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City of Milwaukee

American Rescue Plan Act

Funding Allocation Task

Force

## Request for Community Applications for ARPA Funding



Andrea Fowler, City of Milwaukee  
ARPA Director

Applications must be submitted by 5:00pm  
on [DATE]

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## INTRODUCTION AND PURPOSE

President Biden signed the American Rescue Plan Act (ARPA) into law in March 2021, providing one of the largest economic relief programs in U.S. history to respond to the COVID-19 pandemic. The City of Milwaukee was awarded \$394.2 million in Local Fiscal Recovery Funds under ARPA, which are administered by the U.S. Department of the Treasury. While the majority of the funding has been allocated to help the City of Milwaukee and its residents recover from both the negative health and economic impacts of the pandemic, approximately \$90 million remains unallocated. The City expects that much of the remaining funding will be required to sustain existing City programs in 2024; however, the City is also seeking applications from local organizations that intend to make a direct, positive impact on City residents for a portion of the remaining ARPA funding.

The City will consider applications for ARPA grants from local nonprofit organizations that provide services to City of Milwaukee residents. The grants are a one-time funding source. These grants are not intended to be used for expenses already covered through other federal, state, or local assistance programs. Organizations may submit more than one application if they have different activities that are each eligible for ARPA grant funding.

## ELIGIBLE ACTIVITIES

Eligible uses of ARPA funds under this City grant program must:

- (1) Directly benefit City of Milwaukee residents only (although the applicant organization may serve a wider base of clients, the ARPA-funded program must target only City residents).
- (2) Provide services through an equitable lens, with regard to race, gender, income, and other appropriate considerations.

## TIMING AND PROCESS

Both members of the public, and City departments, may submit applications for ARPA-funded projects. City department applications are collected through a separate process, but will be considered by the Task Force at the same time as application received through this community application process.

Applications for ARPA project funding received from members of the community through this process will be considered according to the following process:

Event	Date
<p><b>Informational question and answer session during which organizations interested in submitting applications may ask questions about the application process.</b></p> <p>The ARPA Task Force staff will host a virtual question and answer session during which Task Force staff will be available to answer questions about this application and the application process. A video recording of the question and answer session will be posted on the City's ARPA Website at: <a href="https://city.milwaukee.gov/ARPA">https://city.milwaukee.gov/ARPA</a></p>	

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Information for accessing the question and answer session can be found here:  [insert weblink]								
<b>Deadline to register for updates.</b>  If you wish to register for updates on the application review process, please email <a href="mailto:anfowler@milwaukee.gov">anfowler@milwaukee.gov</a> with the subject line “ARPA Application Inquiry”.								
<b>Applications are due by 5:00 CST</b> via: [insert weblink]								
<b>Technical application review completed.</b>  The ARPA Task Force will identify a small team of City staff to review the applications for technical compliance. Applications that are not technically compliant with the requirements of this application will not continue through the evaluation process.  Technically compliant applications must include all of the following information: <table><tr><td>Concise and complete information in all blanks.</td></tr><tr><td>All requested supporting documentation (budgets, audits, etc.)</td></tr><tr><td>The application must establish that the project directly benefits City of Milwaukee residents only (although the applicant organization may serve a wider base of clients, the ARPA-funded program must target only City residents).</td></tr><tr><td>The application must explain how project impacts will be provided through an equitable lens, with regard to race, gender, income, and other appropriate considerations.</td></tr><tr><td>The application must establish that the applicant has sufficient financial controls to properly manage grant funding and segregate grant funding from other sources of funding.</td></tr><tr><td>The application must demonstrate that the project will be completed, and all associated bills will be fully paid, by December 31, 2026.</td></tr><tr><td>The application must establish that the applicant is willing to and capable of providing timely reports upon request of the City.</td></tr></table>	Concise and complete information in all blanks.	All requested supporting documentation (budgets, audits, etc.)	The application must establish that the project directly benefits City of Milwaukee residents only (although the applicant organization may serve a wider base of clients, the ARPA-funded program must target only City residents).	The application must explain how project impacts will be provided through an equitable lens, with regard to race, gender, income, and other appropriate considerations.	The application must establish that the applicant has sufficient financial controls to properly manage grant funding and segregate grant funding from other sources of funding.	The application must demonstrate that the project will be completed, and all associated bills will be fully paid, by December 31, 2026.	The application must establish that the applicant is willing to and capable of providing timely reports upon request of the City.	
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The application must establish that the applicant is willing to and capable of providing timely reports upon request of the City.								
<b>Applications which meet technical requirements are presented for sponsorship by a City department or member of the City of Milwaukee Common Council.</b>								

