

**Terms for American Rescue Plan Act (ARPA)
Request for Qualifications for Community Based Organizations
Draft - June 25, 2024**

Funding Availability:

The Board may make funding available for projects as ARPA SLFRF funding becomes available before December 31, 2024. While it is the intent of the Board to fund a limited number of projects based on this RFQ, there is no guarantee any projects will be funded as a result of this RFQ.

Eligible Applicants:

Non-profit organizations with 501(c) status are eligible to submit an application. Governmental entities, including Cities, School Districts and Departments of the County of Solano are not eligible.

Applicants must have been operating in Solano County before December 31, 2021 (i.e. during the COVID-19 pandemic).

Funding Amount:

Agencies may apply under one of two funding categories:

- One-time funds: Applications may be for any amount of funds that are one-time in nature. Examples are capital expenditure or other implementation costs which would be spent within a limited timeframe. While Applicants may request any amount in their application, they should indicate if they have other funding sources and if they would be able to complete the project if the Board awarded less funding than their total request.
- Programs/Services: Applications for programs/services may be no more than \$250,000 a year for up to a 2-year period (\$500,000 maximum for the period September 2024-September 2026). Examples include program related expenses such as salaries/benefits, rent, operating expenses, and program supplies, such as food or other supplies for participants.

Only one application is allowed per agency.

Funding Timeline:

Should funds be awarded from this RFQ, contracts may be executed in September 2024, but will be executed no later than December 2024. Contracts will end and all funds must be expended no later than September 30, 2026 for a maximum contract term of approximately 2 years.

Eligible Projects:

Applicants must propose projects that meet eligibility under one of the following the Treasury Categories following the Final Rule and any subsequent guidelines published by the U.S Treasury:

1. Public Health
2. Negative Economic Impacts
3. Emergency Relief from Natural Disasters
4. Title I Projects (activities that are eligible under Community Development Block Grants)

Schedule of Events:

The following Schedule of Events reflects proposed dates for the selection process; however, the County reserves the right, at its sole discretion, to adjust this schedule as it deems necessary.

1	County issues RFQ	June 28, 2024
2	Mandatory Applicants' Conference	July 18, 2024
3	Deadline for submitting an application	August 14, 2024
4	Evaluation Committee issues recommendations	September 5, 2024
5	Board of Supervisors approves a list of qualified applicants. The Board may consider funding for one or more applications on or after this date.	September 10, 2024
6	Contract development and negotiations period	September-November 2024
7	Contracts fully executed and services begin	No later than December 1, 2024
8	Last date for contracts to end and activities to be completed	September 30, 2026

Required Application Elements:

- Description of activities/scope of services.
- How the activities qualify under the selected qualifying Treasury Category.
- Description of need, including impact of the COVID-19 pandemic.
- Sustainability plan for how the activities will continue beyond the ARPA funding.
- Capacity of the organization to carry out the activities, including fiscal capacity to manage ARPA funds.
- Line item or fee for service budget which includes how funds will be leveraged with other resources.

Process

At least one person from an interested agency is required to attend the Mandatory Applicants' Conference. This will assist applicants in understanding requirements for receiving ARPA funds and what types of applications will meet the selected Treasury Category.

All received applications will be reviewed to identify if they meet minimum criteria (such as they are a 501(c)3 who operated in Solano County during the pandemic). All applications that meet the minimum criteria will be provided to a review panel who will score the applications based on the Required Application Elements. The review panel will score each application individually on its own merit and then come together to determine a final score for each application.

Based on the final scores, the review panel will generate a list of recommended applications, ensuring that the projects are viable to be carried out utilizing ARPA funds and the agencies demonstrate the capacity to carry out the projects. The review panel will provide the list of recommended applications by category to the Board for consideration. At that time, the Board may choose to fund one or more applications depending on the amount of ARPA SLFRF funds available. The Board reserves the right to not fund any applications or partially fund applications at its discretion.