Human Services ARPA Application

Frequently Asked Questions (FAQ)

What is the due date for applications?

> The due date for applications is October 29th, 2021.

What is period of availability for these funds?

> The funding eligibility period is March 3, 2021 – December 31, 2024.

Are ARPA funds retro-active?

> Yes, retro-active to March 3, 2021.

Can both for profit and non-profits apply?

> Yes, both for profit and non-profits can apply for funding.

Is the attached the full application, or a letter of intent to be followed by a full application?

> Applications do not require a letter of intent.

May we submit letters of support with application?

> Yes, if you'd like to submit letters of support please attach to your application.

Who will be the review team?

> The Human Services Directors, Housing & Community Development and County Leadership will be reviewing all applications.

What does the application mean when they ask for brief answers, is there a word limit?

> There is no word limit for applications, but the County is requesting that applications be brief with their responses.

What is the format in how the application is submitted?

> There is no required format for an application to be submitted. There is a fillable word document on the Bucks County Human Services website that applicants can use to submit. The essential pay request is also available on the website.

Is there a time frame that grant decisions will be made?

> The County anticipates announcing awards before the end of 2021.

Are there any specific populations the County is prioritizing?

> The commissioners have prioritized Human Services for these funds, there is no specific population that is being prioritized.

For longer term projects, will we be able to enter into a multi-year contract?

ARPA money is eligible for use until December 31, 2024. For multi-year projects, length of contract validity will be determined on a case-by-case basis."

For use of the funds, does the agency need to have a contract with the county?

An agency does not need to have an existing contract with the County to submit an application.

Is there a total amount that the Commissioners are allocating for these applications? How are the Commissioners allocating all the ARP funding?

The Commissioners are dedicating funding for Human Services and are prioritizing human services response. The preliminary ARPA funding for human services is $7million, however, it could fluctuate based on demonstrated need.

When applying for two different types of requests, should one application be submitted or two separate applications for each project proposal?

Applications should be submitted separately. If submitting for multiple requests, these requests should be prioritized.

For project proposals that to enhance housing opportunities but do not include building anything, do we need to complete the full application or only questions 1,2, and 3?

If submitting a project proposal that does not include building or rehabbing, please complete the full application.

If submitting for more than one project, should a separate application for each project or put it all in one application?

Separate application for each proposed project. If submitting for multiple requests, requests should be prioritized.

Is this initial application intended as a one-time application or will there be a second round?

This application process is intended to be the only open application for the ARPA funds.

What if an application would include a collaboration with multiple providers? Should we submit separate applications or one individual application?

If there is a lead organization identified for the project, the lead organization should submit the application. Respective letters of intent to collaborate should be included with the application.

Clarify eligibility for someone who can be assisted under projects?

Please reference the U.S. Treasury's website and the Compliance and Reporting Guidance. Helpful links include:

https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf

https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf

As stated in the application, some examples as to how funds may be used include: support the public health response; address the negative economic impacted caused by the public health emergency;

serve the hardest-hit communities and families; providing premium pay for essential workers, to name a few.

BUDGET

Will contracts be set up as an invoice and reimbursement or will funds be given up front for the project each year?

The County standard is to reimburse expenses based on invoices submitted for payment; funds are not typically given up front to cover expenses.

Will the County "front" any funds for projects as opposed to strictly releasing funds on a reimbursement basis?

The County will not issue advanced payments but can process payments quickly (Net-1 as opposed to Net-30).

Do the funds need to be spent immediately or can it be allocated to be spent over the 3-year period which will end on 12/31/2024?

The funds are eligible to use until December 31, 2024, but should be invoiced regularly as spending occurs.

What is a period of completion? Is this a budget period such as a fiscal year (i.e. June 30, 2021 - July 1, 2022) or is there another type of budget period that you need us to use?

When submitting the budget portion of your application please have it based on calendar year.

If a project is large in nature and an entity must take out a loan for start-up funding, will the County allow use of ARPA funds to cover the loan's interest costs?

Interest on a loan is not an eligible use for the ARPA funds.

For a multi-year request with funds expended before Dec 31, 2024, do we need to complete one budget and budget narrative for the whole project, or year by year?

Only one Budget should be submitted, but the budget should include a projected timeline of expenditure. For example, upfront/start-up costs and then maintenance and ongoing costs over each period.

Is there a minimum or maximum amount that can be requested? Are you committing the full allocation in this process?

No minimum or maximum and yes full allocation through this process.

If we request more than what the County is willing to award would we receive a partial award?

If the County will not award a full amount, we can negotiate a partial award for a project proposal.

Does this include housing related projects?

Yes, this application also includes housing projects but those will be reviewed and funded separately as explained in the application.

Can applications be submitted with a different fiscal agent assigned?

Yes, it is acceptable to assign a different fiscal agent, but it should be clearly outlined in the application.

Is there a total amount that the Commissioners are allocating for these applications? How are the Commissioners allocating all the ARPA funding?

The Commissioners are dedicating funding for Human Services and are prioritizing human services response. The preliminary ARPA funding for human services is $7million, however, it could fluctuate based on demonstrated need.

PREMIUM PAY

Is there an expected grant size range for premium pay?

There is no Minimum or maximum request amount applications. The County intends to make determinations after applications are received.

Could retention bonuses be paid out quarterly instead of one time?

This approach would be the preferred method for premium pay for essential worker applications. The county is partnering with the Career link and are planning a model that includes tiered bonuses.

Would an eligible cost include bonuses that have been paid out earlier this year?

Yes, the funding eligibility period is March 3, 2021 - December 31, 2024.

Is Essential pay eligible for employees who work in other Counties? What if our agency has employees who work in the surrounding counties?

Can apply for funding but should include evidence of how funds will benefit Bucks County constituents. Would be prorating the amount being requested based on the impact to Bucks County.

Would a 403b contribution for a more strategic approach for retention and premium pay for essential works be an eligible project proposal?

A payroll contribution based on a pre-determined percentage of an employee's wage and salary into a 403(b) plan is an approved use of funds.

Should any application that includes benefits for employees fall under the premium pay part of the application?

Yes, the premium pay is the appropriate box to check on the application if the project proposal includes benefits for employees.

Can we apply for funds if we serve or have offices outside of the County or staff serve individuals outside of the County?

Applications should include employees that serve Bucks County. If there are employees who do not serve the County then these individuals should be excluded from the application. Please provide an approximate breakdown of Bucks individuals served by your programs.