Whitfield County, Georgia
American Rescue Plan Act (ARPA)
Non-Profit Grant Application Guide

About the Funding

Whitfield County has received federal funding through the American Rescue Plan Act (ARPA) to address recovery efforts related to the COVID-19 public health emergency.

The County has set aside $1,016,138 of these funds to award to eligible non-profit organizations for reimbursement of lost revenue and COVID-19 related expenses and for programs that benefit citizens of Whitfield County and are eligible uses under "Public Health Emergency" and "Negative Economic Impacts" per Treasury guidelines.

Organizations that receive reimbursement of lost revenue or expenses will be beneficiaries of federal funding. Organizations that receive program funding will be subrecipients of federal funding and will be required to enter into a subrecipient agreement with the County. The program may be a new or existing program as long as it meets ARPA guidelines and there is no duplication of funding.

Dates and Deadlines

The application period opens September 1, 2022.
The deadline to submit applications is September 30, 2022.
The committee will review applications in October and November 2022. Organizations may be contacted to provide additional information or clarification.
Award nominations will be presented to the BOC at the December 2022 meeting for approval.

Eligible Organizations

Eligible non-profit organizations are those that meet all of the following requirements:
- Charitable organization with IRS-designated 501(c)(3) tax exempt status
- Currently operational and located in and serving Whitfield County
- Has a governing board or body of at least five (5) individuals who serve without compensation and have active control over the organization's operations
- Able to provide audited or CPA prepared financial statements for relevant years
- Able to provide 990/990EZ/990N tax returns for relevant years

Funding and Performance Period

The reimbursement funding will be for 2020 and 2021 activity and will be paid out in a lump sum payment in 2023.

The performance period for program grants is January 1, 2023 – December 31, 2023. Payments will be made on a quarterly reimbursement basis with final payment to be made in early 2024 after program close-out.

Eligible Expenses & Activities

For reimbursement grants, funding awards may only be used in the following ways:
- To reimburse for documented lost revenue in 2020 and/or 2021 that was not already recovered by other funding sources.
- To reimburse for allowable COVID-19 related expenses incurred from 2020 through 2021 that was not already recovered by other funding sources.

For program grants, funding awards may only be used to cover costs that are:
- Necessary and allowable expenses incurred as per the submitted budget.
- Incurred during the period that begins on January 1, 2023 and ends on December 1, 2023.
- Purchased in accordance with 2 CFR 200.317 through 200.327.
- Indirect costs at the 10% de minimis rate (charged against modified total direct costs) unless a federal negotiated indirect rate has been received. Proof of negotiated rate is required.

Additional Information

- For Treasury's final rule on ARPA funds and other Treasury guidance, visit: https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds.
- For more information on SAM and UEI numbers, visit: https://sam.gov/content/home.
- For more information on 2 CFR 200 (Uniform Guidance) and indirect costs, visit: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200?toc=1.

Questions?

Submit all questions to Carol Roberts at cjroberts@whitfieldcountyga.com.

Application Basics

General Instructions:

1. The application is a fillable pdf. It can be completed online but will need to be saved and emailed or printed, scanned, and emailed.
2. Click on the application link found on the ARPA grant page.
3. All applicants must complete Parts 1-3 and Parts 12-13.
4. Applicants requesting reimbursement of revenue loss or expenses must complete Part 4.
5. Applicants requesting program funding must complete Parts 5-11.
6. Email the application and documents by September 30, 2022 at 12:00pm to nonprofit.grant@whitfieldcountyga.com. The email subject line should be: Non-Profit Grant - (name of your organization).
7. Please note that the size limit for the total of all attachments to the email is 35 megabytes. Depending on your file sizes, you may need to send multiple emails.

Detailed Instructions:

Parts 1A and 1B:
- Enter information in all fields.
- If your organization does not yet have a UEI, enter "in process". In order to be awarded funds, an organization must be registered in the federal System for Award Management (SAM) and assigned a Unique Entity Identification Number (UEI). Applicants are not required to have a UEI upon submission, but must have one before being awarded.

Part 2:
- Indicate any federal COVID funding the organization has received. This includes federal funding that may have been passed down from the State or other agency.
- Receipt of other COVID funding does not automatically disqualify the organization from this grant, but it will be taken into consideration by the committee to ensure all federal laws and Treasury rules are followed. The County cannot duplicate any COVID federal funding already received.

Part 3:
- Enter information in all fields.
- If you are requesting program funding, you must describe your capacity to deliver the program and your experience with federal funding.

Part 4:
- If requesting reimbursement funding, enter the applicable information in fields 1 and 5.
- Enter information in fields 2-4 depending on what type of reimbursement you are requesting.
- If requesting revenue loss reimbursement, you must separately complete and submit the Revenue Loss Reimbursement spreadsheet. The spreadsheet can be found on the ARPA grant page. 2019 revenue is the benchmark for 2020 and 2021 revenue loss comparison. All figures must be tied to forms 990.

- If you are requesting expense reimbursement, you must separately complete and submit the Expense Reimbursement spreadsheet and provide invoices and proof of payment. The spreadsheet can be found on the ARPA grant page. The spreadsheet describes the 4 expenditure categories: personal protective equipment, testing & vaccine expenses, prevention and mitigation in congregate areas, and sanitation supplies and services.

