

Yamhill County ARPA Investing in Water & Sewer Infrastructure Competitive Grant Program

Yamhill County ARPA Investing in Water & Sewer Infrastructure Competitive Grant Program: Timeline

1. BOC approval of WSI program package
2. Posting/Outreach – 10/25/2021 through 11/08/2021
3. Applications open/Online portal opens – 11/08/2021 at 9:00 a.m. PST
4. Applications close/Online portal closes – 12/08/2021 at 6:00 p.m. PST
5. Application review – 12/09/2021 through 12/22/2021
6. Recommendations for awards to BOC – 12/23/2021
7. Announcement of awards – Friday, 12/23/2021
8. Disbursement of grant checks – 01/07/2022 through 01/14/2022

Yamhill County ARPA Investing in Water & Sewer Infrastructure Competitive Grant Program: Outreach

1. Email to all previous YC **online** grant applicants – 10/28/2021
2. **What's New in Yamhill County** post – 10/28/2021
3. Set up of YC webpage dedicated to Water and Sewer competitive grant program – 10/28/2021
4. Email notification/press release to all Yamhill County city managers and administrators – 10/28/2021
5. Email notification/press release to all Yamhill County media – 10/28/2021
6. Email notification/press release to SEDCOR, MEDP, MWVCOG, NACo – 10/28/2021

Yamhill County ARPA Investing in Water & Sewer Infrastructure Competitive Grant Program: Guidelines

General Information

On March 11, 2021, the American Rescue Plan Act was signed into law, and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Funds, which together make up the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) program. This program is intended to provide support to state, territorial, local, and tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses.

All proposals must adhere to guidelines governing the use of ARPA funds, as outlined by the U.S. Department of Treasury. Specifically, proposals must identify which expenditure category the project falls within and must provide justification. More information from the U.S. Department of Treasury and ARPA can be found here: <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>.

Yamhill County received \$10,750,000.00 (half) of the \$21,000,000 in ARPA funds in May 2021. We expect the other half in May 2022. Funds must be obligated by December 31, 2024. The Yamhill County Board of Commissioners (BOC) identified seven priority areas for funding with the following allocations:

- a) **Public Health** - \$3, 120,437.85 (15%)
- b) **Economic Impacts** - \$6,864,963.27 (33%)
 - a. Childcare - \$2,265,438.00
 - b. Impacted Industries - \$2,265,438.00
 - c. Nonprofit Organizations - \$2,265,438.00
- c) **Revenue Loss** - \$2,912,408.66 (14%)
- d) **Water and Sewer Infrastructure** - \$6,864,963,27 (33%)
- e) **Broadband Infrastructure** - \$1,040,145.95 (5%)

Compliance with Applicable Laws

Grant recipients must comply with all other applicable federal statutes, regulations, and Executive Orders, and a recipient shall provide for compliance with ARPA, this subpart, and any interpretive guidance by other parties in any agreements it enters into with other parties relating to these funds. 31 CFR 35, § 35.9.

Procurement

Grant recipients are responsible for ensuring that any procurement using ARPA funds, or payments under procurement contracts using such funds are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR 200.317 through 2 CFR 200.327, as applicable. The Uniform Guidance establishes in 2 CFR 200.319 that all procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 CFR 200.320, which allows for non-competitive procurements only in circumstances where at least one of the conditions below is true: the item is below the micro-purchase threshold; the item is only available from a single source; the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or after solicitation of a number of sources, competition is determined inadequate. The Uniform Guidance requires an infrastructure for competitive bidding and contractor oversight, including maintaining written standards of conduct and prohibitions on dealing with suspended or debarred parties.

Fair Labor

The interim federal rule projects use strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions, not only to promote effective and efficient delivery of high-quality infrastructure projects but also to support the economic recovery through strong employment opportunities for workers. 86 FR 26786 Section II.D (hereinafter "Rule"). The Oregon Prevailing Wage Law requires the prevailing wage rates established by the Oregon Department of Labor & Industry be paid on public works contracts. Projects using ARPA funds will be required to comply with the Oregon Prevailing Wage law. For projects over \$10 million, recipients may report that all laborers and mechanics employed by contractors and subcontractors are paid wages at rates not less than those in the Davis-Bacon Act. U.S.

