

# DURHAM COUNTY GOVERNMENT

## AMERICAN RESCUE PLAN ACT REQUEST FOR PROPOSALS



Phase 1 Applications Due: August 15, 2022





## Durham County Government American Rescue Plan Proposals Application Instructions and Guidelines

<b>ARPA Funding Provisions .....</b>	<b>1</b>
<b>Phase 1 ARPA RFP Categories .....</b>	<b>2</b>
<b>Grant Instructions .....</b>	<b>5</b>
<b>Application Format .....</b>	<b>9</b>
<b>Appendix .....</b>	<b>16</b>

---



### **American Rescue Plan Act Funding Authorization**

In March 2021, President Biden signed the American Rescue Plan Act (ARPA). Of the \$1.9 trillion package, Durham County will receive \$62,445,275 which will be split into two equal payments of \$31,222,637.50. Funds must be incurred and obligated by December 31, 2024. In addition, all funds must be expended to cover obligations and all work must be completed by December 31, 2026. ARPA funding will be a transformative investment to the community, with the goal of leveraging resources from other local, state, and federal dollars to optimize the potential overall community impact.

Guidelines for funds use established by the US Treasury Interim Final Rule, coupled with Durham County Government guiding principles on the use of ARPA funds will help ensure the one-time historic federal dollars have lasting community impacts. A link to the US Treasury Guidelines Guiding Principles follows: [SLFRF-Final-Rule-Overview.pdf \(treasury.gov\)](#).

The United States Treasury set specific guidelines on how funds can be expended using ARPA dollars. These principles include following the US Treasury Guidelines for funds use which are listed below. Additional details can be found using the following link.

#### **US Treasury Guidelines for Primary Ways to Invest ARPA Funds**

- Support public health response: COVID-19 mitigation efforts, medical expenses, behavioral health care, and certain county public health, public safety, human services, and other related staff.
- Address negative economic impacts: Respond to economic harms to workers, families, small businesses, impacted industries, and rehiring of public sector workers (including county staff).
- Replace public sector revenue loss: Use funds to provide government services to the extent of the reduction in revenue experienced during the pandemic – this provision allows a much broader use of funds.
- Premium pay for essential workers: Offer additional compensation, up to \$13 per hour in additional wages, to those – both county employees and other workers in the community – who have faced and continue to face the greatest health risks due to their service.
- Water and sewer infrastructure: Make necessary investments to improve access to clean drinking water, invest in wastewater and stormwater infrastructure.
- Broadband infrastructure: Provide investments to provide unserved or underserved locations with new or expanded broadband access.

Following is a link to the document that the Board of County Commissioners adopted during its meeting on May 4, 2022: [American Rescue Plan Act \(ARPA\) Funds | Durham County \(dconc.gov\)](#). The framework outlined approaches for ARPA funding allocations that aligned with the Board of County Commissioners' strategic priorities. Based on the adopted plan for ARPA funds use, allocations, and Request for



Proposals (RFPs) will occur in various phases to ensure dollars are expended within the United States Treasury prescribed timeline.

The Durham County American Rescue Plan Act Nonprofit Grant Program was developed in response to the health and economic crisis facing our community due to the ongoing effects of the COVID-19 pandemic. Additionally, the impact of the pandemic revealed socio-economic disparities in low-income and minority populations resulting in those communities suffering a greater negative impact from COVID-19. Phase 1 applications will be in the following categories:

1. Capacity Building and Technical Assistance for Child Care
2. Expanding Access to Affordable Child Care
3. Improving Child and Family Social Emotional and Mental Health - Children Ages 0-12
4. Improving Youth and Family Social Emotional and Mental Health – Youth Ages 13-24
5. Youth Enrichment Activities
6. Maternal Health Support
7. Crime Intervention

**1. Capacity Building and Technical Assistance for Child Care - \$1.6 Million**

The County requests proposals for the provision of technical assistance and capacity building services to licensed childcare sites and informal childcare providers seeking licensure. The focus of these proposals should be on helping childcare sites strengthen their business practices and recover from the financial losses of the pandemic, providing financial assistance to sites to help them purchase materials and support their staff, and/or providing support and training to informal childcare providers interested in establishing licensed family childcare homes.

