



County of Aroostook

American Rescue Plan Act Fund

2022-2026 Program Statement

County Commissioners Office
144 Sweden Street, Suite 1
Caribou, Maine 04736
Phone 207-493-6337
Fax 207-493-6337
www.aroostook.me.us

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The County Commissioners Office reserves the right to fund only those applications deemed to qualify under the ARPA Guidelines, be in the best interest of, and that offer definable benefits to, Aroostook County and the ARPA Grant Program.

SUMMARY

This Program Statement describes the method by which the 2022–2026 American Rescue Plan Act (ARPA) program funds will be distributed. The ARPA Program is administered pursuant per sections 602(c). (1) and 603(c). (1). The Aroostook County Commissioners Office approved the ARPA Program Statement at their Public Meeting held on December 15, 2021.

SECTION 1. PROGRAM OVERVIEW

- A. **ARPA FUND OBJECTIVES** – all ARPA funded activities must meet the Program Statement Guidelines and Interim Final Rule requirements set forth by the U. S. Department of Treasury.
- On March 11, 2021, the American Rescue Plan Act (“ARPA”) of 2021 was signed into law. Two signature programs of the ARPA are the Coronavirus State Fiscal Recovery Fund (“SFRF”) and the Coronavirus Local Fiscal Recovery Fund (“LFRF”). The following information is a high-level review of the Interim Final Rule issued by the U.S. Department of Treasury for these two programs on May 10, 2021.
 - The Fiscal Recovery Funds were established to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery.

The ARPA Program will not only drive the economic recovery of region’s economy, it will also encourage other investment from other federal and state organizations to help complete eligible projects, and:

- Respond to public health needs and negative economic impacts from the pandemic;
- Rehire local government staff to pre-pandemic levels;
- Use recovery funds to invest in certain critical infrastructure projects;
- Address negative economic impacts;
- Small business and non-profit support;
- Aid to impacted industries;

B. METHOD OF DISTRIBUTION - ARPA Fund Program, through the Aroostook County Commissioners Office, offers funding categories to assist municipalities, non-profits, and other eligible organizations to develop and achieve projects designed to help in the economic recovery from the fallout of the pandemic. The categories are listed below.

1. **Public Health Emergency & Negative Economic Impacts** – Fund COVID-19 mitigation efforts, medical expenses, behavioral health care and certain county public health, public safety, human service and other related staff; respond to economic harms to workers, families, small businesses, impacted industries, and rehiring of public sector workers.
2. **Investments in Infrastructure** – make necessary investments to improve access to clean drinking water, invest in wastewater and stormwater infrastructure, and provide unserved or underserved locations with new or expanded broadband access.

C. AROOSTOOK COUNTY ADMINISTRATION – the Aroostook County Commissioners Office will oversee and administer all ARPA Funding and determine the scoring of the proposed projects submitted by municipalities and non-profits.

D. PROGRAM TIMELINE

Application deadlines – All applications must be received at the physical location of the Aroostook County Commissioners Office on or before 4:00 PM EST on the dates listed below.

Funding Categories	Letter of Intent Due Date	Application Due Date
Public Health & Negative Economic Impact	February 15, 2022	April 29, 2022
Investments in Infrastructure	February 15, 2022	April 29 2022

E. 2022-2026 ARPA PROGRAM BUDGET

Administration & Compliance

- ARPA Program Administrator Salary, Benefits, and Office \$500,000
- Revenue Loss \$600,000
- Technical support \$50,000
- Audit & Misc. \$5,000

Sub-total **\$1,155,000**

County Investments

- Facilities \$1,185,000
- Infrastructure \$3,350,000
- Support for Unorganized Territories \$224,648
- Public Health \$200,000
- Essential Worker Compensation \$410,000

Sub-total **\$5,369,648**

County Grand Total

\$6,524,648

Municipalities and Non-Profits

Public Health and Economic Impacts

- COVID 19 Mitigation and Prevention \$400,000
- Medical Expenses \$400,000
- Behavioral Health Care \$300,000
- Public Health and Safety Staff \$300,000

Sub-total **\$1,400,000**

Negative Economic Impact

- Impacts to Households and Individuals \$150,000
- Impacts on Businesses \$100,000
- Impacts to State and Local Government \$100,000

Sub-total **\$350,000**

Investments in Infrastructure

- Water and Sewer Infrastructure \$3,500,000
- Broadband Infrastructure \$1,250,000