OEPA/NEPA

The US Department of Treasury delegates to its recipients the legal authority to comply with either the National Environmental Policy Act or the Oregon Environmental Policy Act (OEPA). OEPA requires state agencies to carry out its policies through the use of a systematic, interdisciplinary analysis of state actions that have an impact on Oregon's human environment. ARPA funded projects will need to comply with the requirements of OEPA.

Audit

Grant recipients that expend more than \$750,000 in Federal awards during their fiscal year will be subject to an audit under the Single Audit Act and its implementing regulation at 2 CFR Part 200, Subpart F regarding audit requirements. Subrecipients may also refer to the Office of Management and Budget (OMB) Compliance Supplements for audits of federal funds and related guidance and the Federal Audit Clearinghouse to see examples and single audit submissions. Rule at 26786 Section III.C.

Recoupment

Any amount used in violation of § 35.5, § 35.6, or § 35.7 may be identified at any time prior to December 31, 2026.

Reporting

Grant recipients will be required to submit quarterly project and expenditure reports Quarterly progress reports will be available through the online portal and due according to the following schedule:

- a. March 31, 2022
- b. June 30, 2022
- c. September 30, 2022
- d. December 31, 2022

Reporting is required as part of the federal ARPA requirements and state level transparency. Failure to comply with reporting requirements may result in delays of reimbursement to recoupment of costs or canceling awards.

Recordkeeping

Awardees must maintain records and financial documents for five years after all funds have been expended or returned to Treasury. Wherever practicable, such records should be collected, transmitted, and stored in open and machine-readable formats. Awardees must agree to provide or make available such records to Yamhill County upon request.

Civil Rights Compliance

Recipients of Federal financial assistance from the Treasury are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the Treasury do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

In order to carry out its enforcement responsibilities under Title VI of the Civil Rights Act, Treasury will collect and review information from recipients to ascertain their compliance with the applicable requirements before and after providing financial assistance. Treasury's implementing regulations, 31 CFR part 22, and the Department of Justice (DOJ) regulations, Coordination of Non-discrimination in Federally Assisted Programs, 28 CFR part 42, provide for the collection of data and information from recipients (see 28 CFR 42.406). Treasury may request that recipients submit data for post-award compliance reviews, including information such as a narrative describing their Title VI compliance status.

How to Apply

Proposals may be submitted November 8, 2021 through December 8, 2021 via the Yamhill County online grant portal. All proposals received will be reviewed and ranked by a selection committee appointed by the BOC. Reviews will take place December 9-20, 2021. Once reviewed, recommendations for all proposals will be submitted to the BOC for approval on December 23, 2021, and notifications will be emailed on December 23, 2021 at 4:00 p.m. All applicants, project descriptions, and awardees will be posted on the Yamhill County website in January 2022.

Eligible Applicants

Local government means any city, county, consolidated city-county, school district, or other political subdivision or local government body of the state, water district, sewer district, irrigation district, water users association, conservation district, or tribal government.

Yamhill County Water & Sewer Infrastructure Grant Categories

1. Planning/Assessment Projects – up to \$200,000 *per project*
2. Capital Purchase – up to \$500,000 *per project*
3. Implementation Projects – up to \$1,000,000 *per project*

Eligible Uses

ARPA allows for State, local, and Tribal governments to make necessary investments in water and sewer infrastructure by aligning eligible uses of the Fiscal Recovery Funds with the wide range of types or categories of projects that would be eligible to receive financial assistance through the Environmental Protection Agency's (EPA) Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF). 86 FR 26786 Section II.D.1.

What Is the Match Requirement?

Applicants are required to provide matching funds in order to be eligible for water and sewer grants. Matching contributions may be in the form of in-kind services or cash from local, state or federal sources. However, all contributions must be targeted for expenditure on the project specifically identified in the application.

- Applicants for the Planning/Assessment Projects will pledge a match equaling 25% of the total grant award.
- Applicants for the Capital Purchase or Implementation Projects shall pledge **one of** the following matches:
 - a) 50% of the total project budget; **or**
 - b) 100% of the total grant award

Eligible in-kind contributions are those project-specific contributions associated directly with project implementation. If your budget includes in-kind labor, always reference the source for your labor value estimate.

