or partners currently undergoing bankruptcy proceedings
- Governmental entities

III. REVIEW AND SELECTION CRITERIA

Local programs/projects must support and complement (not duplicate) the efforts of the City Council's priorities in promoting the health and well-being of the community.

Programs/Projects will be reviewed and prioritized based on the following:

1. Community Need;
2. Program/Project Sustainability;
3. Evaluation of Program;
4. Organization and Budget.

After receipt and review of the written application, the City may elect to have the applicant submit clarifications in writing.

Applicants shall not assume that any information shared with the City before the Community Organization Funding Application will be considered in the evaluation process. The Coalition may or may not have prior knowledge of any discussions and processes. The Coalition will only complete the evaluation of the information submitted in response to the application unless clarification is requested. Should this occur, all of these factors will be used to determine the outcome.

The Coalition will evaluate the applications, and the City Council will consider their subsequent recommendations during a regularly scheduled meeting to be determined. All funds must be spent by December 31, 2024.



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IV. REQUEST FOR APPLICATION REQUIRED COMPONENTS

GENERAL APPLICATION INFORMATION

1. Applications must be **submitted electronically** to the following email address by **5:00 p.m. on December 9, 2022**: cityclerk@lhcaz.gov
2. All applications must be clear, concise and complete. No additional information will be accepted past the 5:00 p.m. deadline on **December 9, 2022**, unless specifically requested by the City.
3. Application Naming Convention

Your Organization ARPA 22-23, e.g., **LHCORG** ARPA 22-23

Application (10 page limit) excluding appendix.

4. **Incomplete electronic submittals will not be accepted. Applications must be typed. Postmarked and hand delivered applications will not be accepted. Paper copies of the grant application will not be accepted.**
5. All additional electronic attachments such as letters of references, brochures or flyers must be listed on the Appendix of the application.
6. All costs associated with the preparation and submission of this application will be borne by the applicant.
7. **PUBLIC RECORD:** All applications become the property of the Lake Havasu City and will become public information after the submission deadline. 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 a grant-funded activities performed are public record.



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V. PROJECT RESULTS

SCOPE OF WORK/WORK PLAN RESULTS

Project Results, Compliance and Reporting –see **Exhibit A** for a sample format.

All requests from organizations that receive ARPA grant funds must specify actual program results. Results must be Specific, Measurable, Attainable, Relevant, and Time-Bound. Organizations must report annually by February 28th, throughout the life of the grant. Reporting requirements are subject to change based U.S. Department of the Treasury reporting date requirements.

A beneficiary must comply with all other applicable Federal statutes, regulations, and executive orders, and a beneficiary shall provide for compliance with the American Rescue Plan Act and any interpretive guidance by other parties in any agreements it enters with other parties relating to these funds.

A beneficiary must comply with eligible uses for funding under the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) Final Rule, found here: [SLFRF-Final-Rule.pdf](#). The overview of the Final Rule: [Final Rule Overview](#).

A beneficiary must commit to assisting the City with compliance and annual reporting requirements required by the U.S. Department of the Treasury. The City has developed a reporting tool, shown in Exhibit A, which is subject to change based on U.S. Department of the Treasury reporting requirements.