Sub-total **\$4,750,000**

Municipality and Non-Profits Estimated Total

\$6,500,000

Maximum Municipal and Non-Profit Annual Funding Award 2022-2023 **\$2,166,666**

Total ARPA Funding **\$13,024,648**

**Funding for these programs may be available based upon funding allocation from the Treasury Department.*

F. CERTIFICATIONS – All municipalities and Non-profits applying for ARPA funds must certify they will:

- Meet all required State and Federal public participation requirements.
- Meet all Program Statement guidelines.
- Comply with Dept. of Treasury requirements of Section 602 and 603 of the ARPA Interim Final Rule.
- Not attempt to obtain program income from an ARPA funding award.
- With the exception of administrative or personnel costs, verify that no person who is an employee, agent, consultant, officer, elected officer, or appointed official of State or local government or of any designated public agencies, or sub-recipients which are receiving ARPA Program funding may obtain a financial interest or benefit, have an interest in or benefit from the activity, or have an interest in any contract, subcontract, or agreement with respect to ARPA Program activities.
- Any person or firm associated with the administration of the ARPA Program award is not on the U.S. Department of Labor's Debarred and Suspended Contractor's List.
- Review the project proposed in the application to ensure it complies with the community's comprehensive plan and/or applicable state and local land use requirements.

G. GENERAL REQUIREMENTS

- Eligible Applicants: All units of local municipal, non-profits, and other eligible organizations in Aroostook County are eligible to apply for and receive U.S. Dept. of Treasury ARPA Program Funds.
- Eligible Activities: Applications will be reviewed to determine that the activities proposed are eligible under the Program Statement and Sections 602 and 603 of the American Rescue Plan Act. Ineligible activities will not be considered.
- Project Eligibility: Applications and required documentation will be reviewed to verify that the proposed activities meet at least one of the ARPA Program Statement and requirements pursuant to sections 602 and 603 of the ACT. If the activity does not meet the requirements the application will not be considered for funding.
- Repayment of Grant Funds: Grant recipients must repay on demand to Aroostook County Government all funds expended if ARPA Program Grant Projects are not completed as specified in their contract with the County.
- Application Threshold: Incomplete and/or non-conforming applications which do not meet the requirements set forth in Program Statement and the 2021 U.S. Dept. of Treasury Interim Final Rule will be removed from the scoring process during the review period.
- Financial Commitments: Applications for projects not demonstrating a firm financial commitment as required in the application will be reflected in the scoring process.

- Grant Termination: The County may terminate a recipient’s grant if progress is not apparent within 6 months of the date of the contract signing. The County Commissioners Office may grant waivers for just cause.
- Multiple Grants: Eligible applicants may not apply for, or benefit from, more than one grant per program category in any grant year.
- Non-profit organizations must have a 501(c)(3) determination letter to apply.
- All applicants must choose from the eligible ARPA Grant Program categories listed in Section 2 of this Program Statement.

H. AWARD PROCESS

1. Scoring:

A score will be assigned to each of the scoring areas and the application’s total score will be determined by the sum of the scores. The top scoring applications will be considered for an invitation to participate in the project development phase. Successful communities will receive a funding amount up to the amount applied for determined by the County for their project.

2. Project Development Phase:

- Project Planning: Details of the project including pre-engineering, bid requirements, budget, and/or grant administration.
- Acceptance of Funds: Public Hearing and Legislative Body Approval for the acceptance of funds.
- Local Certifications: Local adoption of County and Dept. of Treasury regulations.
- Project Benefit: Verification that proposed activities meet or will meet requirements in one of the ARPA Program Statement categories.
- Environmental Review: Review of project for compliance with State and Federal Environmental Regulations.

3. Project Development and Assistance:

The goal of the Project Development Phase is a grant contract for ARPA Program Funds. The ARPA Program Administrator will work closely with each municipality and organization to finalize their projects. ***All ARPA Grant Award Approvals are solely under the discretion of the County Commissioners. The County will rescind the ARPA program award offer if the community or organization is not under contract within six months of the date of the award offer and invitation into the project development phase process.*** The County may grant waivers for just cause.

