



TOWN OF KILLINGLY

OFFICE OF THE TOWN MANAGER

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Killingly, CT 06239

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TOWN OF KILLINGLY FISCAL SUBCOMMITTEE MEETING

January 25, 2022

6:00 p.m.

Killingly Town Hall
Conference Room 102

RECEIVED
TOWN CLERK: KILLINGLY, CT
2022 JAN 20 AM 11:11
Elizabeth M. Wilson
Council Members:
Jason Anderson
Ulla Tiik-Barclay
Raymond Wood
Kevin Kertulla, Alternate

This is an in-person meeting. Public can attend the meeting at the Town Hall. Emailed public comment will still be accepted and presented at the meeting.

Agenda

1. Call to order
2. Appointment of subcommittee chairperson
3. Citizens' participation

Pursuant to the Town Council's Rules of Procedure, Article IV, Section 2, all presentations by citizens shall be limited to an aggregate of forty-five minutes (45) and each citizen's presentation shall not exceed five (5) minutes unless otherwise indicated by a majority vote of the Town Council.

Public comment can be emailed to publiccomment@killinglyct.gov or mailed to Town of Killingly, 172 Main Street, Killingly, CT 06239 on or before the meeting. All public comment must be received prior to 2pm the day of the meeting. Public comment will be posted on the Town's website www.killinglyct.gov.

3. Adoption of minutes: October 26, 2021
4. Unfinished business - None
5. New business:
 - a. Discussion and possible action on proposed elimination of Library late fees
 - b. Discussion and possible action of proposed allocation of American Rescue Plan Act Funding
6. Other - None
7. Executive Session
8. Adjournment

**TOWN OF KILLINGLY
FISCAL SUBCOMMITTEE MEETING
October 26, 2021 6:30 p.m.
Conference Room 102, Killingly Town Hall, 172 Main Street
Meeting Minutes**

1. Call to Order

Chairman, Jason Anderson called the meeting to order at 6:35pm.

Members Present:	Ed Grandelski,
Alternate Member Present:	Ulla Tiik-Barclay
Members Absent:	Tammy Wakefield with notification
Others Present:	Mary T. Calorio, Town Manager Jennifer Hawkins, Finance Director Stuart Herskowitz, Hooker & Holcombe (virtual)

Motion by E. Grandelski to recognize U. Tiik-Barclay as a regular member. **Seconded** by J. Anderson.
Motion carries unanimously.

2. Citizens Participation: None

3. Adoption of Minutes: August 31, 2021

Motion by E. Grandelski to accept minutes. **Second** by U. Tiik-Barclay. **Motion carries** unanimously

4. Unfinished Business: None

5. New Business:

- a. Pension Fund annual review – presented by Hooker & Holcombe.

Stuart Herskowitz from Hooker & Holcombe reviewed the financial status of the Town Pension fund and the Other Post Employment Benefit Fund with the committee members. Stuart reviewed that the Town Pension Fund is more than 100% funded. Members discussed the commitment to consistent annual funding of the contributions.

6. Other: None

7. Executive Session: None

8. Adjournment

Motion to adjourn by E. Grandelski at 7:16 PM. **Second** by U. Tiik-Barclay. **Motion carries** unanimously.

Respectfully submitted,
Mary T. Calorio

Should the Killingly Public Library go Fine Free?



By Claudette Stockwell, Library Director

What is the difference between fines & fees?

Fines accumulate when items are returned late.

Fees are tabulated when items are not returned or are returned damaged. Items are considered lost after 21 days.

Fees are also gathered for services including copies, fax, and prints.

How are fines accumulated?

Items	Overdue Fines
Attraction Passes	\$3.00/day
DVDs	\$1.00/day
Encyclopedias	\$.50/day
Books (All formats) & Magazines	\$.15/day

\$5.00 in fines blocks a patron from borrowing.

Scenario One:

Patron borrows 1 Museum Pass, 5 DVDs, and 25 books.

The items are returned just 1 day late.

The patron now owes **\$11.75.**

Two days late: \$23.50, Three days late: \$35.25...

One week late: \$82.25

\$5.00 in fines blocks a family from borrowing.

Scenario Two:

A family of four visits the library. 50 books are borrowed.
That's easy to do with preschool children.

The items are returned just 1 day late.

The family now owes \$7.50.

Two days late: \$15.00, Three days late: \$22.50...

One week late: \$52.50

Two different scenarios, same results.

It takes ONE DAY of being late to prevent access to the library's resources.

Why should the library eliminate fines?

1. Families with a fixed income are faced with an additional financial burden.
2. Feelings of embarrassment often occur when denied service. This creates a feeling of ill will toward the library and significantly impacts whether someone will continue to utilize the services provided.
3. Fines create an obstacle to library access that has a negative impact on the entire household.

Who will teach children to be responsible?

The library's role is to promote early literacy, encourage lifelong learning, exploration, and innovation.

Responsibility is taught to children by their primary caregivers.

There is no evidence to suggest that fines teach responsibility.

Who will teach the adults to be responsible?

“Overdue fines do not distinguish between people who are responsible and those who are not—they distinguish between people who have or do not have money.” Curtis Rogers, Communications Director of the Urban Libraries Council

Sometimes, life just happens. It doesn't necessarily mean that people are not responsible. Libraries should not be judging people on their behaviors.

What is the financial impact?

Fiscal year 2019-2020, Fines equaled \$2572.70

Fiscal year 2020-2021, Fines equaled \$2105.28

Fiscal year 2021-2022, Fines equal \$2104.74 as of Jan.1

Fines are not a sustainable form of revenue.

Are we trendsetters?

Killingly is not the first library to consider this option. 89 libraries, just in Connecticut, have already instituted fine free policies. In the Quiet Corner, 10 out of 14 libraries are fine free.

What are the benefits to eliminating fines?

1. Remove barriers
 2. Increase access
 3. Build equity
 4. Increased participation in library events
 5. Spreads goodwill in the community
 6. More items may be returned
 7. Children are not punished for their parents actions
-

Final Thoughts

The mission of the Killingly Public Library is to help fulfill the educational and recreational needs of the community by providing free access to information and creative ideas through a variety of materials, services, and programs.

Eliminating fines on overdue items would provide access to the library for everyone and aligns with the library's mission.

Fees for lost or damaged items as well as copies, fax, and print services would remain in place.

American Rescue Plan Act Funding

Killingly was allocated a total of \$3,943,245.55 in funding under the American Rescue Act. The Town received the first of two disbursements in the amount of \$1,971,622.78 in June 2021. The remaining \$1,971,622.78 will be disbursed in June 2021 in accordance with the Act.

U.S. Department of Treasury issued their Final Rule (attached) regarding the implementation of the American Rescue Act Funding and guidance on use of funds on January 12, 2022. Within this new guidance, the Treasury has expanded the use of Replacing Lost Public Sector Revenue. With the previous guidance, the Town had to perform a complex calculation to determine the value of Loss Revenue which could be recovered by the ARPA funding. Using that calculation, the Town of Killingly had a Loss Revenue value of \$2.6 million. The new final guidance has created a "standard allowance" for Loss Revenue in the amount of \$10 million. This allows the Town to designate 100% of the ARPA funds as Loss Revenue. By doing so the Town can expend the funds on Government services which include infrastructure, operations, and service organizations.

The funds are required to be appropriated by December 2024 and fully expended by December 31, 2026.

Below is an outline of all applications received:

Town of Killingly Projects

Community Center	Westfield Ave Renovation	\$2,500,000
WPCA	Reynolds St Sewer Replacement	795,510
Police Department	Frontier Building Improvement	800,000
Economic Development	Phase II Environmental Assessment	155,000
Emergency Management	Regional Distribution Building	376,900

Outside Organizations

QV Senior Center	HVAC	\$ 4,700
United Services	Mental Health Program	50,000
Windham 4-H	Dam Reconstruction	50,000
TVCCA	Facility Improvements	20,000
ARC	Organizational Study	7,500
Access Agency	Window replacements	21,000
Attawaugan Fire	Radio system upgrade	201,222

Town Project Summaries

Community Center

There is not an application in this package for this project. I chose not to complete an additional application as the Council has mentioned the possibility of utilizing ARPA funds for this project on several occasions. The amount requested would reduce the amount the Town would borrow for this project.

WPCA – Reynolds Street Sewer Replacement

This project replaces the sewer main and culvert on Reynolds Street. CT Water has indicated they will be replacing their water main in this road as well. By doing the projects simultaneously, the Town can save on the final road restoration work. CT Water would provide the Town with a payment in lieu of permanent paving. This funding can be used to offset that final work and provides a savings of approximately \$70,000. The project also includes reconfiguration of the traffic flow and parking along Reynolds Street. The reconfiguration provides additional parking for the businesses and park access. The design incorporates recommended improvements under the MS4 requirements.

Police Department – Office Relocation

The Department office is currently located in the Town Hall and is at full capacity with our current number of officers. The Town's long-term goal is to increase the department to incrementally move toward the development of a municipal police department. The current location will not be adequate moving into the future. The proposed new location more than triples the space available to accommodate future growth. It would provide a space for the Town to continue to strategically grow the department without having to commit to building a public safety building until the program reaches closer to the long-term goal. Staff has worked with the Frontier lease department to develop a conceptual lease term. Frontier continues to utilize the first floor of the building for infrastructure and requires it to be a secure facility. The partnership with the Town's police offices makes a good match. The office would not be open to the public, just like their offices here in the Town Hall. Our officers are dispatched via Troop D and that will remain the same until Killingly converts to a municipal police department.

Economic Development – Phase II & III Environmental Assessment – 125 Alexander Parkway

The proposal is to complete the Phase II & Phase III Environmental assessments on the final Town owned parcel in the Industrial Park – 125 Alexander Parkway. The Town had entered into a purchase and sale agreement with a potential buyer for this property. During the buyer's due diligence period suspected contamination was discovered. The suspected contamination occurred long before the Town owned the parcel. However, due to the way in which the Town acquired the property, the Town is the responsible party for any clean up requirements. The Town performed a Phase I in 2001. No additional assessments were completed. The Phase I identified the possibility of brownfields. The next step is to perform Phase II & III Environmental Assessments in preparation for remediation.

Emergency Management – Regional Distribution Building

This project proposes the construction of a basic storage building at the Highway Garage location for use as a regional distribution building. Over the years, Killingly has been the main hub for regional distributions during emergency events. This location has proved valuable for regional coordination in the Northeast Corridor. While, thankfully, we do not regularly have the need for regional distribution, the facility would also be utilized by the Highway Department for cold storage. This would help alleviate the storage demands for equipment/supplies.

Recommendations

The Town Council does not need to appropriate all the funds at this time. My recommendation is to take no action on three of the items presented:

1. Community Center – The Council can wait to determine amount of funding to allocate towards this project after the remaining proposed projects are evaluated and acted upon.
2. Regional Distribution Center – This project is currently under evaluation by our Engineering Department. We are working on site requirements/location and will need to determine if there are any modifications needed to the proposal.
3. Attawaugan Fire District – Communications Upgrade – This project presents the opportunity to review the communication needs of all the Fire Districts. This could be revised toward a town wide effort, maximizing the use of funding. The Attawaugan Fire Chef concurs with approach to have a broader funding conversation with the remaining districts.

The remaining requests should be fully evaluated for potential funding. As the Town is now eligible to designate our full allotment as Revenue Loss, the committee does not need to evaluate individual applicant eligibility under the ARPA regulations. However, members need to be mindful of the requirement to fully expend the funds by December 31, 2026.



Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule

U.S. DEPARTMENT OF THE TREASURY

January 2022



The Overview of the Final Rule provides a summary of major provisions of the final rule for informational purposes and is intended as a brief, simplified user guide to the final rule provisions.

The descriptions provided in this document summarize key provisions of the final rule but are non-exhaustive, do not describe all terms and conditions associated with the use of SLFRF, and do not describe all requirements that may apply to this funding. Any SLFRF funds received are also subject to the terms and conditions of the agreement entered into by Treasury and the respective jurisdiction, which incorporate the provisions of the final rule and the guidance that implements this program.



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Introduction

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF), a part of the American Rescue Plan, delivers \$350 billion to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency. The program ensures that governments have the resources needed to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts,
- Maintain vital public services, even amid declines in revenue, and
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.

EARLY PROGRAM IMPLEMENTATION

In May 2021, Treasury published the Interim final rule (IFR) describing eligible and ineligible uses of funds (as well as other program provisions), sought feedback from the public on these program rules, and began to distribute funds. The IFR went immediately into effect in May, and since then, governments have used SLFRF funds to meet their immediate pandemic response needs and begin building a strong and equitable recovery, such as through providing vaccine incentives, development of affordable housing, and construction of infrastructure to deliver safe and reliable water.

As governments began to deploy this funding in their communities, Treasury carefully considered the feedback provided through its public comment process and other forums. Treasury received over 1,500 comments, participated in hundreds of meetings, and received correspondence from a wide range of governments and other stakeholders.

KEY CHANGES AND CLARIFICATIONS IN THE FINAL RULE

The final rule delivers broader flexibility and greater simplicity in the program, responsive to feedback in the comment process. Among other clarifications and changes, the final rule provides the features below.

Replacing Lost Public Sector Revenue

The final rule offers a standard allowance for revenue loss of \$10 million, allowing recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation. Recipients that select the standard allowance may use that amount – in many cases their full award – for government services, with streamlined reporting requirements.

Public Health and Economic Impacts

In addition to programs and services, the final rule clarifies that recipients can use funds for capital expenditures that support an eligible COVID-19 public health or economic response. For example, recipients may build certain affordable housing, childcare facilities, schools, hospitals, and other projects consistent with final rule requirements.



In addition, the final rule provides an expanded set of households and communities that are presumed to be “impacted” and “disproportionately impacted” by the pandemic, thereby allowing recipients to provide responses to a broad set of households and entities without requiring additional analysis. Further, the final rule provides a broader set of uses available for these communities as part of COVID-19 public health and economic response, including making affordable housing, childcare, early learning, and services to address learning loss during the pandemic eligible in all impacted communities and making certain community development and neighborhood revitalization activities eligible for disproportionately impacted communities.

Further, the final rule allows for a broader set of uses to restore and support government employment, including hiring above a recipient’s pre-pandemic baseline, providing funds to employees that experienced pay cuts or furloughs, avoiding layoffs, and providing retention incentives.

Premium Pay

The final rule delivers more streamlined options to provide premium pay, by broadening the share of eligible workers who can receive premium pay without a written justification while maintaining a focus on lower-income and frontline workers performing essential work.

Water, Sewer & Broadband Infrastructure

The final rule significantly broadens eligible broadband infrastructure investments to address challenges with broadband access, affordability, and reliability, and adds additional eligible water and sewer infrastructure investments, including a broader range of lead remediation and stormwater management projects.

FINAL RULE EFFECTIVE DATE

The final rule takes effect on April 1, 2022. Until that time, the interim final rule remains in effect; funds used consistently with the IFR while it is in effect are in compliance with the SLFRF program.

However, recipients can choose to take advantage of the final rule’s flexibilities and simplifications now, even ahead of the effective date. Treasury will not take action to enforce the interim final rule to the extent that a use of funds is consistent with the terms of the final rule, regardless of when the SLFRF funds were used. Recipients may consult the *Statement Regarding Compliance with the Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule and Final Rule*, which can be found on Treasury’s website, for more information on compliance with the interim final rule and the final rule.



Overview of the Program

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program provides substantial flexibility for each jurisdiction to meet local needs within the four separate eligible use categories. This Overview of the Final Rule addresses the four eligible use categories ordered from the broadest and most flexible to the most specific.

Recipients may use SLFRF funds to:

- **Replace lost public sector revenue**, using this funding to provide government services up to the amount of revenue loss due to the pandemic.
 - Recipients may determine their revenue loss by choosing between two options:
 - A standard allowance of up to \$10 million in aggregate, not to exceed their award amount, during the program;
 - Calculating their jurisdiction's specific revenue loss each year using Treasury's formula, which compares actual revenue to a counterfactual trend.
 - Recipients may use funds up to the amount of revenue loss for government services; generally, services traditionally provided by recipient governments are government services, unless Treasury has stated otherwise.
- **Support the COVID-19 public health and economic response** by addressing COVID-19 and its impact on public health as well as addressing economic harms to households, small businesses, nonprofits, impacted industries, and the public sector.
 - Recipients can use funds for programs, services, or capital expenditures that respond to the public health and negative economic impacts of the pandemic.
 - To provide simple and clear eligible uses of funds, Treasury provides a list of enumerated uses that recipients can provide to households, populations, or classes (i.e., groups) that experienced pandemic impacts.
 - Public health eligible uses include COVID-19 mitigation and prevention, medical expenses, behavioral healthcare, and preventing and responding to violence.
 - Eligible uses to respond to negative economic impacts are organized by the type of beneficiary: assistance to households, small businesses, and nonprofits.
 - Each category includes assistance for "impacted" and "disproportionately impacted" classes: impacted classes experienced the general, broad-based impacts of the pandemic, while disproportionately impacted classes faced meaningfully more severe impacts, often due to preexisting disparities.
 - To simplify administration, the final rule presumes that some populations and groups were impacted or disproportionately impacted and are eligible for responsive services.



- Eligible uses for assistance to impacted households include aid for re-employment, job training, food, rent, mortgages, utilities, affordable housing development, childcare, early education, addressing learning loss, and many more uses.
- Eligible uses for assistance to impacted small businesses or nonprofits include loans or grants to mitigate financial hardship, technical assistance for small businesses, and many more uses.
- Recipients can also provide assistance to impacted industries like travel, tourism, and hospitality that faced substantial pandemic impacts, or address impacts to the public sector, for example by re-hiring public sector workers cut during the crisis.
- Recipients providing funds for enumerated uses to populations and groups that Treasury has presumed eligible are clearly operating consistently with the final rule. Recipients can also identify (1) other populations or groups, beyond those presumed eligible, that experienced pandemic impacts or disproportionate impacts and (2) other programs, services, or capital expenditures, beyond those enumerated, to respond to those impacts.
- **Provide premium pay for eligible workers performing essential work**, offering additional support to those who have and will bear the greatest health risks because of their service in critical sectors.
 - Recipients may provide premium pay to eligible workers – generally those working in-person in key economic sectors – who are below a wage threshold or non-exempt from the Fair Labor Standards Act overtime provisions, or if the recipient submits justification that the premium pay is responsive to workers performing essential work.
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, to support vital wastewater and stormwater infrastructure, and to expand affordable access to broadband internet.
 - Recipients may fund a broad range of water and sewer projects, including those eligible under the EPA's Clean Water State Revolving Fund, EPA's Drinking Water State Revolving Fund, and certain additional projects, including a wide set of lead remediation, stormwater infrastructure, and aid for private wells and septic units.
 - Recipients may fund high-speed broadband infrastructure in areas of need that the recipient identifies, such as areas without access to adequate speeds, affordable options, or where connections are inconsistent or unreliable; completed projects must participate in a low-income subsidy program.

While recipients have considerable flexibility to use funds to address the diverse needs of their communities, some restrictions on use apply across all eligible use categories. These include:

- **For states and territories:** No offsets of a reduction in net tax revenue resulting from a change in state or territory law.

Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule



- **For all recipients except for Tribal governments:** No extraordinary contributions to a pension fund for the purpose of reducing an accrued, unfunded liability.
- **For all recipients:** No payments for debt service and replenishments of rainy day funds; no satisfaction of settlements and judgments; no uses that contravene or violate the American Rescue Plan Act, Uniform Guidance conflicts of interest requirements, and other federal, state, and local laws and regulations.

Under the SLFRF program, funds must be used for costs incurred on or after March 3, 2021. Further, funds must be obligated by December 31, 2024, and expended by December 31, 2026. This time period, during which recipients can expend SLFRF funds, is the “period of performance.”

In addition to SLFRF, the American Rescue Plan includes other sources of funding for state and local governments, including the [Coronavirus Capital Projects Fund](#) to fund critical capital investments including broadband infrastructure; the [Homeowner Assistance Fund](#) to provide relief for our country’s most vulnerable homeowners; the [Emergency Rental Assistance Program](#) to assist households that are unable to pay rent or utilities; and the [State Small Business Credit Initiative](#) to fund small business credit expansion initiatives. Eligible recipients are encouraged to visit the Treasury website for more information.



Replacing Lost Public Sector Revenue

The Coronavirus State and Local Fiscal Recovery Funds provide needed fiscal relief for recipients that have experienced revenue loss due to the onset of the COVID-19 public health emergency. Specifically, SLFRF funding may be used to pay for “government services” in an amount equal to the revenue loss experienced by the recipient due to the COVID-19 public health emergency.

Government services generally include any service traditionally provided by a government, including construction of roads and other infrastructure, provision of public safety and other services, and health and educational services. Funds spent under government services are subject to streamlined reporting and compliance requirements.

In order to use funds under government services, recipients should first determine revenue loss. They may, then, spend up to that amount on general government services.

DETERMINING REVENUE LOSS

Recipients have two options for how to determine their amount of revenue loss. Recipients must choose one of the two options and cannot switch between these approaches after an election is made.

1. **Recipients may elect a “standard allowance” of \$10 million to spend on government services through the period of performance.**

Under this option, which is newly offered in the final rule Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.” The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a simple, convenient way to determine revenue loss, particularly for SLFRF’s smallest recipients.

All recipients may elect to use this standard allowance instead of calculating lost revenue using the formula below, including those with total allocations of \$10 million or less. Electing the standard allowance does not increase or decrease a recipient’s total allocation.

2. **Recipients may calculate their actual revenue loss according to the formula articulated in the final rule.**

Under this option, recipients calculate revenue loss at four distinct points in time, either at the end of each calendar year (e.g., December 31 for years 2020, 2021, 2022, and 2023) or the end of each fiscal year of the recipient. Under the flexibility provided in the final rule, recipients can choose whether to use calendar or fiscal year dates but must be consistent throughout the period of performance. Treasury has also provided several adjustments to the definition of general revenue in the final rule.

To calculate revenue loss at each of these dates, recipients must follow a four-step process:



- a. Calculate revenues collected in the most recent full fiscal year prior to the public health emergency (i.e., last full fiscal year before January 27, 2020), called the *base year revenue*.
- b. Estimate *counterfactual revenue*, which is equal to the following formula, where n is the number of months elapsed since the end of the base year to the calculation date:

$$\text{base year revenue} \times (1 + \text{growth adjustment})^{\frac{n}{12}}$$

The *growth adjustment* is the greater of either a standard growth rate—5.2 percent—or the recipient’s average annual revenue growth in the last full three fiscal years prior to the COVID-19 public health emergency.

- c. Identify *actual revenue*, which equals revenues collected over the twelve months immediately preceding the calculation date.

Under the final rule, recipients must adjust actual revenue totals for the effect of tax cuts and tax increases that are adopted after the date of adoption of the final rule (January 6, 2022). Specifically, the estimated fiscal impact of tax cuts and tax increases adopted after January 6, 2022, must be added or subtracted to the calculation of actual revenue for purposes of calculation dates that occur on or after April 1, 2022.

Recipients may subtract from their calculation of actual revenue the effect of tax increases enacted prior to the adoption of the final rule. Note that recipients that elect to remove the effect of tax increases enacted before the adoption of the final rule must also remove the effect of tax decreases enacted before the adoption of the final rule, such that they are accurately removing the effect of tax policy changes on revenue.

- d. Revenue loss for the calculation date is equal to *counterfactual revenue* minus *actual revenue* (adjusted for tax changes) for the twelve-month period. If actual revenue exceeds counterfactual revenue, the loss is set to zero for that twelve-month period. Revenue loss for the period of performance is the sum of the revenue loss on for each calculation date.

The supplementary information in the final rule provides an example of this calculation, which recipients may find helpful, in the Revenue Loss section.



SPENDING ON GOVERNMENT SERVICES

Recipients can use SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the above approach. **Government services generally include *any service traditionally provided by a government***, unless Treasury has stated otherwise. Here are some common examples, although this list is not exhaustive:

- ✓ Construction of schools and hospitals
- ✓ Road building and maintenance, and other infrastructure
- ✓ Health services
- ✓ General government administration, staff, and administrative facilities
- ✓ Environmental remediation
- ✓ Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)

Government services is the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements. Recipients should be mindful that certain restrictions, which are detailed further in the Restrictions on Use section and apply to all uses of funds, apply to government services as well.



Responding to Public Health and Economic Impacts of COVID-19

The Coronavirus State and Local Fiscal Recovery Funds provide resources for governments to meet the public health and economic needs of those impacted by the pandemic in their communities, as well as address longstanding health and economic disparities, which amplified the impact of the pandemic in disproportionately impacted communities, resulting in more severe pandemic impacts.

The eligible use category to respond to public health and negative economic impacts is organized around the types of assistance a recipient may provide and includes several sub-categories:

- public health,
- assistance to households,
- assistance to small businesses,
- assistance to nonprofits,
- aid to impacted industries, and
- public sector capacity.

In general, to identify eligible uses of funds in this category, recipients should (1) identify a COVID-19 public health or economic impact on an individual or class (i.e., a group) and (2) design a program that responds to that impact. Responses should be related and reasonably proportional to the harm identified and reasonably designed to benefit those impacted.

To provide simple, clear eligible uses of funds that meet this standard, Treasury provides a non-exhaustive list of enumerated uses that respond to pandemic impacts. Treasury also presumes that some populations experienced pandemic impacts and are eligible for responsive services. In other words, recipients providing enumerated uses of funds to populations presumed eligible are clearly operating consistently with the final rule.¹

Recipients also have broad flexibility to (1) identify and respond to other pandemic impacts and (2) serve other populations that experienced pandemic impacts, beyond the enumerated uses and presumed eligible populations. Recipients can also identify groups or “classes” of beneficiaries that experienced pandemic impacts and provide services to those classes.

¹ However, please note that use of funds for enumerated uses may not be grossly disproportionate to the harm. Further, recipients should consult the Capital Expenditures section for more information about pursuing a capital expenditure; please note that enumerated capital expenditures are not presumed to be reasonably proportional responses to an identified harm except as provided in the Capital Expenditures section.



