



CITY OF SPOKANE – Accounting/Grants
808 W. Spokane Falls Blvd.
Spokane, Washington 99201-3316
accountinggrantsadmin@spokanecity.org

2022

NOTICE OF FUNDING AVAILABILITY (NOFA)

American Rescue Plan Act

Response During Extreme Weather

NOFA COORDINATOR:

Makayla Sauve ARPA Coordinator

<p><u>NOFA TITLE:</u> Assistance to Response During Extreme Weather</p> <p><u>NOFA COORDINATOR</u> Makayla Sauve ARPA Coordinator</p> <p><u>PRE-SUBMITTAL MEETING:</u> None</p>	<p><u>Proposal Submittal:</u> All Proposals shall be submitted the City of Spokane before the due date and time.</p>
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1. GENERAL INFORMATION

1.1 BACKGROUND AND PURPOSE

The City of Spokane, through its Accounting/Grants Department is initiating this Notice of Funding Availability (NOFA) to solicit applications for for ARPA Recovery funds. The purpose of this NOFA is to seek applications from individuals and organizations (for profit and nonprofit), interested in requesting reimbursement for expenses incurred while assisting residents within the City of Spokane during extreme weather conditions.

The City of Spokane has allocated \$120,000 with award amounts up to \$30,000 provided by the American Rescue Plan Act (ARPA) and Corona Virus State and Local Fiscal Recovery Fund (CSLFRF) to award reimbursement to any individual(s) or organization(s) that provided response to extreme weather conditions in 2022 not limited to:

- Created cooling shelters, hydration stations
- Provided bottled waters
- Allowed the residents of Spokane to access public and private buildings such as libraries, churches, theaters, gymnasiums, etc. for the purpose of providing shelter during extreme weather

The Individual(s) and organization(s) are responsible for providing:

- Documentation in the form of receipts and/or invoices for costs incurred directly to the response effort
- Provide response to the residents of the City of Spokane

1.2 DEFINITIONS

Definitions for the purposes of this NOFA include:

ARPA - American Rescue Plan Act

NOFA - Notice of Funding Availability

Applicant - Individual or company who is seeking funding and has been selected for an award by the City and award is fully executed by a written contract.

City - The City of Spokane, a Washington State municipal corporation, the agency issuing this NOFA.

1.3 COMMUNICATION

All communication between the Applicant and the City shall be submitted by e-mail accountinggrantsadmin@spokanecity.org. Any communication directed to other parties is prohibited. All questions received will be answered by the City through a publicly posted Q and A so all Applicants have access to the information. It is the responsibility of Applicants to check the City of Spokane's website for this information.

1.4 ESTIMATED SCHEDULE

Notice of Funding Availability	Wednesday November 16, 2022
<u>Last day to submit questions</u>	Monday, November 28, 2022
<u>Application Deadline</u>	Wednesday, December 14, 2022

*The City reserves the right to revise the above schedule.

1.5 FUNDING

This project is solely funded by funds received through the United States Department of Treasury under the American Rescue Plan (ARP)/Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) - Catalog of Federal Domestic Assistance (CFDA) number 21.027. See ARPA Terms and Conditions attached to this NOFA and will be certified to in the application process. Submitting an application indicates acceptance of all requirements listed within ARP/CSLFRF CFDA 21.027.

1.6 MINIMUM QUALIFICATIONS

To be eligible, applicants must:

- Private individual(s) serving within the City of Spokane
- Government entities serving within the City of Spokane
- Public and private nonprofit organizations – typically 501(c)(3), although a range of organizational forms are eligible serving within the City of Spokane
- Private for-profit organizations serving within the City of Spokane

Please note: No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with contracts or agreements that may result from the NOFA because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities.

1.7 AWARD PERIOD

Any award resulting from this NOFA is subject to available funding.

1.8 ADDENDA

It is the responsibility of Applicants to check the City of Spokane's website for Addenda or other additional information that may be posted regarding this Notice of Funding Availability. However, the City of Spokane will provide any addenda to organizations who request addenda or submit a response to this NOFA. The city will not provide individual notice of changes; and applicants are responsible for regularly checking the City of Spokane's website for answers to questions, process updates, clarifications, or amendments. The City will not pay for any cost organizations may incur while they are preparing their application, providing information requested by the City, or participating in the selection process.

1.9 TERMS AND CONDITIONS

Terms and Conditions applicable to this NOFA are included herein by reference and attached to this NOFA.

2. SCOPE OF SERVICES

The City will be awarding funds for this category as retroactive reimbursements only. The application will require that the recipient provide supporting documentation for expenses previously incurred. The information is referenced from the US Treasury Final Rule.

3. APPLICATION CONTENTS

3.1 APPLICATION

Applications shall be clear, concise, and have all proper documentation in All applications shall be submitted to the City of Spokane Makayla Sauve ARPA Coordinator. Application shall be signed and dated by the individual or a person authorized to legally bind the organization to a contractual relationship.

3.2 ORGANIZATION INFORMATION

Include the following information about the organization and any proposed sub-consultants:

- Name, address, principal place of business, telephone number, and e-mail address of legal entity or individual with whom contract would be written.
- Legal status of the applicant (sole proprietorship, partnership, corporation, etc.) and location of the facility from which the applicant operates.
- Identification of any current or former employees from the participating Agencies employed by or on the applicants governing board as of the date of the application or during the previous twelve (12) months.
- Acknowledgement that the organization will comply with all terms and conditions set forth in the Notice of Funding Availability, unless otherwise agreed by the Agencies.

4. APPLICATION SUBMISSION AND EVALUATION

4.1 SUBMISSION OF APPLICATIONS

Applications shall be submitted with all receipts and invoices. There will be no best and final offer procedure. Applications shall be submitted to the City of Spokane before the due date and time. .
Late Proposals shall not be accepted.

4.2 EVALUATION PROCEDURE

Responsive applications will be evaluated in accordance with the requirements stated in this solicitation and any addenda issued. **We encourage you to submit the application as early as possible for the best chance of securing a grant.** The NOFA Coordinator may contact the applicant for clarification of any portion of the applicant's application

4.3 AWARD/REJECTION OF APPLICATION

This NOFA does not obligate the City to grant an award. Any contract awarded as a result of this solicitation is contingent upon the availability of funding.

Failure to comply with any part of the NOFA may result in rejection of Application as non-responsive. The City also reserves the right, at its sole discretion, to waive minor irregularities, reject any and all. Applications received without penalty and to not issue a contract from this NOFA. More than one contract may or may not be awarded. Award when and if made, will be contingent upon available funding.