SECTION 2. ARPA GRANT PROGRAM CATAGORIES

A. PUBLIC HEALTH/NEGATIVE ECONOMIC IMPACT

The Public Health and Negative Economic Impact ARPA Category provides public health response funding to COVID-19 mitigation efforts, medical expenses, behavioral health care, public health and safety, human services and other related staff; responds to economic harms to workers, families, small businesses, impacted industries and rehiring of public sector workers.

1. **Eligibility Requirements for Public Health and Negative Economic Applications:**

Municipalities and Non-profits must have an identified project that meets Program Statement Guidelines and Sections 602 and 603 of the Treasury's Interim Final Rule. To respond to the public health emergency or its negative economic impact, applicants must identify a need or a negative impact of the COVID-19 public health emergency, identify how the County investment would address the identified need or impact, and explain how the investment would help the County respond to the disease itself or the harmful economic consequences of the economic disruptions.

2. **Eligible Activities: Eligible Public Health activities include:**

Preventing and mitigating COVID-19 - funding a broad range of services and programming for prevention and response to COVID-19, such as:

- Vaccination programs.
- Testing, monitoring, and contact tracing.
- Supporting isolation and quarantine.
- Paid sick and paid family and medical leave to public employees related to COVID-19 compliance.
- Public health surveillance and data system enhancement.
- Enforcing public health orders.
- Emergency medical response expenses, including emergency medical transportation related to COVID-19.
- Communication efforts related to COVID-19 vaccination programs and public health orders.
- Purchase PPE and disinfection in public areas and other facilities.
- Prevention and mitigation in congregate living facilities, such as:
 - Nursing homes and skilled nursing facilities.
 - Jails and incarceration settings.
 - Group living facilities including residential foster care and behavioral health treatment facilities.
 - Other key settings like homeless shelters and schools
- Ventilation improvements in congregate settings, public health facilities or other public facilities.
- Capital investments or adaptations to public facilities such as hospitals or health clinics.

COVID-19 Treatment and Medical Services – funding to enhance health care capacity to treat and provide care and services for near and long-term medical needs for COVID-19 patients as well as genomic surveillance for COVID – 19 variants. This also includes treatment

expenses of the long-term symptoms or effect of COVID-19, including post-intensive care syndrome.

Enhance Behavioral and Mental Health Services – funding new or enhanced services that met behavioral health needs exacerbated by the pandemic, as well as related public health needs, such as:

- Mental health treatment.
- Substance misuse treatment.
- Hotlines and/or warmlines.
- Crisis intervention services.
- Overdoses prevention.
- Infectious disease prevention.
- Behavioral/physical health primary care services.

Support Local Health and Safety Workforce – funding payroll and covered benefit expenses for the following segments of workers who, primarily or partially work regularly to mitigate or respond to the COVID-19 emergency. Recovery funds may be used for ***payroll and covered benefits expenses for public safety, public health, health care, human services, and similar employees, to the extent that their services are devoted to mitigating or responding to the COVID-19 pandemic.*** Departments include:

- Public safety.
- Public health.
- Health care.
- Human services.
- Other similar employees.

Improving the Design and Execution of Health and Public Health Programs – funding efforts to improve programs addressing the COVID-19 public health emergency through planning and analysis, which includes, **but is not limited to:**

- Targeted consumer outreach.
- Improvements to data or technology infrastructure.
- Impact evaluation.
- Data analysis.

Addressing Disparities in Public Health Outcomes – in recognition of the disproportionate impacts of the COVID-19 pandemic on health outcomes in low-to-moderate income and the importance of mitigating these effects, the Interim Final Rule identifies a broader range of services and programs that will be presumed to be responding to the public health emergency when provided in these communities. Specifically, Treasury will presume that certain types of services are eligible uses when provided in a Qualified Census Tract (QCT), to families and populations living in QCT, or other households, businesses or populations disproportionately impacted by the COVID-19 public emergency. These services include:

- Community health workers.

- Public benefits navigators.
- Housing services.
- Lead paint remediation.
- Evidence-based community violence intervention programs.

This section also covers program and service activities that address:

- Housing insecurity.
- Impacts of COVID-19 on education.
- Childhood health or welfare.