Step	1. Identify COVID-19 public health or economic impact	2. Design a response that addresses or responds to the impact
Analysis	<ul style="list-style-type: none"> Can identify impact to a specific household, business or nonprofit or to a class of households, businesses, or nonprofits (i.e., group) Can also identify disproportionate impacts, or more severe impacts, to a specific beneficiary or to a class 	<ul style="list-style-type: none"> Types of responses can include a program, service, or capital expenditure Response should be related and reasonably proportional to the harm Response should also be reasonably designed to benefit impacted individual or class
Simplifying Presumptions	<ul style="list-style-type: none"> Final Rule presumes certain populations and classes are impacted and disproportionately impacted 	<ul style="list-style-type: none"> Final Rule provides non-exhaustive list of enumerated eligible uses that respond to pandemic impacts and disproportionate impacts

To assess eligibility of uses of funds, recipients should first determine the sub-category where their use of funds may fit (e.g., public health, assistance to households, assistance to small businesses), based on the entity that experienced the health or economic impact.² Then, recipients should refer to the relevant section for more details on each sub-category.

While the same overall eligibility standard applies to all uses of funds to respond to the public health and negative economic impacts of the pandemic, each sub-category has specific nuances on its application. In addition:

- Recipients interested in using funds for capital expenditures (i.e., investments in property, facilities, or equipment) should review the Capital Expenditures section in addition to the eligible use sub-category.
- Recipients interested in other uses of funds, beyond the enumerated uses, should refer to the section on “Framework for Eligible Uses Beyond Those Enumerated.”

² For example, a recipient interested in providing aid to unemployed individuals is addressing a negative economic impact experienced by a household and should refer to the section on assistance to households. Recipients should also be aware of the difference between “beneficiaries” and “sub-recipients.” Beneficiaries are households, small businesses, or nonprofits that can receive assistance based on impacts of the pandemic that they experienced. On the other hand, sub-recipients are organizations that carry out eligible uses on behalf of a government, often through grants or contracts. Sub-recipients do not need to have experienced a negative economic impact of the pandemic; rather, they are providing services to beneficiaries that experienced an impact.



RESPONDING TO THE PUBLIC HEALTH EMERGENCY

While the country has made tremendous progress in the fight against COVID-19, including a historic vaccination campaign, the disease still poses a grave threat to Americans' health and the economy. Providing state, local, and Tribal governments the resources needed to fight the COVID-19 pandemic is a core goal of the Coronavirus State and Local Fiscal Recovery Funds, as well as addressing the other ways that the pandemic has impacted public health. Treasury has identified several public health impacts of the pandemic and enumerated uses of funds to respond to impacted populations.

- **COVID-19 mitigation and prevention.** The pandemic has broadly impacted Americans and recipients can provide services to prevent and mitigate COVID-19 to the general public or to small businesses, nonprofits, and impacted industries in general. Enumerated eligible uses include:
 - ✓ Vaccination programs, including vaccine incentives and vaccine sites
 - ✓ Testing programs, equipment and sites
 - ✓ Monitoring, contact tracing & public health surveillance (e.g., monitoring for variants)
 - ✓ Public communication efforts
 - ✓ Public health data systems
 - ✓ COVID-19 prevention and treatment equipment, such as ventilators and ambulances
 - ✓ Medical and PPE/protective supplies
 - ✓ Support for isolation or quarantine
 - ✓ Ventilation system installation and improvement
 - ✓ Technical assistance on mitigation of COVID-19 threats to public health and safety
 - ✓ Transportation to reach vaccination or testing sites, or other prevention and mitigation services for vulnerable populations
 - ✓ Support for prevention, mitigation, or other services in congregate living facilities, public facilities, and schools
 - ✓ Support for prevention and mitigation strategies in small businesses, nonprofits, and impacted industries
 - ✓ Medical facilities generally dedicated to COVID-19 treatment and mitigation (e.g., ICUs, emergency rooms)
 - ✓ Temporary medical facilities and other measures to increase COVID-19 treatment capacity
 - ✓ Emergency operations centers & emergency response equipment (e.g., emergency response radio systems)
 - ✓ Public telemedicine capabilities for COVID-19 related treatment



- **Medical expenses.** Funds may be used for expenses to households, medical providers, or others that incurred medical costs due to the pandemic, including:
 - ✓ Unreimbursed expenses for medical care for COVID-19 testing or treatment, such as uncompensated care costs for medical providers or out-of-pocket costs for individuals
 - ✓ Paid family and medical leave for public employees to enable compliance with COVID-19 public health precautions
 - ✓ Emergency medical response expenses
 - ✓ Treatment of long-term symptoms or effects of COVID-19
- **Behavioral health care, such as mental health treatment, substance use treatment, and other behavioral health services.** Treasury recognizes that the pandemic has broadly impacted Americans' behavioral health and recipients can provide these services to the general public to respond. Enumerated eligible uses include:
 - ✓ Prevention, outpatient treatment, inpatient treatment, crisis care, diversion programs, outreach to individuals not yet engaged in treatment, harm reduction & long-term recovery support
 - ✓ Enhanced behavioral health services in schools
 - ✓ Services for pregnant women or infants born with neonatal abstinence syndrome
 - ✓ Support for equitable access to reduce disparities in access to high-quality treatment
 - ✓ Peer support groups, costs for residence in supportive housing or recovery housing, and the 988 National Suicide Prevention Lifeline or other hotline services
 - ✓ Expansion of access to evidence-based services for opioid use disorder prevention, treatment, harm reduction, and recovery
 - ✓ Behavioral health facilities & equipment
- **Preventing and responding to violence.** Recognizing that violence – and especially gun violence – has increased in some communities due to the pandemic, recipients may use funds to respond in these communities through:
 - ✓ Referrals to trauma recovery services for victims of crime
 - ✓ Community violence intervention programs, including:
 - Evidence-based practices like focused deterrence, with wraparound services such as behavioral therapy, trauma recovery, job training, education, housing and relocation services, and financial assistance
 - ✓ In communities experiencing increased gun violence due to the pandemic:
 - Law enforcement officers focused on advancing community policing
 - Enforcement efforts to reduce gun violence, including prosecution
 - Technology & equipment to support law enforcement response



RESPONDING TO NEGATIVE ECONOMIC IMPACTS

The pandemic caused severe economic damage and, while the economy is on track to a strong recovery, much work remains to continue building a robust, resilient, and equitable economy in the wake of the crisis and to ensure that the benefits of this recovery reach all Americans. While the pandemic impacted millions of American households and businesses, some of its most severe impacts fell on low-income and underserved communities, where pre-existing disparities amplified the impact of the pandemic and where the most work remains to reach a full recovery.

The final rule recognizes that the pandemic caused broad-based impacts that affected many communities, households, and small businesses across the country; for example, many workers faced unemployment and many small businesses saw declines in revenue. The final rule describes these as “impacted” households, communities, small businesses, and nonprofits.

At the same time, the pandemic caused disproportionate impacts, or more severe impacts, in certain communities. For example, low-income and underserved communities have faced more severe health and economic outcomes like higher rates of COVID-19 mortality and unemployment, often because pre-existing disparities exacerbated the impact of the pandemic. The final rule describes these as “disproportionately impacted” households, communities, small businesses, and nonprofits.

To simplify administration of the program, the final rule presumes that certain populations were “impacted” and “disproportionately impacted” by the pandemic; these populations are presumed to be eligible for services that respond to the impact they experienced. The final rule also enumerates a non-exhaustive list of eligible uses that are recognized as responsive to the impacts or disproportionate impacts of COVID-19. Recipients providing enumerated uses to populations presumed eligible are clearly operating consistently with the final rule.

As discussed further in the section Framework for Eligible Uses Beyond Those Enumerated, recipients can also identify other pandemic impacts, impacted or disproportionately impacted populations or classes, and responses.



Assistance to Households

Impacted Households and Communities

Treasury presumes the following households and communities are impacted by the pandemic:

- ✓ Low- or-moderate income households or communities
- ✓ Households that experienced unemployment
- ✓ Households that experienced increased food or housing insecurity
- ✓ Households that qualify for the Children's Health Insurance Program, Childcare Subsidies through the Child Care Development Fund (CCDF) Program, or Medicaid
- ✓ *When providing affordable housing programs:* households that qualify for the National Housing Trust Fund and Home Investment Partnerships Program
- ✓ *When providing services to address lost instructional time in K-12 schools:* any student that lost access to in-person instruction for a significant period of time

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 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. For the vast majority of communities, the Federal Poverty Guidelines are higher than the area's median income and using the Federal Poverty Guidelines would result in more households and communities being presumed eligible. Treasury has provided an easy-to-use spreadsheet with Federal Poverty Guidelines and area median income levels on its website.

Recipients can measure income for a specific household or the median income for the community, depending on whether the response they plan to provide serves specific households or the general community. The income thresholds vary by household size; recipients should generally use income thresholds for the appropriate household size but can use a default household size of three when easier for administration or when measuring income for a general community.

The income limit for 300 percent of the Federal Poverty Guidelines for a household of three is \$65,880 per year.³ In other words, recipients can always presume that a household earning below this level, or a community with median income below this level, is impacted by the pandemic and eligible for services to respond. Additionally, by following the steps detailed in the section Framework for Eligible Uses Beyond Those Enumerated, recipients may designate additional households as impacted or disproportionately impacted beyond these presumptions, and may also pursue projects not listed below in response to these impacts consistent with Treasury's standards.

³ For recipients in Alaska, the income limit for 300 percent of the Federal Poverty Guidelines for a household of three is \$82,350 per year. For recipients in Hawaii, the income limit for 300 percent of the Federal Poverty Guidelines for a household of three is \$75,780 per year.



Treasury recognizes the enumerated projects below, which have been expanded under the final rule, as eligible to respond to impacts of the pandemic on households and communities:

- ✓ Food assistance & food banks
- ✓ Emergency housing assistance: rental assistance, mortgage assistance, utility assistance, assistance paying delinquent property taxes, counseling and legal aid to prevent eviction and homelessness & emergency programs or services for homeless individuals, including temporary residences for people experiencing homelessness
- ✓ Health insurance coverage expansion
- ✓ Benefits for surviving family members of individuals who have died from COVID-19
- ✓ Assistance to individuals who want and are available for work, including job training, public jobs programs and fairs, support for childcare and transportation to and from a jobsite or interview, incentives for newly-employed workers, subsidized employment, grants to hire underserved workers, assistance to unemployed individuals to start small businesses & development of job and workforce training centers
- ✓ Financial services for the unbanked and underbanked
- ✓ Burials, home repair & home weatherization
- ✓ Programs, devices & equipment for internet access and digital literacy, including subsidies for costs of access
- ✓ Cash assistance
- ✓ Paid sick, medical, and family leave programs
- ✓ Assistance in accessing and applying for public benefits or services
- ✓ Childcare and early learning services, home visiting programs, services for child welfare-involved families and foster youth & childcare facilities
- ✓ Assistance to address the impact of learning loss for K-12 students (e.g., high-quality tutoring, differentiated instruction)
- ✓ Programs or services to support long-term housing security: including development of affordable housing and permanent supportive housing
- ✓ Certain contributions to an Unemployment Insurance Trust Fund⁴

⁴ Recipients may only use SLFRF funds for contributions to unemployment insurance trust funds and repayment of the principal amount due on advances received under Title XII of the Social Security Act up to an amount equal to (i) the difference between the balance in the recipient's unemployment insurance trust fund as of January 27, 2020 and the balance of such account as of May 17, 2021, plus (ii) the principal amount outstanding as of May 17, 2021 on any advances received under Title XII of the Social Security Act between January 27, 2020 and May 17, 2021. Further, recipients may use SLFRF funds for the payment of any interest due on such Title XII advances. Additionally, a recipient that deposits SLFRF funds into its unemployment insurance trust fund to fully restore the pre-pandemic balance may not draw down that balance and deposit more SLFRF funds, back up to the pre-pandemic balance. Recipients that deposit SLFRF funds into an unemployment insurance trust fund, or use SLFRF funds to repay principal on Title XII advances, may not take action to reduce benefits available to unemployed workers by changing the computation method governing regular unemployment compensation in a way that results in a reduction of average weekly benefit amounts or the number of weeks of benefits payable (i.e., maximum benefit entitlement).



Disproportionately Impacted Households and Communities

Treasury presumes the following households and communities are disproportionately impacted by the pandemic:

- ✓ Low -income households and communities
- ✓ Households receiving services provided by Tribal governments
- ✓ Households residing in Qualified Census Tracts
- ✓ Households residing in the U.S. territories or receiving services from these governments
- ✓ Households that qualify for certain federal benefits⁵

Low-income households and communities are those with (i) income at or below 185 percent of the Federal Poverty Guidelines for the size of its household based on the most recently published poverty guidelines 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. For the vast majority of communities, the Federal Poverty Guidelines level is higher than the area median income level and using this level would result in more households and communities being presumed eligible. Treasury has provided an easy-to-use spreadsheet with Federal Poverty Guidelines and area median income levels on its website.

Recipients can measure income for a specific household or the median income for the community, depending on whether the service they plan to provide serves specific households or the general community. The income thresholds vary by household size; recipients should generally use income thresholds for the appropriate household size but can use a default household size of three when easier for administration or when measuring income for a general community.

The income limit for 185 percent of the Federal Poverty Guidelines for a household of three is \$40,626 per year.⁶ In other words, recipients can always presume that a household earning below this level, or a community with median income below this level, is disproportionately impacted by the pandemic and eligible for services to respond.

⁵ 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 and/or Early 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. For services to address educational disparities, Treasury will recognize Title I eligible schools as disproportionately impacted and responsive services that support the school generally or support the whole school as eligible.

⁶ For recipients in Alaska, the income limit for 185 percent of the Federal Poverty Guidelines for a household of three is \$50,783 per year. For recipients in Hawaii, the income limit for 185 percent of the Federal Poverty Guidelines for a household of three is \$46,731 per year.



Treasury recognizes the enumerated projects below, which have been expanded under the final rule, as eligible to respond to disproportionate impacts of the pandemic on households and communities:

- ✓ Pay for community health workers to help households access health & social services
- ✓ Remediation of lead paint or other lead hazards
- ✓ Primary care clinics, hospitals, integration of health services into other settings, and other investments in medical equipment & facilities designed to address health disparities
- ✓ Housing vouchers & assistance relocating to neighborhoods with higher economic opportunity
- ✓ Investments in neighborhoods to promote improved health outcomes
- ✓ Improvements to vacant and abandoned properties, including rehabilitation or maintenance, renovation, removal and remediation of environmental contaminants, demolition or deconstruction, greening/vacant lot cleanup & conversion to affordable housing⁷
- ✓ Services to address educational disparities, including assistance to high-poverty school districts & educational and evidence-based services to address student academic, social, emotional, and mental health needs
- ✓ Schools and other educational equipment & facilities

⁷ Please see the final rule for further details and conditions applicable to this eligible use. This includes Treasury's presumption that demolition of vacant or abandoned residential properties that results in a net reduction in occupiable housing units for low- and moderate-income individuals in an area where the availability of such housing is lower than the need for such housing is ineligible for support with SLFRF funds.



Assistance to Small Businesses

Small businesses have faced widespread challenges due to the pandemic, including periods of shutdown, declines in revenue, or increased costs. The final rule provides many tools for recipients to respond to the impacts of the pandemic on small businesses, or disproportionate impacts on businesses where pre-existing disparities like lack of access to capital compounded the pandemic's effects.

Small businesses eligible for assistance are those that experienced negative economic impacts or disproportionate impacts of the pandemic and meet the definition of "small business," specifically:

1. Have no more than 500 employees, or if applicable, the size standard in number of employees established by the Administrator of the Small Business Administration for the industry in which the business concern or organization operates, and
2. Are a small business concern as defined in section 3 of the Small Business Act⁸ (which includes, among other requirements, that the business is independently owned and operated and is not dominant in its field of operation).

Impacted Small Businesses

Recipients can identify small businesses impacted by the pandemic, and measures to respond, in many ways; for example, recipients could consider:

- ✓ Decreased revenue or gross receipts
- ✓ Financial insecurity
- ✓ Increased costs
- ✓ Capacity to weather financial hardship
- ✓ Challenges covering payroll, rent or mortgage, and other operating costs

Assistance to small businesses that experienced negative economic impacts includes the following enumerated uses:

- ✓ Loans or grants to mitigate financial hardship, such as by supporting payroll and benefits, costs to retain employees, and mortgage, rent, utility, and other operating costs
- ✓ Technical assistance, counseling, or other services to support business planning

Disproportionately Impacted Small Businesses

Treasury presumes that the following small businesses are disproportionately impacted by the pandemic:

⁸ 15 U.S.C. 632.



- ✓ Small businesses operating in Qualified Census Tracts
- ✓ Small businesses operated by Tribal governments or on Tribal lands
- ✓ Small businesses operating in the U.S. territories

Assistance to disproportionately impacted small businesses includes the following enumerated uses, which have been expanded under the final rule:

- ✓ Rehabilitation of commercial properties, storefront improvements & façade improvements
- ✓ Technical assistance, business incubators & grants for start-up or expansion costs for small businesses
- ✓ Support for microbusinesses, including financial, childcare, and transportation costs



Assistance to Nonprofits

Nonprofits have faced significant challenges due to the pandemic's increased demand for services and changing operational needs, as well as declines in revenue sources such as donations and fees.

Nonprofits eligible for assistance are those that experienced negative economic impacts or disproportionate impacts of the pandemic and meet the definition of "nonprofit"—specifically those that are 501(c)(3) or 501(c)(19) tax-exempt organizations.

Impacted Nonprofits

Recipients can identify nonprofits impacted by the pandemic, and measures to respond, in many ways; for example, recipients could consider:

- ✓ Decreased revenue (e.g., from donations and fees)
- ✓ Financial insecurity
- ✓ Increased costs (e.g., uncompensated increases in service need)
- ✓ Capacity to weather financial hardship
- ✓ Challenges covering payroll, rent or mortgage, and other operating costs

Assistance to nonprofits that experienced negative economic impacts includes the following enumerated uses:

- ✓ Loans or grants to mitigate financial hardship
- ✓ Technical or in-kind assistance or other services that mitigate negative economic impacts of the pandemic

Disproportionately Impacted Nonprofits

Treasury presumes that the following nonprofits are disproportionately impacted by the pandemic:

- ✓ Nonprofits operating in Qualified Census Tracts
- ✓ Nonprofits operating in the U.S. territories
- ✓ Nonprofits operated by Tribal governments or on Tribal lands

Recipients may identify appropriate responses that are related and reasonably proportional to addressing these disproportionate impacts.



Aid to Impacted Industries

Recipients may use SLFRF funding to provide aid to industries impacted by the COVID-19 pandemic. Recipients should first designate an impacted industry and then provide aid to address the impacted industry's negative economic impact.

This sub-category of eligible uses does not separately identify disproportionate impacts and corresponding responsive services.

1. Designating an impacted industry. There are two main ways an industry can be designated as "impacted."

1. If the industry is in the travel, tourism, or hospitality sectors (including Tribal development districts), the industry is impacted.
2. If the industry is outside the travel, tourism, or hospitality sectors, the industry is impacted if:
 - a. The industry experienced at least 8 percent employment loss from pre-pandemic levels,⁹ or
 - b. The industry is experiencing comparable or worse economic impacts as the national tourism, travel, and hospitality industries as of the date of the final rule, based on the totality of economic indicators or qualitative data (if quantitative data is unavailable), and if the impacts were generally due to the COVID-19 public health emergency.

Recipients have flexibility to define industries broadly or narrowly, but Treasury encourages recipients to define narrow and discrete industries eligible for aid. State and territory recipients also have flexibility to define the industries with greater geographic precision; for example, a state may identify a particular industry in a certain region of a state as impacted.

2. Providing eligible aid to the impacted industry. Aid may only be provided to support businesses, attractions, and Tribal development districts operating prior to the pandemic and affected by required closures and other efforts to contain the pandemic. Further, aid should be generally broadly available to all businesses within the impacted industry to avoid potential conflicts of interest, and Treasury encourages aid to be first used for operational expenses, such as payroll, before being used on other types of costs.

⁹ Specifically, a recipient should compare the percent change in the number of employees of the recipient's identified industry and the national Leisure & Hospitality sector in the three months before the pandemic's most severe impacts began (a straight three-month average of seasonally-adjusted employment data from December 2019, January 2020, and February 2020) with the latest data as of the final rule (a straight three-month average of seasonally-adjusted employment data from September 2021, October 2021, and November 2021). For parity and simplicity, smaller recipients without employment data that measure industries in their specific jurisdiction may use data available for a broader unit of government for this calculation (e.g., a county may use data from the state in which it is located; a city may use data for the county, if available, or state in which it is located) solely for purposes of determining whether a particular industry is an impacted industry.



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Treasury recognizes the enumerated projects below as eligible responses to impacted industries.

- ✓ Aid to mitigate financial hardship, such as supporting payroll costs, lost pay and benefits for returning employees, support of operations and maintenance of existing equipment and facilities
- ✓ Technical assistance, counseling, or other services to support business planning
- ✓ COVID-19 mitigation and infection prevention measures (see section Public Health)

As with all eligible uses, recipients may pursue a project not listed above by undergoing the steps outlined in the section Framework for Eligible Uses Beyond Those Enumerated.



PUBLIC SECTOR CAPACITY

Recipients may use SLFRF funding to restore and bolster public sector capacity, which supports government's ability to deliver critical COVID-19 services. There are three main categories of eligible uses to bolster public sector capacity and workforce: Public Safety, Public Health, and Human Services Staff; Government Employment and Rehiring Public Sector Staff; and Effective Service Delivery.

Public Safety, Public Health, and Human Services Staff

SLFRF funding may be used for payroll and covered benefits for public safety, public health, health care, human services and similar employees of a recipient government, for the portion of the employee's time spent responding to COVID-19. Recipients should follow the steps below.

1. Identify eligible public safety, public health, and human services staff. Public safety staff include:

- ✓ Police officers (including state police officers)
- ✓ Sheriffs and deputy sheriffs
- ✓ Firefighters
- ✓ Emergency medical responders
- ✓ Correctional and detention officers
- ✓ Dispatchers and supervisor personnel that directly support public safety staff

Public health staff include:

- ✓ Employees involved in providing medical and other physical or mental health services to patients and supervisory personnel, including medical staff assigned to schools, prisons, and other such institutions
- ✓ Laboratory technicians, medical examiners, morgue staff, and other support services essential for patient care
- ✓ Employees of public health departments directly engaged in public health matters and related supervisory personnel

Human services staff include:

- ✓ Employees providing or administering social services and public benefits
- ✓ Child welfare services employees
- ✓ Child, elder, or family care employees

2. Assess portion of time spent on COVID-19 response for eligible staff.

Recipients can use a variety of methods to assess the share of an employees' time spent responding to COVID-19, including using reasonable estimates—such as estimating the share of time based on discussions with staff and applying that share to all employees in that position.

For administrative convenience, recipients can consider public health and safety employees entirely devoted to responding to COVID-19 (and their payroll and benefits fully covered by SLFRF) if the



employee, or his or her operating unit or division, is “primarily dedicated” to responding to COVID-19. Primarily dedicated means that more than half of the employee, unit, or division’s time is dedicated to responding to COVID-19.

Recipients must periodically reassess their determination and maintain records to support their assessment, although recipients do not need to track staff hours.

3. **Use SLFRF funding for payroll and covered benefits for the portion of eligible staff time spent on COVID-19 response.** SLFRF funding may be used for payroll and covered benefits for the portion of the employees’ time spent on COVID-19 response, as calculated above, through the period of performance.

Government Employment and Rehiring Public Sector Staff

Under the increased flexibility of the final rule, SLFRF funding may be used to support a broader set of uses to restore and support public sector employment. Eligible uses include hiring up to a pre-pandemic baseline that is adjusted for historic underinvestment in the public sector, providing additional funds for employees who experienced pay cuts or were furloughed, avoiding layoffs, providing worker retention incentives, and paying for ancillary administrative costs related to hiring, support, and retention.

- **Restoring pre-pandemic employment.** Recipients have two options to restore pre-pandemic employment, depending on the recipient’s needs.
 - *If the recipient simply wants to hire back employees for pre-pandemic positions:* Recipients may use SLFRF funds to hire employees for the same positions that existed on January 27, 2020 but that were unfilled or eliminated as of March 3, 2021. Recipients may use SLFRF funds to cover payroll and covered benefits for such positions through the period of performance.
 - *If the recipient wants to hire above the pre-pandemic baseline and/or would like to have flexibility in positions:* Recipients may use SLFRF funds to pay for payroll and covered benefits associated with the recipient increasing its number of budgeted FTEs up to 7.5 percent above its pre-pandemic baseline. Specifically, recipients should undergo the following steps:
 - a. Identify the recipient’s budgeted FTE level on January 27, 2020. This includes all budgeted positions, filled and unfilled. This is called the *pre-pandemic baseline*.
 - b. Multiply the pre-pandemic baseline by 1.075. This is called the *adjusted pre-pandemic baseline*.
 - c. Identify the recipient’s budgeted FTE level on March 3, 2021, which is the beginning of the period of performance for SLFRF funds. Recipients may, but are not required to, exclude the number of FTEs dedicated to responding to the COVID-19 public health emergency. This is called the *actual number of FTEs*.
 - d. Subtract the *actual number of FTEs* from the *adjusted pre-pandemic baseline* to calculate the number of FTEs that can be covered by SLFRF funds. Recipients do not have to hire for the same roles that existed pre-pandemic.

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Recipients may use SLFRF funds to cover payroll and covered benefits through the period of performance; these employees must have begun their employment on or after March 3, 2021. Recipients may only use SLFRF funds for additional FTEs hired over the March 3, 2021 level (i.e., the *actual number of FTEs*).

