



# American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Fund NONPROFIT FUNDING GUIDANCE SUPPLEMENT

## INTRODUCTION

The American Rescue Plan Act of 2021, Coronavirus State and Local Fiscal Recovery Fund (ARPA) provides significant resources for counties to meet the wide range of public health and economic impacts of the COVID-19 public health emergency. Okaloosa County Board of County Commissioners has received State and Local Fiscal Recovery Funds (SLFRF) to respond to the public health emergency with respect to COVID-19 or address its negative economic impacts.

The County has established these guidelines and an eligibility screening application that will be used to determine the eligibility of nonprofit organizations operating within Okaloosa County to receive an allocation of SLFRF funds from the Okaloosa County Board of County Commissioners, pursuant to Sections 602(c)(1)(A) and 603(c)(1)(A) of the Act<sup>1</sup>, which describe eligible uses of funds.

## GRANT OVERVIEW

This is a grant program, not a loan. There are limited funds available for this program. The County will only consider making awards that are in conformance with the:

- 1) Okaloosa County Nonprofit Agency Funding Policy approved May 21, 2019; and
- 2) American Rescue Plan Act (ARPA) Nonprofit Funding Guidance Supplement; and
- 3) Directly correlate with responding to the COVID-19 public health emergency or its negative economic impacts pursuant to the American Rescue Plan Act of 2021 (ARPA) Final Rule.

In instances where the ARPA Nonprofit Funding Guidance Supplement differs from the Nonprofit Agency Funding Policy, the ARPA Nonprofit Funding Guidance will prevail. The Nonprofit must sign a funding agreement<sup>2</sup> with Okaloosa County that will include, but is not limited to, general legal principles, reporting, access to financial records, and audit provisions if applicable. The agreement will be provided to awarded applicants. Upon executed grant agreement with the County, the recipient will be provided funding in the amount awarded.

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<sup>1</sup> Program is based on Final Rule, released January 6, 2022 which takes effect April 1, 2022.

<sup>2</sup> Funding agreements may be either be in the form of a subrecipient grant agreement or end user grant agreement, collectively referenced as grant agreements, depending on what funding a Nonprofit qualifies for in accordance with ARPA Final Rule and whether the Nonprofit will be receiving funds as the end user or for providing services to an end user.

## PROGRAM HIGHLIGHTS

- **Application deadline: May 2, 2022 – 5:00 pm**
- Grant Term: Two Years from Award Notification
- Funds may be used for programs, services and capital expenditures
- The county may consider awards to mitigate financial hardships provided the nonprofit can demonstrate a negative economic impact caused by the COVID-19 pandemic. (Nonprofits will be required to provide detailed documentation to demonstrate the negative economic impact.)
- The county may consider reimbursement of COVID-19 related expenditures retroactive to March 3, 2021 provided there is no duplication of benefits.

## APPLICATION ELIGIBILITY FOR NONPROFITS

- Must be an active State of Florida registered Nonprofit 501(c)(3) or 501(c)(19)<sup>3</sup>
- Must have been in operation for at least one full year
- Must provide direct services to the Okaloosa County community
- Must be registered with the System for Award Management (SAM.gov)
- Must have a recent IRS form 990

For-profit entities and individuals are not eligible.

## PROGRAM FUNDING CATEGORIES

- A funding allocation of \$750,000 has been allocated for requests that are of a “capital expenditure” nature as outlined within 2 CFR 200.1 Uniform Guidance and the American Rescue Plan Act of 2021 (ARPA) Final Rule.
- A funding allocation of \$750,000 has been allocated for all non-capital requests. Applications submitted in this category may not exceed \$50,000.
- Applicants must select one of the two categories and may only submit one application in total.

## APPLICATION REQUIREMENTS

- Applicants must complete and submit the county’s generic “Nonprofit Funding Request Application” **and** the (ARPA) Nonprofit Funding Eligibility Screening Application.
- To be considered complete, applications must be accompanied by the following documents:
  - IRS Determination Letter of 501(c)(3) or 501(c)(19) status
  - IRS 990 Form (most recent tax year)
  - State of Florida Solicitation of Contributions Form
  - Agency’s current year approved budget (revenues and expenses)
  - Prior year financial statements (revenues and expenses, audited if required)
  - Any other documentation requested by the County which may be necessary to determine eligibility
  - Information as to any other grant funding received or being applied from March 3, 2021 to present.
- Incomplete applications and/or applications received after the deadline will not be considered.

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<sup>3</sup> The final rule expands the eligibility of funding to 501(c)(3) organizations and 501(c)(19).

**APPLICATION REVIEW CRITERIA**

Award allocations will be based on the total number of applicants, completeness of applications, expense eligibility, organizational need, and community benefit.<sup>4</sup> Awards will be proportional to the need and any negative economic impact experienced by the nonprofit.

Consistent with the Okaloosa County Nonprofit Agency Funding Policy approved May 21, 2019, the County will consider funding programs that impact the health, economic opportunity, or social well-being of the clients served, and the methodology for providing services. Respondents must clearly demonstrate how the proposed program aligns with Okaloosa County’s Vision of “providing an unmatched economic opportunity and quality of place and life for all citizens” and Mission to “engage our private and public sector partners to provide...economic opportunity and excellence in critical services to enhance the quality of life for all residents.”

Respondents should refer to Page 5 of the Non-Profit Funding Request Application for a description of evaluation criteria that will be used to evaluate each application for funding.

This guidance is approved by the Board of County Commissioners this \_\_\_\_ day of \_\_\_\_\_, 2022 and shall constitute the written policy for this program.



Mel Ponder, Chairman  
Okaloosa County Board of County Commissioners

ATTEST

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JD Peacock II, Clerk of Courts

APPROVED FOR LEGAL SUFFICIENCY



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Lynn M. Hoshihara, County Attorney

<sup>4</sup> Please note: There is no entitlement to the funds allocated under this program. It is within the sole discretion of the County to make a determination as to whether to fund a particular non-profit and at what amount. Such decisions are not challengeable.