3. Eligible Activities Addressing Negative Economic Impacts:

****Any for-profit business wishing to apply for ARPA Funding to address Negative Economic Impact must do so through their respective municipality.**

- a. Assistance to Households – funds may be used to assist households or populations, preferably those most disproportionately impacted, by the negative economic impacts of the COVID-19 public health emergency, such as:
 - Food assistance.
 - Rent, mortgage or utility assistance.
 - Counseling and legal aid to prevent eviction or homelessness.
 - Cash assistance
 - Emergency assistance for burials.
 - Home repairs.
 - Internet access or digital literacy assistance.
 - Job training.
- b. Small Business and Non-Profit Support – funds to small businesses to adopt safer operating procedures, weather periods of closure or mitigate financial hardship resulting from the COVID-19 public health emergency, including:
 - Loans or grant to mitigate financial hardship.
 - Loans, grants, or in-kind assistance to implement COVID-19 prevention or mitigation tactics.
 - Technical assistance.
- c. Aid to Impacted Industries – funds may be used to aid tourism, travel, hospitality, and other impacted industries that responds to the negative economic impacts of the COVID-19 public health emergency, such as:
 - Implement COVID-19 mitigation and infection prevention measures.
 - Improvement to ventilation, physical barriers or partition.
 - Signage to facilitate social distancing.
 - Provision of masks or PPE.
 - Consultation with infection prevention professionals to develop safe reopening plans.

- Activities that support safe reopening of tourism, travel, and hospitality industries and business districts that were closed during the pandemic.
 - Planned expansion or upgrade of tourism, travel, and hospitality facilities delayed due to the pandemic.
- d. Rehiring State and Local Government Staff, Including Public Employees – the Interim Final Rule permits coverage of payroll and benefits costs of public health and safety staff primarily dedicated to COVID-19 response, as well as rehiring of public sector staff up to pre-pandemic levels as of 1/27/2020
- e. Expenses To Improve Efficacy of Economic Relief Programs – funding may be used for Fiscal Recovery to improve efficacy of programs addressing negative economic impacts, including through:
- Use of data analysis.
 - Targeted consumer outreach.
 - Improvements to data or technology infrastructure.
 - Impact evaluations.
- f. Services for Qualified Census Tract and Other Disproportionately Impacted Communities – these services include:
- Investments in Housing and Neighborhoods.
 - Addressing Educational Disparities.
 - Promoting Healthy Childhood Environments.
4. **Match** – All Communities and Non-profits applying for the Public Health and Negative Economic Impact Categories must certify that they will provide ***a minimum cash match equivalent to 25% of the total ARPA grant award.*** This 25% match may come from any public source and/or private. ***All match must be fully committed at the time of application.***
5. **Maximum Award:** \$150,000 or 50% of the project amount.
6. **Demonstrate ARPA Program Requirements:** Applicants must demonstrate that the projects meet Program Statement guidelines and sections 602 or 603 of the Treasury’s Interim Final Rule and Guidance of the American Rescue Plan Act. ***These demonstrations must be made part of the Letter of Intent and Verification of ARPA Funding Guidelines submitted to the County.***
7. **Selection Process** – The selection process will consist of two stages:
- (a) Stage 1:

Letter of Intent and Verification of ARPA Funding Guidelines

All municipalities and non-profits wishing to submit a PH & NEI application must submit a Letter of Intent. After review for completeness and eligibility, municipalities and non-profits may be invited to make a full application. Please refer to Page 3 of this document for Program Timelines and due dates.

(b) Stage 2:

Application: All sections of the application must be completed in association with the proposed project. If a section or sections are not completed, the application will not be scored.

Members of the review team will assign a Review Point Total for each application reviewed. Review Point Totals will consist of the sum of the three scoring areas below and be determined by the total of each sub-scoring area. A maximum of 100 points is obtainable:

Impact (45 points)

- A description of why the proposed public health or negative economic impact project is necessary and any previous efforts to address the needs – 5 points.
- What sources and methods of information were used to determine the issues and the need for ARPA funding – 6.
- How the determined issues affect the safety and welfare conditions affect the community and others in the region – 7.
- Size and demographic makeup of community base and target area of projected public health or economic impact project – 7.
- How the ARPA investment will help respond to the pandemic itself or the harmful economic consequences of the economic disruptions – 10.
- Why ARPA funds are necessary for the project and what other state, federal, or local funds are included, how the funding will address the identified need or impact, and how matching funds will work with ARPA funds to implement the project – 10.