Applicants **may not** use costs associated with regular operation and maintenance costs as match nor can they claim routine compliance monitoring expenses as matching funds. Limited monitoring to demonstrate the performance of newly installed equipment may be considered match.

Award Timeline

Applications for the Yamhill County ARPA Investing in Water & Sewer Infrastructure Competitive Grant Program must be submitted through the County's online grant portal and is due by **Wednesday, December 8, 2021 at 6:00 p.m. PST**. Only online applications will be accepted.

All applications will be reviewed and ranked by a selection committee appointed by the BOC.

Review and Ranking of Applications

- For local government water and sewer infrastructure grants, preference may also be given to projects that provide a higher match rate.
- CWSRF and DWSRF were designed to provide funding for projects that protect public health and safety by ensuring compliance with wastewater and drinking water health standards.
- In administering these programs (CWSRF and DWSRF), states prioritize projects that ensure compliance with applicable health and environmental safety requirements; address the most serious risks to human health; and assist systems most in need on a per household basis according to state affordability criteria. 86 FR 26786 Section II.D.1

Eligible Project Expenses

Projects must be located in Yamhill County and demonstrate a critical and necessary investment in water and sewer infrastructure. A wide range of costs and expenditures associated with a construction project are eligible as part of a project budget. All eligible project costs must occur after the project start date, which is the date of the executed contract between Yamhill County and the awardee. The water system must document eligible costs, typically through engineering cost reports. Eligible costs include actual pre-construction (planning and design, including costs associated with obtaining project authorization) and construction costs that are directly associated with the project.

Ineligible Project Expenses

The following tasks are ineligible:

- Activities outside of the scope of work including salaries/wages, travel, conferences and other expenses not directly related to the project
- Costs incurred outside eligible term.
- Routine maintenance and operation, as well as tasks that are programmatic in nature.
- Routine compliance monitoring expenses.
- Indirect costs (for example, facilities and administration or overhead).
- Prepay anticipated costs of future activity

Project Period

The project start date is the execution date of the contract between Yamhill County and the awardee. Projects must be completed within 18 months of the project start date. Costs incurred prior to the contract start date will not be eligible. Any project extensions must be submitted in writing and approved in advance by Yamhill County.

Yamhill County ARPA Investing in Water & Sewer Infrastructure Competitive Grant Program: Application and Budget Forms

<u>Question</u>	<u>Field Type</u>	<u>Instructions</u>
1. Project Title	Text box	Maximum 20 words
2. Project Category	Drop-down menu	Planning/Assessment; Capital Project; Implementation Project
3. Project Description	Text box	Maximum 100 words
A P P L I C A N T I N F O R M A T I O N		
4. Agency/Organization	Text box	Maximum 20 words
5. Entity Type	Drop-down menu	List of eligible entities
6. Applicant Mailing Address	Text box	No max
7. Applicant City, State, ZIP	Text box	Max 50 characters
8. Authorized Person	Text box	Person authorized to enter into contract with Yamhill County
9. Authorized Person Title	Text box	Max 50 characters
10. Authorized Person Phone	Phone field	Max 10 characters
11. Authorized Person Email	Email field	No max
12. Project Contact Person	Text box	Person to contact with questions about the proposed project
13. Project Contact Person Title	Text box	Max 50 characters
14. Project Contact Person Mailing Address	Text box	Max 50 characters
15. Project Contact Person City, State, ZIP	Text box	Max 50 characters
16. Project Contact Person Phone	Phone field	Max 10 characters
17. Project Contact Person Email	Email field	No max
18. Engineering Firm (if applicable)	Text box	Max 50 characters
19. Engineering Firm Contact Person	Text box	Max 50 characters
20. Engineering Firm Mailing Address	Text box	Max 50 characters
21. Engineering Firm Phone	Phone field	Max 10 characters
22. Engineering Firm Email	Email field	No max
P R O P O S A L D E T A I L S		
23. Program/Project Approach – include the following details, as applicable:	Text box	Max 750 words
<i>a) Briefly describe the project you are requesting funds</i>		
<i>b) Describe the need/urgency for your program/project</i>		
<i>c) Identify any other organizations in Yamhill County that address this need</i>		