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The Task Force will notify all City Department Heads and members of the Common Council that they may review project applications for possible sponsorship. Applicants are encouraged to reach out to City Departments and Common Council members to request sponsorship. Applicants must receive sponsorship before proceeding through the remainder of the application process.	
<b>Sponsored projects are invited to present to the ARPA Task Force.</b>  Note that City departments may also submit applications through a separate process, and those departments will also be invited to present their projects to the ARPA Task Force.	
<b>ARPA Task Force meets to deliberate the merits of remaining applications and will vote on applications to recommend to the City of Milwaukee Common Council's Finance and Personnel Committee.</b>  The Task Force will also deliberate on the merits of applications submitted by City departments through a separate process.	
<b>City Comptroller completes due diligence on selected projects.</b>	
<b>ARPA Task Force presents recommendations to the City of Milwaukee Finance and Personnel Committee.</b>	
<b>The Finance and Personnel Committee may vote on applications to recommend to the City of Milwaukee Common Council.</b> *Note that the schedule of the Finance and Personnel Committee is at the discretion of the Chair.	
<b>City of Milwaukee Common Council will consider which projects it wishes to fund.</b>	TBD
<b>Council resolution is sent to Mayor Cavalier Johnson for approval.</b>	TBD
<b>Successful applicants will be asked to sign a City grant agreement.</b>	TBD

### APPLICATION

Please fill out the application online using the following link:

Please fill out the application below to the best of your ability. If you do not know the answer, please write "unknown." If a specific question is not applicable to your organization or you do not have the requested information, please write "not applicable because" or "not available because" and provide a brief explanation. Please provide concise answers. You may attach additional materials only if they are directly responsive to the questions below. Attached materials may not exceed ten pages; however, required materials (such as copies of financial reports, single audit, etc.) will not count against this ten page limit. If you have questions about how to fill out the application or the information requested, please attend the informational session described above.

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The questions below comprise the application, and are provided to you in advance so that you may prepare answers and gather documents before accessing the online application itself.

<b>Funding Information</b>
Project Name
Funding Amount Requested
Can you program proceed if you are awarded a lesser amount of funding?
Please specify the lowest amount of funding that will still make your program viable.
Does the project discussed in this application receive funding from any other source? If so, please specify the source and amount of funding. If not, do you plan to seek additional funding elsewhere?
<b>Organizational Information</b>
Name of Nonprofit Organization
Mailing Address
Physical Address (if different)
Website
CEO/Executive Name/Phone/Email
Primary Contact Name/Phone/Email
Federal U.E.I. Number
Tax Exemption Status
General Liability Insurance Limit (per occurrence)
Worker's Compensation Insurance Limit (per amount)
Auto Insurance Limit (per accident)
Is the organization registered and in good standing with the Wisconsin Department of Financial Institutions? Yes / No
2019 Number of households/persons served by your organization for all programs: Total annual expenses: Total revenue:
2020 Number of households/persons served by your organization for all programs: Total annual expenses: Total revenue:
2021 Number of households/persons served by your organization for all programs: Total annual expenses: Total revenue:
2022 Number of households/persons served by your organization for all programs: Total annual expenses: Total revenue:
<b>Project Overview</b>
Describe the services your project would provide to City of Milwaukee residents, including the targeted beneficiaries.