Development Strategy (45 points)

- A description of the proposed public health or economic impact improvements, including areas within municipal or non-profit organizational structure – 8.
- Positive impacts on health, safety, and welfare of stakeholders directly affected by ARPA funding investment – 8.
- How many jobs will be retained or created by the project- 9.
- How the proposed public health or economic impact project is eligible under the Program Statement Guidelines and ARPA Guidelines of the U.S. Dept. of Treasury's Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule – 10.
- Project Timeline: list tasks necessary to begin project implementation. Is the proposed project "Shovel Ready"? Identify work already completed and when remaining tasks will be completed. Estimate a project completion date and describe why project timeline is feasible – 10.

Citizen Participation (10 points)

- How the overall citizen participation process directly relates to identification of solution strategies and application development – 2.

- Relevance of listed meeting/ hearing activities/comments on application and project development – 3.
- What other local resources (cash and in-kind) are directly related to the project and the cash value equivalent for all in-kind commitments – 3.

B. Investments in Infrastructure

Eligible Activities

1. Water and Sewer Infrastructure

To assist in meeting the critical need for investments and improvements to existing infrastructure in water and sewer, recipients can invest Fiscal Recovery Funds in these sectors. The Interim Final Rule outlines eligible uses within each category, allowing for a broad range of necessary investments in projects that improve access to clean drinking water, improve wastewater and stormwater infrastructure systems.

The Interim Final Rule does this by aligning eligible uses of the Fiscal Recovery Funds with the wide range of types or categories of projects that would be eligible to receive financial assistance through the Environment Protection Agency's (EPA) [Clean Water State Revolving Fund](#) and [Drinking Water State Revolving Fund](#).

- a. **Clean Water (SRF) Projects** – The CWSRF provides financial assistance for a wide range of water infrastructure projects to improve water quality and address water pollution in a way that enables the County and municipalities to address and prioritize the needs of their populations.
 1. The types of projects eligible for **Clean Water SRF assistance** include:
 - Projects to construct, improve and repair wastewater treatment plants.
 - Control non-point sources of pollution.
 - Improve resilience of infrastructure to severe weather events.
 - Create green infrastructure.
 - Protect waterbodies from pollution.
 2. Under the Clean Water SRF, each of the 51 State programs normally have the flexibility to direct funding to their particular environmental needs, and each state may also have its own statutes, rules and regulations that guide project eligibility. With the Recovery Fund, the intent of the Interim Final Rule is to outline the list of eligible projects that a county may consider for investment.

b. DRINKING WATER (SRF) PROJECTS

The primary use of DWSRF funds is to assist communities in making water infrastructure capital improvements, including the installation and replacement of failing treatment and distribution systems. In administering these programs, States must give priority to projects that:

- Ensure compliance with applicable health and environmental safety requirements.
- Address the most serious risks to human health.
- Assist systems most in need on a per household basis according to State affordability criteria.
- Green infrastructure that support stormwater resiliency, including rain gardens and green streets.

2. Broadband Infrastructure

The COVID-19 public health emergency has underscored the importance of universally available, high-speed, reliable and affordable broadband coverage as millions of Americans rely on the internet to participate in, among critical activities, remote school, healthcare and work. Recognizing the need for such connectivity, the ARPA provides funds to state, territorial, local and tribal governments to make necessary investments in broadband infrastructure.

Additional guidance and requirements around use of Recovery Funds for broadband infrastructure are as follows:

- **Unserved and underserved households:** Funds may be used to make necessary investments in broadband infrastructure aimed at “unserved or underserved” communities. Treasury defines unserved and underserved at speeds below 25 Mbps download and 3 Mbps upload.
- **Eligible projects are expected to meet or exceed symmetrical upload and download speeds of 100 Mbps.** However, in instances where required speeds cannot be achieved (due of the geography, topography, or excessive costs), the affected project would be expected to meet or exceed 100 Mbps download with a minimum of 20 Mbps upload with scalability to a symmetrical minimum of 100 Mbps.
- **U.S. Treasury used the [Federal Communication Commission’s \(FCC\) Broadband Speed Guide](#)** to determine appropriate speed requirements for all eligible projects.