d) Describe your level of collaboration with other agencies on this project		
e) Is this a new, existing, or changed program?		
f) Specifically, what will you use ARPA funds for?	Text box (cont.)	Max 750 words (cont.)
g) Who will benefit and how?		
h) How will you prevent the duplication of Benefits to end users?		
i) What category does this fall under and why?		
24. Project Outcomes-- Describe two anticipated measurable outcomes for your proposed project/program, and how you will measure effectiveness	Text box	Max 300 words
25. Agency/Organization Auditing and Fiscal Controls	Text box	Max 150 words
a) Describe the agency/organization's entity type		
b) Briefly describe your agency/organization's fiscal oversight / internal controls to minimize opportunities for fraud, waste and mismanagement.		
c) How does your agency/organization plan to segregate ARPA funds from other agency funds for purposes of identification, tracking, reporting and audit?		
26. Contingency Plan-- If your request is not fully funded, what adjustments are you prepared to make?	Text box	Max 100 words
P R O P O S A L B U D G E T N A R R A T I V E		
27. Project Budget	Text box	Max 250 words
a) Briefly explain project revenues and expenses related to this proposal. This should match the budget worksheet		
b) Be specific about how ARPA dollars would be spent.		
c) Source and amount of match requirement		

B U D G E T W O R K S H E E T

<u>Revenue Source Projections</u>	<u>Estimated Funding for this Project</u>	<u>Match?</u>
a) Proposal request amount	\$	
b) Other government grants (list):	\$	
Other (list)	\$	
Other (list)	\$	
c) Donation/other fundraising	\$	
d) Internal/self-funding	\$	
e) Other (list)	\$	
f) Other (list)	\$	
Total Revenues:	\$	\$

Note: Please identify any revenue sources that will be used for meeting the match requirement

<u>Expenses</u>	<u>Proposed Project Budget</u>
a) Salaries/benefits	\$
b) Professional fees/contracted services	\$
c) Program / Office Materials	\$
d) Marketing / Printing	\$
e) Professional Development	\$
f) Supplies / Materials	\$
g) Other (list)	\$
h) Other (list)	\$
i) COVID Related Expenses (please identify)	\$
j) Other (list)	\$
k) Other (list)	\$
Total Expenses:	\$

O P T I O N A L S U P P O R T I N G D O C U M E N T S

28. Letters of Support -- Please provide any letters of support from stakeholders impacted or interested in your project.	Upload field	File types: PDF, JPEG, PNG, Word
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Yamhill County ARPA Investing in Water & Sewer Infrastructure Competitive Grant Program:
Evaluation Criteria

<u>Section</u>	<u>Points</u>
1. Project Title	Pass/Fail
2. Project Category	Pass/Fail
3. Project Description	Pass/Fail
4. Program/Project Approach	100 points
5. Project Outcomes	75 points
6. Agency/Organization Auditing and Fiscal Controls	50 points
7. Contingency Plan	25 points
8. Budget Narrative	50 points
9. Budget Worksheet	100 points
10. Optional: Letters of Support	0 points
Total Points Available:	400 points

Yamhill County Webpage Information and Graphics

www.co.yamhill.or.us/ARPA (recommended URL)*

*Note: add ARPA to Econ Dev menu

What's New in Yamhill County web post:

American Rescue Plan: Investing in Yamhill County

The American Rescue Plan Act (ARPA) passed through Congress and was signed by President Biden on Thursday, March 11, 2021. ARPA will provide the County with approximately \$21.5 million in coronavirus relief funding through the U.S. Department of the Treasury from now until the end of 2024. The State of Oregon, some cities and other levels of government will receive American Rescue Plan funding as well. Many programs will be created with these funds to assist Yamhill County and the community in the response and recovery from the COVID-19 pandemic. Please check back for updates on programs to come.