Proposals that support family childcare homes, providers of color, sites that provide infant/toddler care, and/or sites that care for children whose families work nontraditional hours will be prioritized. Technical assistance and capacity-building services should be provided in multiple languages. Applicants must be current providers of technical assistance and capacity building for local childcare sites; partnerships with other groups are welcome.

The County anticipates awarding up to two (2) proposals with up to \$800,000 over 2 years.

**2. Expanding Access to Affordable Child Care - \$2 Million**

The County requests proposals for expanding access to affordable care for children 0-5 through financial assistance or scholarship funding. Proposals must include support for families seeking infant/toddler care, families looking for work, and families whose income is too high to qualify for childcare subsidies but too low to afford market-rate care. Applicants must be current providers of childcare-focused financial assistance or scholarship dollars; partnerships with other groups are welcome.

The County anticipates awarding one (1) proposal with up to \$2 million over 2 years.



**3. Improving Child and Family Social-Emotional and Mental Health (SEMH) - Children Ages 0-12 (\$1.5 Million)**

The County requests proposals that will create and/or expand safe, culturally-affirming, and trauma-informed supports that contribute to the social-emotional and mental health of children and young people ages 0-12 and their families. Proposals may focus on the promotion of social-emotional and mental health and positive childhood experiences, on strengthening protective factors that prevent adverse childhood experiences (ACEs), or on response to ACEs, including addressing substance abuse issues, support domestic violence survivors, and suicide prevention. While all proposals will be reviewed and considered, proposals focusing on children and young people 0-12 and their families will be prioritized for this RFP category. A separate category focuses on ages 13-24.

Proposed projects must support populations disproportionately impacted by the pandemic, including BIPOC young people and families with low incomes. Proposals may build in funding for evaluation. Applicants must be current providers of culturally affirming, trauma-informed social-emotional and mental health supports, partnerships with other groups welcome.

The County anticipates awarding proposals between \$50,000 and \$300,00 over 2 years.

**4. Improving Youth and Family Social-Emotional and Mental Health (SEMH) – Youth Ages 13-24 (\$800,000)**

The County requests proposals that provide or expand safe, culturally affirming, and trauma-informed support and contribute to the social-emotional and mental health of young people and reduce violence among ages 13-24 and their families. Proposals may focus on the promotion of social-emotional and mental health and positive childhood experiences, on strengthening protective factors that prevent adverse childhood experiences (ACEs), or on response to ACEs, including addressing substance abuse issues, support domestic violence survivors, and suicide prevention.

While all proposals will be reviewed and considered, people 13-24 and their families will be prioritized for this RFP category. A separate category focuses on youth ages 0-12. Proposed projects must support populations disproportionately impacted by the pandemic, including BIPOC young people and families with low incomes. Proposals may build in funding for evaluation. Applicants must be current providers of culturally-affirming, trauma-informed social-emotional and mental health supports; partnerships with other groups are welcome.

The County anticipates awarding proposals between \$50,000 and \$200,00 over 2 years.



**5. Youth Enrichment and Recreational Activities - \$1.5 Million**

The County requests proposals to enhance academic opportunities and general well-being for youth in Durham. Proposals should expand access and remove barriers to youth enrichment programs like afterschool and summer programming. Proposals that focus on supporting the social, emotional, and academic needs of underserved students and students with disabilities will be prioritized.

The potential grants may also strengthen current programming or expand a new program offering. Funds can support educational, art, recreational and/or sports activities. Organizations must be a registered non-profit and be willing to provide free or affordable youth activities for children ages 0-18. Proposals may build in funding for evaluation. Applicants must be current providers of youth enrichment programs; partnerships with other groups are welcome.

The County anticipates awarding proposals between \$50,000 and \$250,00 over 2 years.