- **Supporting and retaining public sector workers.** Recipients can also use funds in other ways that support the public sector workforce.¹⁰ These include:
 - **Providing additional funding for employees who experienced pay reductions or were furloughed** since the onset of the pandemic, up to the difference in the employee's pay, taking into account unemployment benefits received.
 - **Maintaining current compensation levels to prevent layoffs.** SLFRF funds may be used to maintain current compensation levels, with adjustments for inflation, in order to prevent layoffs that would otherwise be necessary.
 - **Providing worker retention incentives, including reasonable increases in compensation** to persuade employees to remain with the employer as compared to other employment options. Retention incentives must be entirely additive to an employee's regular compensation, narrowly tailored to need, and should not exceed incentives traditionally offered by the recipient or compensation that alternative employers may offer to compete for the employees. Treasury presumes that retention incentives that are less than 25 percent of the rate of base pay for an individual employee or 10 percent for a group or category of employees are reasonably proportional to the need to retain employees, as long as other requirements are met.
- **Covering administrative costs associated with administering the hiring, support, and retention programs above.**

Effective Service Delivery

SLFRF funding may be used to improve the efficacy of public health and economic programs through tools like program evaluation, data, and outreach, as well as to address administrative needs caused or exacerbated by the pandemic. Eligible uses include:

- **Supporting program evaluation, data, and outreach through:**

¹⁰ Recipients should be able to substantiate that these uses of funds are substantially due to the public health emergency or its negative economic impacts (e.g., fiscal pressures on state and local budgets) and respond to its impacts. See the final rule for details on these uses.



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- ✓ Program evaluation and evidence resources
 - ✓ Data analysis resources to gather, assess, share, and use data
 - ✓ Technology infrastructure to improve access to and the user experience of government IT systems, as well as technology improvements to increase public access and delivery of government programs and services
 - ✓ Community outreach and engagement activities
 - ✓ Capacity building resources to support using data and evidence, including hiring staff, consultants, or technical assistance support
- **Addressing administrative needs, including:**
 - ✓ Administrative costs for programs responding to the public health emergency and its economic impacts, including non-SLFRF and non-federally funded programs
 - ✓ Address administrative needs caused or exacerbated by the pandemic, including addressing backlogs caused by shutdowns, increased repair or maintenance needs, and technology infrastructure to adapt government operations to the pandemic (e.g., video-conferencing software, data and case management systems)



CAPITAL EXPENDITURES

As described above, the final rule clarifies that recipients may use funds for programs, services, and capital expenditures that respond to the public health and negative economic impacts of the pandemic. Any use of funds in this category for a capital expenditure must comply with the capital expenditure requirements, in addition to other standards for uses of funds.

Capital expenditures are subject to the same eligibility standard as other eligible uses to respond to the pandemic's public health and economic impacts; specifically, they must be related and reasonably proportional to the pandemic impact identified and reasonably designed to benefit the impacted population or class.

For ease of administration, the final rule identifies enumerated types of capital expenditures that Treasury has identified as responding to the pandemic's impacts; these are listed in the applicable sub-category of eligible uses (e.g., public health, assistance to households, etc.). Recipients may also identify other responsive capital expenditures. Similar to other eligible uses in the SLFRF program, no pre-approval is required for capital expenditures.

To guide recipients' analysis of whether a capital expenditure meets the eligibility standard, recipients (with the exception of Tribal governments) must complete and meet the requirements of a written justification for capital expenditures equal to or greater than \$1 million. For large-scale capital expenditures, which have high costs and may require an extended length of time to complete, as well as most capital expenditures for non-enumerated uses of funds, Treasury requires recipients to submit their written justification as part of regular reporting. Specifically:

If a project has total capital expenditures of	and the use is enumerated by Treasury as eligible, then	and the use is beyond those enumerated by Treasury as eligible, then
Less than \$1 million	No Written Justification required	No Written Justification required
Greater than or equal to \$1 million, but less than \$10 million	Written Justification required but recipients are not required to submit as part of regular reporting to Treasury	Written Justification required and recipients must submit as part of regular reporting to Treasury
\$10 million or more	Written Justification required and recipients must submit as part of regular reporting to Treasury	

A Written Justification includes:

- *Description of the harm or need to be addressed.* Recipients should provide a description of the specific harm or need to be addressed and why the harm was exacerbated or caused by the public health emergency. Recipients may provide quantitative information on the extent and the type of harm, such as the number of individuals or entities affected.



- *Explanation of why a capital expenditure is appropriate.* For example, recipients should include an explanation of why existing equipment and facilities, or policy changes or additional funding to pertinent programs or services, would be inadequate.
- *Comparison of proposed capital project against at least two alternative capital expenditures and demonstration of why the proposed capital expenditure is superior.* Recipients should consider the effectiveness of the capital expenditure in addressing the harm identified and the expected total cost (including pre-development costs) against at least two alternative capital expenditures.

Where relevant, recipients should consider the alternatives of improving existing capital assets already owned or leasing other capital assets.

Treasury presumes that the following capital projects are generally ineligible:

- | | |
|---|---|
| * Construction of new correctional facilities as a response to an increase in rate of crime | * Construction of convention centers, stadiums, or other large capital projects intended for general economic development or to aid impacted industries |
| * Construction of new congregate facilities to decrease spread of COVID-19 in the facility | |

In undertaking capital expenditures, Treasury encourages recipients to adhere to 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. Treasury also encourages recipients to prioritize in their procurements employers with high labor standards and to prioritize employers without recent violations of federal and state labor and employment laws.

**FRAMEWORK FOR ELIGIBLE USES BEYOND THOSE ENUMERATED**

As described above, recipients have broad flexibility to identify and respond to other pandemic impacts and serve other populations that experienced pandemic impacts, beyond the enumerated uses and presumed eligible populations. Recipients should undergo the following steps to decide whether their project is eligible:

Step	1. Identify COVID-19 public health or economic impact	2. Design a response that addresses or responds to the impact
Analysis	<ul style="list-style-type: none"> Can identify impact to a specific household, business or nonprofit or to a class of households, businesses or nonprofits (i.e., group) Can also identify disproportionate impacts, or more severe impacts, to a specific beneficiary or to a class 	<ul style="list-style-type: none"> Types of responses can include a program, service, or capital expenditure Response should be related and reasonably proportional to the harm Response should also be reasonably designed to benefit impacted individual or class

1. Identify a COVID-19 public health or negative economic impact on an individual or a class.

Recipients should identify an individual or class that is “impacted” or “disproportionately impacted” by the COVID-19 public health emergency or its negative economic impacts as well as the specific impact itself.

- “Impacted” entities are those impacted by the disease itself or the harmful consequences of the economic disruptions resulting from or exacerbated by the COVID-19 public health emergency. For example, an individual who lost their job or a small business that saw lower revenue during a period of closure would both have experienced impacts of the pandemic.
- “Disproportionately impacted” entities are those that experienced disproportionate public health or economic outcomes from the pandemic; Treasury recognizes that pre-existing disparities, in many cases, amplified the impacts of the pandemic, causing more severe impacts in underserved communities. For example, a household living in a neighborhood with limited access to medical care and healthy foods may have faced health disparities before the pandemic, like a higher rate of chronic health conditions, that contributed to more severe health outcomes during the COVID-19 pandemic.

The recipient may choose to identify these impacts at either the individual level or at a class level. If the recipient is identifying impacts at the individual level, they should retain documentation supporting the impact the individual experienced (e.g., documentation of lost revenues from a small business). Such documentation can be streamlined in many cases (e.g., self-attestation that a household requires food assistance).

Recipients also have broad flexibility to identify a “class” – or a group of households, small businesses, or nonprofits – that experienced an impact. In these cases, the recipients should



first identify the class and the impact that it faced. Then, recipients only need to document that the individuals served fall within that class; recipients do not need to document a specific impact to each individual served. For example, a recipient could identify that restaurants in the downtown area faced substantial declines in revenue due to decreased foot traffic from workers; the recipient could develop a program to respond to the impact on that class and only needs to document that the businesses being served are restaurants in the downtown area.

Recipients should keep the following considerations in mind when designating a class:

- **There should be a relationship between the definition of the class and the proposed response.** Larger and less-specific classes are less likely to have experienced similar harms, which may make it more difficult to design a response that appropriately responds to those harms.
- **Classes may be determined on a population basis or on a geographic basis,** and the response should be appropriately matched. For example, a response might be designed to provide childcare to single parents, regardless of which neighborhood they live in, or a response might provide a park to improve the health of a disproportionately impacted neighborhood.
- **Recipients may designate classes that experienced disproportionate impact,** by assessing the impacts of the pandemic and finding that some populations experienced meaningfully more severe impacts than the general public. To determine these disproportionate impacts, recipients:
 - May designate classes based on academic research or government research publications (such as the citations provided in the supplementary information in the final rule), through analysis of their own data, or through analysis of other existing data sources.
 - May also consider qualitative research and sources to augment their analysis, or when quantitative data is not readily available. Such sources might include resident interviews or feedback from relevant state and local agencies, such as public health departments or social services departments.
 - Should consider the quality of the research, data, and applicability of analysis to their determination in all cases.
- **Some of the enumerated uses may also be appropriate responses to the impacts experienced by other classes of beneficiaries.** It is permissible for recipients to provide these services to other classes, so long as the recipient determines that the response is also appropriate for those groups.
- **Recipients may designate a class based on income level, including at levels higher than the final rule definition of "low- and moderate-income."** For example, a recipient may identify that households in their community with incomes above the final rule threshold for low-income nevertheless experienced disproportionate impacts from the pandemic and provide responsive services.

2. **Design a response that addresses or responds to the impact.** Programs, services, and other interventions must be reasonably designed to benefit the individual or class that experienced



the impact. They must also be related and reasonably proportional to the extent and type of impact experienced. For example, uses that bear no relation or are grossly disproportionate to the type or extent of the impact would not be eligible.

“Reasonably proportional” refers to the scale of the response compared to the scale of the harm, as well as the targeting of the response to beneficiaries compared to the amount of harm they experienced; for example, it may not be reasonably proportional for a cash assistance program to provide a very small amount of aid to a group that experienced severe harm and a much larger amount to a group that experienced relatively little harm. Recipients should consider relevant factors about the harm identified and the response to evaluate whether the response is reasonably proportional. For example, recipients may consider the size of the population impacted and the severity, type, and duration of the impact. Recipients may also consider the efficacy, cost, cost-effectiveness, and time to delivery of the response.

For disproportionately impacted communities, recipients may design interventions that address broader pre-existing disparities that contributed to more severe health and economic outcomes during the pandemic, such as disproportionate gaps in access to health care or pre-existing disparities in educational outcomes that have been exacerbated by the pandemic.



Premium Pay

The Coronavirus State and Local Fiscal Recovery Funds may be used to provide premium pay to eligible workers performing essential work during the pandemic. Premium pay may be awarded to eligible workers up to \$13 per hour. Premium pay must be in addition to wages or remuneration (i.e., compensation) the eligible worker otherwise receives. Premium pay may not exceed \$25,000 for any single worker during the program.

Recipients should undergo the following steps to provide premium pay to eligible workers.

1. **Identify an “eligible” worker.** Eligible workers include workers “needed to maintain continuity of operations of essential critical infrastructure sectors.” These sectors and occupations are eligible:

- | | |
|--|---|
| ✓ Health care | ✓ State, local, or Tribal government workforce |
| ✓ Emergency response | ✓ Workers providing vital services to Tribes |
| ✓ Sanitation, disinfection & cleaning | ✓ Educational, school nutrition, and other work required to operate a school facility |
| ✓ Maintenance | ✓ Laundry |
| ✓ Grocery stores, restaurants, food production, and food delivery | ✓ Elections |
| ✓ Pharmacy | ✓ Solid waste or hazardous materials management, response, and cleanup |
| ✓ Biomedical research | ✓ Work requiring physical interaction with patients |
| ✓ Behavioral health | ✓ Dental care |
| ✓ Medical testing and diagnostics | ✓ Transportation and warehousing |
| ✓ Home and community-based health care or assistance with activities of daily living | ✓ Hotel and commercial lodging facilities that are used for COVID-19 mitigation and containment |
| ✓ Family or child care | |
| ✓ Social services | |
| ✓ Public health | |
| ✓ Mortuary | |
| ✓ Critical clinical research, development, and testing necessary for COVID-19 response | |

Beyond this list, the chief executive (or equivalent) of a recipient government may designate additional non-public sectors as critical so long as doing so is necessary to protecting the health and wellbeing of the residents of such jurisdictions.

2. **Verify that the eligible worker performs “essential work,”** meaning work that:

- Is not performed while teleworking from a residence; and
- Involves either:
 - a. regular, in-person interactions with patients, the public, or coworkers of the individual that is performing the work; or
 - b. regular physical handling of items that were handled by, or are to be handled by, patients, the public, or coworkers of the individual that is performing the work.



3. **Confirm that the premium pay “responds to” workers performing essential work during the COVID-19 public health emergency.** Under the final rule, which broadened the share of eligible workers who can receive premium pay without a written justification, recipients may meet this requirement in one of three ways:
- Eligible worker receiving premium pay is earning (with the premium included) at or below 150 percent of their residing state or county’s average annual wage for all occupations, as defined by the Bureau of Labor Statistics’ [Occupational Employment and Wage Statistics](#), whichever is higher, on an annual basis; or
 - Eligible worker receiving premium pay is not exempt from the Fair Labor Standards Act overtime provisions; or
 - If a worker does not meet either of the above requirements, the recipient must submit written justification to Treasury detailing how the premium pay is otherwise responsive to workers performing essential work during the public health emergency. This may include a description of the essential worker’s duties, health, or financial risks faced due to COVID-19, and why the recipient determined that the premium pay was responsive. Treasury anticipates that recipients will easily be able to satisfy the justification requirement for front-line workers, like nurses and hospital staff.

Premium pay may be awarded in installments or lump sums (e.g., monthly, quarterly, etc.) and may be awarded to hourly, part-time, or salaried or non-hourly workers. Premium pay must be paid in addition to wages already received and may be paid retrospectively. A recipient may not use SLFRF to merely reimburse itself for premium pay or hazard pay already received by the worker, and premium pay may not be paid to volunteers.



Water & Sewer Infrastructure

The Coronavirus State and Local Fiscal Recovery Funds may be used to make necessary investments in water and sewer infrastructure. State, local, and Tribal governments have a tremendous need to address the consequences of deferred maintenance in drinking water systems and removal, management, and treatment of sewage and stormwater, along with additional resiliency measures needed to adapt to climate change.

Recipients may undertake the eligible projects below:

PROJECTS ELIGIBLE UNDER EPA'S CLEAN WATER STATE REVOLVING FUND (CWSRF)

Eligible projects under the CWSRF, and the final rule, include:

- ✓ Construction of publicly owned treatment works
- ✓ Projects pursuant to implementation of a nonpoint source pollution management program established under the Clean Water Act (CWA)
- ✓ Decentralized wastewater treatment systems that treat municipal wastewater or domestic sewage
- ✓ Management and treatment of stormwater or subsurface drainage water
- ✓ Water conservation, efficiency, or reuse measures
- ✓ Development and implementation of a conservation and management plan under the CWA
- ✓ Watershed projects meeting the criteria set forth in the CWA
- ✓ Energy consumption reduction for publicly owned treatment works
- ✓ Reuse or recycling of wastewater, stormwater, or subsurface drainage water
- ✓ Security of publicly owned treatment works

Treasury encourages recipients to review the EPA handbook for the [CWSRF](#) for a full list of eligibilities.

PROJECTS ELIGIBLE UNDER EPA'S DRINKING WATER STATE REVOLVING FUND (DWSRF)

Eligible drinking water projects under the DWSRF, and the final rule, include:

- ✓ Facilities to improve drinking water quality
- ✓ Transmission and distribution, including improvements of water pressure or prevention of contamination in infrastructure and lead service line replacements
- ✓ New sources to replace contaminated drinking water or increase drought resilience, including aquifer storage and recovery system for water storage
- ✓ Green infrastructure, including green roofs, rainwater harvesting collection, permeable pavement
- ✓ Storage of drinking water, such as to prevent contaminants or equalize water demands
- ✓ Purchase of water systems and interconnection of systems
- ✓ New community water systems

Treasury encourages recipients to review the EPA handbook for the [DWSRF](#) for a full list of eligibilities.

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ADDITIONAL ELIGIBLE PROJECTS

With broadened eligibility under the final rule, SLFRF funds may be used to fund additional types of projects— such as additional stormwater infrastructure, residential wells, lead remediation, and certain rehabilitations of dams and reservoirs — beyond the CWSRF and DWSRF, if they are found to be “necessary” according to the definition provided in the final rule and outlined below.

- ✓ Culvert repair, resizing, and removal, replacement of storm sewers, and additional types of stormwater infrastructure
- ✓ Infrastructure to improve access to safe drinking water for individual served by residential wells, including testing initiatives, and treatment/remediation strategies that address contamination
- ✓ Dam and reservoir rehabilitation if primary purpose of dam or reservoir is for drinking water supply and project is necessary for provision of drinking water
- ✓ Broad set of lead remediation projects eligible under EPA grant programs authorized by the Water Infrastructure Improvements for the Nation (WIIN) Act, such as lead testing, installation of corrosion control treatment, lead service line replacement, as well as water quality testing, compliance monitoring, and remediation activities, including replacement of internal plumbing and faucets and fixtures in schools and childcare facilities

A “necessary” investment in infrastructure must be:

- (1) responsive to an identified need to achieve or maintain an adequate minimum level of service, which may include a reasonable projection of increased need, whether due to population growth or otherwise,
- (2) a cost-effective means for meeting that need, taking into account available alternatives, and
- (3) for investments in infrastructure that supply drinking water in order to meet projected population growth, projected to be sustainable over its estimated useful life.

Please note that DWSRF and CWSRF-eligible projects are generally presumed to be necessary investments. Additional eligible projects generally must be responsive to an identified need to achieve or maintain an adequate minimum level of service. Recipients are only required to assess cost-effectiveness of projects for the creation of new drinking water systems, dam and reservoir rehabilitation projects, or projects for the extension of drinking water service to meet population growth needs. Recipients should review the supplementary information to the final rule for more details on requirements applicable to each type of investment.

APPLICABLE STANDARDS & REQUIREMENTS

Treasury encourages recipients to adhere to 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. Treasury also encourages recipients to prioritize in their procurements employers with high labor standards and to prioritize employers without recent violations of federal and state labor and employment laws.



Broadband Infrastructure

The Coronavirus State and Local Fiscal Recovery Funds may be used to make necessary investments in broadband infrastructure, which has been shown to be critical for work, education, healthcare, and civic participation during the public health emergency. The final rule broadens the set of eligible broadband infrastructure investments that recipients may undertake.

Recipients may pursue investments in broadband infrastructure meeting technical standards detailed below, as well as an expanded set of cybersecurity investments.

BROADBAND INFRASTRUCTURE INVESTMENTS

Recipients should adhere to the following requirements when designing a broadband infrastructure project:

1. **Identify an eligible area for investment.** Recipients are encouraged to prioritize projects that are designed to serve locations without access to reliable wireline 100/20 Mbps broadband service (meaning service that reliably provides 100 Mbps download speed and 20 Mbps upload speed through a wireline connection), but are broadly able to invest in projects designed to provide service to locations with an identified need for additional broadband investment. Recipients have broad flexibility to define need in their community. Examples of need could include:

- ✓ Lack of access to a reliable high-speed broadband connection
- ✓ Lack of affordable broadband
- ✓ Lack of reliable service

If recipients are considering deploying broadband to locations where there are existing and enforceable federal or state funding commitments for reliable service of at least 100/20 Mbps, recipients must ensure that SLFRF funds are designed to address an identified need for additional broadband investment that is not met by existing federal or state funding commitments. Recipients must also ensure that SLFRF funds will not be used for costs that will be reimbursed by the other federal or state funding streams.

2. **Design project to meet high-speed technical standards.** Recipients are required to design projects to, upon completion, reliably meet or exceed symmetrical 100 Mbps download and upload speeds. In cases where it is not practicable, because of the excessive cost of the project or geography or topography of the area to be served by the project, eligible projects may be designed to reliably meet or exceed 100/20 Mbps and be scalable to a minimum of symmetrical 100 Mbps download and upload speeds.

Treasury encourages recipients to prioritize investments in fiber-optic infrastructure wherever feasible and to focus on projects that will achieve last-mile connections. Further, Treasury encourages recipients to prioritize support for broadband networks owned, operated by, or affiliated with local governments, nonprofits, and co-operatives.



3. **Require enrollment in a low-income subsidy program.** Recipients must require the service provider for a broadband project that provides service to households to either:

- ✓ Participate in the FCC's Affordable Connectivity Program (ACP)
- ✓ Provide access to a broad-based affordability program to low-income consumers that provides benefits commensurate to ACP

Treasury encourages broadband services to also include at least one low-cost option offered without data usage caps at speeds sufficient for a household with multiple users to simultaneously telework and engage in remote learning. Recipients are also encouraged to consult with the community on affordability needs.

CYBERSECURITY INVESTMENTS

SLFRF may be used for modernization of cybersecurity for existing and new broadband infrastructure, regardless of their speed delivery standards. This includes modernization of hardware and software.

APPLICABLE STANDARDS & REQUIREMENTS

Treasury encourages recipients to adhere to 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. Treasury also encourages recipients to prioritize in their procurements employers with high labor standards and to prioritize employers without recent violations of federal and state labor and employment laws.



Restrictions on Use

While recipients have considerable flexibility to use Coronavirus State and Local Fiscal Recovery Funds to address the diverse needs of their communities, some restrictions on use of funds apply.

OFFSET A REDUCTION IN NET TAX REVENUE

- **States and territories may not use this funding to directly or indirectly offset a reduction in net tax revenue resulting from a change in law, regulation, or administrative interpretation beginning on March 3, 2021, through the last day of the fiscal year in which the funds provided have been spent.** If a state or territory cuts taxes during this period, it must demonstrate how it paid for the tax cuts from sources other than SLFRF, such as by enacting policies to raise other sources of revenue, by cutting spending, or through higher revenue due to economic growth. If the funds provided have been used to offset tax cuts, the amount used for this purpose must be repaid to the Treasury.

DEPOSITS INTO PENSION FUNDS

- **No recipients except Tribal governments may use this funding to make a deposit to a pension fund.** Treasury defines a “deposit” as an extraordinary contribution to a pension fund for the purpose of reducing an accrued, unfunded liability. While pension deposits are prohibited, recipients may use funds for routine payroll contributions connected to an eligible use of funds (e.g., for public health and safety staff). Examples of extraordinary payments include ones that:
 - ✱ Reduce a liability incurred prior to the start of the COVID-19 public health emergency and occur outside the recipient's regular timing for making the payment
 - ✱ Occur at the regular time for pension contributions but is larger than a regular payment would have been

ADDITIONAL RESTRICTIONS AND REQUIREMENTS

Additional restrictions and requirements that apply across all eligible use categories include:

- **No debt service or replenishing financial reserves.** Since SLFRF funds are intended to be used prospectively, recipients may not use SLFRF funds for debt service or replenishing financial reserves (e.g., rainy day funds).
- **No satisfaction of settlements and judgments.** Satisfaction of any obligation arising under or pursuant to a settlement agreement, judgment, consent decree, or judicially confirmed debt restructuring in a judicial, administrative, or regulatory proceeding is itself not an eligible use. However, if a settlement requires the recipient to provide services or incur other costs that are an eligible use of SLFRF funds, SLFRF may be used for those costs.
- **Additional general restrictions.** SLFRF funds may not be used for a project that conflicts with or contravenes the purpose of the American Rescue Plan Act statute (e.g., uses of funds that

Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule



U.S. DEPARTMENT OF THE TREASURY

undermine COVID-19 mitigation practices in line with CDC guidance and recommendations) and may not be used in violation of the Award Terms and Conditions or conflict of interest requirements under the Uniform Guidance. Other applicable laws and regulations, outside of SLFRF program requirements, may also apply (e.g., laws around procurement, contracting, conflicts-of-interest, environmental standards, or civil rights).



Program Administration

The Coronavirus State and Local Fiscal Recovery Funds final rule details a number of administrative processes and requirements, including on distribution of funds, timeline for use of funds, transfer of funds, treatment of loans, use of funds to meet non-federal match or cost-share requirements, administrative expenses, reporting on use of funds, and remediation and recoupment of funds used for ineligible purposes. This section provides a summary for the most frequently asked questions.

TIMELINE FOR USE OF FUNDS

Under the SLFRF, funds must be used for costs incurred on or after March 3, 2021. Further, costs must be obligated by December 31, 2024, and expended by December 31, 2026.

TRANSFERS

Recipients may undertake projects on their own or through subrecipients, which carry out eligible uses on behalf of a recipient, including pooling funds with other recipients or blending and braiding SLFRF funds with other sources of funds. Localities may also transfer their funds to the state through section 603(c)(4), which will decrease the locality's award and increase the state award amounts.

LOANS

Recipients may generally use SLFRF funds to provide loans for uses that are otherwise eligible, although there are special rules about how recipients should track program income depending on the length of the loan. Recipients should consult the final rule if they seek to utilize these provisions.

NON-FEDERAL MATCH OR COST-SHARE REQUIREMENTS

Funds available under the "revenue loss" eligible use category (sections 602(c)(1)(C) and 603(c)(1)(C) of the Social Security Act) generally may be used to meet the non-federal cost-share or matching requirements of other federal programs. However, note that SLFRF funds may not be used as the non-federal share for purposes of a state's Medicaid and CHIP programs because the Office of Management and Budget has approved a waiver as requested by the Centers for Medicare & Medicaid Services pursuant to 2 CFR 200.102 of the Uniform Guidance and related regulations.

SLFRF funds beyond those that are available under the revenue loss eligible use category may not be used to meet the non-federal match or cost-share requirements of other federal programs, other than as specifically provided for by statute. As an example, the Infrastructure Investment and Jobs Act provides that SLFRF funds may be used to meet the non-federal match requirements of authorized Bureau of Reclamation projects and certain broadband deployment projects. Recipients should consult the final rule for further details if they seek to utilize SLFRF funds as a match for these projects.