3. Match

- ***All Communities and Non-profits applying in the Investments in Infrastructure Categories for Water and Sewer projects must certify they will provide a minimum cash match equivalent to 50% of the total ARPA grant award.*** This 50% match may come from any source and/or public. ***All match must be fully committed at the time of application.***
- ***All Communities and Non-profits applying in the Investments in Infrastructure Categories for Broadband projects must certify they will provide a minimum cash match equivalent to 100% or 1 to 1 Dollar Match of the total ARPA grant award.*** This 100% match may come from any source and/or public. ***All match must be fully committed at the time of application.***

4. **Maximum Award:** \$300,000 or 50% of the project amount.
5. **Demonstrate ARPA Program Requirements:** Applicants must demonstrate that the projects meet the Program Statement Guidelines and sections 602 or 603 of the Treasury’s Interim Final Rule and Guidance of the American Rescue Plan Act. ***These demonstrations must be made part of the Letter of Intent and Verification of ARPA Funding Guidelines submitted to the County.***
6. **Selection Process –** The selection process will consist of two stages:

(c) Stage 1:

Letter of Intent and Verification of ARPA Funding Guidelines

All municipalities and non-profits wishing to submit an Investment in Infrastructure application must submit a Letter of Intent. After review for completeness and eligibility, municipalities and non-profits may be invited to make a full application. Please refer to Page 3 of this document for Program Timelines and due dates.

(d) Stage 2:

Application: All sections of the application must be completed in association with the proposed project. If a section or sections are not completed, the application will not be scored.

Members of the review team will assign a Review Point Total for each application reviewed. Review Point Totals will consist of the sum of the three scoring areas below and be determined by the total of each sub-scoring area. A maximum of 100 points is obtainable:

Impact (45 points)

- A description of why the proposed investment in infrastructure project is necessary and any previous efforts to address the needs – 6 points.
- What sources and methods of information were used to determine the issues and the need for ARPA funding – 6.
- How the determined issues affect the safety and welfare conditions affect the community and others in the region – 7.
- Size and demographic makeup of community base and target area of projected public infrastructure project – 7.
- How the ARPA investment will help respond to the pandemic itself or the harmful economic consequences of the economic disruptions - 9.
- Why ARPA funds are necessary for the project and what other state, federal, or local funds are included, how the funding will address the identified need or impact, and how matching funds will work with ARPA funds to implement the project – 10.

Development Strategy (45 points)

- A description of the proposed investment in infrastructure project, including areas within municipal or non-profit organizational structure – 8.
- Positive impacts on health, safety, and welfare of stakeholders directly affected by ARPA funding investment – 8.
- How many jobs will be retained or created by the project- 9.
- How the proposed project is eligible under the ARPA Guidelines of the U.S. Dept. of Treasury's Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule – 10.
- Project Timeline: list tasks necessary to begin project implementation. Is the proposed project "Shovel Ready"? Identify work already completed and when remaining tasks will be completed. Estimate a project completion date and describe why project timeline is feasible – 10.

Citizen Participation (10 points)

- How the overall citizen participation process directly relates to identification of solution strategies and application development – 2.
- Relevance of listed meeting/ hearing activities/comments on application and project development – 3.
- What other local resources (cash and in-kind) are directly related to the project and the cash value equivalent for all in-kind commitments – 3.

C. Restrictions on Use

Treasury defines a deposit as an extraordinary contribution to a defined benefit pension fund for the purpose of reducing an accrued, unfunded liability. **Recipients may use funds for routine payroll contributions to pensions of employees whose wages and salaries are otherwise an eligible use.**

The Interim Final Rule outlines and identifies several ineligible uses of Recovery Funds, including:

1. Pension Funds – funds shall not be used for extraordinary deposits into defined pension funds.

- **HOWEVER**, Treasury defines a "deposit" as an *extraordinary contribution* to a pension fund for the purpose of reducing an accrued, unfunded liability. **Recipients may use funds for routine payroll contributions to pensions of employees whose wages and salaries are an eligible use.**

2. Net Reductions in Tax Revenue (Limited to States and Territories) If a state or territory has a reduction in net tax revenue, they must demonstrate how they paid for the tax cuts from a source(s) other than the Recovery Fund.

3. Other Restrictions – Including the following:

- **Using funds for non-federal match** when barred by another federal regulation or statute, including EPA's Clean Water SRF, Drinking Water SRF, Economic Development Administration or Medicaid.
- **Funding debt service**, including costs associated with tax anticipation notes (TANs) or issuing short-term revenue.
- **Legal settlement** or judgements.
- **Deposits to rainy day funds** or financial reserves.
- **General infrastructure** spending outside of water, sewer and broadband investments or above the amount allocated under revenue loss provision.
- **General economic development or workforce development activities**, unless they directly address negative economic impacts of the public health emergency.