**6. Capacity Building for Culturally-Affirming Maternal Health Support - (\$1.5 Million)**

The County requests proposals that will scale culturally-affirming supports for pregnancy and postpartum periods. The COVID-19 pandemic has caused increased maternal isolation and stress for many. These challenges disproportionately impact Black families. Nationally and here in Durham County, maternal and infant morbidity and mortality rates are disproportionately higher for these groups. With this in mind, we are seeking proposals that provide universal supports for maternal health, as well as proposals that address Black maternal health specifically. These supports can include financial assistance and the provision of essential family supplies, full spectrum doula care, lactation support, group or individual peer support and education, and resource navigation. Proposals may build in funding for evaluation. Proposals that include community-based, culturally-affirming approaches to Black maternal health will be prioritized. Applicants must be current providers of culturally-affirming maternal health supports, partnerships with other groups welcome.

The County anticipates awarding proposals in the range of \$50,000-\$300,000 over 2 years.

**7. Crime Intervention Initiatives - \$1.5 Million**

The County requests proposals that will contribute to community safety and combat crime through culturally affirming support systems. Funding could address conflict resolution, violence prevention, domestic violence intervention, health and wellness, and critical time interventions. Other examples include funding to address employment assistance programs and other vocational programs.

Proposed projects should be targeted toward populations disproportionately impacted by the pandemic, including BIPOC young people and persons with low incomes. Proposals may build in funding for evaluation. Applicants must be current providers of community support programs; partnerships with other groups are welcome.

The County anticipates awarding proposals between \$50,000 and \$250,00 over 2 years.



**GRANT INSTRUCTIONS AND PROCESS HIGHLIGHTS**

1. The County of Durham has opened a public application for proposals for ARPA funding in eight categories listed below. Durham County will accept requests submitted to the Durham County Government by **5:00 p.m. on August 15, 2022. Grant applications must be uploaded to the online portal by the proposed deadline. No exceptions.**

2. **Applicant organizational status**

Nonprofits with 501(c)(3) status are eligible to apply for funding. Individuals, businesses (Sole-Proprietors, Partnerships, Limited Liability Corporations, and Corporations), or any company or organized group that is not a government-affiliated agency or non-profit will not be allowed to apply.

Community-based groups with a fiscal sponsor that has a 501(c)(3) status are also eligible. One application should be submitted for a project with multiple partners. One organization with 501(c)(3) status must receive the funds and provide fiscal oversight. Nonprofits may “pass-through” all or some of the funds as sub-grants or microgrants to other 501(c)(3) and community-based organizations or groups.

3. **COMMUNICATION WITH PROPOSERS:**

There will be two orientation sessions on the grant process. Grant applicants must register to attend at least one orientation. The virtual orientation sessions will occur Monday, July 11 from 10:30 to 11:30 a.m.; Thursday, July 14 from 2:00 to 3:00 p.m., and Monday, July 18 from 10:00 to 11:00 a.m. Applicants only need to attend one orientation session. Use the following link to register for one of the ARPA sessions.

In addition, two optional office hour sessions will also occur related to the Durham County ARPA Phase funding process. The sessions will occur Wednesday, July 20, 2022, from 6:00 pm to 7:00 pm and Friday, July 22 from 10:00 am to 11:30 am. Questions related to the RFP process should be emailed to [ARPA@dconc.gov](mailto:ARPA@dconc.gov). All other communications between the County staff and prospective Proposers related to the RFP shall be in writing unless a part of the virtual office hours.

4. **PROPOSAL DUE DATE**

Proposals must be uploaded in the online portal by 5:00 pm on August 15, 2022.

5. **LATE PROPOSALS**

Proposals received after the date and time specified will not be considered.

6. **SCHEDULE**

The following is the anticipated schedule for the Phase 1 Grant Process:

- Issue Nonprofit Grant Program Application July 5, 2022
- Application Submission Deadline 5:00 on August 15, 2022
- Deadline for receiving questions 5:00 on July 22, 2022
- Deadline for receiving Durham County answers 5:00 on July 30, 2022
- Notice of Intent Award Anticipated October 2022
- Funding must be Expended by December 31, 2024



## 7. **APPLICATION REVIEW CRITERIA**

The ARPA review committee will evaluate each application submitted based on the following criteria After receipt and review of the written application. The application review process will include County Staff and Internal and External Subject Matter experts. The evaluation will use an ARPA rubric evaluation score approved by the Board of County Commissioners. The ARPA evaluation rubric includes the following categories: eligibility, Durham County compliance, strategic plan alignment, complexity, community benefitting, collaboration, equity, evidence of fiscal sustainability, environmental sustainability, and performance evaluation.

