



# MONROE CITY COUNCIL

## Agenda Bill No. 20-122

<b>SUBJECT:</b>	<b>Approval of Community Relief Grant Awards</b>
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<b>DATE:</b>	<b>DEPT:</b>	<b>CONTACT:</b>	<b>PRESENTER:</b>	<b>ITEM:</b>
08/11/2020	Executive	Rich Huebner Rachel Adams	Rachel Adams Rich Huebner	New Business Item #5

**Discussion:** 08/11/2020

**Attachments:** 1. Recommended Community Relief Grant award matrix  
2. PowerPoint Presentation

**REQUESTED ACTION:** Approve the recommended Community Relief Grant awards, authorize the Mayor to execute the necessary agreements, and approve a second round of the Community Relief Grant if funding becomes available.

**POLICY CONSIDERATION:**

*Should the city enact the recommendations of the Community Relief Grant review committee?*

**DESCRIPTION/BACKGROUND:**

At its June 9, 2020 Regular Business Meeting, the City Council approved a contract with the state Department of Commerce for receipt of Coronavirus Relief Funds (CRF). As part of its approval of the contract, Council approved the staff-recommended CRF budget summary, which included establishment of Monroe CARES grant program. As stated on the record in that meeting, the Monroe CARES grant program consisted of two grants: the Small Business Relief Grant and the Community Relief Grant, and the Community Relief Grant was allocated \$50,000.

The Community Relief Grant gave priority to nonprofit organizations which provide basic services and meet the needs of Monroe’s most vulnerable residents. Monroe CARES grant funds must cover costs associated with the impact of COVID-19, such as rent, utilities, payroll, and business licensing fees, and, for nonprofit services providers, program continuation and expansion.

Management Analyst Rich Huebner and HPAC Implementation Project Management Consultant Rachel Adams developed a grant application based on the template of Small Business Relief Grant application packet.

The City published the grant application and Notice of Available Funds on Wednesday, July 1. A new City webpage was published describing the grant’s eligibility criteria and link to the grant application form, and details of the grant and a link to the new page were provided in the City News section of the City’s webpage, on the City and Mayor Thomas’s Facebook pages, and in the *Monroe This Week* newsletter. 9 applications were received by the Wednesday, July 15 application deadline.

An application review committee was formed consisting of Mr. Huebner, Ms. Adams, and three representatives of local nonprofit services providers which did not apply to the grant: Kimberly Clem, Holly McCallum, and Philip Spirito. The review committee met on July 27, thoroughly reviewed each application, and formulated its award recommendations, totaling \$50,000 as detailed in Attachment No. 1.

Local grant programs to assist businesses with business interruptions are an expressly allowed use of CRF funds, per the contract approved by Council on June 9, 2020.

The review committee also recommended a second round of the Community Relief Grant, if appropriate funding becomes available. Approval of this recommendation would authorize the Mayor to allocate an additional \$50,000 to the Community Relief Grant and open a second application round if either of the following occur:

1. City staff determines, in consultation with the Department of Commerce, that a Utility Fee Waiver program is not an allowable use of Coronavirus Relief Funds.
2. The City receives a supplemental allocation of Coronavirus Relief Funds.

**FISCAL IMPACT:**

Approval would authorize the mayor to execute contracts with local nonprofit service providers totaling \$50,000. This outlay was not included in the 2020 adopted budget. However, per the contract with the state Department of Commerce, approved by Council on June 9, CRF funds are expressly available only for expenses not accounted for in the City's adopted budget, and the full value of the program will be reimbursed to the City.

**TIME CONSTRAINTS:**

1. Approval of the Community Relief Grant award recommendations is requested as soon as possible.
2. Per the Coronavirus Relief Funds contract, the city must expend all funds it plans to seek reimbursement for by October 31, 2020.
3. Approval of the Community Relief Grant award recommendations will enable the City to execute the necessary agreements in a timely manner, to ensure funds are expended by the October 31 deadline.

**ALTERNATIVES:**

1. Amend various Community Relief Grant awards, in whole or in part, prior to approval.
2. Decline to approve the Community Relief Grant award recommendations.



**Agenda Bill No. 20-122**

**Attachment No. 1**

<b>SUBJECT:</b>	<b><i>Community Relief Grant award matrix</i></b>
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**DESCRIPTION/BACKGROUND:**

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<b>Applicant Business Name</b>	<b>Recommended Grant Amount</b>
Boys & Girls Club	\$6,000.00
Housing Hope	\$5,000.00
Matthew House	\$2,000.00
Miracles and Memories	\$8,000.00
Monroe Community Senior Center	\$5,000.00
Monroe Schools Foundation	\$5,000.00
Saint Vincent de Paul	\$5,000.00
Take the Next Step	\$8,000.00
YMCA	\$6,000.00
<b>Total:</b>	<b>\$50,000.00</b>

**REQUESTED ACTION:**

MOVE TO APPROVE:

**AB20-122 APPROVAL OF COMMUNITY RELIEF GRANT  
AWARDS**

Presented to Mayor Thomas and Monroe City Council August 11, 2020 by Rachel Adams & Rich Huebner

## \$50,000 COMMUNITY RELIEF GRANT AWARDS

Boys and Girls Club	\$6,000
Housing Hope	\$5,000
Matthew House	\$2,000
Miracles and Memories	\$8,000
Monroe Community Senior Center	\$5,000
Monroe Public Schools Foundation	\$5,000
Sky Valley YMCA	\$6,000
St Vincent De Paul	\$5,000
Take The Next Step	\$8,000

**REQUESTED ACTION:**

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