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Please indicate whether and how your project falls within one of the “eligible use” categories listed below. If your project does not fall within one of the “eligible use categories,” please indicate that here (this will not disqualify your application).
If your project does not fall within one of the eligible use categories, please explain how your project responds to the negative health or economic impacts of the COVID-19 pandemic. If your project does not directly respond to the COVID-19 pandemic, please indicate that here (this will not disqualify your application).
What impacted or disproportionately impacted population does this project serve? (see below for relevant definitions). If your project does not directly benefit impacted or disproportionately impacted populations, please indicate that here (this will not disqualify your application).
Does your project positively impact residents or businesses within a Qualified Census Tract? A Qualified Census Tract (QCT) is any census tract (or equivalent geographic area defined by the Census Bureau) in which at least 50% of households have an income less than 60% of the Area Median Gross Income (AMGI). <a href="#">This link allows you to search addresses to determine whether a location is within a QCT</a>
Describe the full project timeline. Note that all work must be completed, and all funds fully expended by December 31, 2026.
Briefly describe the use of evidence-based or evidence-informed approaches in the design of the project.
Do you plan to complete a program evaluation at the end of your program? If so, please describe the evaluation.
Identify any key partners on the project.
<b>Project Impact</b>
Describe the projected number of individuals or households to be served by the project (or “other”):
Describe the intended outcomes of the project. Provide enough detail to explain why the intended outcome is likely to result from your project.
Describe how the project promotes equitable outcomes, including how programs were designed with equitable principles.
<b>Project Monitoring</b>
Describe your organization’s plan for tracking and monitoring outcomes and individuals or households served by the project including individual and population-based measures, if applicable.
Describe your organization’s plan for tracking disaggregated demographic data. Do you have the ability to track demographic data using categories we provide?
The City of Milwaukee will request quarterly reporting of financial and demographic information. Do you have systems in place to timely respond to such requests? Please provide a short description.
<b>Financial Management &amp; Fiscal Controls</b>
Briefly describe your agency’s fiscal oversight/internal controls to minimize opportunities for fraud, waste, and mismanagement.
Are your financial statements audited annually? Have you received a single audit in the last 3 years? If so, please provide a copy of this audit with your application.
If you do not have audited financial statements, please provide your operating budget for 2019, 2020, and 2021 showing actual revenue and expenditures by category.
Describe your agency’s plan to segregate ARPA funds from other funds for purposes of identification, tracking, reporting, and auditing.
<b>Budget Detail</b> (City may request additional budget detail as part of the review process)
Direct assistance to residents/households
Personnel salaries
Personnel fringe benefits

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Outreach
Direct supply costs (include line item expenses for items over \$50)
Administration, management, and overhead costs
Other project costs (describe)
Total budget/grant amount requested

### EXPENDITURE CATEGORIES

Expenditure Category
<b>1: Public Health</b>
<b>COVID-19 Mitigation &amp; Prevention</b>
COVID-19 Vaccination^
COVID-19 Testing^
COVID-19 Contact Tracing^
Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, Child care facilities, etc.)^^
Personal Protective Equipment^
Medical Expenses (including Alternative Care Facilities)^
Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)^
COVID-19 Assistance to Small Businesses^
COVID 19 Assistance to Non-Profits^
COVID-19 Aid to Impacted Industries^
<b>Community Violence Interventions</b>
Community Violence Interventions^^
<b>Behavioral Health</b>
Mental Health Services^^
Substance Use Services^^
<b>Other</b>
Other Public Health Services^
Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency
<b>2: Negative Economic Impacts</b>
<b>Assistance to Households</b>
Household Assistance: Food Programs^^