Applicants shall not assume that any information shared with the County prior to this Nonprofit Grant Application will be considered in the evaluation process. The evaluation team may or may not have prior knowledge of any discussions and processes. Evaluation will be completed on the information submitted in response to the application only.

Award allocations will be based on the total number of applicants, completeness of applications, expense eligibility, organizational need, community benefit, and organizational operating budget size.

The following factors will be considered for evaluation:

- a. The organization is a qualifying nonprofit
- b. The financial impact of COVID-19 is clear and demonstrated. Experience in providing this type of service for this size contract. Demonstrated ability to meet commitments requested in the RFP
- c. Qualifications of staff to be assigned to this project
- d. Specific plans and methodology for providing the proposed services
- e. Compliance with Durham County MWBE requirements
- f. ARPA Eligibility – project/program meets ARPA guidelines
- g. Sustainability After Grant – will the project be sustainable after funding has been spent
- h. Matching Funds and/or In-kind Contributions – degree to which other federal or in-kind funds are leveraged by the applicant
- i. Project/Program Location – does the project/program fall within Durham County limits
- j. Program description and impact of the program on communities and populations most disproportionately impacted by the pandemic, i.e., low-income, and socially vulnerable communities
- k. Ability to expend funds by December 31, 2024
- l. Fiscal and administrative capacity to administer the funding in compliance with requirements
- m. Grant budget is provided, reasonable, and aligns with eligible expense categories
- n. Other factors as deemed appropriate





**8. DISCREPANCIES AND OMISSIONS:**

Should a Proposer find discrepancies in, or omissions from the documents, or should be in doubt as to their meaning, he/she should at once notify the County, and a written Addendum shall be issued. The County will not be responsible for any oral instructions.

**9. RISK ASSESEMENT**

Consistent with US Treasury Guidelines subrecipients grants are evaluated to determine the level of risk to determine approaches with mitigating subrecipient risk. County staff will evaluate, document, and classify risk before allocating funds to subrecipient.

**10. QUALIFICATIONS AND EXPERIENCE**

The applicant should describe its track record in performing services comparable to those specified in the RFP and other information relevant to making a determination as to the ability of the applicant to perform these services.

**11. MWBE PARTICIPATION**

Describe the program (plan) that your organization has developed to encourage participation by MWBEs to meet or exceed the goals set by the County of Durham's MWBE Program Ordinance. If your organization has no opportunity to contract with MWBEs please explain why.

**12. CONFLICT OF INTEREST**

The consideration, award, and funding of any non-profit agency pursuant to the Nonprofit Program shall be carried out in a manner consistent with the Code of Ethics for Appointed and Elected Officials of Durham County, adopted by the Board of County Commissioners on December 13, 2010. Applicants will have to complete a Conflicts of Interest form as a part of the application process.

**13. GRANT REPORTING AND MONITORING**

Organizations receiving funding will be required to provide mandatory quarterly reporting to Durham County Government to comply with US Treasury requirements. Organizations that fail to report as required will lose their funding and be responsible for paying back all ARPA funding received from Durham County. Each funded agency will submit a programmatic report on a regular basis as specified in the RFP and/or Contract. These reports describe progress towards program outcome. Agencies are required to maintain detailed back-up documentation of expenditures, available for review by county staff upon request. Failure to comply with these reporting requirements may jeopardize county funding. Site visits may be performed annually for funded agencies to determine and verify their data collection methodology.

The reoccurring reporting required by each organization that receives funding from the Durham County American Rescue Plan Act Nonprofit Grant Program will differ based on various factors.

**14. MISCELLANEOUS ITEMS**

All Organizations submitting an application will be notified upon a final determination by the County.