ADMINISTRATIVE EXPENSES

SLFRF funds may be used for direct and indirect administrative expenses involved in administering the program. For details on permissible direct and indirect administrative costs, recipients should refer to Treasury's [Compliance and Reporting Guidance](#). Costs incurred for the same purpose in like circumstances must be treated consistently as either direct or indirect costs.

Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule



REPORTING, COMPLIANCE & RECOUPMENT

Recipients are required to comply with Treasury's [Compliance and Reporting Guidance](#), which includes submitting mandatory periodic reports to Treasury.

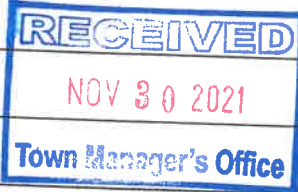
Funds used in violation of the final rule are subject to remediation and recoupment. As outlined in the final rule, Treasury may identify funds used in violation through reporting or other sources. Recipients will be provided with an initial written notice of recoupment with an opportunity to submit a request for reconsideration before Treasury provides a final notice of recoupment. If the recipient receives an initial notice of recoupment and does not submit a request for reconsideration, the initial notice will be deemed the final notice. Treasury may pursue other forms of remediation and monitoring in conjunction with, or as an alternative to, recoupment.

**Town of Killingly
American Rescue Plan Funding Request**

Project Name: REYNOLDS STREET IMPROVEMENTS

Organization Name: Town Of Killingly

Address: 172 Main Street Killingly Ct 06239



Type of Organization: Non-profit 501(c)3 Corporation

☒ Municipal Other:

Organization EIN or Tax ID number: 412182455

DUNS No: 088322474

Provide a brief outline of the organization and services performed for the Town of Killingly:

The Town of Killingly Engineering Department will coordinate and oversee the Reynolds Street Improvement Project which would cover the Replacement of failing underground sanitary sewer main lines, and a stormwater drainage system including a failing underground stone box culvert and drainage system. The project would also include improvements required for current MS4 regulations. Coordination with other utility improvements will also be included. It is anticipated this would be a joint project with the Borough and the Town of Killingly.

Section A. Project Information

Provide a detailed description of the proposed project. Include narrative of how the project will benefit disadvantaged persons/families (qualified census tract or direct benefit) and how you will keep required documentation. If a capital project, attach plans.

Please see description above.

A plan overview is attached.

Section B. Eligibility

The American Rescue Plan Act statute provides the following four statutory categories which are eligible for funding:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;

3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
4. To make necessary investments in water, sewer, or broadband infrastructure.

Additional guidance on the above eligibility categories is available at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>. Review the Interim Final Rule and FAQ documents for more details.

Outline how your proposed project meets the above eligibility requirements:

The project will improve the existing water, stormwater, and wastewater pipe systems. This will reduce wastewater inflow and infiltration, improve the reliability of the potable water system, improve the existing drainage system, and comply with current MS4 requirements. This will improve the quality of life and the environment.

Section C. Costs

Provide a detailed budget. Complete and attach the budget form.

Is this project a one-time investment or an on-going program? The project is a one-time investment.

If this project is for an on-going program, please describe the future funding source possibilities when the American Rescue Plan Funding has expired.

Is this a regional project? _____ Yes ☒ No

If yes, describe the project request allocation including which additional towns funding has been requested and methodology for allocation.

Section D. Timeline

Provide a start and end date for the project/program. Include major milestones with proposed dates.

Final Design	February	2022
Bidding	March	2022
Award	April	2022
Completion	November	2022

Section E. Certifications

1. I certify that the Reynolds Street Improvements Project is eligible under the
Project/Program
American Rescue Plan (ARPA). DAC Initial
2. I certify that I will comply with all applicable State and federal procurement requirements for
this program. DAC Initial
3. I certify that I will report semi-annually to the Town of Killingly the progress of the
project/program including beneficiaries and monies expended. DA Initial
4. I understand and certify that the Town of Killingly will recapture funds for the project/program if
they are not expended pursuant to all American Rescue Plan (ARPA) regulations/requirements.
DAC Initial

The undersigned is hereby authorized to submit this application on behalf of the above organization, is qualified to complete the project/program described, and will comply with all regulations/requirements of the American Rescue Plan (ARPA) funding.

David Capacchione
Name

11/24/2021
Date

Town Engineer
Title

Capital Project Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Soft Costs	\$67,800		
Construction	\$745,800		
Administration	\$54,240		
Total	\$867,842		

Please provide details for soft costs including architectural/engineering, advertising, other (please specify).

PLEASE SEE ATTACHED BID ESTIMATE

Please provide details for administration including personnel/position, annual salary, level of effort, cost, fringe benefits, general office supplies, other (please specify) with justifications.

Program Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Personnel			
Fringe			
Travel			
Equipment			
Supplies			
Contractual			
Other			
Total Direct Charges			
Indirect Charges			
Total Project Costs			

Please provide details including personnel/position, annual salary, level of effort, cost, supplies, and equipment needed, required travel, contractual services needed, other (please specify) with justifications.

Will revenue be earned from the Program? If yes, please detail the cost of services and the estimated revenue earned monthly for the program term.

Revenue will not be earned from this project.

Town of Killingly, Connecticut
Borough of Danielson
Reynolds Street Reconstruction To One-way
BID ESTIMATE

BASE BID				Engineer's Est.	
	<u>Item</u>	<u>Qty.</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
1	Mobilization	1	L.S.	\$ 10,000.00	\$ 10,000.00
2	Demobilization & Project Closeout	1	L.S.	\$ 10,000.00	\$ 10,000.00
3	Maintenance & Protection of Traffic	1	L.S.	\$ 75,000.00	\$ 75,000.00
4	Sedimentation & Erosion Control	1	L.S.	\$ 3,000.00	\$ 3,000.00
5	Rock Excavation & Disposal	50	C.Y.	\$ 100.00	\$ 5,000.00
6	Granular Fill	50	C.Y.	\$ 30.00	\$ 1,500.00
7	Processed Gravel	50	C.Y.	\$ 35.00	\$ 1,750.00
8	Saw Cut Bituminous Concrete	170	L.F.	\$ 2.50	\$ 425.00
9	Provisional Item: 3/4"Crushed Stone	25	C.Y.	\$ 28.00	\$ 700.00
10	Temporary Pavement Repair	50	S.Y.	\$ 30.00	\$ 1,500.00
11	Permanent Pavement Replacement	50	S.Y.	\$ 75.00	\$ 3,750.00
12	Bituminous Concrete Driveways	144	S.F.	\$ 20.00	\$ 2,880.00
13	Sanitary Sewer (3) MH's, 433 L.F. 8" PVC , 60 L.F. 8" D.I. Siphon	1	L.S.	\$ 100,000.00	\$ 100,000.00
14	Sanitary Sewer 6" Laterals	4	EA.	\$ 1,800.00	\$ 7,200.00
15	Precast Concrete Curbing	800	L.F.	\$ 40.00	\$ 32,000.00
16	Concrete Sidewalks	4,600	S.F.	\$ 9.75	\$ 44,850.00
17	Stamped Concrete Sidewalk Brick Pattern	10,000	S.F.	\$ 15.00	\$ 150,000.00
18	Concrete Driveway Ramp	632	S.F.	\$ 10.00	\$ 6,320.00
19	Concrete Sidewalk Ramps	400.0	S.F.	\$ 10.00	\$ 4,000.00
20	Detectable Warning Strip	4.0	Ea.	\$ 250.00	\$ 1,000.00
21	Reclaim & Pave 4" Super Pave Class .375 / .50	2,066	S.Y.	\$ 40.00	\$ 82,640.00
22	Catch basin Type "C" For Street Drainage	4	Ea.	\$ 2,000.00	\$ 8,000.00
23	24" RCP Street Drainage	432	L.F.	\$ 52.00	\$ 22,464.00
24	Concrete Box Culvert 5' X 5' Stone Box Replacement	48	L.F.	\$ 900.00	\$ 43,200.00
25	Concrete To Join Box Culvert To Stone Box Culvert	55	C.Y.	\$ 200.00	\$ 11,000.00
26	Davis Park Drainage Tree Irrigation MS4 Compliant	1	L.S.	\$ 20,000.00	\$ 20,000.00
27	Furnish and Place Street Trees	4	Ea.	\$ 400.00	\$ 1,600.00
28	Furnishing And Placing Topsoil	200	S.Y.	\$ 10.00	\$ 2,000.00
29	Turf Establishment-Lawn	200	S.Y.	\$ 6.00	\$ 1,200.00
30	4" White Epoxy Resin Pavement Markings	600	L.F.	\$ 0.40	\$ 240.00
31	12" White Epoxy Resin Pavement Markings	24	L.F.	\$ 0.75	\$ 18.00
32	Street Signage	1	L.S.	\$ 400.00	\$ 400.00
33	Uniformed Flaggers 2 Required	80	HR.	\$ 50.00	\$ 4,000.00
34	Traffic Control State Police	80	HR.	\$ 125.00	\$ 10,000.00
35	Traffic Cone	25	Ea.	\$ 40.00	\$ 1,000.00
36	Traffic Drum	25	Ea.	\$ 85.00	\$ 2,125.00
37	Construction Signs	64	S.F.	\$ 35.00	\$ 2,240.00
38	Construction Staking	1	L.S.	\$ 5,000.00	\$ 5,000.00
Total Estimate					\$ 678,002.00
10% Construction Contingency					\$ 67,800.20
5% Design					\$ 33,900.10
5% Legal					\$ 33,900.10
8% Construction Admin					\$ 54,240.16
Engineer's Est. Total :					\$ 867,842.56

REYNOLDS STREET
RECONSTRUCTION
PROJECT



MAIN STREET RT. 12

REYNOLDS STREET

BROAD STREET

TOWN OF KILLINGLY
DAVIS PARK

WESTFIELD
CHURCH

210

19

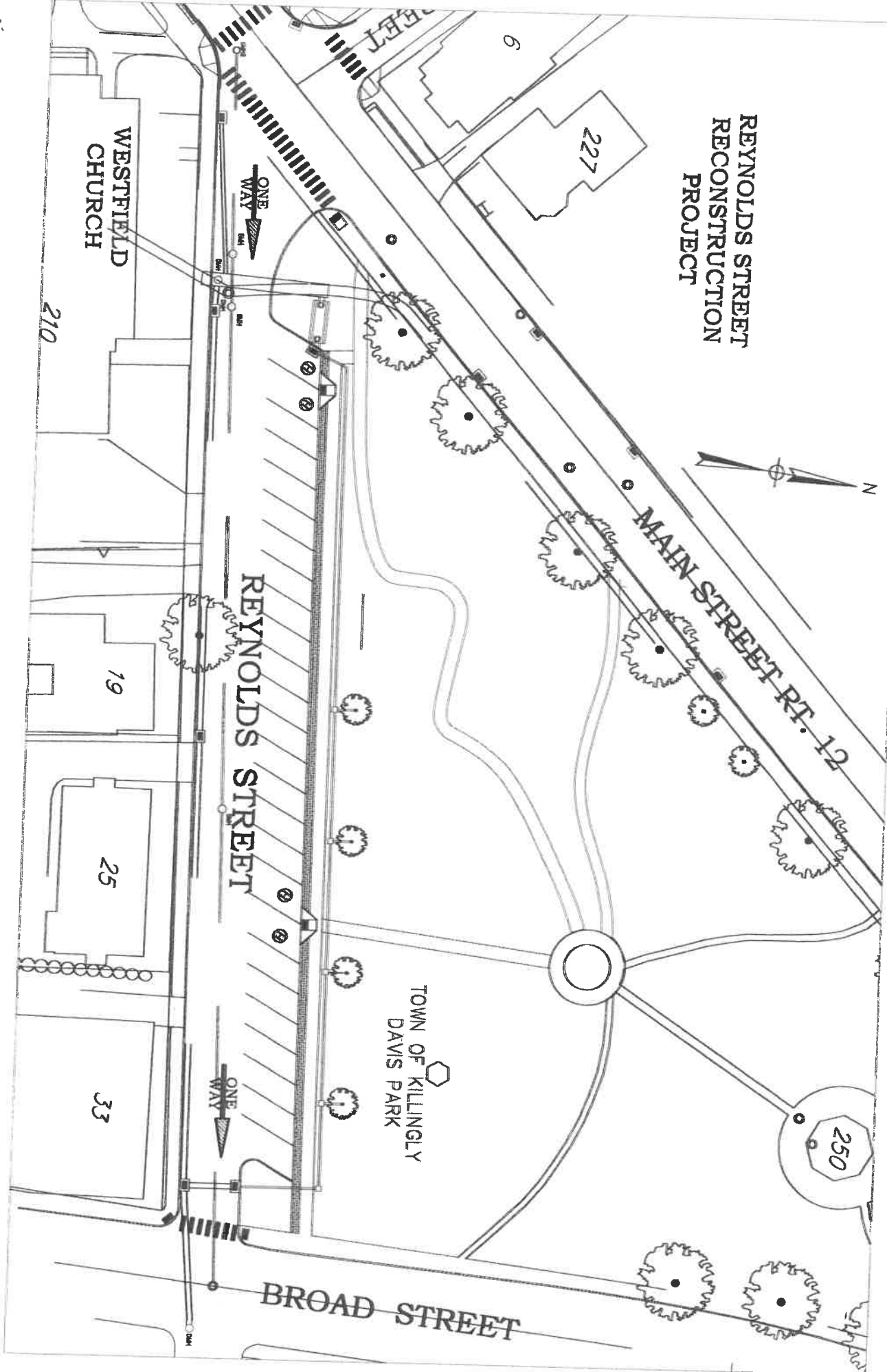
25

33

227

6

250



Town of Killingly, Connecticut
Borough of Danielson
Reynolds Street Reconstruction To One-way with CT Water Contribution
BID ESTIMATE

BASE BID				Engineer's Est.	
	Item	Qty.	Unit	Unit Price	Amount
1	Mobilization	1	L.S.	\$ 10,000.00	\$ 10,000.00
2	Demobilization & Project Closeout	1	L.S.	\$ 10,000.00	\$ 10,000.00
3	Maintenance & Protection of Traffic	1	L.S.	\$ 75,000.00	\$ 75,000.00
4	Sedimentation & Erosion Control	1	L.S.	\$ 3,000.00	\$ 3,000.00
5	Rock Excavation & Disposal	50	C.Y.	\$ 100.00	\$ 5,000.00
6	Granular Fill	50	C.Y.	\$ 30.00	\$ 1,500.00
7	Processed Gravel	50	C.Y.	\$ 35.00	\$ 1,750.00
8	Saw Cut Bituminous Concrete	170	L.F.	\$ 2.50	\$ 425.00
9	Provisional Item: 3/4"Crushed Stone	25	C.Y.	\$ 28.00	\$ 700.00
10	Temporary Pavement Repair	50	S.Y.	\$ 30.00	\$ 1,500.00
11	Permanent Pavement Replacement	50	S.Y.	\$ 75.00	\$ -
12	Bituminous Concrete Driveways	144	S.F.	\$ 20.00	\$ 1,440.00
13	Sanitary Sewer (3) MH's, 433 L.F. 8" PVC , 60 L.F. 8" D.I. Siphon	1	L.S.	\$ 100,000.00	\$ 100,000.00
14	Sanitary Sewer 6" Laterals	4	EA.	\$ 1,800.00	\$ 7,200.00
15	Precast Concrete Curbing	800	L.F.	\$ 40.00	\$ 32,000.00
16	Concrete Sidewalks	4,600	S.F.	\$ 9.75	\$ 44,850.00
17	Stamped Concrete Sidewalk Brick Pattern	10,000	S.F.	\$ 15.00	\$ 150,000.00
18	Concrete Driveway Ramp	632	S.F.	\$ 10.00	\$ 6,320.00
19	Concrete Sidewalk Ramps	400.0	S.F.	\$ 10.00	\$ 4,000.00
20	Detectable Warning Strip	4.0	Ea.	\$ 250.00	\$ 1,000.00
21	Reclaim & Pave 4" Super Pave Class .375 / .50	2,066	S.Y.	\$ 40.00	\$ 41,320.00
22	Catch basin Type "C" For Street Drainage	4	Ea.	\$ 2,000.00	\$ 8,000.00
23	24" RCP Street Drainage	432	L.F.	\$ 52.00	\$ 22,464.00
24	Concrete Box Culvert 5' X 5' Stone Box Replacement	48	L.F.	\$ 900.00	\$ 43,200.00
25	Concrete To Join Box Culvert To Stone Box Culvert	55	C.Y.	\$ 200.00	\$ 11,000.00
26	Davis Park Drainage Tree Irrigation MS4 Compliant	1	L.S.	\$ 20,000.00	\$ 20,000.00
27	Furnish and Place Street Trees	4	Ea.	\$ 400.00	\$ 1,600.00
28	Furnishing And Placing Topsoil	200	S.Y.	\$ 10.00	\$ 2,000.00
29	Turf Establishment-Lawn	200	S.Y.	\$ 6.00	\$ 1,200.00
30	4" White Epoxy Resin Pavement Markings	600	L.F.	\$ 0.40	\$ 240.00
31	12" White Epoxy Resin Pavement Markings	24	L.F.	\$ 0.75	\$ 18.00
32	Street Signage	1	L.S.	\$ 400.00	\$ 400.00
33	Uniformed Flaggers 2 Required	80	HR.	\$ 50.00	\$ 4,000.00
34	Traffic Control State Police	80	HR.	\$ 125.00	\$ -
35	Traffic Cone	25	Ea.	\$ 40.00	\$ 1,000.00
36	Traffic Drum	25	Ea.	\$ 85.00	\$ 2,125.00
37	Construction Signs	64	S.F.	\$ 35.00	\$ 2,240.00
38	Construction Staking	1	L.S.	\$ 5,000.00	\$ 5,000.00
				Total Estimate	\$ 621,492.00
				10% Construction Contingency	\$ 62,149.20
				5% Design	\$ 31,074.60
				5% Legal	\$ 31,074.60
				8% Construction Admin	\$ 49,719.36
				Engineer's Est. Total :	\$ 795,509.76

Notes: 1. Items in red reflect a reduction if the project is performed in unison with CT Water

Town of Killingly American Rescue Plan Funding Request

Project Name: Relocation of Police Department Offices

Organization Name: Town of Killingly

Address: 172 Main Street, Killingly, CT 06239

Type of Organization: ☐ Non-profit 501(c)3 ☐ Corporation

☒ Municipal ☐ Other: _____

Organization EIN or Tax ID number: _____ DUNS No: _____

Provide a brief outline of the organization and services performed for the Town of Killingly:

Section A. Project Information

Provide a detailed description of the proposed project. Include narrative of how the project will benefit disadvantaged persons/families (qualified census tract or direct benefit) and how you will keep required documentation. If a capital project, attach plans.

Section B. Eligibility

The American Rescue Plan Act statute provides the following four statutory categories which are eligible for funding:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;

3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
4. To make necessary investments in water, sewer, or broadband infrastructure.

Additional guidance on the above eligibility categories is available at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>. Review the Interim Final Rule and FAQ documents for more details.

Outline how your proposed project meets the above eligibility requirements:

The proposed project would renovate space on the second floor of the Frontier building to relocate the police department offices. This space will provide sufficient room as the Town continues to move toward its long-term goal of a Municipal police department. This investment creates a secure working environment, with controlled access, sufficient working space and remains centrally located in the Town. The proposed improvements would include renovations necessary to the office space including flooring, HVAC, hazardous material abatement and restroom renovations.

Section C. Costs

Provide a detailed budget. Complete and attach the budget form.

Is this project a one-time investment or an on-going program? The project is a one-time investment in leasehold improvements. However, the relocation of the department will have ongoing costs for rent, utilities, and maintenance.

If this project is for an on-going program, please describe the future funding source possibilities when the American Rescue Plan Funding has expired.

The annual costs for rent, utilities, and maintenance would be budgeted in the Town's operating budget. The estimated annual impact would be approximately \$30,000. This will be contingent on the efficiency of the HVAC units installed.

Is this a regional project? _____ Yes X No

If yes, describe the project request allocation including which additional towns funding has been requested and methodology for allocation.

Section D. Timeline

Provide a start and end date for the project/program. Include major milestones with proposed dates.

Section E. Certifications

1. I certify that Relocation of Police Department Offices is eligible under the
Project/Program
American Rescue Plan (ARPA). _____ Initial
2. I certify that I will comply with all applicable State and federal procurement requirements for
this program. _____ Initial
3. I certify that I will report semi-annually to the Town of Killingly the progress of the
project/program including beneficiaries and monies expended. _____ Initial
4. I understand and certify that the Town of Killingly will recapture funds for the project/program if
they are not expended pursuant to all American Rescue Plan (ARPA) regulations/requirements.
_____ Initial

The undersigned is hereby authorized to submit this application on behalf of the above organization, is qualified to complete the project/program described, and will comply with all regulations/requirements of the American Rescue Plan (ARPA) funding.

Name

Date

Title

Capital Project Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Soft Costs	\$100,000		
Construction	\$700,000		
Administration			
Total	\$800,000		

Please provide details for soft costs including architectural/engineering, advertising, other (please specify).

Soft costs include design, development of contract bid documents, bidding process and furniture, fixtures and equipment.

Please provide details for administration including personnel/position, annual salary, level of effort, cost, fringe benefits, general office supplies, other (please specify) with justifications.

Program Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Personnel			
Fringe			
Travel			
Equipment			
Supplies			
Contractual			
Other			
Total Direct Charges			
Indirect Charges			
Total Project Costs			

Please provide details including personnel/position, annual salary, level of effort, cost, supplies and equipment needed, required travel, contractual services needed, other (please specify) with justifications.

Will revenue be earned from the Program? If yes, please detail the cost of services and the estimated revenue earned monthly for the program term.

Town of Killingly American Rescue Plan Funding Request

Project Name: 125 Alexander Parkway Remediation

Organization Name: Economic Development Department

Address: 172 Main Street, Killingly, CT 06239

Type of Organization: ☐ Non-profit 501(c)3 ☐ Corporation

☒ Municipal

☐ Other: _____

Organization EIN or Tax ID number: _____

DUNS No: _____

Provide a brief outline of the organization and services performed for the Town of Killingly:
The Economic Development Department assists in the expansion of growing the tax base through
business retention expansion, development and attraction. The department develops and
coordinates resources to encourage commercial growth within the community.

Section A. Project Information

Provide a detailed description of the proposed project. Include narrative of how the project will benefit disadvantaged persons/families (qualified census tract or direct benefit) and how you will keep required documentation. If a capital project, attach plans.

Section B. Eligibility

The American Rescue Plan Act statute provides the following four statutory categories which are eligible for funding:

- X 1. To respond to the COVID-19 public health emergency or its negative economic impacts; Creation of local jobs.
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;

3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
4. To make necessary investments in water, sewer, or broadband infrastructure.

Additional guidance on the above eligibility categories is available at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>. Review the Interim Final Rule and FAQ documents for more details.

Outline how your proposed project meets the above eligibility requirements:

Section C. Costs

Provide a detailed budget. Complete and attach the budget form.

Is this project a one-time investment or an on-going program? One-time investment

If this project is for an on-going program, please describe the future funding source possibilities when the American Rescue Plan Funding has expired.

The Phase II & III Assessment is a one-time expense. Once testing results are obtained, a cost proposal for remediation can be obtained and the Town can conduct a remediation plan for the parcel.


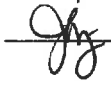

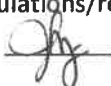
Is this a regional project? _____ Yes X No

If yes, describe the project request allocation including which additional towns funding has been requested and methodology for allocation.

Section D. Timeline

Provide a start and end date for the project/program. Include major milestones with proposed dates.

Section E. Certifications

1. I certify that 125 Alexander Parkway Remediation is eligible under the
Project/Program
American Rescue Plan (ARPA).  Initial
2. I certify that I will comply with all applicable State and federal procurement requirements for this program.  Initial
3. I certify that I will report semi-annually to the Town of Killingly the progress of the project/program including beneficiaries and monies expended.  Initial
4. I understand and certify that the Town of Killingly will recapture funds for the project/program if they are not expended pursuant to all American Rescue Plan (ARPA) regulations/requirements.  Initial

The undersigned is hereby authorized to submit this application on behalf of the above organization, is qualified to complete the project/program described, and will comply with all regulations/requirements of the American Rescue Plan (ARPA) funding.

Jill St. Clair
Name

10/26/2021
Date

Economic Development Director
Title

Capital Project Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Soft Costs	\$155,000		\$155,000
Construction			
Administration			
Total	\$155,000		\$155,000

Please provide details for soft costs including architectural/engineering, advertising, other (please specify). (See application Section C)

Please provide details for administration including personnel/position, annual salary, level of effort, cost, fringe benefits, general office supplies, other (please specify) with justifications.

Program Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Personnel			
Fringe			
Travel			
Equipment			
Supplies			
Contractual			
Other			
Total Direct Charges			
Indirect Charges			
Total Project Costs			

Please provide details including personnel/position, annual salary, level of effort, cost, supplies and equipment needed, required travel, contractual services needed, other (please specify) with justifications.

Will revenue be earned from the Program? If yes, please detail the cost of services and the estimated revenue earned monthly for the program term.