D. Additional Items Effecting Project Scoring

Scoring on eligible applications will be affected as follows:

1. Percentage of Matching Funds:

a. Public Health and Negative Economic Impact projects has a 25% match - additional points will be awarded if a higher match is obtained.

- 40% = 1 point
- 50% = 2 points
- 70% = 3 points
- 90% = 4 points
- 100% and higher= 5 points

b. Investments in Infrastructure Water & Sewer Projects have a 50% match - additional points will be awarded if a higher match is obtained.

- 60% = 1 point
- 70% = 2 points
- 80% = 3 points
- 90% = 4 points
- 100% and higher – 5 points

c. Investments in Infrastructure Broadband Projects have a 100% match - additional points will be awarded if a higher match is obtained.

- 120% = 1 point
- 140% = 2 points
- 160% = 3 points
- 180% = 4 points
- 200% and higher = 5 points

2. Jobs created or retained:

- 1 job =1 point

- 2 jobs = 2 points
- 3 jobs = 3 points

3. Multi-jurisdiction: 3 bonus points will be added to multi-jurisdiction applications.

4. Past Award Recipients: (Beginning with second Round in 2023)

- Never awarded = 5 points
- One award = minus 2 points
- Two awards = minus 5 points

5. OTHER COVID RELEIF FUNDS ALREADY RECEIVED:

- Zero (0) dollars – 5 points
- \$50,000 or less = Zero (0) points
- \$50,001 to \$100,000 = minus 1 point
- \$100,001 to \$250,000 = minus 2 points
- \$250,001 to \$500,000 = minus 3 points
- \$500,001 \$1,000,000 = minus 4 points
- \$1,000,000 and higher = minus 5 points

SECTION 3. AROOSTOOK COUNTY/ADMINISTRATION

A. Administration & Compliance

- **ARPA Program Administrator:** all salary, benefits, and office expenses are eligible program expenses
- **Revenue Loss:** County's calculated revenue loss during the pandemic may be used for projects in conjunction with the Revenue Loss section of the Treasury's Interim Final Rule.
- **Technical Assistance:** technical assistance provided by the County to applicants is an eligible funding expense.
- **Audit & Misc.**

B. County Investments

- **Facilities:** proposed County facility projects will be completed and funded in conjunction with the Program Statement and Sections 602 and 603 of the Interim Final Rule.
- **Infrastructure:** proposed County infrastructure projects will be completed and funded in conjunction with the Program Statement and Sections 602 and 603 of the Interim Final Rule.
- **Support for Unorganized Territories:** eligible unorganized territory projects will be applied for by the County's Unorganized Territory Community Services Director on behalf of the unorganized territory requesting funding.

- **Public Health:** proposed County public health projects will be completed and funded as they relate to the pandemic, the Program Statement, and Sections 602 and 603 of the Interim Final Rule.
- **Essential Worker Compensation:** an amount up to \$13 per hour in addition to wages or remuneration the essential worker otherwise receives and in an aggregate amount not to exceed \$25,000 per eligible worker; should prioritize lower income eligible workers and not increase total pay above 150% of their residing state's average wage for all occupations or the County's average wage, defined by the Bureau of Labor Statistic's Operational Employment and Wage Statistics, whichever is higher, on an annual basis. The County must provide the Treasury and make publicly available, a written justification of how essential worker compensation is responsive to workers performing essential work during the pandemic.

SECTION 4. Additional ARPA Funding Guidelines

A. Program Income

- Program Income means the gross income received by a grant recipient from any ARPA grant supported activity. ***There will be no program income on ARPA awarded funds in any of the Program Statement funding categories.***

B. Reallocation of ARPA Grant Funds

- **Awarded ARPA Recipients:** Applicants receiving grants under the 2022-2026 ARPA program but failing to have their projects substantially underway within six months of grant award, may have their grant rescinded by the County. Rescinded grant funds will be reallocated to the next funding round of ARPA grant funding.
- **Unexpended Funds:** Remaining funds in the grant recipient's ARPA account after grant closeout, funds remaining in a recipient's award but not requested upon grant closeout, and funds returned to the County because of disallowed costs will be reallocated to the next funding round of ARPA grant funding.
- **Unawarded funds** from a funding round of the ARPA grant funding will be reallocated to the next funding round, not to be extended past 12/31/2024.
- **Basis for Redistribution:** The decision to redistribute funds will be made after staff evaluation of the following: the total funds available, new requests for funding, requests for additional funding from current ARPA grant recipients, and applicants from organizations that did not receive funding. The County may redistribute available funds to any project deemed to be in the best interest of, and that offer ARPA eligible benefits to the County.

