1. **What if I already applied for ARPA funding through the City of Durham's process?**
   Applications for ARPA funding that were submitted through the City of Durham's process were shared with County Commissioners. However, the County's process is separate from the City's process and applicants will need to reapply through the County's RFP process to be eligible for ARPA funding from the County.

2. **What if my proposal does not align with one of the Durham County's RFP categories?**
   Durham County is taking a targeted approach to ARPA spending. The first phase of RFPs is limited to the following categories:

   o Capacity Building and Technical Assistance for Child Care
   o Expanding Access to Affordable Child Care
   o Improving Child and Family Social Emotional and Mental Health – Ages 0-12
   o Improving Youth and Family Social Emotional and Mental Health – Ages 13-24
   o Youth Enrichment Activities
   o Maternal Health Support
   o Crime Intervention

   Future RFPs will focus on Affordable Housing and Homelessness, Behavioral Health and Health Equity, Workforce and Economic Development, Food Security, and other priority areas. For more information about Durham's RFP process, please visit our website.

3. **Do applicants need to have 501(c)3 status to be eligible for funding?**
   Registered nonprofits with 501(c)3 status and government entities are eligible to apply for ARPA funding.

4. **Do I need a fiscal agent/sponsorship?**
   To be eligible for funding, nonprofit organizations must have been registered for at least 2 years, meet the revenue thresholds within the RFP, and supply financial statements. If you do not meet these requirements, you may partner with a fiscal agent. Fiscal sponsors must agree to support the organization applying with administration, compliance, and reporting.

5. **Are organizations required to undergo a risk assessment?**
   If applicants are selected as finalists, they will be asked to complete the County's risk assessment in compliance with US Treasury guidelines. A draft copy of the Risk Assessment form that will be completed by Durham County staff is attached. County staff will coordinate with grant applicant finalist to complete the form.

6. **Do organizations have to supply an audit?**
   Audits are preferred, but not required. Part of the risk assessment will ask organizations to supply an audit completed by a financial auditor if funded with ARPA dollars.

7. **How will funds be disbursed to nonprofits?**
   Funding terms and conditions will be negotiated with each individual recipient of ARPA funding. In an effort to avoid cash flow issues, organizations may receive forward funding and/or submit receipts for reimbursement.

8. **What is the deadline for recipients to spend all funding?**
   All funds must be expended by December 2024.

9. **Will applicants receive technical assistance and/or administrative support?**
   If an organization is selected to receive funding, Durham County has limited capacity to support compliance and reporting but does not have the capacity to support general administration. If applicants need assistance with administration, they are encouraged to partner with a fiscal sponsor.

10. **How frequently will organizations be asked to report on key indicators?**
    Recipients of ARPA funding will be required to submit at least quarterly reports in accordance with the terms and conditions outlined by the contract that will be negotiated with the County. The County will use a web-based platform for recipients to submit data and report on key indicators. Orientation and training will be provided to recipient of ARPA funding.

11. **When will Durham County decide which proposals will receive funding?**
    Staff tentatively plans to make recommendations to the BOCC by October 2022.

Durham County Government – Subrecipient Risk Assessment for ARPA Funds

Subrecipient Information:

Subrecipient Name	
Subrecipient Unique Entity Identifier:	
Brief Description of Subaward Project and Role of Subrecipient:	[INSERT A BRIEF DESCRIPTION OF SUBAWARD PROJECT AND ROLE OF SUBRECIPIENT]
Name and Title of Subrecipient Personnel Providing Information for this Risk Assessment	[INSERT NAME AND TITLE OF SUBRECIPIENT PERSONNEL PROVIDIN INFO. FOR THIS RISK ASSESSMENT]

Choose an item.	Is the entity prohibited from receiving Federal funds due to suspension or debarment per the Excluded Parties List located in the System for Award Management (SAM)? (https://sam.gov/content/home)
Choose an item.	Is the entity in good standing with Durham County Government. Discuss with appropriate staff.
Choose an item.	Has Data Collection Form on Federal Audit Clearinghouse (FAC) been reviewed? (https://facweb.census.gov/uploadpdf.aspx)
If yes,	List Findings:

