

Chehalis CARES Community Program

September 14, 2020

Introduction

- The City of Chehalis is eligible to apply for up to \$339,075 worth of COVID CARES funds from the State of Washington.
- Proposal to create a program to disburse \$125,000 of those funds to non-profit organizations that provide services in response to the COVID-19 pandemic.

Eligible Proposals

- Financial assistance to small businesses impacted by the COVID-19 closures and subsequent operating restrictions
- Financial assistance to provide funding for childcare for public health and public safety workers responding to COVID-19
- Financial assistance for the continued delivery of food to seniors

Requirements

- The minimum proposal accepted would be \$25,000
- Applicants and eventual awardees would need to acknowledge that the use of these funds is subject to the Federal Audit Requirements
- Awardees will be required to certify that expenditures submitted to the city are in compliance with the US Treasury Coronavirus Relief Fund Guidance for State, Territorial, Local, and Tribal Governments

Requirements (continued)

- A contract with the City of Chehalis would be required to document compliance with requirements associated with the expenditure of funds and associated reporting
- Funds must be spent and submitted for reimbursement from the City no later than November 15, 2020

Proposed Schedule

- Applications would be made available on the City's website by Thursday, September 17th
- Application submissions would be due by 9:00 A.M. on Friday, October 2, 2020
- The plan would be to present the proposals to the City Council for action at the October 12, 2020 City Council Meeting

Potential Selection Ideas

- Invite applicants to make a short presentation to the City Council at the October 12, 2020 meeting
- Schedule a special workshop prior to the October 12, 2020 meeting for the entire City Council. This could happen just prior to the start of the October 12, 2020 meeting or the week of October 5th
- Create a committee (or utilize an existing one) to review proposals and potentially meet with the applicants the week of October 5th in order to make a recommendation to the full City Council for a decision at the October 12, 2020 meeting

Recommendation

- It is recommended that the City Council:
 - Authorize the City Manager to initiate a Chehalis Community Cares Program that complies with the COVID-19 CARES ACT consistent with the principles set forth in the agenda report; and
 - Provide direction on the process for reviewing the submitted proposals for potential award by the City Council on October 12, 2020

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