

City of Fayetteville Staff Review Form

2022-0264

Legistar File ID

4/5/2022

City Council Meeting Date - Agenda Item Only
N/A for Non-Agenda Item

Paul Becker

3/18/2022

CHIEF FINANCIAL OFFICER (110)

Submitted By

Submitted Date

Division / Department

Action Recommendation:

Approval of a resolution establishing a Fayetteville Non-profit Corporation Assistance Program and approving a budget adjustment of \$100,000 from the American Recovery Plan Act Fund.

Budget Impact:

2246.800.9714-5315.00

ARPA

Account Number

Fund

20023.2021

Project Number

Project Title

Budgeted Item? Yes

Current Budget

\$ -

Funds Obligated

Current Balance

\$ -

Does item have a cost? Yes

Item Cost

\$ 100,000.00

Budget Adjustment Attached? Yes

Budget Adjustment

\$ 100,000.00

Remaining Budget

\$ -

V20210527

Purchase Order Number: _____

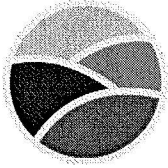
Previous Ordinance or Resolution # _____

Change Order Number: _____

Approval Date: _____

Original Contract Number: _____

Comments:



MEETING OF APRIL 5, 2022

TO: Mayor and City Council
FROM: Paul Becker, Chief Financial Officer
DATE: March 18, 2022
SUBJECT: Staff recommends establishing a Fayetteville Non-profit Corporation Assistance Program

RECOMMENDATION:

The administration requests the City Council's approval to establish a Fayetteville Non-profit Corporation Assistance Program to reimburse non-profits for losses incurred during the pandemic period and to approve a budget adjustment of \$100,000 from the ARPA (American Recovery Plan Act) fund.

BACKGROUND / DISCUSSION:

The Administration has developed a plan for non-profit corporations in Fayetteville to apply for ARPA funds as a sub-grantee via a City portal. It has become apparent that certain small non-profit corporations need the ability to apply for economic losses incurred during the corona virus pandemic. The City Council has recognized that need and has requested the City Administration develop a system to meet the needs of those non-profit corporations in Fayetteville.

The Administration has developed a program to address that need which would provide for individual non-profit loss requests up to \$5,000, which could be administratively approved.

BUDGET/STAFF IMPACT:

The Administration is requesting a \$100,000 appropriation for this program

Attachments:

Staff Review form, Staff Memo, Budget Adjustment

Hello Kit, I have visited with several nonprofit groups, and I would like to make the following amendments to emergency ARPA nonprofit ordinance: Amend the amount of emergency ordinance to \$1mm (from current \$100,000) with a close date of 05/15. Amount is based off of knowing that several orgs have dispersed \$100,000 of own funds for household assistance due to covid. Plan to have disbursement ongoing with 14-day turnaround. The amendment is addressing questions in bold: For the beneficiaries, prioritize the disproportionate census tracts (South Fayetteville). Show the financial impacts with documented evidence of lost revenue/donations, staff unable to be paid, bills not paid, and expenditures out of pocket.

- **Intake -**

- Who to do this?
 - Yolanda's department? Would city departments need any additional resources to be able to process the applications in a timely manner?

- **What criteria will staff use to screen applicants?**

- Acceptable forms of showing loss
 - Past due bills, receipts, previous annual fundraiser events that did not occur, records of staff working without pay, any document showing loss
- 501 or fiscally sponsored organization
- Criteria not needed that are on current program requirements:
 - No audit needed
 - SAM # not needed

- **Timeline of turnaround**

- 2 weeks
- Does every application need to go through the council?
 - Once council approves \$1mm ceiling, staff reviews and if the org meets criteria, then they can be awarded funds immediately
 - Would the bundled approvals need to come to city council each week to be approved?
 - Would cause a delay in payment to orgs.
 - Would council need to hear about every application in detail or would a summary suffice if approval needed through council.

- **Communicate to the public**

- What approval process looks like from start to finish.
- Indicate to the public, who reviews the applications and where to go if there are questions that come up.

- **If not approved**

- If it is indicated to an org that they do not meet criteria. Then what?
 - How to help them to get into compliance?
 - What follow up would happen for the org to indicate the areas of deficiency?
 - How to appeal the decision and try again?