125 Alexander Parkway Remediation -(Parcel formerly known as 141 Louisa Viens Drive)

Section A. Project information

1. Project Area Description and Plans for Revitalization:

a. Target Area and Brownfield Phase II & Phase III Assessments

i. **Background and Description of Targeted Area** Killingly, Connecticut celebrates its 312th birthday this year. The Town of Killingly is geographically nestled in the northeast corner of Connecticut often referred to as the “Quiet Corner” of the state. However, the “Quiet Corner” saw a major shift during the Industrial Revolution with the neighboring state of Rhode Island expansion of the Slater Mill in Pawtucket, Rhode Island. Mill owners began looking to Killingly as a base for cotton manufacturing, water was constantly flowing in northeast Connecticut. By 1819, Killingly had four major cotton mills, earning the title of “The Greatest Cotton Manufacturing Town in Connecticut”. The town made quick work of building roads and railroads linking the town to major population centers in all directions. The completion of the Norwich and Worcester Railroad in 1839 allowed millowners to build larger mill sites, ultimately creating seven major mill boroughs in the town of Killingly. The town saw a major influx of French-Canadian immigrants seeking work in Killingly because of the abundance of mill employment opportunities. The prosperity brought by the textile mills continued until the end of the 19th century. After the Civil War, production of cotton goods gradually moved south, where cotton was grown, and labor was cheaper. One by one the cotton mills in Killingly ceased operations. Today, very few of the original mills remain, and those that do are often vacant and in need of structural repair. Reviving Killingly’s economy was a very slow process after the mills closed their doors. It wasn’t until the completion of Interstate 395 in 1958 and the completion of Route 101 in 1962 did Killingly become connected again to larger metropolitan markets. Killingly could now capitalize on the growing use of truck to transport goods. The expressways connected Killingly north and south to Boston, Worcester, New Haven and New York markets and the east to west corridor linked Killingly to Providence markets. The expressways also connected the Killingly workforce with access to jobs in the larger area markets.

However, Killingly was seeing an exodus of its workforce due to the lack of industry within the community. The town was left with a graveyard of brownfield sites that once represented the epicenters of prosperity leaving the community with a depressed economy for almost a century. A pivotal moment came in 1994 with the creation of the Connecticut General assembly approval of the Eastern Connecticut Enterprise Corridor, including the 8 adjacent towns on the Route 395 corridor. In 1998 Killingly participated in the “Smart Parks” program improving the road and utility infrastructure for an Industrial Park. Today the park is 100% occupied and several companies are seeking

additional square footage. There is one piece of the Industrial Park that has not been developed due to potential brownfield contamination.

ii. Description of the Priority Brownfield Site

The brownfield site is located, in the Town of Killingly's targeted area. The site is roughly 39 acres of undeveloped land is adjacent to the Quinebaug River and is located, in the Eastern Connecticut Enterprise Corridor. A portion of the site is in, a federally designated flood plain as shown on FEMA map 09015C0232F panel 232 & 144 of 395 preliminary date 07/17/2020. The tract of land was formerly known as 141 Louisa Viens Drive designated on the 2001 Assessor's Map as Map 4707 Block 355 Lots 5B, 14,15 and 18.

This parcel was selected by the Town of Killingly Department of Economic Development as a priority site for assessment and reuse for several reasons. The first being the need to mitigate any possible leeching of contamination into the flood plain area and secondly, it is the last parcel of land in the Industrial Park that could be developed. The site has an active electric transmission line right of way running through the parcel along with a former trolley line and a natural gas line supplying the adjacent power plant. A suspected automobile junkyard and borough dump may have existed on a 5-acre piece on the northwestern portion of the tract. Currently there are no environmental orders or violations on file regarding this site. Information was obtained based on aerial photographs from 1964 showing junk vehicles on the site and a site inspection of the area revealed various metal material and empty metal drums. Residual soil and groundwater contamination may be present in the area. Additionally, herbicides were likely applied to vegetation within the electrical utility Right of Ways.

The site has remained largely vacant, free of structures and may have had a small gravel excavation as revealed in aerial photographs. To ascertain the level of contamination a Phase II assessment needs to be conducted to create a remediation and reuse plan for the parcel.

The Town of Killingly Department of Economic Development is seeking an ARPA grant to conduct a Phase II & III environmental assessments on the last available site for expansion in the Killingly Industrial Park. The 39-acre parcel known as 125 Alexander Parkway is a known brownfield site created by the old mill trolley roads and is suspected to have been an old dump site. The site is located, in the Eastern Connecticut Enterprise Corridor.

b. Revitalizing the Target Area

- i. Reuse Strategy and Alignment with Revitalization Plans-** The Town of Killingly conducted a Phase 1 Assessment and feasibility study in exploring the expansion of

the Industrial Park in 2001. At that time the proposed project was tabled due to market demand and the cost due to remediation. Since that time Killingly's Industrial Park stakeholders have seen tremendous growth due to the strategic location between major transportation arteries and the development of an Advanced Manufacturing Program offered at the Quinebaug Community College. The Industrial Park contains 2,100,000 square feet of building space, 17 businesses and employees 3700 people. It is one hundred percent occupied, and the stakeholders need room for expansion. With a Phase II assessment and correlating remediation actions a portion of the site will be developed for industrial use.

c. Strategies for Leveraging Resources

- i. **Exhausted other funding opportunities**-The Town of Killingly Department of Economic Development applied for an Environmental Protection Agency Brownfield Assessment grant in October of 2020, however on January 8, 2021, the Town has notified that the grant application failed to meet certain threshold criteria due to the timing of the transfer of the parcel and the date of the Phase 1 Assessment back in 2001. (See attached EPA determination letter) This determination eliminates The Town of Killingly from applying for Brownfield Assessment Grants through the State of Connecticut or the Environmental Protection Agency.
- ii. **Responsibility and Liability**- Based on the elimination of meeting "*threshold criteria*" The Town of Killingly owns the property and the cleanup efforts.
- iii. **Use of Existing Infrastructure**- However, there is a silver lining to the location of this site. The site area is already supported with desirable infrastructure. The entryway to the site is within 50 feet of a 16-inch public water pipe and currently has utility lines and easements on the parcel. There is an existing 25-foot sewer easement located on the abutting parcel that extends to the length of the abutting parcel to the property known as 125 Alexander Parkway.

- d. **Documentation requirement**- Outcomes will be measured in tracking job creation within the remediated and active parcel.

SECTION B. Eligibility

This project is meets eligibility under the American Rescue Plan Act in response to the COVID-19 public health emergency and its negative economic impact with the loss of jobs in the region (criteria 1). Remediation of the brownfield site will allow expansion in our Industrial Park and the creation of new livable wage jobs.

Community Need for Funding - Killingly, CT has been designated as a distressed city pursuant to Section 32-9j of the Connecticut Distressed Municipalities 2019 list, based on areas of per capita income, change in per capita income and the

percentage of poverty in the population. Other factors included in the ranking are the change in population between 2000-2010, the change in employment between 2008 and 2018, the unemployment rate, the percentage of housing stock built before 1939. Educational factors include the percentage of adults aged 25 and older with a high school degree or higher and adjusted equalized net grand list per capita. Pre-Covid unemployment rates were consistently higher than the state average for 24 consecutive months. Due to economic budget pressure the Town of Killingly is unable to fund the cost of a Phase II Assessment for the property known as 125 Alexander Parkway. With a ARPA grant award The Town of Killingly will be able to conduct testing of an identified industrial parcel that can be developed for the betterment of the citizens of Killingly, paving the way for future manufacturing development equating to an estimated 50 additional livable wage manufacturing jobs.

Estimated Loss Revenue of Inactivated Parcel- The Town of Killingly has owned the parcel since 2001. Based on similar size lot of 6 acres of Industrial Land with 80,000 square foot building yearly tax revenue including personal property, sewer and fire district tax is roughly \$100,00 a year. The inactive parcel has cost the Town of Killingly an estimated million dollars in unrealized tax revenue over the last 20 years. Without remediation efforts the parcel will remain undeveloped and continue to be a missed opportunity for private investment within the Industrial Park.

i. Threats to Sensitive Populations-

- i. Health and Welfare of Sensitive Populations-** The Town of Killingly is a distressed city with a poverty rate of 9.7%. According to the Connecticut Department of Public Health (The Burden of Asthma in Connecticut 2012 Surveillance Report) there is a significant association between low-income equality and adverse environmental exposures. This grant will help determine potential contaminants and lay the groundwork for a remediation plan to address the possibility of human exposure to the community.
- ii. Greater Than Normal Incidence of Disease and Adverse Health Conditions-** The Connecticut Department of Public Health Asthma Program 2010-2014 study reported that the Town of Killingly has a 12.2% asthma rate in the population making less than \$15,000 yearly and a higher-than-average rate in the State of Connecticut. There was a higher-than-average rate of incidences of lung and bronchus cancers in the Town of Killingly. This grant will be instrumental in determining the presence and potential of a release of hazardous substances. Once determined a remediation plan will be created to address the mitigation of such substances for the betterment of the community and potential exposure to our most vulnerable populations.

- iii. **Disproportionately Impacted Populations**—Unfortunately brownfields are a legacy of our industrial past, industry is deeply embedded into the fiscal fabric of our community, however, lessons have been learned and The Town of Killingly is committed to rectifying potential polluted sites and redeveloping those sites with a priority for public and environmental health. The redeveloped parcel know as 125 Alexander Parkway could include walking trails to improve the physical environments to foster health promotion and chronic disease prevention. The grant funding will be consequential in performing this task in bridging environmental injustices while creating a site ready parcel for the creation of more jobs in an economically stressed community.

Section C. - Costs

Advertisement for an RFP for Phase II Environmental Assessment AND Phase III Remediation Plan	Estimate	\$500
Phase II Environmental Assessment	Estimate	\$55,000
Phase III Environmental Remediation Plan	Estimate	\$100,000
Administrative costs inclusive of department job description		
Total (estimate)		
\$155,500		

Environmental Assessments will be done by independent qualified vendor with solicitation of vendors in compliance with State and Federal procurement requirements.

Section D. -Timeline

Estimated timeline for scope of work conducted in each task contingent upon approval of ARPA funds.

Solicitation for RFP	30 days (Late 2021)
Selection of RFP	15 days (Early 2022)
Phase II Assessment	90 days (Spring of 2022)
Phase III Assessment	120 days (Summer of 2022)



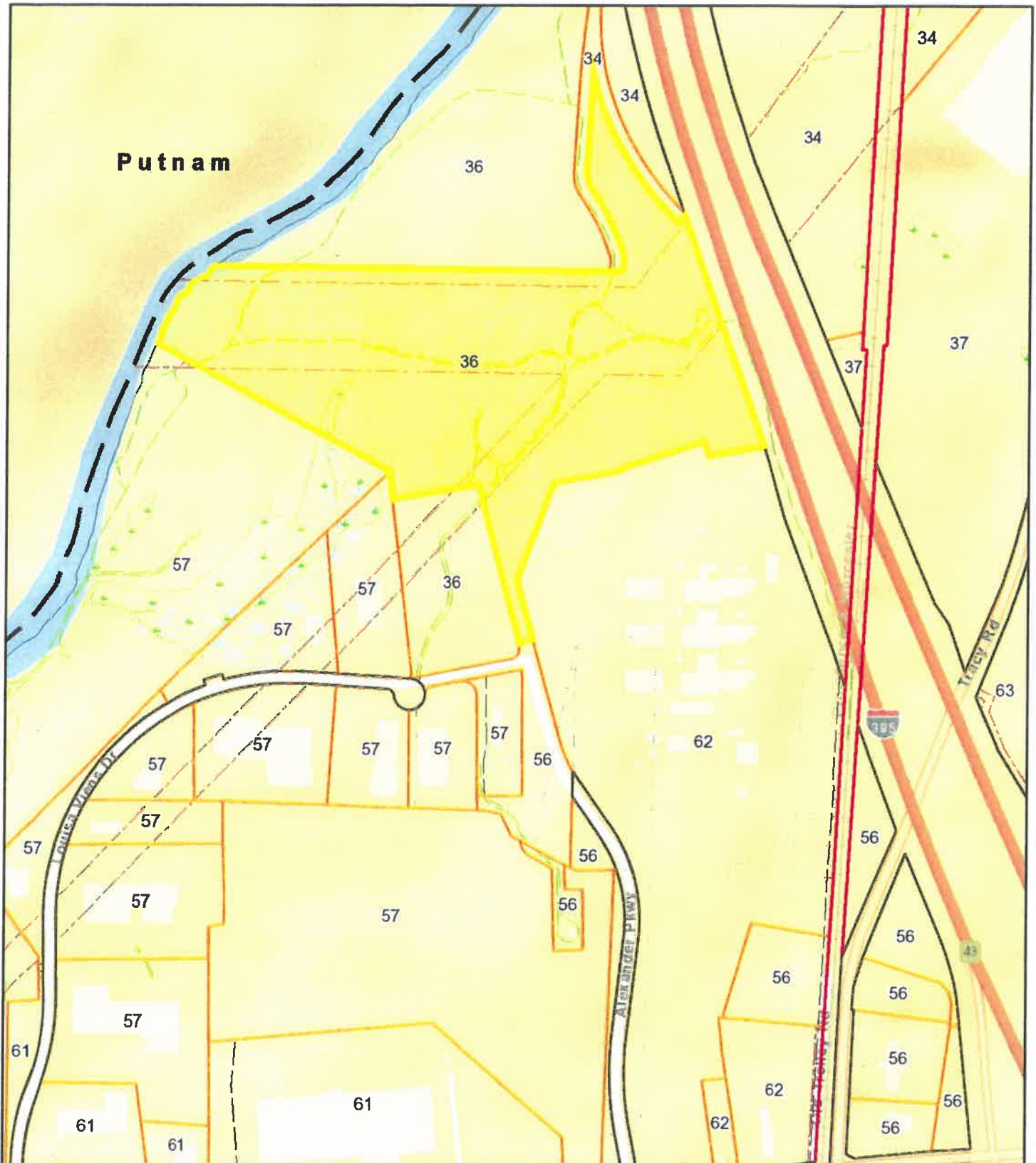
Killingly, CT



September 8, 2021

1 inch = 561 Feet

www.cai-tech.com



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

The Assessor's office is responsible for the maintenance of records on the ownership of properties. Assessments are computed at 70% of the estimated market value of real property at the time of the last revaluation which was 2018.



Information on the Property Records for the Municipality of Killingly was last updated on 10/15/2021.



Parcel Information

Location:	125 ALEXANDER PARKWAY	Property Use:	Vacant Land	Primary Use:	State Vacant
Unique ID:	9263	Map Block Lot:	36-2	Acres:	39.10
490 Acres:	0.00	Zone:	I	Volume / Page:	0843/0323
Developers Map / Lot:		Census:	9044-1000		

Value Information

	Appraised Value	Assessed Value
Land	152,650	106,890
Buildings	0	0
Detached Outbuildings	0	0

4 3 9
Total

Appraised Value

152,650

Assessed Value

106,890

Owner's Information

Owner's Data

KILLINGLY TOWN OF-096

FORMER CLP PROPERTY

172 MAIN ST

KILLINGLY, CT 06239

Owner History - Sales

Owner Name	Volume	Page	Sale Date	Deed Type	Sale Price
KILLINGLY TOWN OF	0843	0323	07/02/2002		\$0
CONNECTICUT LIGHT & POWER CO	0553	0246	09/30/1992	Quit Claim	\$0
HYDRA-CO ENTERPRISES INC	0428	0341	01/09/1990	Quit Claim	\$0

Information Published With Permission From The Assessor

Address	Acreage	Appraised Land	Appraised Bldgs	Sq Footage of Bldgs	Real Estate Tax	Personal Prop. Tax	Sewer Use	Price per sq. ft building	Fire District Taxes
125 Alexander Parkway	39.1	152,700	0	0	0 exempt	0	0	0	0
145 Alexander Parkway	26	98,100	0	0	1,692.04	0	0	0	116.74
90 Louisa Viens Drive	2.5	125,000	354,400	12,285	8,269	0	0	1,932	570
110 Louisa Viens Drive	6.12	306,000	2,781,600	85,301	53,254.92	33,722.08	0	17,566	3674.24
125 Louisa Viens Drive	4.7	237,500	263,300	11,200	8,637.80	14	14	509	0
130 Louisa Viens Drive	3.36	168,000	1,058,400	40,092	21,152.96	9,227	11,468	26.4	1,459
135 Louisa Viens Drive	4.8	240,000	700,000	24,970	16,213.12	381	381	509	1118.6
140 Louisa Viens Drive	3.24	162,000	973,600	35,340	19,586.84	1,202	1,202	509	1,351
141 Louisa Viens Drive	6.98	279,700	0	0	4,824.28	0	0	0	333
154 Louisa Viens Drive	2.22	111,000	316,800	10,000	7,378.68	408	408	509	509
		1,880,000	6,448,100	219,188	141,009.32	44954.01	33004.02	31.68	9132.77

72.08 undeveloped land unrealized capital \$17,252,377.55 grand list assessment dollars (\$359,823.36 in loss revenue per year)
26.94 developed land \$239,350.41 per acre with building (\$4992.00 per acre revenue)

Need to update with sewer and fire district taxes)

DEED

TO ALL PEOPLE TO WHOM THESE PRESENTS SHALL COME, GREETING:

KNOW YE, That THE CONNECTICUT LIGHT AND POWER COMPANY, a corporation specially chartered by the General Assembly of the State of Connecticut and having its principal office at 107 Selden Street in the Town of Berlin, County of Hartford, in said State ("Grantor"), for the consideration of a valuable sum in dollars received to its full satisfaction of the TOWN OF KILLINGLY, a municipal corporation, having an office located at 172 Main Street, Danielson, Connecticut, County of Windham, and State of Connecticut ("Grantee"), does give, grant, bargain, sell and confirm unto the said Town of Killingly, its successors and assigns forever the following described property:

That certain piece or parcels of land containing 70 acres, more or less, located westerly of and adjoining Interstate Route 395, and easterly of and adjoining the Quinebaug River about 10 feet northerly of the terminus of Louisa Viens Drive in the Town of Killingly, County of Windham, State of Connecticut. Said parcels being all the land acquired by The Connecticut Light and Power Company from Chzaszcz Excavating Company in an instrument dated November 19, 1969 recorded in Volume 181, Page 196, from State of Connecticut Department of Transportation in an instrument dated February 2, 1971 recorded in Volume 187, Page 420 and from Hydro-Co. Enterprises, Inc. in an instrument dated September 25, 1992 recorded in Volume 553, Page 246 in the Killingly Land Records. Said parcel being bounded as follows:

Northerly:	by land now or formerly State of Connecticut;
Easterly:	again by land now or formerly State of Connecticut and Interstate Route 395, partly by each;
Southerly, Easterly and Northerly Again:	by Old Perry Road;
Easterly Again:	again by Interstate Route 395;
Southerly and Easterly Again:	by land now or formerly Lake Road Trust, Ltd.;
Southerly Again:	by land now or formerly Town of Killingly;

Westerly: by land now or formerly Windham
Pepsi-Cola Bottling Company, Incorporated;

Southerly Again: by land now or formerly John E. Garvey et
al;

Westerly Again: by the Quinebaug River; and

Northwesterly: again by the Quinebaug River.

The land herein conveyed is granted together with an existing easement and right of access 30 feet in width from the northerly line of Louisa Viens Drive to the southerly line of said parcel, as shown on the map and as described in Volume 220, Page 217 of the said Killingly Land Records.

Reserving, however, to the Grantor, its successors and assigns forever, the following rights and easements over, under and across that portion of the land herein conveyed designated 'Easement Area A', 'Easement Area B' and 'Easement Area C' to be reserved on a map hereinafter referred to.

1. The right to erect, install, construct, repair, maintain, replace, relocate, inspect, operate and remove upon, over, under, through and across the easement area electrical and/or communication facilities, including without limitation: poles, towers, cross-arms, guys, foundations, anchors, braces, ducts, manholes, other structures, wires, cables, conductors, fixtures and appurtenances useful in conducting electricity and/or for providing and maintaining electric and/or communication service; and monuments and signs appropriate to locate the boundaries of the easement area, and
2. The right to conduct electricity and to provide electric and/or communication service by means of such facilities, and
3. The right to trim and keep trimmed, cut, clear and remove by mechanical means or otherwise, trees, limbs, branches, underbrush and other growth (other than crops) any parts of which are within the easement area or on the lands conveyed herein and which in the sole opinion of the Grantor may interfere with the exercise of the rights herein reserved or create a hazard to the facilities now or in the future constructed by the Grantor within the easement area, and
4. The right to control the growth of trees, limbs, branches underbrush and other growth by the use of chemicals or other means, provided such chemicals shall not be applied in area used for growing crops, or for grassland, and
5. The right to burn or otherwise dispose of all wood or brush cut, and

(W113844;7)

- 2 -

CONVEYANCE TAX RECEIVED
TAX: 0
TOWN: 0
May 11, 1964
Treas. Clerk

6. The right to remove any structures above or below grade within or projecting into the easement area, and
7. The right to enter upon, travel and transport personnel, materials and equipment over and across the lands conveyed herein to the extent reasonably necessary for access to the easement area, and
8. The right to grade, excavate, fill or otherwise improve the easement area.
9. By acceptance of this conveyance, the Grantee hereby agrees, as a covenant running with the land, that except upon written consent from the Grantor:
 - a) No buildings or structures shall be constructed or materials or vehicles permanently or temporarily stored within the easement area;
 - b) No grading, excavating, filling or flooding shall be placed within the easement area, and
 - c) No trees or other plantings which might adversely affect underground facilities shall be placed within the easement area, and
 - d) No use shall be made of the easement area which, in the opinion of the Grantor, may interfere with the rights herein reserved or may create a hazard to the facilities now or in the future installed by the Grantor within the easement area. The foregoing notwithstanding, the Grantee shall have the right to construct one (1) roadway that crosses Easement Area A at approximate right angles to said Easement Area A provided, however, that such crossing, in the reasonable opinion of Grantor, does not interfere with the Grantor's exercise and use of Easement Area A and complies with Grantor's then current submission requirements and general guidelines for landowner uses proposed within Northeast Utilities' rights-of-way, as the same may be revised and amended from time to time, and has been reviewed and approved by Grantor prior to the commencement of construction.

Easement Area A

The easement herein described varies in width and covers any land or interest therein owned by the Grantor lying within sixty-two and five-tenths (62.5) feet northerly of, measured at right angles to, and within two hundred ninety-seven and five-tenths (297.5) feet southerly of, measured at right angles to the following described monumented line of location #1 and between a line being sixty-two and five-tenths (62.5) feet northwesterly of, measured at right angles to the following described monumented line of location #2 and a line being two hundred

ninety-seven and five-tenths (297.5) feet southeasterly of the following described monumented line of location #3, whether said monumented lines of location are at the point opposite such land, on said land, on the highway or on land of some other party.

Monumented Line of Location #1

Said monumented line of location #1 runs S 88° 52' 30" E across land now or formerly Hazel Robitaille to a copper weld pin; thence S 88° 52' 30" E 187.81 feet again across said land now or formerly Hazel Robitaille, across the Quinebaug River and across land herein conveyed to a monument; thence the following nine (9) courses and distances again across said land herein conveyed: S 88° 52' 30" E 430.40 feet to a monument; S 88° 52' 30" E 20.68 feet to a copper weld pin; S 88° 52' 30" E 368.55 feet to a copper weld pin; S 88° 52' 30" E 135.20 feet to a monument; S 88° 52' 30" E 9.28 feet to a copper weld pin; S 88° 52' 30" E 505.25 feet to a monument; S 88° 52' 30" E 325.29 feet to a monument; S 88° 52' 30" E 43.96 feet to a point marking the intersection with monumented line of location #2 hereinafter described; and S 88° 52' 30" E 26.65 feet to a copper weld pin marking the intersection with monumented line of location #3 hereinafter described.

Monumented Line of Location #2

Said monumented line of location #2 commences at a point on land herein conveyed marking the intersection of monumented line of location #1 hereinabove described and monumented line of location #2 herein described; thence N 35° 04' 40" E 27.73 feet across said land herein conveyed to an iron pin; thence N 35° 04' 40" E 296.05 feet again across said land herein conveyed to an iron pin; thence N 35° 04' 40" E 493.98 feet again across said land herein conveyed, across Interstate Route 395 and across land now or formerly State of Connecticut to an iron pin; thence said monumented line of location #2 continues N 35° 04' 40" E.

Monumented Line of Location #3

Said monumented line of location #3 commences at a copper weld pin on land herein conveyed marking the intersection of monumented line of location #1 hereinabove described and monumented line of location #3 herein described; thence N 38° 45' 40" E 9.68 feet across said land herein conveyed to a copper weld pin; thence N 38° 45' 40" E 23.76 feet again across said land herein conveyed to a copper weld pin; thence N 38° 45' 40" E 265.28 feet again across said land herein conveyed to a monument; thence N 38° 45' 40" E 127.24 feet again across said land herein conveyed and across Interstate Route 395 to an iron pin; thence said monumented line of location #3 continues N 38° 45' 40" E.

It is intended to include in "Easement Area A" to be reserved, all the land lying within the outside boundary lines of said easement described in monumented lines of location #1 and #3 extended to their respective intersections.

Easement Area B

The easement herein reserved is thirty (30) feet wide lying westerly of, and adjoining, the westerly limit of a forty-five (45) foot wide gas line easement in favor of Lake Road Trust, Ltd., said thirty (30) foot easement herein reserved is bounded northerly by land now or formerly of State of Connecticut and southerly by the northerly limit of 'Easement Area A' hereinabove described.

Easement Area C

Commencing at a point on the westerly line of Interstate Route 395 marking the northeasterly corner of the herein described easement; thence S 19° 10' 35" E 103.62 feet along said westerly line of Interstate Route 395 to a point; thence S 19° 09' 10" E 155 feet, more or less, again along said westerly line of Interstate Route 395 to a point on the southerly line of a former Trolley line marking the northeasterly corner of land now or formerly Town of Killingly and the southeasterly corner of the herein described easement; thence S 77° 52' 10" W 390 feet, more or less, along said land now or formerly Town of Killingly and being along the southerly line of said former Trolley line; thence the following four (4) courses and distances across the land herein conveyed: N 31° 46' 20" W 135 feet, more or less, across said former Trolley line and across Old Perry Road to a point on the southerly line of 'Easement Area A' hereinabove described marking the northwesterly corner of the herein described easement; S 88° 52' 30" E 125 feet, more or less, along said southerly line 'Easement Area A'; N 77° 52' 30" E 85 feet, more or less, again along said southerly line of 'Easement Area A'; and N 38° 45' 40" E 250 feet, more or less, again along said southerly line of 'Easement Area A' to the point and place of commencement.

The above bearings are referenced to the Connecticut Grid System 1927.

