



## AGENDA

Eau Claire County  
ARPA Committee  
Monday, February 7, 2022, at 3 p.m.  
Virtual Meeting via Webex

**Dial In:** 415-655-0001 **Access Code:** 2594 346 8010  
*\*please remain muted when not speaking*

### **Meeting Link:**

[https://eauclairecounty.webex.com/eauclairecounty/j.php?  
MTID=m96ed5e2040d4a4fe779a02937c4beee6](https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=m96ed5e2040d4a4fe779a02937c4beee6)

**Password:** aUBnZ75xEF6

For those wishing to make public comment, please fill out and submit this form at least 60 minutes prior to the meeting. <https://www.co.eau-claire.wi.us/Home/Components/FormBuilder/FormBuilder/809983158d2f4a7dbb0d7b9032cf95ef/12242#!/>

1. Call Meeting to Order and Confirmation of Meeting Notice
2. Roll Call
3. Public Comment
4. Review and approval of meeting minutes – **Discussion/Action**
  - a. January 31, 2022
5. Grant Application/Process Update – **Discussion/Action**
6. Next Steps - **Discussion**
7. Adjourn

Prepared by: Samantha Kraegenbrink – Assistant to the County Administrator

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-6945 (FAX) 8391669 or (TDD) 8394735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703.



## MINUTES

Eau Claire County

ARPA Committee

Monday, January 31, 2022, 1 p.m.

Virtual Meeting via Webex

Present: Supervisor Dane Zook, Supervisor Zoe Roberts, Supervisor Russell, Kathryn Schauf, Tim Sullivan, Norb Kirk, Jeneise Briggs, Pa Thao, Mike Golat, Scott Rogers, Cortney Draxler, TJ Atkins, Nick Smiar (ex-officio), Jennifer Meyer (1:14 p.m.)

Others: Samantha Kraegenbrink – Committee Clerk, Tobi LeMahieu (WCWRPC), Lynn Nelson (WCWRPC)

Public present: Ryan Patterson – Leader Telegram, others present

### Call Meeting to Order and Confirmation of Meeting Notice

Chair Briggs called the meeting to order at 1:00 p.m. and confirmed meeting notice.

### Roll Call/Introductions

The Committee Clerk called the roll, and it is listed above under present.

### Public Comment

One written public comment was received from Susan Wolfgram, Supervisor Kim Cronk, and David Carlson containing a “We Adapt” presentation. This comment was provided to the committee prior to the meeting to review.

### Review and approval of meeting minutes

Motion by Supervisor Schauf, seconded by TJ Atkins; minutes from September 14, 2021, were approved by a unanimous vote.

### Introduction of West Central Wisconsin Regional Planning Commission and Staff

Lynn Nelson and Tobi LeMahieu from WCWRPC (third-party administrator), provided an introduction and shared survey results. The Committee discussed the survey results.

### Funding Program Models for Consideration and Discussion

Tobi LeMahieu provided grant program models for consideration and the Committee provided recommendations, questions and discussion. The Committee discussed to do a hybrid model of the three options presented. There was no opposition to this decision noted.

### Adjourn

The meeting was adjourned at 2:26 p.m.

Respectfully submitted by,

Samantha Kraegenbrink – Assistant to the County Administrator

# COMPONENT #1

## EAU CLAIRE COUNTY

### American Rescue Plan Act (ARPA) Recovery Assistance Grant Program

## Grant funds for businesses and nonprofits to assist with pandemic relief.

#### **Program Description**

The Eau Claire County American Rescue Plan Act (ARPA) Recovery Assistance Grant Program is designed to assist **businesses and nonprofits** impacted by the COVID-19 pandemic by assisting with grant relief.

#### **Grant Size**

**\$5,000**

#### **Funds Available**

A total of \$750,000 is available within Component #1.

#### **Eligibility**

\* To be eligible, a **business or nonprofit** must:

- Be located within Eau Claire County
- Have been in operation in Eau Claire County on or before March 25, 2020, and still in operation
- Have suffered an economic loss because of the COVID-19 pandemic, and provide documentation of COVID-19 pandemic impact

\* **Businesses** must employ twenty (20) or fewer employees, including the owner(s); and the business cannot operate within one of the categories listed under *Ineligible Entities*

\* **Nonprofit organizations** must have a 501(c)(3) charitable status and operate within one of the following categories:

- Affordable Housing and Homelessness
- Animal / Environmental
- Arts, Culture, and Humanities
- Early Childhood Education / Education
- Health
- Family, Children, and Human Services
- Low Income
- Mental Health and Addiction
- Underrepresented Populations / Minority Persons

### ***Ineligible Entities***

The following businesses or nonprofits are ineligible:

- Business franchises (unless independently owned)
- Lessors of real estate (landlords)
- Churches and religious organizations
- Political organizations

### ***Eligible Activity***

Grant funds can be used for any business or nonprofit operating cost, including but not limited to wages and salaries, rent, mortgage payments, utilities, inventory/supplies, and/or for health and safety improvements.

Eligible entities will need to clearly define how the funds will assist with pandemic recovery.

### ***Application Procedure***

Advertising of the program and funding availability will occur over a one-month period. Applications will be accepted on a first come, first-serve basis over a two-week period.

