



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## **American Rescue Plan Act (ARPA) Work Group**

December 2, 2021

4:00pm

Main Meeting Room, Town Hall, 933 Hopmeadow Street

### **SPECIAL MEETING AGENDA**

#### Call to Order

- 1) Approval of Minutes
  - a. November 10, 2021
- 2) Discussion of process and potential uses for ARPA funds
  - a. Non-profit application – recommendation for BOS
  - b. Public survey
  - c. Other
- 3) 2022 Meeting Schedule

#### Adjournment



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## **American Rescue Plan Act (ARPA) Work Group Special Meeting**

Wednesday, November 10, 2021

Main Meeting Room, Town Hall, 933 Hopmeadow Street

### **MINUTES – Draft**

**Members Present:** Wendy Mackstutis, Jackie Battos

**Staff Present:** Amy Meriwether, Melissa Appleby

The meeting was called to order at 12:06pm.

#### **1) Approval of Minutes – October 29, 2021**

The minutes of October 29, 2021 were approved by consensus.

#### **2) Discussion of process and potential uses for ARPA funds**

##### **a. Non-profit application – recommendation for BOS**

Ms. Mackstutis and Ms. Battos confirmed the thresholds that the work group previously agreed on. The total initial pool will be \$250,000, and organizations will be able to request up to \$25,000. Any requests greater than \$10,000 will be brought to the Board of Selectmen. Anything below that amount will go through administrative approval.

Ms. Meriwether offered two edits to be incorporated into the application. She noted that the award letter will further outline the specific responsibilities of the grantees. The group agreed that language should be added to the application to indicate that additional information may be required upon request.

##### **b. Public survey**

Ms. Mackstutis and Ms. Battos discussed pushing out a simple survey to the community in order to solicit feedback on any COVID-related needs. They agreed that the survey should be simple and specific, with the ability for people to identify the priority areas that they think we should be focusing on.

##### **c. Other**

None

#### **3) Next steps and meeting date**

The group will meet again the week of 11/29; specific date and time are to be determined.

The meeting was adjourned at 12:45pm

Respectfully Submitted,  
Melissa Appleby  
Deputy Town Manager



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***DRAFT***

## **AMERICAN RESCUE PLAN ACT (ARPA) FUNDING 501(c)(3) NON-PROFIT AGENCY APPLICATION**

The Town of Simsbury is accepting applications from non-profit organizations for funding under the American Rescue Plan Act (ARPA). To be eligible, organizations must have a 501(c)(3) tax status. Applications will be accepted on a rolling basis. The funds provided to the Town through ARPA must be incurred by December 31, 2024, and expended by December 31, 2026.

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Agency: \_\_\_\_\_

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

Prepared by: \_\_\_\_\_ Title: \_\_\_\_\_

E-mail: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Provide a brief description of your agency, the services it provides, and the characteristics of the recipients of your program(s).

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ARPA Funds Requested: \$ \_\_\_\_\_ (may not exceed **\$25,000**)

Specify how the monies requested will be expended, and how this will address a need or negative impact of the COVID-19 public health emergency (may include eligible expenses dating back to March 2021):

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**Target Population** (please check categories):

\_\_\_\_\_ Children (0-12)                      \_\_\_\_\_ Single Adult (18 – 60)  
\_\_\_\_\_ Youth (12-18)                      \_\_\_\_\_ Seniors (60+)  
\_\_\_\_\_ Families (2+ per household)      \_\_\_\_\_ Disabled (any age)

**Please complete the following table for each service or program that will be provided using ARPA funds:**

<b>SERVICE/PROGRAM</b>	<b>Total # of Clients Served</b>	<b># of Simsbury Clients Served</b>	<b>Average Time spent per Client</b>	<b>Cost per Client/ Unit of Service</b>

**List all state or federal COVID-related assistance received over the last two years:**

<b>Income Source</b>	<b>Amount</b>

***Other documentation that must be attached:***

1. List of Board of Directors
2. Most recent annual report
3. Most recent financial audit
4. Current organizational Budget Summary identifying revenues.
5. Copy of the IRS 501(c)(3) ruling letter

***\*Additional information may be required upon request of the Town***

**Signatures:**

Board Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Executive Director: \_\_\_\_\_ Date: \_\_\_\_\_

Submit to: Amy Meriwether  
Director of Finance/Treasurer  
933 Hopmeadow Street  
Simsbury, CT 06070  
**OR** [ameriwether@simsbury-ct.gov](mailto:ameriwether@simsbury-ct.gov)

### **American Rescue Plan Act Survey**

Simsbury is anticipated to receive \$7.5 million through the American Rescue Plan Act (ARPA) to help address the economic fallout related to the pandemic. The Board of Selectmen has formed a work group that is tasked with providing recommendations on both the process and potential uses for the ARPA funds. The work group is seeking feedback from the public on the needs that have developed as a result of COVID-19, and how the Town should spend the ARPA funds. Funds must be allocated to specific categories of usage.

Please complete this brief survey to provide your input on how these funds can be best used to align with the intended purpose in order to assist with the economic fallout related to the pandemic. This survey is intended for people who live, work, or own a business or property in Simsbury.

- 1. Do you support the use of ARPA funds on the following categories?** *Insert yes/no boxes with open space to elaborate*

**Public health expenditures**

- Fund COVID-19 mitigation efforts, medical expenses, behavioral healthcare, certain public health and safety staff

**Address negative impacts caused by the public health emergency**

- Economic harm to workers, households, and small businesses, impact industries, and the public sector

**Provide premium pay for essential workers**

- Offer additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors

**Invest in infrastructure for water, sewer, and broadband**

- Make necessary investments to improve access to clean drinking water, support wastewater and stormwater infrastructure, and expand access to broadband internet

- 2. How would you prioritize spending in these categories (1 being the highest priority and 4 being the lowest)?**

- Public health expenditures
- Address negative impacts caused by the public health emergency
- Provide premium pay for essential workers
- Invest in infrastructure for water, sewer, and broadband

- 3. Are there any other specific needs that you believe have been created in our community by the COVID-19 pandemic?**