**15. PUBLIC RECORD**

Unless otherwise exempt under applicable law, applications and application materials are public records. All information received from an applicant, whether received in connection with a grant application or in connection with any grant-funded activities performed, are subject to disclosure pursuant to the North Carolina Public Records Act, unless otherwise exempt.

**16. Funding Award**

1. The County Manager will make nonprofit funding recommendations to the Board of County Commissioners.
2. The Board of County Commissioners will approve final funding for nonprofits
3. A revised scope of work and budget reflecting the final award amount will be
  - a. required of nonprofit agencies who do not receive their full grant funding request
  - b. prior to contract execution.
4. Insurance coverage amounts will be reviewed and approved by the County's Risk Manager prior to contract execution.
5. Grant awards will be made in the form of an agreement executed between the applicant and the County. The grant period, scope, allowable budget, and reporting requirements will be outlined in a contract between the applicant organization and the County. As mentioned above, all awardees will be required to provide quarterly reports on the project to Durham County and will be subject to audit. All awarded funds for new programming/activities must be expended no later than December 31, 2024. All awardees will be required to attend an ARPA training hosted by Durham County before the organization will be allowed to receive any funding for the program.

**END OF INSTRUCTIONS TO GRANT APPLICANTS.**



## Durham County Government ARPA Grant Application

**(Applications must be submitted through an on-line portal)**

- Applications must be submitted through an online portal. The link to the online portal will be shared with potential applicants after attending a mandatory online orientation session. The document reflects questions included in the application.
- Please register to attend one of the required orientation sessions to gain access to the on-line portal for application entry. Session times are below. Applicants only need to attend one session.
  - Monday, July 11th at 10:30 a.m.
  - Thursday, July 14<sup>th</sup> at 2:00 p.m.
  - Monday, July 18<sup>th</sup> at 10:00 a.m.
- Optional virtual office hours will occur Wednesday, July 20, 2022, from 6:00 pm -7:00 pm and Friday, July 22 from 10:00 am to 11:30 am.
- Questions related to the RFP process should be emailed to [ARPA@dconc.gov](mailto:ARPA@dconc.gov). All other communications between the County staff and prospective Proposers related to the RFP shall be in writing unless a part of the virtual office hours.
- Late applications will not be accepted.



## Durham County Government ARPA Grant Application

(Applications must be submitted through an on-line portal)

### APPLICANT INFORMATION

Organization Name: \_\_\_\_\_

Organization Address: \_\_\_\_\_

\_\_\_\_\_

Contact Person Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Organization Website: \_\_\_\_\_

Federal Tax Identification Number: \_\_\_\_\_

DUNS Number\* \_\_\_\_\_ (if available)



### APPLICANT INFORMATION

1. What is the intended purpose/use of the funds?

2. Has applicant received previous funding from Durham County?

\_\_\_\_\_ Yes      Date and amount of last funding allocation.

\_\_\_\_\_ No

3. Has applicant received previous federal and/or state funds related to the pandemic management? Some examples may include direct allocations, PPP loans or CARES funding (business loan/grant programs, etc.).

\_\_\_\_\_ Yes      Date and amount of last funding allocation.

\_\_\_\_\_ No



**PROJECT/PROGRAM INFORMATION**

Project/Program Name: \_\_\_\_\_

Project/Program Purpose: \_\_\_\_\_  
(100 words or less)

Requested Durham County ARPA funding amount: \_\_\_\_\_

1. Under which RFP category does your proposed concept fall?
  
2. Can your project be fully completed by December 2024?  
\_\_\_\_\_ Yes  
\_\_\_\_\_ No
  
3. Describe the project goals/objectives and how your proposal fulfills a public need that has been created or exacerbated by the COVID-19 pandemic. How will the project achieve these goals (what specific services will be provided)? (1000 words or less)
  
4. Describe how the success of your project/program will be evaluated and what is the desired community impact. (1000 words or less)
  
5. Who will be responsible for performing the work and achieving stated goals and objectives? How is this person qualified? (1000 words or less)
  
6. Has this proposal been approved by your governing body? Please provide a date and form of approval (such as minutes or resolution)? (100 words or less)





**FINANCIAL INFORMATION**

Using the attached form, attach a detailed budget of the proposed project with a description of each budget item, including the total cost of the project and the percentage of the total budget this proposal funds.