Applicants who have not received any previous pandemic relief assistance will receive priority.

Questions regarding the application and eligibility can be direct to the West Central Wisconsin Regional Planning Commission (WCWRPC).

Interested applicants should submit applications, and required attachments, to the West Central Wisconsin Regional Planning Commission prior to or by 5:00 p.m. on the application due date.

# COMPONENT #2 EAU CLAIRE COUNTY

## American Rescue Plan Act (ARPA) Recovery Assistance Grant Program

**Grant Funds for businesses and nonprofits for new or continued projects, programs, or efforts that will assist the greater community with recovery from the pandemic.**

### ***Program Description***

Component 2 of the Eau Claire County ARPA Recovery Assistance Grant Program provides funds for forward-thinking and innovative projects, programs, or efforts provided by a business or nonprofit organization that will assist the greater community in recovering from the pandemic. The funds can be used for continuation of, or development of a new, project, program, or effort. Applicants can apply for both Components 1 and 2 if applicable.

### ***Grant Size***

**\$5,000 to \$100,000**

As part of the application, applicants will provide their requested funding amount as well as justification for the request.

### ***Funds Available***

Up to \$1,250,000 is available within Component 2.

### ***Eligibility***

To be eligible, **a business or nonprofit** must be located within Eau Claire County

\* **Businesses** must employ twenty (20) or fewer employees, including the owner(s); and the business cannot operate within one of the categories listed under *Ineligible Entities*

\* **Nonprofit organizations** must have a 501(c)(3) charitable status and operate within one of the following categories:

- Affordable Housing and Homelessness
- Animal / Environmental
- Arts, Culture, and Humanities
- Early Childhood Education / Education
- Health
- Family, Children, and Human Services
- Low Income
- Mental Health and Addiction
- Underrepresented Populations / Minority Persons

## **Ineligible Entities**

The following businesses or nonprofits are ineligible:

- Business franchises (unless independently owned)
- Lessors of real estate (landlords)
- Churches and religious organizations
- Political organizations

## **Eligible Activity**

Grant funds can be used to fund an innovative project, program, or effort that will assist with pandemic relief to the greater community.

## **Application Procedure**

Funding availability will be advertised over a two-month period.

Questions regarding the application and eligibility can be directed to the West Central Wisconsin Regional Planning Commission (WCWPRC).

Interested applicants will submit applications to the West Central Wisconsin Regional Planning Commission prior to or by 5:00 p.m. on the application due date.

Additional information may be requested.

Applications will be scored by a committee based on pre-determined scoring criteria.

Applicants may be required to participate in interviews to support and clarify their applications, if requested.

## **Implementation Timeline**

Funded activities must be complete by December 31, 2024.

**Evaluation Criteria** – Maximum score is 125 points.

- 1) **Need for the project** – Describe the issue or need the project will address and why the grant funding is necessary. Provide documentation that clearly identifies the need for the project. The need must be related in whole or in part to one or more negative economic or health impacts of the COVID-19 pandemic. Describe all other pandemic relief monies that have been secured; businesses/nonprofits that have not received other relief funds will score higher. (25 points possible)
- 2) **Meeting the need** – Projects must meet an identifiable, quantifiable, community or county need. Describe how this project will meet the need/issue described in Question #1. State the estimated number of people expected to be served by the project. (25 points possible)
- 3) **Timing** – Is the proposed project “shovel-ready”, i.e., will substantial work begin in 2022 and be completed by December 31, 2024? Provide a narrative and timetable that describes the current status of the project, and future steps to implement the project. (30 points possible)

- 4) **Staffing and Partnerships** – Staff capacity to deliver and complete the project within the identified timeline is important. Identify what entity or organizations will be responsible to oversee implementation of the project, provide required reporting, and oversee all aspects of the project to completion. Identify staff, consultants, or contractors who will be key team members in the successful completion of the project. Partnerships with other organizations are encouraged. (10 points possible)
- 5) **Budget & Matching Funds** – Provide a detailed budget with all funding sources identified. A minimum of 50% in matching funds is required. Matching funds can include cash, in-kind donations, or other funding sources. Outline the status of all matching funds. Projects that have funding secured will score higher than projects with “proposed funding sources”. (20 points possible)
- 6) **Disproportionality Impacted Communities or Populations** – Projects that serve a community or population disproportionately impacted by the COVID-19 pandemic will receive additional points. Describe the geographic or demographic community the project will serve and how it has been impacted by the COVID 19- pandemic. (15 points possible)

### **Awards**

Awards will be made based upon the highest scoring applications. Eau Claire County reserves the right to negotiate, limit, or amend awards in accordance with objectives of the program and funding availability.

### **Grant Agreement Term**

The Grant Agreement shall be effective on the execution date and shall be in force until all eligible activities are completed and all required documents are submitted to Eau Claire County. Expenses must be incurred between xxxx and xxxx and all projects completed by December 31, 2024.

### **Reports Required**

Grantees will submit quarterly reports summarizing the use of funds and describing recovery impacts from the pandemic. Eau Claire County will supply a reporting document for completion by grantees and prescribe the dates upon which the quarterly reports are due. Subsequent reports will be required beyond the grant agreement term.