Said "Easement Areas A, B and C" to be reserved are more clearly designated and defined on a map entitled "Compilation Plan Showing Land to be Conveyed Reserving Easements Killingly, Connecticut Date 10/23/00 Scale: 1" = 200' Dwg. No. 21917," a copy of which will be filed for record with the Town Clerk's Office in the Town of Killingly.

TO HAVE AND TO HOLD the same until the said grantee and its successors and assigns forever.

IN WITNESS WHEREOF, THE CONNECTICUT LIGHT AND POWER
COMPANY, acting herein by Roger C. Zaklukiewicz, its Vice President - Transmission,
Engineering and Operations, hereunto duly authorized, has caused its name to be signed this
18 day of June, 2002.

Signed and delivered in
The presence of:

Deborah Wnuk
Deborah Wnuk

THE CONNECTICUT LIGHT AND POWER
COMPANY

Ellen Santoro
Ellen Santoro

By Roger C. Zaklukiewicz
Roger C. Zaklukiewicz
Its Vice President - Transmission,
Engineering and Operations

STATE OF CONNECTICUT)

COUNTY OF HARTFORD)

ss: Berlin

June 18, 2002

Personally appeared Roger C. Zaklukiewicz, Vice President - Transmission, Engineering
and Operations of THE CONNECTICUT LIGHT AND POWER COMPANY, signer of the
foregoing instrument, and acknowledged the same to be the free act and deed of said corporation,
and his free act and deed as such Vice President, before me.

Linda M. Carroll
LINDA M. CARROLL

Notary Public

My Commission Expires:

9-30-04

RECEIVED
TOWN OF HARTFORD, CT.

02 JUL -2 PM 3:42

Myellen L. Holder



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
Region 1
5 Post Office Square, Suite 100
Boston, MA 02109-3912

Jill St. Clair Fritzsche, Project Director
Town of Killingly
172 Main Street
Killingly, CT 06239

January 8, 2021

Re: Town of Killingly, Connecticut Site-Specific Assessment Grant Application

Dear Ms. St. Clair Fritzsche:

Thank you for submitting a grant application for the Environmental Protection Agency's (EPA) FY 2021 Brownfields Multipurpose, Assessment, and Cleanup Grant competition. **I regret to inform you that your grant application failed to meet certain threshold (pass/fail) criteria** as outlined in the *Application Guidelines for Brownfields Multipurpose, Assessment, and Cleanup Grants (August 2020)* (the Guidelines).

For site-specific assessment grant applications, the Guidelines require information on CERCLA or Petroleum liability for the selected site to establish either an exemption or defense to liability. Your application describes the Town as a Bona Fide Prospective Purchaser (BFPP), a defense to CERCLA liability. One of the requirements to establish BFPP status is to perform an all-appropriate inquiry (AAI)/Phase I before acquisition of the property and certain aspects of the AAI or Phase I must be updated, prior to property acquisition, if the activities were conducted more than six months prior to the date of acquisition. For the application site, 125 Alexander Parkway, the Phase I was conducted more than one year before date of acquisition and was not updated prior to the property acquisition. Therefore, the Town of Killingly is not a BFPP for the 125 Alexander Parkway site and has failed to meet one of the threshold criteria.

Failing a threshold criterion means that the grant application did not pass an eligibility determination and, therefore, will not receive any further consideration in the evaluation process and will not be able to receive funding in this fiscal year 2021 grant competition.

You may receive more detailed information regarding the basis for our decision on your application's ineligibility by making a request to me within 15 calendar days of the date you receive this letter. Upon receiving a debriefing request, I will contact you to schedule a debriefing at a mutually agreeable time as soon as practicable, or alternatively provide you with a written debriefing letter as soon as practicable, depending on your preference.

For further information about the debriefing process and your dispute rights with respect to competition-related issues under the subject announcement, please refer to Section VI.E. of the Guidelines. If you have any questions about the debriefing and dispute process, you may contact me directly.

EPA commends your efforts and appreciates the time and energy you put into preparing your application. Although your grant application is considered ineligible at this time, we thank you for your continued efforts to return brownfields to productive use and hope that we can continue to work together on addressing brownfield sites in your community. If you have questions or need additional information, please contact Chris Lombard at lombard.chris@epa.gov or 617-918-1305.

Sincerely,

FRANK

GARDNER

Digitally signed
by FRANK
GARDNER
Date: 2021.01.08
08:54:39 -05'00'

Frank Gardner, Chief

Brownfields and Sustainable Materials Management Section

cc: Jerry Minor-Gordon, EPA, OBLR

EXAMPLE OF RFP

ESTIMATE TO PERFORM PHASE II SUBSURFACE INVESTIGATION

**Site: 16 Acre Parcel
141 Louisa Viens Drive
Killingly, CT
Proposal #2021-ToK-141Louisa-002**



**CUMMINS ENVIROTECH, INC.
29 MILE CREEK ROAD
OLD LYME, CONNECTICUT 06371**

**Office Phone: (860) 388-6377
Office Fax: (860) 434-0358**

Phase II Subsurface Investigation - Commercial Proposal

Cummins Envirotech, Inc. (CEI) is pleased to provide the Town of Killingly with the following Commercial Proposal to perform a Phase II Subsurface Investigation on an approximately 16 Acre Sub-Parcel of land outlined on a map titled Town of Killingly- Industrial Park Expansion (drawing #6633) dated 10/9/2012. The Phase II Scope of Work was designed in accordance with Recognized Environmental Conditions (REC's) outlined the Phase I ESA performed by GEI Consultants and dated June 13, 2001, which was provided by the Town of Killingly. It should be noted that, due to its age, the GEI Phase I Report does not qualify to include current site conditions and recommendations and is considered only indicative of "Historic" site conditions studied in 2001. The purpose of a Phase II investigation is to collect sufficient information to determine whether or not a release has occurred at selected "Historic" areas of the REC's identified during the GEI Phase I ESA. A release is considered to have occurred if concentrations of regulated contaminants are detected above the minimum reporting limits (MRLs) identified in the Laboratory Analytical Reports, unless such detections can be shown to be attributable solely to naturally occurring or background conditions.

The Historic REC's to be addressed by this proposed Phase II Scope of Work are listed below:

1. Former Junk Area (Former Lot 18)
2. Former Trolley Lane Area
3. Former CL&P Transmission Line Areas
4. Former Gravel Excavation Areas

The proposed Phase II ESA scope of work conforms with Standard Protocols outlined in the CTDEEP Site Characterization Guidance Document (2007).

Prior to performing the subsurface Investigation, CEI will conduct a GeoPhysical Survey of the work areas. The geophysical survey will be performed to clear subsurface utilities for drilling, identify the possible location(s) of subsurface pits, buried objects or graves, historic septic system leaching areas and/or underground storage systems and to delineate a more accurate study area for the Phase II Investigation. In order to most accurately locate the subsurface structures, CEI proposes using a combination of geophysical techniques: time domain electromagnetic induction (EM), ground penetrating radar (GPR). The results of the geophysical survey will be summarized in the Phase II Subsurface Investigation Report.

Approximately thirty six (36) soil borings and six (6) groundwater monitoring wells will be conducted/installed as part of the Phase II subsurface investigation. Soil screening will be performed on soils collected from each soil boring using a Photo-ionization detector (PID) outfitted with a 10.6 EV lamp. Each soil boring will be advanced to fifteen feet (15') below grade or to refusal, whichever occurs first. Based on the results of the field screening with the PID and/or visual or olfactory data, one (1) soil sample will be selected from each of the thirty six (36) soil borings for laboratory analysis. Each of the groundwater monitoring wells will be installed to an approximate depth of twenty-five feet (25') below grade, ten feet (10') into the water table or to refusal, whichever occurs first. If refusal is encountered prior reaching the water table, a well will not be installed. One (1), groundwater sample will be collected from each of the six (6) monitoring wells for laboratory analysis. After receipt of the soil and groundwater analytical data from the laboratory, CEI will prepare the Phase II Subsurface Investigation Report summarizing the findings of the Investigation.

End of Work Scope

Commercial Proposal - October 8, 2021

Field Supervision of Geophysical Survey	Environmental Scientist/Geologist, 20 Hours @ \$95.00/Hr.*	\$1,900.00
GeoPhysical Survey & Crew	Estimate 20 Hours @ \$250.00/Hr.*	\$5,000.00
Light Duty Vehicle	Estimate 7 Days @ \$100.00/Day*	\$700.00
Field Supervision of Soil Borings & Monitoring Wells	Environmental Scientist/Geologist, 50 Hours @ \$95.00/Hr.*	\$4,750.00
Mobilization/Demobilization 7822DT Drill Rig & Crew	Lump Sum	\$1,500.00
Geoprobe® 7822DT Drill Rig & Crew	Estimate 5 Days @ \$1,750.00/Day *†***	\$8,750.00
Photo-ionization Detector	Estimate 5 Days @ \$100.00/Day*	\$500.00
Virgin, Disposable Acetate Liners	Estimate 108 Liners @ \$5.00/each*	\$540.00
Laboratory Analyses for Soils (36 Soil Samples)	Lump Sum Budget	\$14,360.00
3.25" Long Expendable Points	Estimate 6 @ \$100.00/Ea*	\$600.00
2" Monitoring Well Material	Estimate 150 Feet @ \$7.00/Ft*	\$1,050.00
2" Gripper Plugs & Points	Estimate 6 Sets @ \$25.00/Ea*	\$150.00
Virgin Silica Sand, Bentonite Pellets, Concrete Asphalt Patch	Lump Sum	\$700.00
Low-Flow Groundwater Sampling (Includes: Labor, Rentals & Materials)	Lump Sum	\$2,000.00
Laboratory Analyses for Groundwater (6 Groundwater Samples)	Lump Sum Budget	\$3,000.00
Laboratory Analyses for Groundwater Additional (6 Groundwater Samples for PFAs)	Lump Sum Budget	\$2,000.00
Site Survey to locate Soil Borings/Monitoring Wells	Lump Sum	\$1,500.00
Phase II Subsurface Investigation Report (Includes Drafting, Tables, Calculations & Report Preparation)	Lump Sum	\$4,750.00
ESTIMATED COSTS PHASE II SUBSURFACE INVESTIGATION		\$53,750.00
* Final Billing will reflect actual quantity used † Does not include rock drilling		
***Any boring performed through concrete incurs an additional \$25/hole		

TERMS

Payment terms are "50% DEPOSIT & 50% DUE ON RECEIPT OF FINAL INVOICE". Cummins Envirotech, Inc. (CEI) reserves the right to charge interest at 1.5% per month on the unpaid balance on any invoice beginning on the 31st day after the date of the invoice. CEI reserves the right to suspend or terminate services on all Client's projects if any balance remains unpaid for more than 30 days after the date of the invoice. The suspension or termination of services shall be without further obligation or liability from CEI to the Client but shall not relieve the Client of the obligation to pay for services performed by CEI through the date of termination. If CEI engages an attorney or collection agency to collect any unpaid balances, the Client shall be responsible for all costs, expenses, attorney fees and collection fees incurred by CEI in the collection of any unpaid balances.

Cummins Envirotech, Inc.

PROPOSAL ACCEPTANCE

If you are in agreement with this proposal, please sign below and return a copy via fax for our files. CEI will commence this work scope after receipt of this executed Contract.

This proposal is understood and accepted:

By: _____

Title: _____

Date: _____ **Proposal #2021-ToK-141 Louisa-002**

Cummins Envirotech, Inc.

Town of Killingly
American Rescue Plan Funding Request



Project Name: Emergency Management Regional Distribution Building

Organization Name: Town of Killingly Emergency Management Department

Address: 172 Main St. Killingly Connecticut 06239

Type of Organization: Non-profit 501(c)3 Corporation

X Municipal Other:

Organization EIN or Tax ID number: 060913630 DUNS No: 088322474

Provide a brief outline of the organization and services performed for the Town of Killingly:

Please see attached description letter for project.

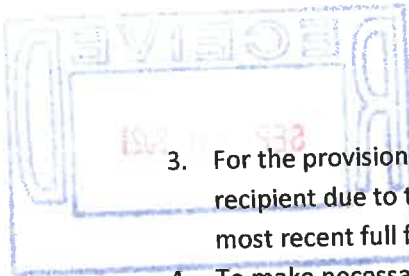
Section A. Project Information

Provide a detailed description of the proposed project. Include narrative of how the project will benefit disadvantaged persons/families (qualified census tract or direct benefit) and how you will keep required documentation. If a capital project, attach plans.

Section B. Eligibility

The American Rescue Plan Act statute provides the following four statutory categories which are eligible for funding:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;



3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
4. To make necessary investments in water, sewer, or broadband infrastructure.

Additional guidance on the above eligibility categories is available at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>. Review the Interim Final Rule and FAQ documents for more details.

Outline how your proposed project meets the above eligibility requirements:

Please see attached description letter for project.

Section C. Costs

Provide a detailed budget. Complete and attach the budget form.

Is this project a one-time investment or an on-going program? One time investment.

If this project is for an on-going program, please describe the future funding source possibilities when the American Rescue Plan Funding has expired.

Is this a regional project? Yes X No

If yes, describe the project request allocation including which additional towns funding has been requested and methodology for allocation.

Section D. Timeline

Provide a start and end date for the project/program. Include major milestones with proposed dates.

Design and permits aquired Spring of 2022 with construction to start Summer of 2022 and a completion of late Fall of 2022

Section E. Certifications

1. I certify that Emergency Management Regional Distribution Building is eligible under the
Project/Program
American Rescue Plan (ARPA). RB Initial
2. I certify that I will comply with all applicable State and federal procurement requirements for
this program. RB Initial
3. I certify that I will report semi-annually to the Town of Killingly the progress of the
project/program including beneficiaries and monies expended. RB Initial
4. I understand and certify that the Town of Killingly will recapture funds for the project/program if
they are not expended pursuant to all American Rescue Plan (ARPA) regulations/requirements.
RB Initial

The undersigned is hereby authorized to submit this application on behalf of the above organization, is qualified to complete the project/program described, and will comply with all regulations/requirements of the American Rescue Plan (ARPA) funding.

Randy Burchard
Name



09/27/2021
Date

Emergency Management Director
Title

Capital Project Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Soft Costs			
Construction			
Administration			
Total			

Please provide details for soft costs including architectural/engineering, advertising, other (please specify).

Please provide details for administration including personnel/position, annual salary, level of effort, cost, fringe benefits, general office supplies, other (please specify) with justifications.

Program Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Personnel			
Fringe			
Travel			
Equipment			
Supplies			
Contractual			
Other			
Total Direct Charges			
Indirect Charges			
Total Project Costs			

Please provide details including personnel/position, annual salary, level of effort, cost, supplies and equipment needed, required travel, contractual services needed, other (please specify) with justifications.

Will revenue be earned from the Program? If yes, please detail the cost of services and the estimated revenue earned monthly for the program term.



TOWN OF KILLINGLY

FIRE MARSHAL'S OFFICE

172 Main Street, Killingly, CT 06239
Tel: 860-779-5318 Fax: 860-779-5381

Att: Town Manager
Re: Proposed distribution building
Location: 79 Putnam Pike (DPW Garage)

Mrs. Calorio,

I am writing today to offer consideration for a proposed 60X80 Distribution building for the Office of Emergency Management within the town of Killingly. Over the last few years Killingly has grown to provide tools, equipment, and distribution for over 19 towns within Northeast Connecticut. Currently the town has 6 assets for regional distribution and the number continues to grow. Most recently over the last year Killingly has been chosen to host other towns by being a distribution site. The site location selected for the distribution was chosen based upon the easy access to and from major roadways that conjoin within Killingly. The Killingly Public works garage located at 79 Putnam Pike is an ideal location as it is within 1500ft of the major roadways that supply most of the 19 towns. During the initial onset of the covid pandemic, killingly was chosen to host Personal protective equipment distribution for the Northeast corner. In coordination with the Department of Emergency Management and Homeland Security and CT National Guard. The site was setup inside the DPW garage and hosted 8 towns for a mission length of approx. 8 weeks. During this mission storage within a building became a critical factor of protecting and distributing the equipment as crews arrived. The second mission that town accepted was a regional food distribution to assist families in need. This program funded by the USDA Farms to Families program provided much needed perishable food for private organizations who then went to their respected towns or shelters and delivered food for a duration of almost 9 months. With the help of local business, a refrigerated trailer was used for storage. The mission went from July till the end of May. Lessons learned during the mission timeframe was the lack of shelter and workable space into the fall and winter months. The food would have to sit in a parking lot with traffic flow around the site and the manpower were forced to sit in their vehicles to stay warm. As tough as this was from time to a separate building from the DPW garage would have been a great asset. Lessons learned from this last mission has shown us that a need for a distribution center is a vital key in the Northeast corner of CT. The pandemic has also shown us for the need of a storage dwelling that can hold large quantities of products is also critical as most if not all the products are delivered by tractor trailer. Also, the need for an exterior loading dock or a forklift as all product comes from tractor trailers. Lastly the biggest lesson learned is location. The DPW garage provides quick easy travel from the major routes and the interstate. The killingly

location site ensures in any event that supplies from larger staging areas can be met either by Land or air with an airport within 2 miles of its location.

The Office of Emergency Management is proposing a 60x80 building to be built at 79 Putnam Pike (Killingly Public Works Garage) The building if accepted, would be labeled as a regional point of distribution or POD site for future needs of logistical distribution. The building would be a slab on grade with 4 12x14 overhead doors for easy movement of supplies when delivered. Site work would include a proposed exterior loading dock on one side of building for the unloading. A consideration of the purchase of forklift in Lou of the loading dock may be a possibility. Site work and excavation may be available with the assistance of the Highway department personal. Amenities within the building would include a frost-free water hydrant for washing and sanitary conditions if needed, Electrical for providing lighting, and insulation to maintain some heat during the colder months of New England. A list of proposed line-item pricing is included and is also listed below.

Killingly has grown over the years in the northeast and has a great team of personal that have great skills and capabilities that allow area towns to get the help it needs when in need. Every town has its own unique contribution in the northeast corner. For example, Pomfret and Plainfield are working to provide regional shelters. These towns have found a skill that works well for them and benefits the rest of the other communities. Killingly has provided logistical support over the last year and wishes to continue its service to its neighbors in the future. The location has been proven to work well and this is what Killingly is good at, helping others by getting them the supplies they need by being a Point of Distribution.

Rough Costs for proposed Building location (discussion purposes only)

Site work DPW	\$10,000.00
Building	\$287,300.00
Electrical	\$ 10,000.00
Paving	\$6,500.00
Insulation	\$24,000.00
Loading dock	\$6,600.00
Forklift Used	\$32,500.00
Total proposed	\$376,900.00



Town of Killingly
American Rescue Plan Funding Request

Project Name: Heating/Air Conditioner Repair

Organization Name: Quinebaug Valley Senior Citizens Center

Address: 69 South Main Street, Brooklyn, CT 06234

Type of Organization: ☒ Non-profit 501(c)3 ☐ Corporation

☐ Municipal ☐ Other: _____

Organization EIN or Tax ID number: 237366721 DUNS No: None

Provide a brief outline of the organization and services performed for the Town of Killingly:

~~The Quinebaug Valley Senior Citizens Center is a full service regional senior center serving the ten towns of Northeast CT. The towns of Killingly and Brooklyn account for the greatest number of members and community seniors who~~

~~rely on our services which include individual and group health & wellness programs, educational speakers, intergenerational activities, employment, transportation referrals, volunteer opportunities, educational & entertainment programs,~~

~~financial & benefits counseling assistance, hot meal program and nutrition programs, as well as many others. The current~~

~~Director of the senior center also serves as the Municipal Agent for the Town of Killingly providing services to local seniors with a variety of needs. We are a warming and cooling center for the towns and our furnace needs to be in good working order. The pandemic has had a tremendous negative impact on our agency budget and these funds would greatly benefit our services to local seniors who depend on us.~~

Section A. Project Information

Provide a detailed description of the proposed project. Include narrative of how the project will benefit disadvantaged persons/families (qualified census tract or direct benefit) and how you will keep required documentation. If a capital project, attach plans. Please see attached.

Section B. Eligibility

The American Rescue Plan Act statute provides the following four statutory categories which are eligible for funding:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;



3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
4. To make necessary investments in water, sewer, or broadband infrastructure.

Additional guidance on the above eligibility categories is available at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>. Review the Interim Final Rule and FAQ documents for more details.

Outline how your proposed project meets the above eligibility requirements:

~~Since the pandemic began QVSCC has had to purchase PPE supplies, construct plexiglass barriers, purchase round tables for social distancing, upgrade our broadband infrastructure, purchase room dividers, and sanitation supplies totalling over \$10,000 which were not in our budget. We also provided~~
space for vaccination clinics and services to contain and mitigate the spread of Covid-19 with a partnership with the NE Dept. of Health for several months. We also maintained employment of our 3 essential workers.

Section C. Costs

Provide a detailed budget. Complete and attach the budget form.

Is this project a one-time investment or an on-going program? One-time

If this project is for an on-going program, please describe the future funding source possibilities when the American Rescue Plan Funding has expired.



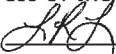
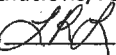
Is this a regional project? _____ Yes X _____ No

If yes, describe the project request allocation including which additional towns funding has been requested and methodology for allocation.

Section D. Timeline

Provide a start and end date for the project/program. Include major milestones with proposed dates. Upon receipt of funds the project will be completed.

Section E. Certifications

1. I certify that The Quinebaug Valley Senior Citizens Center is eligible under the
Project/Program
American Rescue Plan (ARPA).  Initial
2. I certify that I will comply with all applicable State and federal procurement requirements for this program.  Initial
3. I certify that I will report semi-annually to the Town of Killingly the progress of the project/program including beneficiaries and monies expended.  Initial
4. I understand and certify that the Town of Killingly will recapture funds for the project/program if they are not expended pursuant to all American Rescue Plan (ARPA) regulations/requirements.  Initial

The undersigned is hereby authorized to submit this application on behalf of the above organization, is qualified to complete the project/program described, and will comply with all regulations/requirements of the American Rescue Plan (ARPA) funding.

Linda R. Lamoureux
Name

9-27-21
Date

Director
Title

Capital Project Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Soft Costs			
Construction	\$4,700.00		\$4,700.00
Administration			
Total	\$4,700.00		\$4,700.00

Please provide details for soft costs including architectural/engineering, advertising, other (please specify). N/A

Please provide details for administration including personnel/position, annual salary, level of effort, cost, fringe benefits, general office supplies, other (please specify) with justifications. N/A

Program Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Personnel			
Fringe			
Travel			
Equipment			
Supplies	\$4,700.00		\$4,700.00
Contractual			
Other			
Total Direct Charges			
Indirect Charges			
Total Project Costs	\$4,700.00		\$4,700.00

Please provide details including personnel/position, annual salary, level of effort, cost, supplies and equipment needed, required travel, contractual services needed, other (please specify) with justifications.

The proposal (see attached) from New England Service and Controls is to: "Change damaged blower wheel for air handler serving the senior center. Install pressure relief damper in basement to prevent new blower well from being damaged from repetitive cavitation. Startup and commissioning of wheel and damper." We are a warming and cooling center for the towns and need to have our systems in good working order.

Will revenue be earned from the Program? If yes, please detail the cost of services and the estimated revenue earned monthly for the program term. No



52 Green Hollow Road

Phone (860) 564-5008

Heating

Mobile (860) 334-6405

Air Conditioning

Email: NESCLLC@gmail.com

Moosup, Connecticut 06354

Fax (860) 564-7899

Sheet Metal

PROPOSAL SUBMITTED TO:

Name Linda

Phone

PROPOSAL DATE:

07/28/2021

WORK TO BE PERFORMED AT:

Project QVSC

Address

Project #

Date of Plans

CT DAS Construction Contractor Prequalified Vendor – AA/EOE

Certified SBE-State of CT DAS Supplier Diversity Program-Small Business Set Aside

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

- Change damaged blower wheel for air handler serving the senior center
- Install pressure relief damper in basement to prevent new blower well from being damaged from repetitive cavitation
- Startup and commissioning of wheel and damper

EXCLUSIONS:

Any material other than above listed
Brick or masonry repair
Prevailing Wage
Building Automation Systems - controls
Plumbing
Roofing
Concrete Pads
Temporary heat and cooling
Excavation
Demolition other than above listed
Cutting, patching
Seismic
Duct cleaning
Piping
LP gas tanks and gas line
Line voltage electrical
Low voltage controls

Starters and controls
Painting of duct
Start-up
3D CAD Drawings
Dumpsters
Permit Fees
Shipping and Freight

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial professional manner for the sum of

Four Thousand Seven Hundred DOLLARS AND 00/100

**(\$4,700.00) Dollars
Tax Not Included**

Respectfully submitted: Matt Frantz

Date: 07-28-21

Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the contract. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance on above work. Workers' Compensation and Liability insurance on above work to be taken out by NESC. Contractor agrees that it is responsible for the safety of its own employees and agrees to work safely according to all federal and state guidelines. Lien waivers will be signed upon completion of each payment. All materials delivered to job site remain property of NESC until final payment has been made in full.

Note: This contract may be withdrawn by us if not signed within 30 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Monthly progress payments will be made to New England Service & Controls, LLC.

Signature Harry Adams

Date: August 2, 2021

Signature Andre R. Lamoureux

Town of Killingly
American Rescue Plan Funding Request



Project Name: Supports for Killingly Businesses and Employees

Organization Name: United Services, Inc.

Address: 1007 North Main Street, Dayville, CT 06241

Type of Organization: ☒ Non-profit 501(c)3 ☐ Corporation

☐ Municipal ☐ Other: _____

Organization EIN or Tax ID number: 06-0804423

DUNS No: 088317698

Provide a brief outline of the organization and services performed for the Town of Killingly:

United Services is the non-profit Community Behavioral Health Center and Local Mental Health Authority for 21 towns in northeastern Connecticut, including Killingly. We operate more than 30 programs under our one administration, including outpatient mental health for adults, children and families, substance abuse treatment, case management and supportive programming, family services and parenting programs, crisis services and the region's only domestic violence program. We deliver services at 12 locations in northeastern CT, including our Outpatient Behavioral Health Clinic (and administrative offices) in Dayville and at the Mill at Killingly Apartments in Danielson, where we provide on-site case management for residents. United Services is also the designated Youth Service Bureau for the town of Killingly. In 2021 we were also awarded new state contracts to deliver the Prevention in Connecticut Communities program in Killingly, where we are forming a youth substance use prevention coalition and creating a strategic plan for youth substance use prevention, and to deliver the Teen Outreach Program at Killingly High School and at Killingly Intermediate School. United Services formerly provided the Employee Assistance Program (EAP) to the town of Killingly and is the current EAP provider for the Dayville Fire Company and KB Ambulance Co.