1. What percentage of your budget is for administrative or management fees?

2. Are you accessing alternative funding sources? If yes, please list sources.

\_\_\_\_\_ Yes      Sources: \_\_\_\_\_

\_\_\_\_\_ No

3. Is the requested funding a match for other funding? If yes, please describe.

\_\_\_\_\_ Yes      Describe Match: \_\_\_\_\_


\_\_\_\_\_ No

4. Does your organization obtain an annual audited or reviewed financial statement? Please provide your most recent financial statement.

5. Is your organization required to file IRS Form 990? If yes, please provide your most recent filing.





 <b>PHASE 1 - Durham County Government - American Rescue Act Grant</b> <i>Application Due August 15, 2022</i>		
<p><i>Provide budget information for the project/program through December 31, 2024. The grant funding allocation is for a two-year period. Add additional lines as needed to the revenue and expense categories as needed. Additional notes can be added as a supplemental document to explain expenditure categories.</i></p>		
Expenses	Notes/Explanations	Total Requested budget through 12/31/2024
<b>Personnel Costs</b>	<i>(salaries, benefits, other compensation)</i>	
<b>Program/Project Operating Cost:</b>		
<i>Example: Program Supplies</i>		
<i>Example: Utilities</i>		
<i>Example: Travel</i>		
<i>additional categories</i>		
<i>additional categories</i>		
<i>additional categories</i>		
<i>additional categories</i>		
<i>additional categories</i>		
<i>additional categories</i>		
<b>Total Project/Program Expenses</b>		<b>\$0</b>
Revenues	Notes/Explanations	Total Requested Project/Program Funds
<i>Durham County Government ARPA Fund Request</i>	<i>(Amount requested from Durham County ARPA proposal)</i>	
<i>Durham County Government (Should not include funding from requested ARPA category)</i>	<i>(Other Durham County Revenue not included in ARPA proposal)</i>	
<i>Other Local State or Federal Government Funding (excluding Durham County Government)</i>	<i>(Revenues from any government other than the Durham County Government)</i>	
<i>Program Income</i>		
<i>Donations</i>		
<i>Nonprofit Funding</i>	<i>(Revenues from any nonprofit)</i>	
<i>Other</i>	<i>Explain</i>	
<b>Total Project/Program Revenues</b>		<b>\$0</b>

# APPENDIX

## Minority Women and Business Goals

Durham County hereby establishes the following goals for the expenditure of funds with MWBE firms.

Categories	Construction	Architect/ Engineer	Services	Goods	MWBE Availability % <i>(Median Availability)</i>
Black American	14.6	9.8	10.9	2.8	<b>10.4%</b>
Asian American	1.3	3.0	1.1	.43	<b>1.3%</b>
Hispanic American	4.2	1.8	1.1	.43	<b>1.5%</b>
American Indian	.65	.75	1.0	.5	<b>.70%</b>
White Female	13.8	11.0	9.5	7.1	<b>10.3%</b>
<b>Overall MWBE Participation Goal =</b>					<b>25.0%</b>

MWBE is a business that is at least 51% owned and controlled by minority group members or women. MWBE is bona fide only if the minority group or female ownership interests are real and continuing and not created solely to meet the MWBE requirement. In addition, the MWBE shall itself perform satisfactory work or service or provide supplies under the contract and not act as a conduit. The contractual relationship shall be bona fide owned and controlled as: (1) a sole proprietorship legitimately owned by an individual who is a minority group member or female; (2) a partnership or joint venture controlled by minorities and/or females;; (3) a corporation or other entities controlled by minorities or females, and in which at least 51% of the voting interests and 51% of the beneficial ownership interests are legitimately held by minorities and/or females. These persons shall control the management and operations of the business on a day-to-day basis:

A person who is a citizen or lawful permanent resident of the United States and who is:

“Black American”; a person having origins in any of the black racial groups of Africa;

