



The **American Rescue Plan Act** provides the Kanawha County Commission with \$34.59 million in direct federal aid to assist our community in its recovery from the COVID-19 pandemic. Kanawha County received the first round of funding, approximately \$17 million, in May 2021. In general, the American Rescue Plan Funds can be used to respond to the ongoing COVID-19 pandemic, to replace lost public revenues, to support economic stabilization, and to make necessary investments in water, sewer and broadband infrastructure. For additional information, please see [ARP State and Local Rules](#).<sup>1</sup>

Please complete the application below in its entirety. You may attach additional pages if needed. Once submitted this application and any supporting document is considered a public record and will be posted on the County's website and made available to the public and media upon request.

**☐ PLEASE CERTIFY THAT YOU HAVE REVIEWED THE US TREASURY GUIDELINES REGARDING THE ELIGIBLE USES OF AMERICAN RESCUE PLAN STATE AND LOCAL RECOVERY FUNDS**

### Section One: Contact information

Name:

Address:

Website, if applicable:

Phone number:

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<sup>1</sup> <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>

Email address:

**Section Two: Project Summary**

Please provide a narrative overview or summary of your proposal, including but not limited to the following:

- 1. Brief description of the proposal
- 2. Purpose and key anticipated outcomes
- 3. Individuals or communities served
- 4. How the COVID-19 pandemic has necessitated this request
- 5. Amount of funding requested
- 6. Amount of any bids or cost estimates received to date, if applicable
- 7. Amount and source of matching funds raised or committed by your organization
- 8. How ARP funds, if awarded, will be used
- 9. How long it will take you to complete the project if awarded funding

### Section Three: Proposal details

1. Please describe the problem or need which your project seeks to address.

2. Please describe goals and expected outcomes of your proposal.

3. Please provide your project timeline, e.g., if funded when the project or proposal be fully implemented

4. Please provide your total proposed budget.

5. Please list any partners in this proposal, and the partner's role and your relationship with them.

6. Please describe your plan for sustainability of the project or initiative after the grant award has been exhausted.

**Section Four: Organization information**

1. Please provide your organization's mission statement.

2. Describe the history of your organization, tell us about your current programs and activities.

3. Please describe three significant accomplishments of your organization.

4. Please list your Owner(s), Board of Directors, senior staff members, or other key members of your organization:

5. Please list the staff involved with this project and describe their roles and responsibilities:

6. Please upload/attach the following financial documents, if applicable: cash flow statement for applicant's most recent fiscal year, two years of audited financial statements, current operating budget. If the applicant has not been audited, please include an unaudited balance sheet and income statement as prepared by the applicant.

7. List any federal, state, local or private grant awards or funding received in the last three years and the current status of those funds. If your organization has previously received funds from Kanawha County, please list the amount, nature of the project(s) and current status of the funding and project(s).

8. If you have made application for funding for this project from other sources (city, state, private or non-profit organizations) please list the same here.

### **Section Five: Impact of the COVID-19 Pandemic**

1. Please explain the impact of the COVID-19 pandemic and how it relates to your request, e.g., reduction in services, closures, increased costs, impacts to the community.

2. If you are requesting lost revenue due to COVID-19, provide that information here. Attach documentation sufficient to verify your request.

3. How will ARP funding, if awarded, aid in the recovery from the COVID-19 pandemic?

**Section Six: Supplementary information**

1. Please enter at least one third-party reference.

2. Please include any supplementary information or documentation (such as letters of support, newspaper articles, etc.) which you feel will be essential to the County's review.

Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_

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

Date: \_\_\_\_\_

➤ How to Submit an ARP Application to Kanawha County?

Applicants are encouraged to use the online grant portal located at [www.kanawha.us](http://www.kanawha.us).

If you prefer to submit a paper application, you may email it to [kimmallory@kanawha.us](mailto:kimmallory@kanawha.us) or mail to: Kanawha County Commission, Attention Grant Coordinator, PO Box 3627, Charleston, WV 25336. For questions, call 304-357-0101 or email [kimmallory@kanawha.us](mailto:kimmallory@kanawha.us).