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Household Assistance: Rent, Mortgage, and Utility Aid**^
Household Assistance: Cash Transfers**^
Household Assistance: Internet Access Programs**^
Household Assistance: Paid Sick and Medical Leave^
Household Assistance: Health Insurance**^
Household Assistance: Services for Un/Unbanked**^
Household Assistance: Survivor's Benefits^
Unemployment Benefits or Cash Assistance to Unemployed Workers**^
Assistance to Unemployed or Underemployed Workers (e.g. job training, subsidized employment, employment supports or incentives)**^
Healthy Childhood Environments: Child Care**^
Healthy Childhood Environments: Home Visiting**^
Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System**^
Healthy Childhood Environments: Early Learning**^
Long-term Housing Security: Affordable Housing**^
Long-term Housing Security: Services for Unhoused Persons**^
Housing Support: Housing Vouchers and Relocation Assistance for Disproportionately Impacted Communities**^
Housing Support: Other Housing Assistance**^
Social Determinants of Health: Community Health Workers or Benefits Navigators**^
Social Determinants of Health: Lead Remediation**^
Medical Facilities for Disproportionately Impacted Communities^
Strong Healthy Communities: Neighborhood Features that Promote Health and Safety^
Strong Healthy Communities: Demolition and Rehabilitation of Properties^
Addressing Educational Disparities: Aid to High-Poverty Districts^
Addressing Educational Disparities: Academic, Social, and Emotional Services**^
Addressing Educational Disparities: Mental Health Services**^
Addressing Impacts of Lost Instructional Time^
Contributions to UI Trust Funds^
<b>Assistance to Small Businesses</b>
Loans or Grants to Mitigate Financial Hardship^
Technical Assistance, Counseling, or Business Planning**^
Rehabilitation of Commercial Properties or Other Improvements^
Business Incubators and Start-Up or Expansion Assistance**^
Enhanced Support to Microbusinesses**^
<b>Assistance to Non-Profits</b>
Assistance to Impacted Nonprofit Organizations (Impacted or Disproportionately Impacted)^
<b>Aid to Impacted Industries</b>
Aid to Tourism, Travel, or Hospitality^
Aid to Other Impacted Industries^
<b>Other</b>
Economic Impact Assistance: Other**^
Household Assistance: Eviction Prevention**^
Education Assistance: Other**^

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Healthy Childhood Environments: Other*^
Social Determinants of Health: Other*^
<b>3: Public Health-Negative Economic Impact: Public Sector Capacity</b>
<b>General Provisions</b>
Public Sector Workforce: Payroll and Benefits for Public Health, Public Safety, or Human Services Workers
Public Sector Workforce: Rehiring Public Sector Staff
Public Sector Workforce: Other
Public Sector Capacity: Effective Service Delivery
Public Sector Capacity: Administrative Needs
<b>4: Premium Pay</b>
Public Sector Employees
Private Sector: Grants to Other Employers
<b>5: Infrastructure</b>
<b>Water and Sewer</b>
Clean Water: Centralized Wastewater Treatment
Clean Water: Centralized Wastewater Collection and Conveyance
Clean Water: Decentralized Wastewater
Clean Water: Combined Sewer Overflows
Clean Water: Other Sewer Infrastructure
Clean Water: Stormwater
Clean Water: Energy Conservation
Clean Water: Water Conservation
Clean Water: Nonpoint Source
Drinking water: Treatment
Drinking water: Transmission & Distribution
Drinking water: Lead Remediation, including in Schools and Daycares
Drinking water: Source
Drinking water: Storage
Drinking water: Other water infrastructure
Water and Sewer: Private Wells
Water and Sewer: IIJA Bureau of Reclamation Match
Water and Sewer: Other
<b>Broadband</b>
Broadband: "Last Mile" projects
Broadband: IIJA Match
Broadband: Other projects
<b>6: Revenue Replacement</b>
Provision of Government Services
Non-federal Match for Other Federal Programs
<b>7: Administrative</b>
Administrative Expenses
Transfers to Other Units of Government
Transfers to Non-entitlement Units (States and territories only)