Parts 5-11:
- If requesting program funding, complete all of these sections.
- You must indicate with which Treasury Expenditure Category your program aligns. See the Appendix 1 on Pages 5-6 for categories. Do not use the EC's in the "Previous EC" column. For more information on Treasury guidance, see Treasury link on page 2 of this Guide.
- You can include indirect costs at the 10% de minimis rate (charged against modified total direct costs) unless a federal negotiated indirect rate has been received. Proof of negotiated rate is required. See Uniform Guidance link on page 2 of this Guide for more information on indirect costs.

Part 12:
- Indicate which documentation is attached.
- Any additional documentation submitted should be described in the blank fields.

Part 13:
- Certification is required by the authorized signatory for the organization indicated in Part 1B.

Appendix 1: Expenditure Categories

Treasury's final rule provides greater flexibility and simplicity for recipients to fight the pandemic and support families and businesses struggling with its impacts, maintain vital services amid revenue shortfalls, and build a strong, resilient, and equitable recovery. As such, recipients began reporting on a broader set of eligible uses and associated Expenditure Categories ("EC"), starting with the April 2022 Project and Expenditure Report than they did in their interim reports, initial Recovery Plans, and January Project and Expenditure Report. The table below includes the new Expenditure Categories, as well as a reference to previous Expenditure Categories aligned with the interim final rule and used for reporting before this date.

*Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions (see Use of Evidence section above for details)

^Denotes areas where recipients must report on whether projects are primarily serving disproportionately impacted communities (see Project Demographic Distribution section above for details)

Expenditure Category	EC[28]	Previous EC[29]
1: Public Health		
COVID-19 Mitigation & Prevention		
COVID-19 Vaccination^	1.1	1.1
COVID-19 Testing^	1.2	1.2
COVID-19 Contact Tracing^	1.3	1.3
Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, Child care facilities, etc.)*^	1.4	1.4
Personal Protective Equipment^	1.5	1.5
Medical Expenses (including Alternative Care Facilities)^	1.6	1.6
Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)^	1.7	1.8
COVID-19 Assistance to Small Businesses^	1.8	-
COVID 19 Assistance to Non-Profits^	1.9	-
COVID-19 Aid to Impacted Industries^	1.10	-
Community Violence Interventions		
Community Violence Interventions*^	1.11	3.16
Behavioral Health		
Mental Health Services*^	1.12	1.10
Substance Use Services*^	1.13	1.11
Other		
Other Public Health Services^	1.14	1.12
Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency	-	1.7
2: Negative Economic Impacts		
Assistance to Households		
Household Assistance: Food Programs*^	2.1	2.1

[28] Under the final rule to be used starting with April 2022 reports
[29] Under the interim final rule to be used in Interim Report and January 2022 Project and Expenditure Report

Expenditure Category	EC[28]	Previous EC[29]
Household Assistance: Rent, Mortgage, and Utility Aid*^	2.2	2.2
Household Assistance: Cash Transfers*^	2.3	2.3
Household Assistance: Internet Access Programs*^	2.4	2.4
Household Assistance: Paid Sick and Medical Leave^	2.5	-
Household Assistance: Health Insurance*^	2.6	-
Household Assistance: Services for Un/Unbanked*^	2.7	-
Household Assistance: Survivor's Benefits^	2.8	-
Unemployment Benefits or Cash Assistance to Unemployed Workers*^	2.9	2.6
Assistance to Unemployed or Underemployed Workers (e.g. job training, subsidized employment, employment supports or incentives)*^	2.10	2.7
Healthy Childhood Environments: Child Care*^	2.11	3.6
Healthy Childhood Environments: Home Visiting*^	2.12	3.7
Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System*^	2.13	3.8
Healthy Childhood Environments: Early Learning*^	2.14	3.1
Long-term Housing Security: Affordable Housing*^	2.15	3.10
Long-term Housing Security: Services for Unhoused Persons*^	2.16	3.11
Housing Support: Housing Vouchers and Relocation Assistance for Disproportionately Impacted Communities*^	2.17	-
Housing Support: Other Housing Assistance*^	2.18	3.12
Social Determinants of Health: Community Health Workers or Benefits Navigators*^	2.19	3.14
Social Determinants of Health: Lead Remediation*^	2.20	3.15
Medical Facilities for Disproportionately Impacted Communities^	2.21	-
Strong Healthy Communities: Neighborhood Features that Promote Health and Safety^	2.22	-
Strong Healthy Communities: Demolition and Rehabilitation of Properties^	2.23	-
Addressing Educational Disparities: Aid to High-Poverty Districts^	2.24	3.2
Addressing Educational Disparities: Academic, Social, and Emotional Services*^	2.25	3.3
Addressing Educational Disparities: Mental Health Services*^	2.26	3.4
Addressing Impacts of Lost Instructional Time^	2.27	-
Contributions to UI Trust Funds^	2.28	2.8
Assistance to Small Businesses		
Loans or Grants to Mitigate Financial Hardship^	2.29	2.9
Technical Assistance, Counseling, or Business Planning*^	2.30	
Rehabilitation of Commercial Properties or Other Improvements^	2.31	-
Business Incubators and Start-Up or Expansion Assistance*^	2.32	
Enhanced Support to Microbusinesses*^	2.33	