“Asian American”; A person having origins in any of the original peoples of the Far East, Southeast Asia, Asia, Indian continent, or Pacific islands;

“Hispanic American”; a person of Spanish culture with origins in Mexico, Central or South America, or the Caribbean, regardless of race;

“Native American Indian tribe”; a federally recognized Indian tribe means an Indian tribe, or band, nation, rancheria, pueblo, colony, or other organized group or community, including any Alaska native village, which is recognized by the Secretary of the Interior on October 1, 1985 as having special rights and is recognized as eligible for service provided by the United States to Indians because of their status as Indians, a tribe that has a pending application for Federal recognition on October 1,1985.

**NON-COLLUSION AFFIDAVIT**

State of North Carolina

County of Durham

\_\_\_\_\_, being first duly sworn, deposes and says that:

1. He/She is the \_\_\_\_\_ of \_\_\_\_\_, the Proposer that has submitted the attached proposal.
2. He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal.
3. Such Proposal is genuine and is not a **collusive** or **sham** Proposal.
4. Neither the said Proposer nor any of its officers, partners, representatives, employees, or parties of interest, including this affidavit, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm, or person to submit a **collusive** or **sham** Proposal in connection with the contract for which the attached Proposal has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Proposer, firm or person to fix the price or prices in the attached Proposal or of any other Proposer, or to fix any overhead, profit or cost element of the Proposal price of any other Proposer or to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against the County of Durham or any person interested in the proposed contract; and
5. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

\_\_\_\_\_  
\_\_\_\_\_

Signature of Proposer

Date

Subscribed and sworn before me,

this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

(Seal)

\_\_\_\_\_  
Notary Public

Notary Public

My Commission Expires: \_\_\_\_\_

# Durham County Government ARPA Rubric

	Eligibility	Durham County Compliance	Strategic Plan Alignment/ BOCC Priority	Complexity	Community Benefitting	Collaboration	Equity	Evidence of Sustainability	Environmental Sustainability	Performance Evaluation
0	Does not meet Treasury guidelines	Does not meet Durham County Uniform Grant Guidelines	Does not align with existing strategic goals	Highly Complex: Requires 12+ months to implement	Less than 25% of Community Benefitting	No stakeholders identified	Does not satisfy equity criteria	No funding identified for multi-year program sustainability	Negative environmental impact	Very difficult to evaluate performance data, metrics and report on outcomes
2	Likely meets Treasury guidelines	Likely meets Durham County Uniform Grant Guidelines	Somewhat aligns with some strategic goals	Medium Complex: Requires 3-12 months to implement	26% to 50% of Community Benefitting	Some stakeholders identified, but lacking existing partnerships/	Satisfies some but not all equity criteria	Possible funding identified for multi-year program sustainability	Neutral environmental impact	Somewhat difficult to evaluate performance data, metrics and report on outcomes
4	Clearly meets Treasury guidelines	Clearly Meets Durham County Uniform Grant Guidelines	Align well with existing strategic goals	Light Complex: Can be implemented in 3 months or less	Majority of Community (51%+) Benefitting	Cross-sector collaboration	Satisfies all equity criteria	Funding has been identified for multi-year program sustainability	Positive environmental impact	Easy to evaluate performance data, metrics and report on outcomes

\*Programs with the highest “score” to be considered as most impactful and of the highest priority

# Durham County Government ARPA Rubric Context/Explanations

Category	Explanation	Links to Source Documents
Eligibility	Alignment with US Treasury Guidelines. Entities receiving funds have to comply with US Treasury Guidelines.	<a href="#">BOCC Budget Worksession, 5/27/21</a>
		<a href="#">Assistance for State, Local, and Tribal Governments   U.S. Department of the Treasury</a>
Durham County Compliance	Jurisdictions must follow Uniform Grant Guidelines (UGG) when expending federal dollars. US Treasury gives specific guidance on how to expend the federal funds. Further, entities must follow state statutes and local policies that govern procurement practices. These guidelines will vary by state and local jurisdiction.	<a href="#">Procurement Division Homepage   Durham County (dconc.gov)</a>
Strategic Plan Alignment	Project prioritization will be given to projects that support the Board's strategic and capital plans and other assessments endorsed by the BOCC. Projects should reflect evidence-based and/or data driven analytics to support strategic plan alignment. (Durham County ARPA Guiding Principles, May 2021)	<a href="#">BOCC Budget Worksession, 5/27/21</a>
		<a href="#">Durham County Government Strategic Plan, 2017</a>
Complexity	Projects need to be encumbered by December 31, 2024. All project expenses must be invoiced and paid by December 31, 2026.	<a href="#">US Treasury Interim Final Rule FAQ</a>