C. Appeals

- Appeals of award decisions are restricted to errors of fact and procedure. Appeals in the area of judgement qualitative scoring will not be considered. In the case of a successful appeal, funds will be reserved for the project from available or subsequent ARPA funds.

D. Amendments to the Program Statement

- The County may amend the 2022-2026 Program Statement from time to time in accordance with the same procedures required for the preparation and submission of the program statement. The County Commissioner's and citizen participation requirements will guide the amendment process.

SECTION 5. Uniform Guidance

A. Financial Management

The Financial Management system of a non-federal awardee must provide:

- Identification in its system that the account is a federal award, including award identification number, year, and name of Federal Agency.
- Records that identify the source and application of the funds for federally funded programs and projects (e.g., receipts, invoices, and contracts are common source documentation).
- Written procedures that describe how the awardee will minimize the time between the receipt of funds from the federal agency and the disbursement of funds to applicable activities.
- Each awardee must maintain internal control of funds and must report any deviations from program budgets that were submitted on the Treasury Portal.

B. Procurement

The table below describes the types of procurements that awardees must undertake using ARPA Funds. **Note:** all bids/RFP's must be open and competitive.

Non-competitive bids are allowed if:

- The contract is less than \$10,000,
- The item is only available from a single source,
- The public emergency will not permit a delay resulting from a public competitive bid process,
- After solicitation competition is determined to be inadequate,

Procurement Type	When It Can Be Used	Process and Procedure
Micro-purchase	<ul style="list-style-type: none"> • Applies to the purchase of property, supplies, or, services. • Contract is under micro-purchase threshold of \$10,000. 	<ul style="list-style-type: none"> • Purchase can be made without going to bid or obtaining quotes. • Unit of government can choose to lower these thresholds. The change in thresholds must be documented.
Small Purchase	<ul style="list-style-type: none"> • Applies to the purchase of property, supplies, or services. • Contract is for more than \$10,000 but less than \$250,000. 	<ul style="list-style-type: none"> • Price or rate quotations must be obtained from at least two sources. • Unit of government can choose to lower these thresholds. The change in thresholds must be documented.
Sealed Bids	<ul style="list-style-type: none"> • Contract for goods or services exceeds \$250,000. • Construction contracts, regardless of contract price. 	<ul style="list-style-type: none"> • Bids must be publicly advertised. • Contract must be for a firm fixed price. • Complete, adequate, and realistic specification or purchase description is made available. • Bid must be solicited from an adequate number of qualified sources (government website and paper of general circulation) • Bid must be opened publicly • Bid must provide for sufficient response time. • Contract award must be made to the lowest responsible bidder.
Request for Proposals (RFP)	<ul style="list-style-type: none"> • Used for fixed price or cost reimbursement contracts. • Can only be used when conditions are not appropriate for sealed bids. 	<ul style="list-style-type: none"> • RFP's must be public and identify all evaluation labor. • Unit of government must have a written method of evaluating proposals. • Contracts must be awarded to the proposal that is the most advantageous to the unit of government.

C. Contracts

All federally funded contracts that the non-federal entity enters into will need to contain the following provisions:

- Contracts for more than \$10,000 must address termination for cause or convenience.
- Contracts for more than \$250,000 must address administrative, contractual, or legal remedies in instances where contractors breach contract terms, and provide for penalties as appropriate.
- Construction contracts must contain the “Equal Employment Opportunity” clause found at **41 CFR 60-1.4(b)**.

- Contracts over \$100,000 will require an anti-lobbying amendment, see sample amendment at: [CERTIFICATION REGARDING LOBBYING \(state.gov\)](#)

D. Review

Local governments and non-profits should review the requirements, compare them to their current policies and procedures. In addition, it is recommended that all ARPA Awardees review **2 CFR Part 200 Subpart D**, as this section describes the requirements most applicable to local governments.

County of Aroostook Contact Information
Steve Pelletier
ARPA Program Administrator
Phone 207-493-6337 Ext. 337
Email steve.pelletier@aroostook.me.us