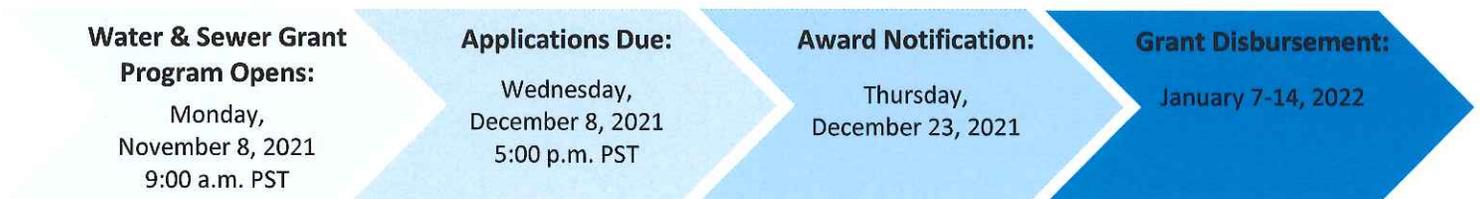
Latest News

Links to BOC ARPA-related decisions and Board Orders

ARPA Water and Sewer Grants dedicated webpage:

www.co.yamhill.or.us/arpa/water-and-sewer-grants (recommended URL)*

Yamhill County Investing in Water & Sewer Infrastructure Competitive Grant Program



What Projects Qualify

Local Governments may apply for project grant funds up to \$1 million per project, depending upon project category. A local match of *either* 50% of the total project budget *or* 100% of the total grant award is required. Local Governments are any city, county, consolidated city-county, school district, or other political subdivision or local government body of the state, regional water authority, water district, sewer district, irrigation district, water users association, conservation district, or tribal government.

When Are Applications Due?

All applications must be submitted on the Yamhill County online grant portal by **Wednesday, December 8, 2021 at 5:00 p.m. PST**. Only online applications will be accepted.

Qualifying Water Projects

The primary use of Yamhill County Investing in Water & Sewer Infrastructure Competitive Grant funds is to assist communities in making water infrastructure capital improvements, including the installation and replacement protect public health and safety by ensuring compliance with drinking water health standards and addressing affordability.

Eligible water projects include:

- Treatment
- Transmission and Distribution
- Source
- Storage
- Consolidation
- Creation of New Systems
- Water Security
- Energy Efficiency
- Capital Projects
- Planning

Qualifying Sewer Projects

The types of projects eligible for YCFRF assistance include projects to construct improve, and repair wastewater treatment plants, control non-point sources of pollution, improve resilience of infrastructure to severe weather events, create green infrastructure, and protect waterbodies from pollution. YCFRF is designed to provide funding for projects that protect public health and safety by ensuring compliance with wastewater health standards and addressing affordability. Eligible sewer projects include:

- Centralized Wastewater Treatment
- Energy Conservation – Related to Water Quality
- Water Conservation
- Stormwater
- Agricultural Best Management Practices (Irrigation)
- Decentralized Wastewater Treatment
- Resource Extraction or Contaminated Sites
- Landfills
- Habitat Protection and Restoration (Silviculture)
- Groundwater Protection and Restoration
- Surface Water Protection and Restoration
- Planning/Assessment

How the Process Will Work

2. Download a copy of the **Yamhill County Investing in Water and Sewer Infrastructure Competitive Grant Program Guidelines** (PDF)
3. Register your organization on the Yamhill County online grant portal: www.xxx.xxxxx.xxx
4. The portal will open and begin accepting applications on **Monday, November 8, 2021 at 9:00 a.m. PST**
5. You will be required to complete the following three sections of the online application before submitting:
 - a. Application form
 - b. Budget
 - c. Certification form
6. If you have any questions or problems, you can contact Carrie Martin at martinc@co.yamhill.or.us

7. All applications must be submitted online by **Wednesday, December 8, 2021 at 6:00 p.m. PST**
8. Applications will be reviewed and ranked by the grant selection committee December 9-20, 2021; recommendations for awards will be made to the Yamhill County Board of Commissioners on **Thursday, December 23, 2021**.
9. Grant notifications will be made **Wednesday, December 23, 2021 at 4:00 p.m.**
10. Disbursements will be made **January 7-14, 2022**.
11. Quarterly progress reports will be available through the online portal and due according to the following schedule:
 - a. March 31, 2022
 - b. June 30, 2022
 - c. September 30, 2022
 - d. December 31, 2022
12. Grant applicants and awardees will be listed on this page in January 2022.

Accepted by Yamhill County
Board of Commissioners on
10/28/21 by Board Order
21-435