# Durham County Government ARPA Rubric Context/Explanations

Category	Explanation	Links to Source Documents
<b>Community Benefitting</b>	US Treasury guidelines stipulate funds provide a public health response and support a community's economic recovery.	<a href="#">Assistance for State, Local, and Tribal Governments   U.S. Department of the Treasury</a>
<b>Collaboration</b>	Durham County guiding principles for the use of ARPA funds established the value of leveraging federal, state, and local community resources to optimize the overall allocation. (Durham County ARPA Guiding Principles, May 2021)	<a href="#">BOCC Budget Worksession, 5/27/21</a>
<b>Equity</b>	The County is in process of developing an equity tool to evaluate ARPA funding proposals. While the pandemic has impacted the entire county, disproportionately the epidemic has impacted low-income families, communities of color and historically disadvantaged neighborhoods. An evaluation will also occur to evaluate equitable funding for unincorporated communities. (Durham County ARPA Guiding Principles, May 2021)	<a href="#">BOCC Budget Worksession, 5/27/21</a>
		<a href="#">US Treasury. SLFRP Quick Reference Guide FINAL-508a.pdf</a>

# Durham County Government ARPA Rubric Context/Explanations

Category	Explanation	Links to Source Documents
<b>Evidence of Fiscal Sustainability</b>	<p>Identify strategic one-time projects and/or a sustainability strategy for initiatives that require funding beyond one year. Final recommendations will be evaluated in the context of five-year fiscal plan. (Durham County ARPA Guiding Principles, May 2021)</p>	<p><a href="#">BOCC Budget Worksession, 5/27/21</a></p>
	<p>" ARPA funds are non-recurring so their use should be applied primarily to non-recurring expenditures. Care should be taken to avoid creating new programs or additions to existing programs that require an ongoing financial commitment.</p> <p>Rating agencies will evaluate a government’s use of the ARPA funds in formulating its credit opinion and, importantly, will consider your government’s level of reserves and structural budget balance, or efforts to return to structural balance, as part of their credit analysis." (GFOA ARPA Spending Guiding Principles)</p>	<p><a href="#">GFOA American Rescue Plan Spending Guiding Principles</a></p>
<b>Environmental Sustainability</b>	<p>Durham County's Strategic Plan includes the goal of protecting natural resources and supporting sustainability efforts. When applicable, projects will be evaluated on the impact to environmental sustainability.</p>	<p><a href="#">Durham County Government Strategic Plan, 2017</a></p>



# Durham County Government ARPA Rubric Context/Explanations

Category	Explanation	Links to Source Documents
<p><b>Performance Evaluation</b></p>	<p>Evaluation of the program goals, milestones, program activities, products delivered, clients served and/or other outcomes will occur as a part of the overall ARPA funds utilization.</p> <p>"Accountable: The SLFRF requires program and performance reporting to build public awareness, increase accountability, and monitor compliance of eligible uses. Recipients are required to account for every dollar spent and provide detailed information on how funds are used.</p> <p>Transparent: Large recipients will publish a detailed Recovery Plan each year so the public is aware of how funds are being used and outcomes are being achieved; Treasury will provide comprehensive public transparency reports each quarter across all recipients."</p> <p>(U.S. Department of Treasury, Recipient Compliance and Reporting Responsibilities)</p>	<p style="text-align: center;"><a href="#"><u>Recipient Compliance and Reporting Responsibilities   U.S. Department of the Treasury</u></a></p>