**IMPACTED AND  
DISPROPORTIONATELY  
IMPACTED**

	Impacted	Disproportionately Impacted
Public Health	<ul style="list-style-type: none"><li>• General Public</li></ul>	
Assistance to Households	<ul style="list-style-type: none"><li>• Low- or-moderate income households or populations<sup>9</sup></li><li>• Households that experienced unemployment</li><li>• Households that experienced increased food or housing insecurity</li><li>• Households that qualify for certain federal programs<sup>10</sup></li><li>• For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time</li></ul>	<ul style="list-style-type: none"><li>• Low-income households and populations<sup>11</sup></li><li>• Households and populations residing in Qualified Census Tracts</li><li>• Households that qualify for certain federal programs<sup>12</sup></li><li>• Households receiving services provided by Tribal governments</li><li>• Households residing in the U.S. territories or receiving services from these governments</li></ul>
	<ul style="list-style-type: none"><li>• Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (please specify)</li></ul>	<ul style="list-style-type: none"><li>• For services to address educational disparities, Title I eligible schools<sup>13</sup></li><li>• Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (please specify)</li></ul>
Assistance to Small Businesses	<ul style="list-style-type: none"><li>• Small businesses that experienced a negative economic impact of the pandemic</li><li>• Classes of small businesses designated as negatively economically impacted by the pandemic (please specify)</li></ul>	<ul style="list-style-type: none"><li>• Small businesses operating in Qualified Census Tracts</li><li>• Small businesses operated by Tribal governments or on Tribal lands</li><li>• Small businesses operating in the U.S. territories</li><li>• Other small businesses disproportionately impacted by the pandemic (please specify)</li></ul>
Assistance to Non-Profits	<ul style="list-style-type: none"><li>• Non-profits that experienced a negative economic impact of the pandemic (please specify)</li><li>• Classes of non-profits designated as negatively economically impacted by the pandemic (please specify)</li></ul>	<ul style="list-style-type: none"><li>• Non-profits operating in Qualified Census Tracts</li><li>• Non-profits operated by Tribal governments or on Tribal lands</li><li>• Non-profits operating in the U.S. territories</li><li>• Other non-profits disproportionately impacted by the pandemic (please specify)</li></ul>
Aid to Impacted Industries	<ul style="list-style-type: none"><li>• Travel, tourism, or hospitality sectors (including Tribal development districts)</li><li>• Industry outside the travel, tourism, or hospitality sectors that experienced a negative economic impact of the pandemic (please specify)</li></ul>	N/A



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<sup>9</sup> Low or moderate-income households and communities are those with (i) income at or below 300 percent of the Federal Poverty Guidelines for the size of the household based on the most recently published poverty guidelines by the Department of Health and Human Services (HHS) or (ii) income at or below 65 percent of the Area Median Income for the county and size of household based on the most recently published data by the Department of Housing and Urban Development (HUD).

<sup>10</sup> For Impacted households, these programs are Children's Health Insurance Program ("CHIP"); Childcare Subsidies through the Child Care and Development Fund ("CCDF") Program; Medicaid; National Housing Trust Fund ("HTF"), for affordable housing programs only; Home Investment Partnerships Program ("HOME"), for affordable housing programs only.

<sup>11</sup> Low-income households and communities are those with (i) income at or below 185 percent of the Federal Poverty Guidelines for the size of the household based on the most recently published poverty guidelines by HHS or (ii) income at or below 40 percent of Area Median Income for its county and size of household based on the most recently published data by HUD.

<sup>12</sup> For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families ("TANF"), Supplemental Nutrition Assistance Program ("SNAP"), Free- and Reduced-Price Lunch ("NSLP") and/or School Breakfast ("SBP") programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income ("SSI"), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children ("WIC"), Section 8 Vouchers, Low-Income Home Energy Assistance Program ("LIHEAP"), and Pell Grants.