

**Porter County American Rescue Plan  
Sub Committee Non Profits & Employers  
Monday, April 4, 2022, 5 p.m.  
Commissioners' Meeting Room Chambers  
Porter County Administration Center 155 Indiana Ave., Valparaiso IN 46383**

**Voting Members Present:**

Jim Biggs  
Mike Brickner  
Erik Wagner

**Citizen Members Present:**

Ruth Vance  
Rebecca Tomerlin

Vicki Urbanik addressed the Committee. These first meetings are going to be organizational. The first order of business is election of the Subcommittee Chair.

**Motion:** Ruth Vance moved to nominate Jim Biggs as Chair of the Non Profits and Employers Subcommittee. Mike Brickner seconded the motion. Upon voice vote the motion passed with a 3-0 vote.

**Motion:** Jim Biggs nominated Mike Brickner as Vice Chair of the Non Profits and Employers Subcommittee. Ruth Vance seconded the motion. Upon voice vote the motion passed with a 3-0 vote.

Vicki Urbanik presented the General Organization Matters adopted by the Steering Committee:

TIMETABLE: The Steering Committee and Subcommittees should adhere to the timetable set by the Commissioners:

- April and May -- Subcommittees meet to review the proposals and to make their recommendations by the end of May.
- June – Staff to compile the recommendations, and the Steering Committee to review.
- July -- Steering Committee to hold meeting(s) to receive input on the recommendations and to prepare the proposed plan for the Commissioners. The expectation is that the Commissioners and Council will vote on the plan in August, prior to the start of the county's budget hearings.

SUBCOMMITTEE STRUCTURE: Each subcommittee will elect its own chair and set their own meeting dates and times. All subcommittees should follow a similar meeting format. The subcommittees will work through the Steering Committee Chair to schedule meetings and presenters. The Chair/Commissioners' office will reserve the room and post meeting notices and notify the media.

**PROPOSALS:** All proposals must be submitted via the Porter County website. Applicants will have the ability to provide additional information when making their presentation to the Subcommittee. Late proposals will not be accepted. The Steering Committee will review all proposals to route to the appropriate Subcommittee. The Chair will determine if any proposal is clearly in noncompliance; non-compliant proposals will not be forwarded to a Subcommittee. Applicants may appeal the rejection to the Steering Committee.

**MULTIPLE PROPOSALS:** Applicants with multiple proposals have the option of grouping all their proposals into one or submit multiple requests.

**PUBLIC COMMENT:** Public comment will be allowed at the conclusion of each meeting. Those making comments should give their name and municipality/township. They should come to one of the microphones to speak so that their comments can be recorded. Each speaker will be limited to 3 minutes each. (Note: This section concerns only the public comment portion of each meeting, not the time allotted to groups making presentations.) Individuals making comments about proposals presented at Subcommittee meetings are to make their comments and direct their questions to the Subcommittee, not the applicants.

**SUBCOMMITTEE RECOMMENDATIONS:** Subcommittees should rank each proposal they are recommending. The Subcommittees will present their recommendations to the Steering Committee and will explain to the Steering Committee why they are recommending the particular projects.

**NON-ENUMERATED USES:** If a proposed expenditure is not enumerated in the Final Rule and/or if a project is targeted to populations not identified as eligible beneficiaries, it will be up to the applicants to explain why they believe their proposal complies with the Final Rule.

**FUNDING CONSIDERATIONS:** Subcommittees should ask applicants if they are willing to accept a lesser amount of funding than requested. The Steering Committee may reduce the funding amounts recommended by each Subcommittee.

**PROJECT CHECKLIST:** The Steering Committee will work on a proposed checklist that the Subcommittees will present to the Steering Committee for the recommended projects. Tentatively, the summary will describe each project, the dollar amount recommended, and confirmation that the projects meet the Steering Committee's "priority considerations," where applicable.

Adhering to the time table important because of restrictions and deadlines on the funds. Some of these proposals may take a very long time once they go through the process of contracts, consultants and all the other steps they have to go through. All funds must be obligated by the end of 2024. If there are any funds left on the table it goes back to the US Treasury.

It is good to ask the presenters if they will accept less. There is a substantial amount more of requests than there are funds. There will have to be cutting from the requests. There were 64 requests and they totaled just over \$53 Million Dollars.

The Steering Committee also adopted General Priority Considerations

ARPA's State and Local Fiscal Recovery Funds constitute a one-time, non-recurring federal award to the County. The use of these funds should reduce, not increase, the need for on-going local expenditures in the future. Priority consideration will be given to proposals that:

- Are an eligible use of ARPA funds as stated in Treasury's Final Rule
  - Are one-time
  - Leverage matching funds from other sources to the extent allowed
  - Serve a large number of people in Porter County and the target population served
  - Are from agencies or organizations located in Porter County or primarily having operations in Porter County
  - Are effective and impactful on the use of the ARPA money
  - Are capable to obligate (contract) the funds by December 31, 2024
  - Are capable to complete spending by the deadline of December 31, 2026
- Other considerations that may affect funding recommendations:
- Level of federal aid that the applicant has received through other COVID-19 programs;
  - degree to which the applicant has received or requested ARPA assistance from other agencies
  - Commitment to adhere to non-discrimination policies
  - Commitment to adhere to best labor practices
  - Degree to which the applicant has had negative audit findings, late tax filings, suspension of non-profit status, or other violations of federal, state, or local regulations

Jim Biggs stated it is going to be important to have a scoring system. By the next meeting he would like to have ideas and implement the scoring.

### **Review of US Treasury's Final Rule as it Applies to the Nonprofit and Employers Subcommittee**

Vicki Urbanik explained this subcommittee is different than the other three subcommittees. There are four main expenditure categories. There is not one category that takes precedent over another. This subcommittee will deal with Public Health and Negative Economic Impacts. This category is broken down into eight subcategories. The categories this subcommittee will focus on are: Assistance to Non-Profits, Assistance to Small Business, and Assistance to Impacted Industries including Tourism. There is a two-step process in dealing with Non-Profits and Small Businesses. One, you have to identify that there was a negative economic impact. Step two is to design a response that addresses that impact. The responses must be related and responsibly proportional to the harm that was experienced. The other committees are looking at projects. This committee is looking at direct beneficiaries to give the money to. Beneficiaries are receiving a direct cash assistance because they suffered economic harm.

Negative economic harm is defined by decreased revenue and increased costs. There are other ways to measure economic harm that are much broader. The committee must decide how they are going to decide economic harm. Then the committee needs to prepare a response. One response could be a loan. A contract would have to be in place by the end of 2024. Jim Biggs asked for clarification on what happens to the money as payments come back to the County. Most counties are giving direct cash assistance and no loans. Vicki Urbanik gave the members the minutes from a meeting in Hamilton County so our members could see how another community dealt with the non-profit and employers subcommittee issues. Vicki is going through all the requests to make sure they are being submitted to the right subcommittee.

Jim Biggs asked if the committee can make the determination that they are not going to consider loans – only grants. Vickie replied they certainly can. Jim stated he sees problems with giving loans.

### **Schedule Subcommittee Meetings and Presentations for April and May**

Monday, April 11, 2022 5:00 pm

Monday, April 18, 2022 5:00 pm

Monday, April 25, 2022 5:00 pm

Vicki Urbanik asked the committee to think about how they want to hear the presentations. Do they want to go alphabetical, limit time to a certain number of minutes, allow or encourage PowerPoints. Only applications received in a timely manner will be allowed.

### **Public Comment**

No one.

The meeting adjourned.