Section A. Project Information

Provide a detailed description of the proposed project. Include narrative of how the project will benefit disadvantaged persons/families (qualified census tract or direct benefit) and how you will keep required documentation. If a capital project, attach plans.

United Services seeks to partner with the Town of Killingly through ARPA funding to provide mental health and substance use supports for Killingly Businesses and Employees.

The COVID-19 pandemic has had a huge impact on mental health and substance abuse. United Services is seeing significant increases across our programs, with some programs operating at a more than 100% increase over pre-COVID times.

As people have returned to in-office work this year, we have also seen an increase in employer and employee issues. The stresses of the pandemic continue to impact our daily lives, and this is affecting employees' performance at work.

For small employers, these issues are especially hard to cope with, as they lack the resources of a large HR department or a local Employee Assistance Program.

United Services would like to support Killingly businesses and their employees by using ARPA funding to deliver a model similar to its Employee Assistance Program. United Services requests \$50,000 in block grant funding to be used over two years as the region continues to recover from the pandemic.

Through this partnership, United Services would advertise this service to all businesses in Killingly. Through the program, United Services would provide trainings and consultations for Killingly employers at no cost to them. United Services would also use the block grant funding to cover co-pay costs for employees of Killingly businesses receiving treatment at our outpatient clinic.

Through the block grant, the agency could provide up to 20 two-hour trainings, 30 one-hour consultations with one-hour follow-ups and provide deductible and co-pay assistance for 500 employee and family member/dependent visits over the two years.

As the Killingly Town Council is aware, the Dayville census tract rates a "moderate to high" level of vulnerability on the CDC's Social Vulnerability Index. Economically, Killingly has one of the lowest median incomes in the state at \$61,709, which is far below the state average of \$76,106. According to 2019 Census Data, 13.1% of Killingly residents are living in poverty.

Employees and their family members who access our clinical outpatient services through this program would have access to other programs for which they may be eligible that United Services also offers, such as case management services, substance use programs, family programs and specialized services for victims of crimes.

As a state contractor with numerous state agencies and provider of an array of programs, United Services has decades of experience in collecting and reporting data. USI has a robust Electronic Health Record and data collection system and detailed internal policies for data collection and submission.

Section B. Eligibility

The American Rescue Plan Act statute provides the following four statutory categories which are eligible for funding:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;
3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
4. To make necessary investments in water, sewer, or broadband infrastructure.

Additional guidance on the above eligibility categories is available at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>. Review the Interim Final Rule and FAQ documents for more details.

Outline how your proposed project meets the above eligibility requirements:

United Services proposed project meets the eligibility requirements of 1. To respond to the COVID-19 public health emergency or its negative economic impacts. The impact to mental health is very much tied to the pandemic and its economic impact. Employers struggling with employee issues only exacerbates the economic impact.

Section C. Costs

Provide a detailed budget. Complete and attach the budget form.

Is this project a one-time investment or an on-going program? One-time investment for a two-year program

If this project is for an on-going program, please describe the future funding source possibilities when the American Rescue Plan Funding has expired.

Is this a regional project? Yes X No

If yes, describe the project request allocation including which additional towns funding has been requested and methodology for allocation.

Section D. Timeline

Provide a start and end date for the project/program. Include major milestones with proposed dates.

United Services could start the program as soon as funding is awarded. Assuming a January 1, 2022 start and an end at December 31, 2023. The program would be fully operational for all of that time or until the funds are expended.

Section E. Certifications

1. I certify that Supports for Killingly Businesses and Employees is eligible under the Project/Program
American Rescue Plan (ARPA). DM Initial
2. I certify that I will comply with all applicable State and federal procurement requirements for this program. DM Initial
3. I certify that I will report semi-annually to the Town of Killingly the progress of the project/program including beneficiaries and monies expended. DM Initial
4. I understand and certify that the Town of Killingly will recapture funds for the project/program if they are not expended pursuant to all American Rescue Plan (ARPA) regulations/requirements. DM Initial

The undersigned is hereby authorized to submit this application on behalf of the above organization, is qualified to complete the project/program described, and will comply with all regulations/requirements of the American Rescue Plan (ARPA) funding.

Diane L. Manning
Name

9/29/2021
Date

Diane L. Manning, President/CEO, United Services, Inc.
Title

Capital Project Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Soft Costs			
Construction			
Administration			
Total			

Please provide details for soft costs including architectural/engineering, advertising, other (please specify).

Please provide details for administration including personnel/position, annual salary, level of effort, cost, fringe benefits, general office supplies, other (please specify) with justifications.

Program Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Personnel	\$25,000		\$25,000
Fringe			
Travel			
Equipment			
Supplies			
Contractual			
Other – mental health visit co-pays	\$25,000		\$25,000
Total Direct Charges	\$50,000		\$50,000
Indirect Charges			
Total Project Costs	\$50,000		\$50,000

Please provide details including personnel/position, annual salary, level of effort, cost, supplies and equipment needed, required travel, contractual services needed, other (please specify) with justifications.

Personnel costs calculated at 100 hours of training and consultation services at \$250/hour over the two years.

Other- mental health visit co-pays calculated at \$50 co-pay for 500 visits.

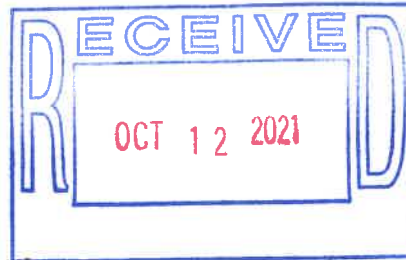
Will revenue be earned from the Program? If yes, please detail the cost of services and the estimated revenue earned monthly for the program term.

Any revenue earned from the program is expected to be minimal. We expect that the majority of employees and their family members/dependents who access our services through this program would have high deductible insurance plans. Our agency would bill their insurance, but would be unlikely to see payment from insurance because of the high deductible. Our billing would help the individuals in working toward meeting their deductible, and the block grant support would cover the out-of-pocket costs for the employee.



Windham County 4-H Foundation, Inc.

326 Taft Pond Road • Pomfret Center, CT 06259



To the Killingly Town Council,

Enclosed is our American Rescue Funding Request for help with our dam replacement project. Our non-profit which qualifies for funds from the American Rescue Plan is based in Pomfret, Connecticut but has been a regional resource since 1953.

You may ask how a summer camp and environmental program based in Pomfret has anything to do with Killingly. Killingly school children have taken field trips to our Ragged Hill Woods Programs since the 1980's and from 2012-2019 alone, 516 children from Killingly attended our summer camp and we assisted families from Killingly with \$21, 200 in camperships.

Due to COVID 19 restrictions our summer programs were canceled in 2020, but we have persevered and were back in business in 2021 with strict COVID protocols and testing and families lined up at the front gate in their cars every Sunday waiting to get in. Our outdoors Ragged Hill Woods Program is thriving with school groups booked through the fall season, but as with all businesses, recovery takes time.

Our campus may be located in Pomfret, but our 501 c (3) is a regional resource, dedicated to providing quality children's programs, licensed by the state of Connecticut and with American Camp Association accreditation.

Thank you for your consideration,

Jane Rider

President, WC 4-H Foundation, Inc

Killingly resident

Foundation Office &
Registrar
860-974-3379

Summer Camp Office
860-974-1122

Fax: 860-974-3327

email:
wc4hfounders@gmail.com

www.4hcampct.org

Jane E. Rider

PRESIDENT

John Dinsdale

VICE PRESIDENT

Sandra J. Ahola

TREASURER

Carol Hagen

RECORDING SECRETARY

ADVISORY

Mark Brouillard, Esq.

Marc Cournoyer

Dr. Michael Coyle

MaryAnn Fusco-Rollins

Anne Miller

Kristen Xeller, MD

Bonnie Burr

YOUTH PROGRAM

DIRECTOR

Heather Logee

EMERITUS

Barbara Anderson

Nancy Belden

Beverly Champany

Eileen Fritz

Aili Galasyn

Val Galasyn, M.D.

Lillian Gray





Windham County 4-H Foundation, Inc.

326 Taft Pond Road • Pomfret Center, CT 06259

August 16, 2021

Ms. Mary Calorio, Town Manager
172 Main St
Danielson, CT 06239

Dear Ms. Town Manager Calorio,

We are writing to request your consideration for awarding a grant from Killingly's American Rescue Plan funds to the Windham County 4-H Foundation for the purpose of rebuilding our dam at the Windham-Tolland 4-H camp property located on Taft Pond Rd in Pomfret. American Rescue Plan Funds were granted specifically to assist economic recovery from COVID 19, including assistance to non-profits. We were encouraged to write to local towns requesting this support by staff from Joe Courtney's office who we have been working with to identify available funds for dam repairs.

As noted on page 9 in the CCM Toolkit, the loss of revenue has drained non-profits of resources, impacting their ability to pay for capital project investments. ARP funding for these one-time capital investments frees up available nonprofit dollars to be used for services and improve the community in which they work. **Our stewardship of this beautiful 270 acre property contributes to the regional commitment to open space at no cost to its taxpayers.** In 2020, we lost \$55,000 in rental and fund-raising income and cashed in \$135,000 in cash reserves to refund registrations and pay for ongoing expenses, including those for the dam. We carried over \$81,000 in registrations paid in 2020 to 2021, which reduces our 2021 income by that amount. Due to COVID protocols and difficulty in recruiting staff, partially because of the lack of international staff, we ran our camp program at reduced capacity this year. We expect to just break even in 2021 as opposed to our usual budgeted surplus of \$50,000 to invest in capital expenses to keep improving our camp facilities or add to our reserve funds which took us many years to build and are now totally exhausted.

In 2018, seepage was observed on the downstream face of the dam embankment in close proximity to the low level drain and several sink holes were identified. This was reported to DEEP and since then the camp has been working with engineers from the firm of Wright Pierce to diagnose the issues and come up with possible solutions. DEEP has given us approval to keep the pond full this summer with daily monitoring of the seepage area to ensure that the stability of the embankment is not degrading. It is holding firm thus far even under the recent onslaught of heavy rains.

Foundation Office &
Registrar

860-974-3379

Summer Camp Office
860-974-1122

Fax: 860-974-3327

email:
wc4hfounders@gmail.com

www.4hcampct.org

Jane E. Rider

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Aili Galasyn

Val Galasyn, M.D.

Lillian Gray



We have recently submitted a three year plan to DEEP with monitoring for the next two summers to give us time to raise the approximate 1 – 1.2 million dollars expected to do all the design, permitting and construction costs to replace the current dam. They have not yet approved this plan and have indicated that they are not very comfortable continuing the monitoring program in place this year.


Having the finances in place is crucial in our efforts to lobby for approval of this three year plan with DEEP. We have officially begun a W-T 4-H Camp Dam Aid Fundraising Program with a kickoff event scheduled for September 10 and 11. We will be doing grass roots fundraising mailings, plus a number of other events dedicated to this effort ***but are reaching out to you and other sending towns in the area for grants at a substantial level to help us achieve our fundraising goal for this project.***

Our ACA accredited camp is a regional asset enjoyed by over 1500 campers over the course of the summer when fully operational. In the past five years alone, our Foundation has raised and distributed \$366,890 in campership grants to ensure that kids of all economic backgrounds can enjoy the life changing benefits of a week of camp. We have invested in thousands of kids from Northeast Connecticut by providing an affordable camp program since 1954. ***From 2012 – 2019 alone, just 8 of our 67 years in operation, 516 Killingly children attended Windham-Tolland 4-H Camp. During that same time period, Killingly families applied for and received \$21,200 in camperships for their children! Imagine how many other children have had a fun & learning experience here from Killingly since 1954 because of our campership support.***

The pond is the jewel in the center of our camp and is the site of both a beautiful natural setting for fish and wildlife and for all of our water-sports programs. It is inconceivable to think of camp without it shining in the sun, or watching the fire-bringer coming across it by canoe on closing ceremony nights. If we are forced to drain it forever, it will be a financial and programmatic disaster for this program which provides an affordable outdoor education and recreation program for local youth and others from throughout the state and beyond its borders.

Support from the town of Killingly would be a huge help in getting us to reach our fundraising goals for this project. We very much appreciate your consideration of our request and would be happy to meet with you at any time to discuss it or provide you with any additional information you may require.

Sincerely,



Jane Rider, President

Windham County 4-H Foundation, Inc. Dam Campaign Committee: Sandra Ahola, Steve Curry,
Judy Buell, Deb and Randy Halbach, Heather Logee, Eileen Nelson, Jessica Tracy

Additional Notes:

- Our 501 (c)(3) Foundation has already expended over \$75,000 since 2018 to pay engineering and environmental surveys and tests required to diagnose the problem. \$10,000 of this amount was provided by a Community Enrichment Grant from the Last Green Valley which we received in 2019, the maximum amount possible from that program.
- We have been in search of other federal, state and local grant funding programs for this project since 2018 and have found nothing available.
- We have been consulting with the local USDA Natural Resources Division Office staff to determine if they will be able to help us with partial funding for the dam rebuild. They are currently not able to help with design services. It is not clear at this point if the final dam design will fit into the practice scenarios they have available to pay for very specific construction prerequisites. Our discussions with them are ongoing.
- Our foundation maintains very clear accounting trails as to the receipt and expenditure of funds for our dam restoration fund. Our funds are audited yearly which will further ensure that your contribution will be used for the intended purpose – to rebuild the dam and save our pond.

Town of Killingly American Rescue Plan Funding Request

Project Name: Dam Replacement Project

Organization Name: Windham County 4-H Foundation

Address: 326 Taft Pond Rd., Pomfret Center, CT 06259

Type of Organization: Non-profit 501(c)3

Organization EIN number: 06-6044157

DUNS No: 833487663

Provide a brief outline of the organization and services performed for the Town of Killingly:

The Foundation was incorporated in 1953 for the purpose of raising funds to purchase a property on which to establish a permanent 4-H summer camp in Windham County. Since the original purchase of 28 acres, one hunting cabin and a pond, our all volunteer foundation board members are now the stewards of 260 acres, and a total of 43 buildings including our recently renovated lodge, a nature lodge, a two barn horse camp area, low and high ropes and archery courses and a zip line. Our camp is licensed by the state of Connecticut and ACA accredited and has been operating every summer since 1954 with the exception of 2020. We currently host over 1500 campers every summer. From 2012 – 2019, just eight years of our sixty seven, 516 children from Killingly attended camp and in that time period alone received \$21,200 in campership support provided by the camp and the foundation. The camp experience builds confidence and develops leadership skills and returns its campers back to their sending towns as better citizens for the experience.

Section A. Project Information

Provide a detailed description of the proposed project. Include narrative of how the project will benefit disadvantaged person/families (qualified census tract or direct benefit) and how you will keep required documentation. If capital project, attach plans.

Seepage on the downstream face of the dam embankment in close proximity to the low level drain and several sink holes were identified in 2018. We have since been working with the DEEP and the firm of Wright Pierce to diagnose the issues and come up with possible solutions. The Foundation has already paid just under \$80,000 for these services. The conclusion at this point is that replacement, rather than repair is the viable option. We need to proceed with design and permitting services immediately as well as starting a construction fund while looking for other potential sources for construction costs as well. All of the camp's watersports programs use the pond and it is a resource for fish and wildlife that use it year round. Offering a full camp program to residents from Killingly depends on having a viable pond.

Our Foundation maintains very clear accounting trails as to the receipt and expenditure of funds for our dam restoration fund which is set up as a specific program in our accounting system. Our funds are extensively audited yearly by an accredited CPA firm.

Section B. Eligibility

The American Rescue Plan Act statute provides the following four statutory categories which are eligible for funding:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;
3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
4. To make necessary investments in water, sewer or broadband infrastructure.

Additional guidance on the above eligibility categories is available at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>.

Review the Interim Final Rule and FAQ documents for more details.

Outline how your proposed project meets the above eligibility requirements:

Our project meets the first statutory category of eligibility - **To respond to the COVID-19 public health emergency or its negative economic impacts**. The interim final rule further states that local governments may provide assistance to small businesses to mitigate financial hardship such as declines in revenues or impacts of periods of business closure which has drained them of resources impacting their ability to pay for capital project investments. In 2020 we were unable to operate our usual summer camp program. We lost \$55,000 in rental and fund-raising income and cashed in \$135,000 in cash reserves to refund registrations and pay for ongoing expenses, including those for the dam. We carried over \$81,000 in registrations paid in 2020 to 2021, which reduces our 2021 income by that amount. Due to COVID protocols and difficulty in recruiting staff, we had to run this year's camp at reduced capacity. We have no available operating fund surpluses this year to put into the capital project investment into the design and future replacement of our earthen dam.

Section C: Costs

Provide a detailed budget. Complete and attach the budget form.

Is this project a one-time investment or an on-going program? One time investment

Is this a regional project? Yes.

If yes, describe the project request allocation including which additional towns funding has been requested and methodology for allocation.

We have requested funding from all towns in Windham and Tolland Counties who together make up 85% of our camper population. We have provided each town with statistics for how many children from their town

have attended the camp program for the period from 2012 – 2019, just 8 years of our 67 years of operation. In addition we have provided each town with the amount of campership support that the Foundation has provided to families from that town during the same time period. In the past five years alone our Foundation has raised and distributed \$366,890 in campership grants to ensure that children of all economic backgrounds from Windham County and beyond can enjoy the life changing benefits of a week of camp. We have not requested a specific amount from any town, but rather have used the term “a substantial contribution” given the size of the funding needs for this project. Awards of \$50,000 or more would certainly go a long way to getting us to the level of funding we need to accomplish this project, especially from towns like Killingly that send a larger number of campers and receive a larger amount of campership funding (\$21,200 in the 8 year period referenced above). A grant in any amount however can only help us to get to where we need to be and would be much appreciated.

Section D: Timeline

Provide a start and end date for the project/program. Include major milestones with proposed dates:

<u>Action</u>	<u>Timeline</u>
1. Camp Operations/Monitoring seepage areas Initiated June 2021 on daily basis Camper Letters to Legislatures and OPM campaign begins July 2021 Awareness event: Teen “Camp In”w/fundraising initiatives are put in action*	June to Dec 2021 Sept. 11&12, 2021
2. Foundation Board Decision to move forward with design	Sept 2021
3. Apply for ARPA Funds from towns in Windham&Tolland counties	Sept/Oct 2021
4. Project Design Kick-off Announce Honorary Chair w/event Annual Appeal direct mailing	Oct 2021
5. Concept /Plans/Pre-application with DEEP	Feb 2022
6. Fundraising Event “Dam Good Time” Hosted by Honorary chair Craig Gates	March 2022
7. Preliminary Design Plans and Permitting	April 2022
8. Year 2 Camp Operation/Monitoring Two day fundraising event (May) 5k Camper Scamper fundraiser (April)	May -Sept 2022
9. Permits Received Annual Appeal/finalize securement of funding through donations/bonding/loans**	Oct 2022
10. Final Design	Jan 2023

11. Project Bidding/Contractor Procurement***

March -April 2023

Camper Scamper 5K fundraiser

Two day annual auction/tag sale fundraiser

12. Year 3 Camp Operation/Monitoring

May – August 2023

13. Construction

Sept 2023- April 2024

***A series of fundraising activities will be initiated via campers/alumni/local media and on sight events and will be ongoing and have already begun.**

****We were pursuing a possible loan with USDA three years ago and have been working with USDA natural resources division for possible help with construction costs.**

***** Assuming Funds are available and work can be completed in late summer/fall and winter months**

Capital Project Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Soft Costs (Design Documents)	50,000	50,000 - 75,000	100,000 - 125,000
Construction Contingency (15%)		600,000 - 800,000 106,500 - 136,500	600,000 - 800,000 106,500 - 136,500
Administration		110,000	110,000
Total	\$ 50,000	866,500 - 1,124,500	916,500 - 1,171,500

Please provide details for soft costs including architectural/engineering, advertising, other (please specify).

Please see attached memo from Wright-Pierce dated 1/15/20 for project plan details. The \$50,000 we are requesting is for partial payment of the completion of actual design plans for the project. It has been estimated that these costs will be between \$100,000 to \$125,000.00.

Please provide details for administration including personnel/position, annual salary, level of effort, cost, fringe benefits, general office supplies, other (please specify) with justifications.

Administration costs listed include \$70,000 in engineering costs, \$35,000 for specialty inspections and \$5,000 in surveying costs.

TO:	Barry Rider	DATE:	1/15/2020
FROM:	Todd Ritchie, PE	PROJECT NO.:	13371C
SUBJECT:	Windham County 4H Outdoor Center – Lower Pond Dam		

The purpose of this memorandum is to provide an overview of the Lower Pond Dam at the Windham County 4H Outdoor Center including a summary of proposed repairs and preliminary estimate of budgetary construction costs.

BACKGROUND

Lower Pond Dam is located at 326 Taft Pond Road in the Town of Pomfret, Connecticut. The dam impounds Lyon Brook to create Lower Pond, which is used for recreational purposes as part of the Windham County 4H Outdoor Center. According to records at the Connecticut Department of Energy and Environmental Protection (CT DEEP), the dam is identified as having a hazard classification of “BB”, or Moderate Hazard Potential, which if it were to fail would result in damage to normally unoccupied storage structures, damage to low volume roadways (less than 500 average daily traffic) and moderate economic loss. According to CT DEEP records, the dam was last modified during a reconstruction project circa 1978 at which time the slopes of the dam were flattened, the low-level pond drain intake structure was reconstructed, and a toe drain was installed along the base of the downstream slope.

An inspection of the dam was completed by Wright-Pierce in 2015 which included recommendations for various maintenance and repairs as well as ongoing monitoring of the conditions of the dam. At the end of 2018, during regular maintenance and inspection of the dam by Windham County 4H staff, seepage was observed on the downstream face of the embankment in close proximity to the low-level drain. The seepage was reviewed and reported to CT DEEP staff and in December 2018, CT DEEP issued a request for engineering and maintenance work to Windham County 4H related to the reported deficiencies including noted seepage. The conditions of the dam embankment, spillway and low-level drain have since been inspected and documented by civil engineers at Wright-Pierce and geotechnical engineers at S.W. Cole and a dam repair strategy has been developed.

DAM REPAIR STRATEGY

The preliminary dam repair strategy for the Lower Pond Dam includes repair and replacement of the low-level drain and intake valve, reconstruction of the toe drain system, stabilization of the embankment and repair to masonry and concrete associated with principal spillway. This strategy has been developed based on our understanding of the observed issues, review of available historical information associated with the construction of the dam, and collaboration by the engineering team. Key tasks for the repair to the dam are as follows:

Memo To: Barry Rider

Subject: Windham County 4H Outdoor Center – Lower Pond Dam

1/15/2020

Page 2 of 2

1. Construction of a temporary cofferdam and flow bypass to provide a dry work area in the area of the upstream dam embankment.
2. Excavate and dewater down to approximately 20 feet below crest of dam at location of existing low-level pond drain to remove and replace the pipe and install anti-seepage pipe collar. Dispose of excavated material at an alternate onsite location.
3. Reconstruct the existing intake valve and structure associated with the low-level pond drain and connect with replaced pipe.
4. Backfill excavation with engineered soil material and key into existing dam material.
5. Reconstruct toe drain.
6. Re-stabilize disturbed and eroded embankment areas. Stabilization is anticipated to include rip-rap and vegetated methods.
7. Complete masonry and concrete repairs to the spillway training walls and the center pier that is supporting the bridge spanning the spillway.

BUDGETARY COST ESTIMATE

The following is a preliminary budgetary cost estimate for construction of the anticipated dam repairs. Costs are based on an anticipated three-month construction schedule.

Task No.	Task Name	Description	Estimated Cost
1	Dam Repairs	E&S controls, cofferdam earthwork, low-level drain and intake replacement, spillway repairs, slope stabilization, site restoration.	\$600,000 to \$800,000
2	Resident Engineer	Qualified dam construction engineer to provide daily observation of construction activities.	\$50,000
3	Specialty Inspections	Onsite field testing and sampling and laboratory analysis of dam construction materials by a qualified service provider.	\$35,000
4	Engineering During Construction	Regulatory coordination, submittal reviews, meetings, record drawings, final certification.	\$20,000
5	Surveying	Field survey and as-built site plan following completion of construction.	\$5,000
Subtotal			\$710,000 to \$998,000 910,000
Contingency (15%)			\$106,500 to \$149,700 136,500
Total Cost Estimate (rounded)			\$800,000 to \$1,150,000 816,500 / 1,046,500

Section E. Certifications

1. I certify that WC 4-H Fcltn. Dam Replacement is eligible under the
Project/Program
American Rescue Plan (ARPA). JR Initial
2. I certify that I will comply with all applicable State and federal procurement requirements for
this program. JR Initial
3. I certify that I will report semi-annually to the Town of Killingly the progress of the
project/program including beneficiaries and monies expended. JR Initial
4. I understand and certify that the Town of Killingly will recapture funds for the project/program if
they are not expended pursuant to all American Rescue Plan (ARPA) regulations/requirements. JR Initial

The undersigned is hereby authorized to submit this application on behalf of the above organization, is qualified to complete the project/program described, and will comply with all regulations/requirements of the American Rescue Plan (ARPA) funding.