Risk Category	Rating Label	Comments
General Assessments		
1. Is the proposed subrecipient entity's (hereinafter "entity") facility, equipment, supplies, and staffing adequate for the needs of the award?	Choose an item.	
2. Has the entity adopted and implemented all required Uniform Guidance policies and procedures?	Choose an item.	
3. Has the entity adopted and implemented records retention, conflict of interest, and nondiscrimination policies, consistent with the ARP/CSLFRF award terms?	Choose an item.	
4. Is the entity properly licensed or certified by a recognized source (i.e., the Internal Revenue Service non-profit determination letter, bonded and insured if performing construction-related activities, etc.)?	Choose an item.	
5. Does the entity have a Code of Ethics policy which is provided to all associated employees?	Choose an item.	
6. Has the entity's management demonstrated a commitment to compliance with the subaward terms and all applicable laws and regulations?	Choose an item.	

Financial Management, Systems, & Personnel		
7. Does the entity have a financial management system that provides records that can identify the sources and application of funds for subaward funded activities?	Choose an item.	
8. Does the entity's financial management system provide for the control and accountability of project funds, property, and other assets?	Choose an item.	
9. What is the current staffing level of the entity?	Choose an item.	
10. Has there been any change in the entity's key staffing positions in the last 2 years?	Choose an item.	
11. What is the entity's staff's experience in performing stated activities in the proposed subaward?	Choose an item.	
12. Does the entity have a formal, written personnel policy that addresses: (a) Pay rates & benefits (b) Time & attendance (c) Leave (d) Discrimination (e) Nepotism (f) Conflict of Interest?	Choose an item.	
13. Does the entity have sufficient internal controls related to the subaward funds?	Choose an item.	
14. Does the entity have sufficient cash flow to carry out the subaward terms?	Choose an item.	
Experience with Other Federal Grants		
15. Has the entity previously done work for the federal government?	Choose an item.	**If low or moderate (yes)**, list the last three agencies and award periods.
(a) **If low or moderate (yes),** what is the entity's past performance on meeting federal program outcomes and managing federal funds in compliance with federal regulations?	Choose an item.	
16. Is the entity experienced in managing federal funds of the scope of this proposed subaward?	Choose an item.	
17. Identify any monitoring interventions the entity is currently subject to related to other federal grant awards.	Choose an item.	
18. Does the entity maintain an inventory of federal government property that, at a minimum, identifies purchase date, cost, vendor, description, serial number, location, and ultimate disposition data?	Choose an item.	

Audits		
19. Does the entity have a designated federal cognizant audit agency?	Choose an item.	**If low (yes),** provide name of audit agency.
20. Has the entity completed a Single Audit in the past five years?	Choose an item.	**If low or moderate (yes),** provide a copy of the most recent audit and **do not complete the rest of the Audit Section.**
(a) **If high (no) to 20.,** does the entity have annual financial statements that have been reviewed of audited by an independent audit firm?	Choose an item.	If yes, please provide a copy of the statements for the most current fiscal year. If no, please explain.
Indirect Rate Information		
21. Does the entity have a negotiated federal indirect/F&A rate? (*Note: This question does not impacted weight of risk assessment*)	Choose an item.	**If yes,** what is the rate? **If no,** indicate that de minimis 10% indirect rate will apply
Overall Risk Assessment		
22. Based on the overall assessment, does the reviewer anticipate any implementation problems with the proposed subaward?	Choose an item.	
23. What percentage of the entity's overall annual budget will this subaward comprise?	Choose an item.	
24. Considering all factors above, assess overall level of risk	**Choose an item.**	

Document any additional findings, mitigating factors, and recommendations here.

Assessment Completed By: _____ Date of Assessment: _____