Jane E. Rider Jane E. Rider

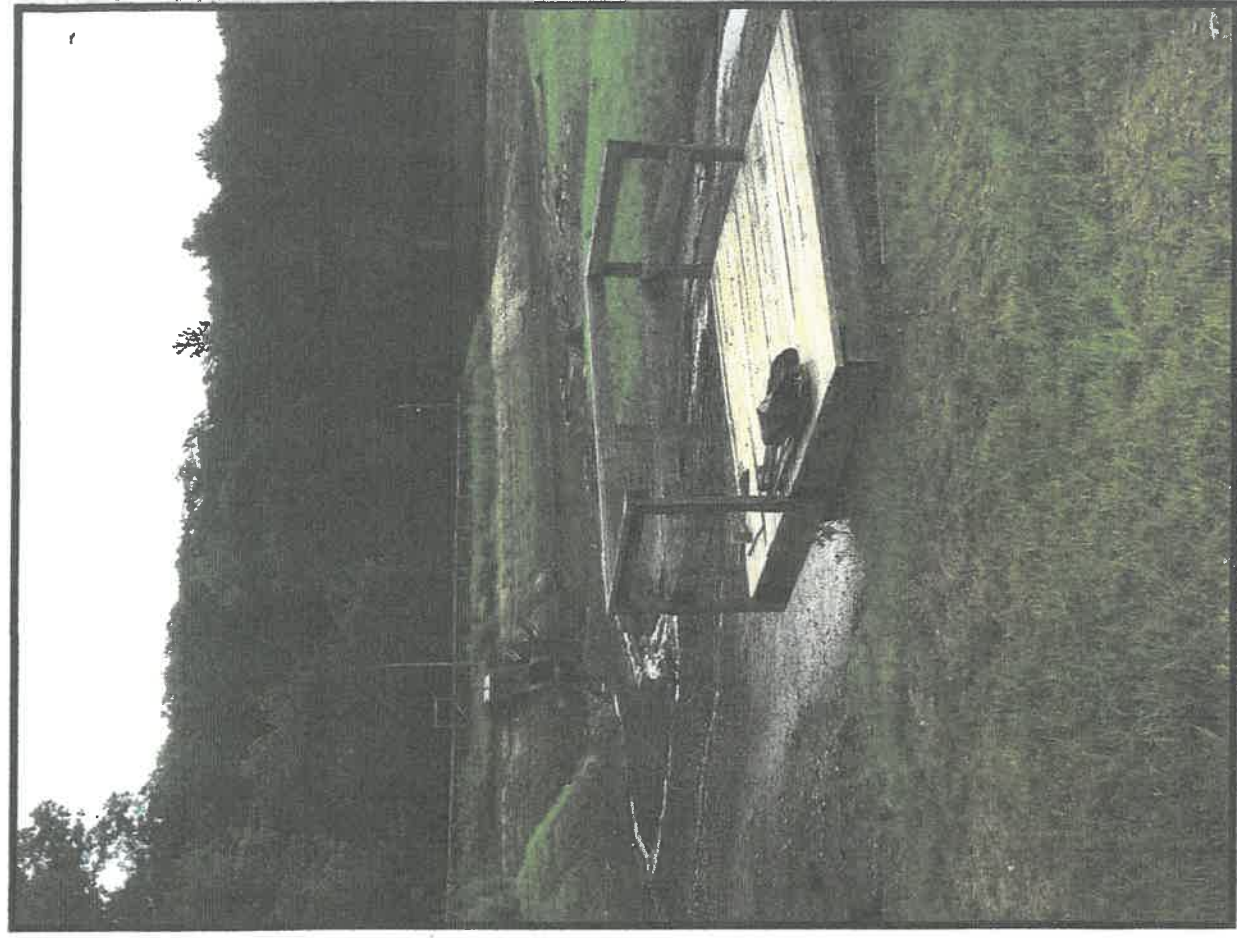
Name

12 OCT 2021

Date

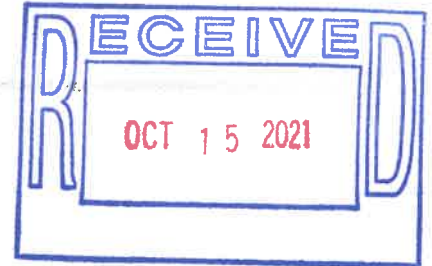
President, Windham County 4-H Foundation

Title



Summer 2020 The earthen dam looks solid from the water side and on the top surface. The outer bank is where shallow sink holes have appeared indicating the internal erosion. A video camera inserted through the valve pipe and sample core borings from the top down have disclosed the sand and gravel content of the interior structure is not the correct material, it does not contain the necessary amount of clay for sustainability.

**Town of Killingly
American Rescue Plan Funding Request**



Project Name: TVCCA Senior Nutrition Program, Meals on Wheels Commissary Upgrade

Organization Name: Thames Valley Council for Community Action, Inc.

Address: 81 Stockhouse Rd., Bozrah, CT

Type of Organization: ☒ Non-profit 501(c)3 ☐ Corporation

☐ Municipal ☐ Other:

Organization EIN or Tax ID number: 08-0806128

DUNS No: 08-9232817

Provide a brief outline of the organization and services performed for the Town of Killingly:

TVCCA is a private, non-profit corporation that provides Meals to Seniors and coordinates the RSVP Program in Killingly. TVCCA has been providing social services to the low income/disadvantaged population of Eastern Connecticut for over 50 years.

Our 47 programs currently reach approximately 28,000 eligible clients annually. TVCCA is a leader in advocating for and meeting the needs of the region's poor.

Section A. Project Information

Provide a detailed description of the proposed project. Include narrative of how the project will benefit disadvantaged persons/families (qualified census tract or direct benefit) and how you will keep required documentation. If a capital project, attach plans.

Section B. Eligibility

The American Rescue Plan Act statute provides the following four statutory categories which are eligible for funding:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;

3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
4. To make necessary investments in water, sewer, or broadband infrastructure.

Additional guidance on the above eligibility categories is available at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>. Review the Interim Final Rule and FAQ documents for more details.

Outline how your proposed project meets the above eligibility requirements:

Our project will provide meals to homebound seniors who have been negatively impacted by the COVID 19 pandemic and the corresponding isolation due to the pandemic. The Meals on Wheels program will continue to provide nutritious meals to seniors even though they cannot pay the required \$3 per meal due to the increase in the costs of basic needs.

Section C. Costs

Provide a detailed budget. Complete and attach the budget form.

Is this project a one-time investment or an on-going program? One-time investment

If this project is for an on-going program, please describe the future funding source possibilities when the American Rescue Plan Funding has expired.

TVCCA has secured a mortgage for the Commissary project. The reduction in mortgage amount or early payoff of the mortgage will allow for additional money to provide Meals on Wheels and congregate meals for seniors and to offset the increase in food cost and transportation costs. This is a one-time funding request for a capital project.

Is this a regional project? ☒ Yes ☐ No

If yes, describe the project request allocation including which additional towns funding has been requested and methodology for allocation.

The request is based on the distribution of meals served in the Town of Killingly by TVCCA. Funding is being requested from all towns in TVCCA's service area based on the percentage of meals served in each town. The Town of Killingly accounts for 5.4% of TVCCA senior meals served in FY 2019-2020.

Section D. Timeline

Provide a start and end date for the project/program. Include major milestones with proposed dates.

Construction Start February 10, 2021; Completion date June 2022

Section E. Certifications

1. I certify that TVCCA Senior Nutrition Program, Meals on Wheels Commissary Upgrade is eligible under the Project/Program
American Rescue Plan (ARPA). DMA Initial
2. I certify that I will comply with all applicable State and federal procurement requirements for this program. DMA Initial
3. I certify that I will report semi-annually to the Town of Killingly the progress of the project/program including beneficiaries and monies expended. DMA Initial
4. I understand and certify that the Town of Killingly will recapture funds for the project/program if they are not expended pursuant to all American Rescue Plan (ARPA) regulations/requirements. DMA Initial

The undersigned is hereby authorized to submit this application on behalf of the above organization, is qualified to complete the project/program described, and will comply with all regulations/requirements of the American Rescue Plan (ARPA) funding.

Deborah Monahan
Name

10/15/2021
Date

CEO
Title

Capital Project Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Soft Costs	\$0	\$5,800	\$5,800
Construction	\$20,000	\$340,000	\$360,000
Administration	\$0	\$66,400	\$66,400
Total	\$20,000	\$412,200	\$432,200

Please provide details for soft costs including architectural/engineering, advertising, other (please specify).

Design costs were \$3,000 and permits for the site were \$2,800.

Please provide details for administration including personnel/position, annual salary, level of effort, cost, fringe benefits, general office supplies, other (please specify) with justifications.

TVCCA charges all federal/state grants a 10% indirect costs based on the historic costs associated with the requirements to administer grants (\$36,580). Aimee Corcoran, Director of Facilities and Maintenance, has a yearly salary, fringes (health insurance, retirement, taxes, etc.) of \$96,691.46. Each TVCCA employee is required to submit a bi-weekly Personnel Activity Report which outline the time spent on each project. (\$29,820)

Program Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Personnel			
Fringe			
Travel			
Equipment			
Supplies			
Contractual			
Other			
Total Direct Charges			
Indirect Charges			
Total Project Costs			

Please provide details including personnel/position, annual salary, level of effort, cost, supplies and equipment needed, required travel, contractual services needed, other (please specify) with justifications.

Will revenue be earned from the Program? If yes, please detail the cost of services and the estimated revenue earned monthly for the program term.

PROPOSAL

from Thames Valley Council for Community Action, Inc.

Fund Critical Updates at TVCCA's Bozrah Commissary

Objectives, purposes and goals of the project

Of TVCCA's many programs and services, perhaps none is as essential or as closely identified with the agency as Nutrition Services. From a 7,800 square foot headquarters at Bozrah Commissary, each day Nutrition Services staff prepare, package and distribute 1,800 – 2,000 meals to some of TVCCA's most vulnerable constituents: the homebound elderly with delivery of Meals on Wheels; a cohort of active elders who rely on TVCCA's Congregate meals at local Senior Centers; and low-income children enrolled in our Early Education programs for whom the Commissary supplies breakfast, lunch and snack.

Government funding partially covers the cost of Nutrition Services meals – the Older Americans Act (OAA) for seniors, and the Child and Adult Care Food Program (CACFP) for youngsters. Those sources, however, fall far short of the actual expense to purchase raw ingredients; plan and prepare a variety of balanced menus; and package, distribute and deliver daily meals. Furthermore, these primary funding sources provide no support for the program's capital projects – such as the much needed upgrades of the Commissary's physical plant.

We respectfully request Town of Killingly consideration of this proposal for a \$20,000 one-time investment for this project, which entails 1) replacement of the three of the Commissary's outdated walk-in freezers with a single, open-space unit, and 2) reconfigured the building's layout to streamline workflow, enhance program efficiency, and safeguard our workers and clients. The new refrigeration system has built-in redundancy, an extra measure of protection for constituents who depend on TVCCA meals for their nutritional mainstay. The increased storage capacity ensures our ability to continue meeting clients' needs.

Description of Plan to achieve goals and objectives

The previous walk-in freezers are 20 years old; they were not energy-efficient, required frequent repairs, and did not have sufficient storage for the program's evolving needs. In addition, each can be accessed through a single door, which brings food preparation and delivery staff into close contact daily. We replaced three outdated freezers with one open-space walk-in unit that is sub-divided to accommodate the program's expansion. The new freezer also increases storage space by at least 20%, likely more depending on customized configurations.

Indeed, the inefficiencies of the facility's former layout came into sharp focus during the pandemic. Our effort to limit interactions between employees and outsiders was hampered by the Commissary's single hallway, which was used by building staff, drivers and vendors delivering food and supplies. The only access to the kitchen was from that hallway, so when food prep workers needed to get something from dry goods storage room, they also passed through the hallway. The project added a new entry to the kitchen from the front of the Commissary (office area), a door directly from the kitchen to the dry goods storage room, and a door connecting the kitchen to the loading dock area. All these new entries are equipped with Air Curtains, a

downward flow of air to protect the kitchen environment from flying insects, dust, and other airborne irritants.

Attachment A shows the Commissary's original floor plan (1st page), and the changes made by this renovation (2nd page). The hallway moved from the center of the building to the outside wall. The new walk-in freezer is directly accessible from the kitchen and from the hallway. Instead of hinged doors, a 5-foot sliding panel on each side of the freezer facilitates the transfer of pallets of prepared meals.

Location and estimated duration of the program

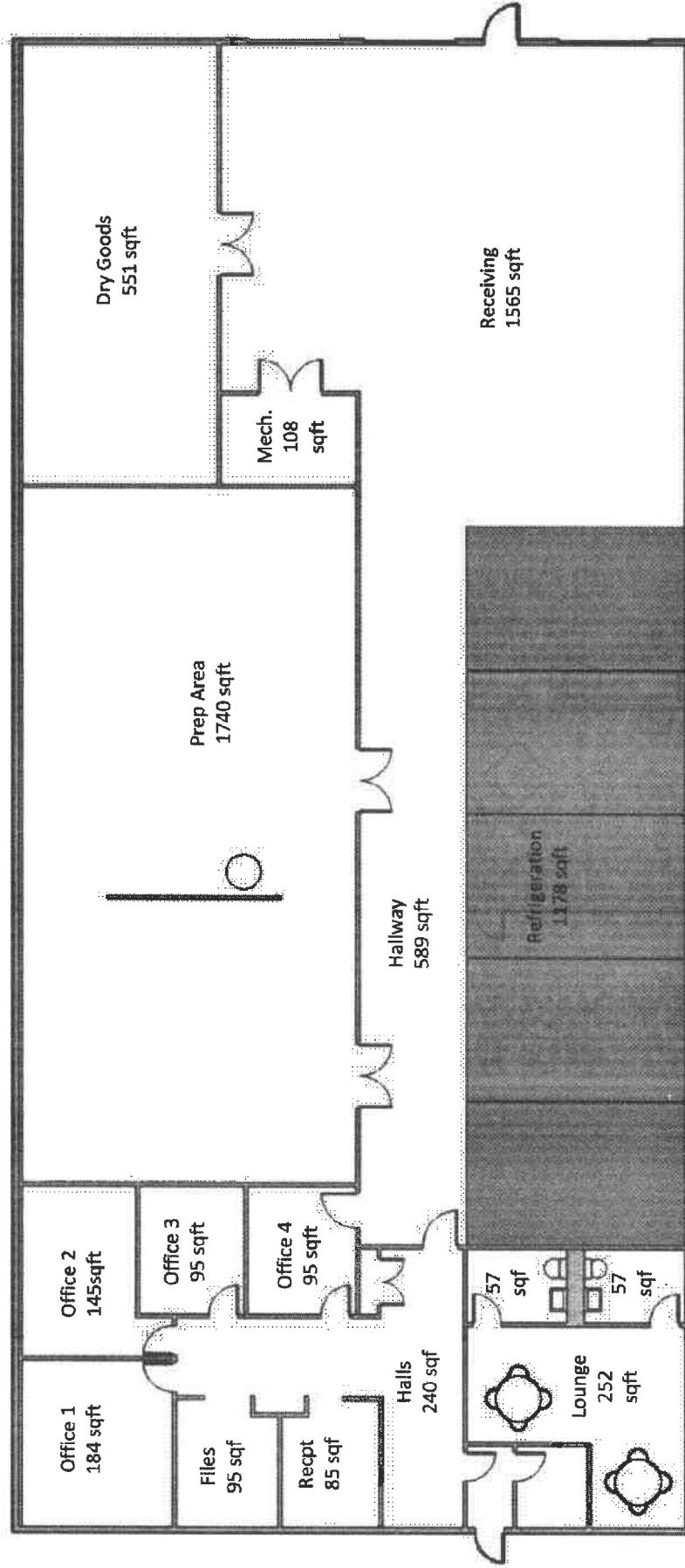
- All work took place at our Commissary (81 Stockhouse Road, Bozrah), the operational hub of all TVCCA Nutrition Services.
- Planning for the Bozrah renovation began the Fall of 2020. Preliminary work started March 2021 and completion of the entire project is expected by mid-June, 2022. The newly installed cooling equipment will serve the program's needs for at least 20 years.

Number of people expected to benefit from the program

TVCCA maintains complete records on are clients. This includes household size, income data, number of meals served. TVCCA provides Meals on Wheels to 47 seniors in Killingly. This represents five meals per week for 52 weeks per year – which is 12,220 meals per year. TVCCA will also resume congregate meals when the Senior Center reopens.

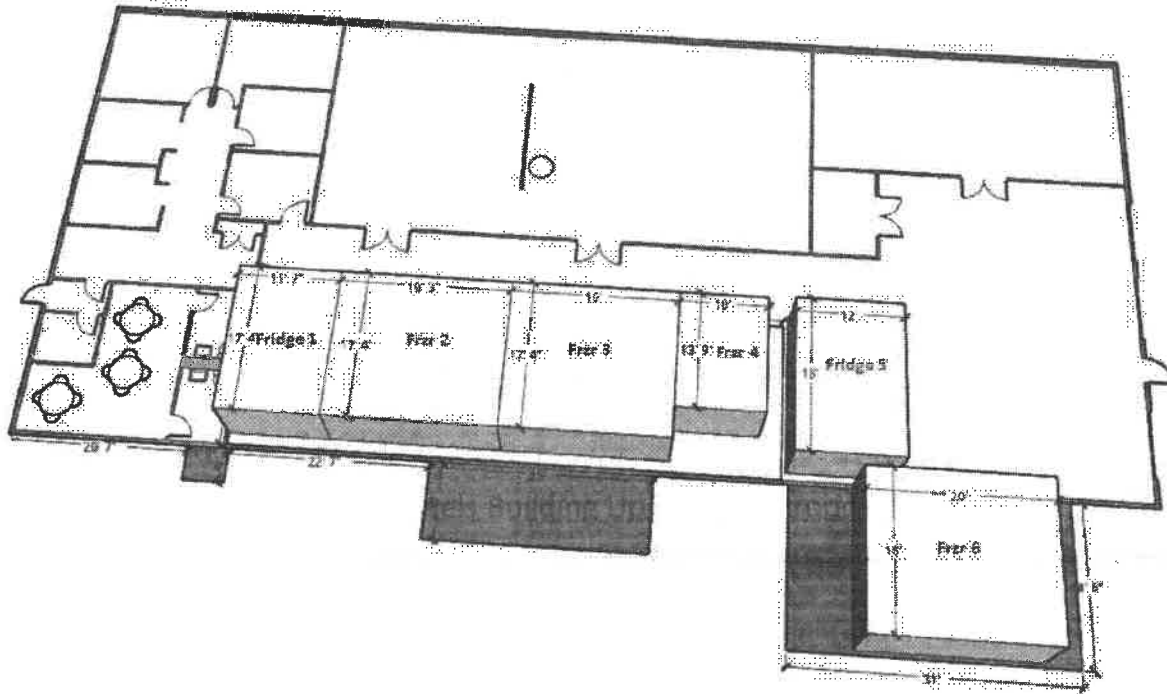
TVCCA Commissary
81 Stockhouse Road, Bozrah CT

Built: 1998
Total sqft: 7,800
Office sqft: 1,440
Kitchen/warehouse: 6,360 sqft
Total paved area: 22,000 sqft



TVCCA Meals on Wheels Building Upgrades – Proposal 10.6.2020

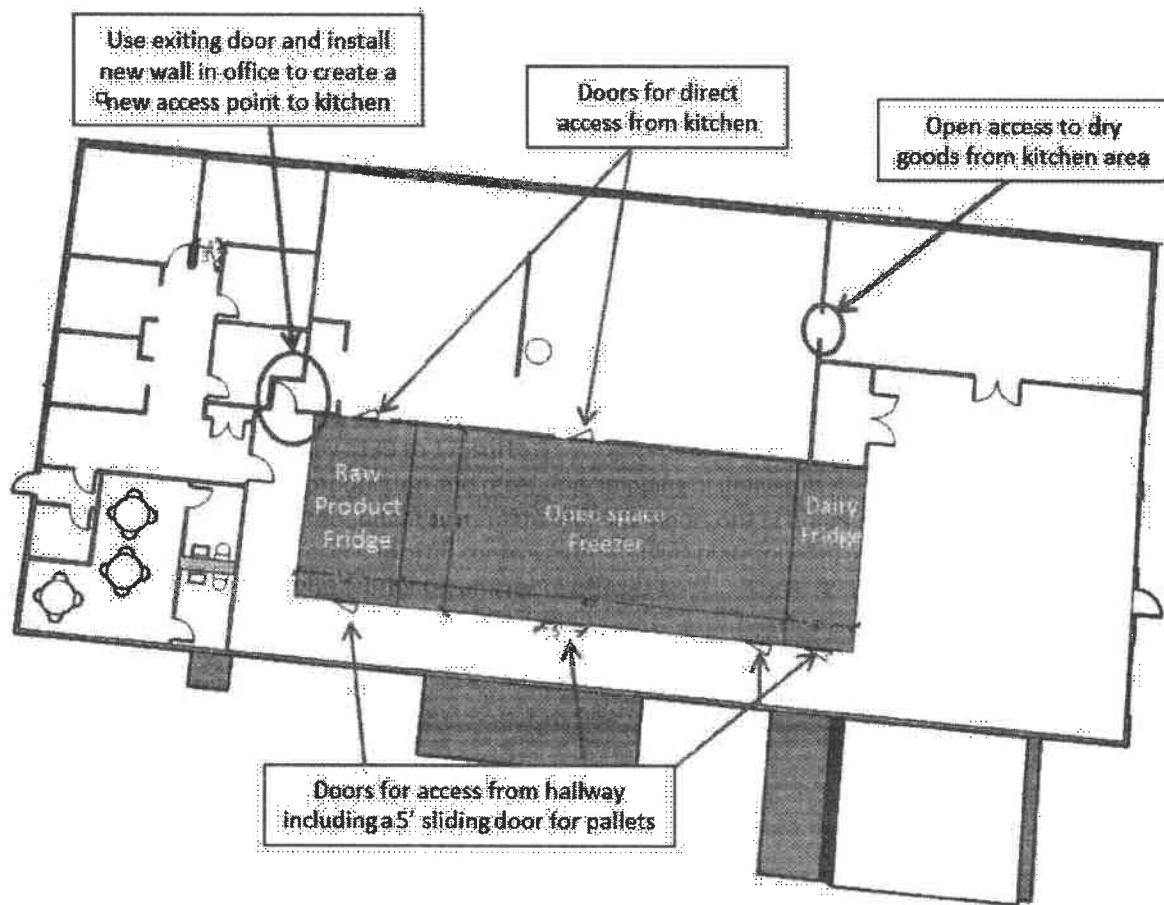
Walk-in units and Layout Issues



Current layout of kitchen, walk-in and warehouse layout

Issues with current equipment and layout

- Walk-ins are approximately 20 years old
 - Decreased efficiency in operation and insulation
 - Parts are failing – gaskets, closers, hinges, fans, etc. on a more frequent basis
 - Previous floor and door repairs aren't holding up
 - Space for storage is no longer meeting the needs of the program
 - The hallway between the kitchen and walk-ins creates opportunities for accidents
 - Doors do not have windows
 - High traffic area - only path of travel for kitchen, warehouse, office, deliveries, etc.



New kitchen, walk-in and warehouse layout

The new layout offers the following benefits which will increase efficiency and reduce accidents

- Minimizes traffic in hallway
- Direct access to walk-ins and dry goods
- Separate access for deliveries and production
 - Doors will have windows
- Increased square feet by ~130 to 175sqft
- Better traffic flow for production and receiving/shipping of deliveries
- New units will have a redundant system that runs 12 hours on/12 hours off
- Large single space freezer will offer control over shelving placement to maximize traffic flow
- Units will have LED lights—brighter and more efficient
- 5' sliding door will offer ease of access for pallets

Cost \$170,000

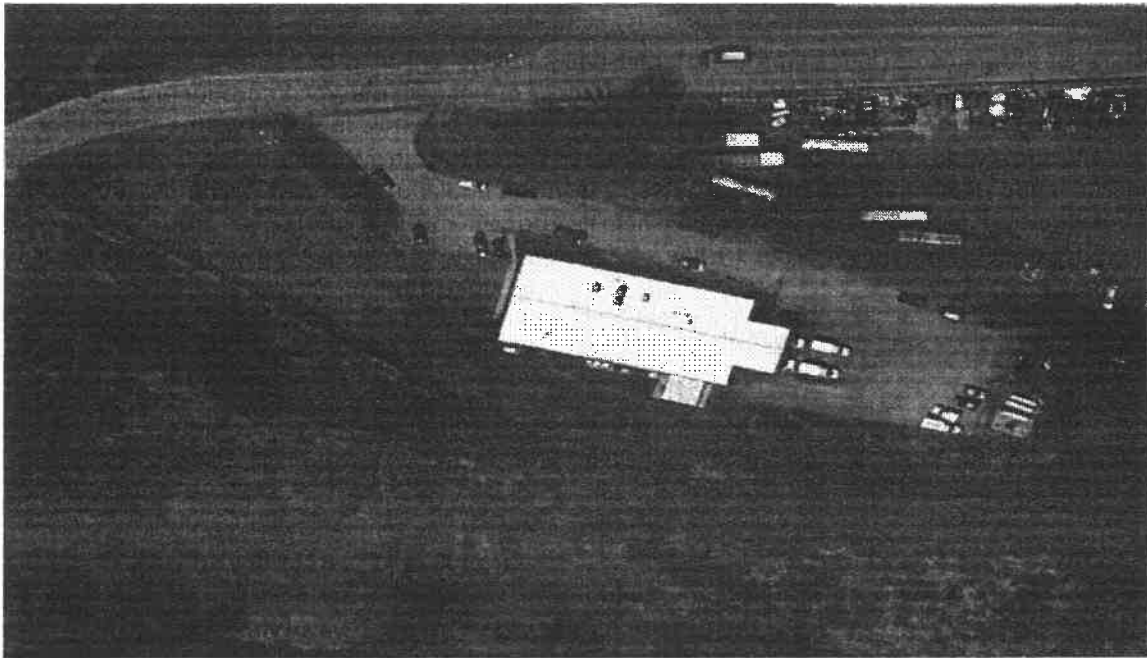
*We are working with John Anderson – the owner and operator of Deliver All. He would be our project manager and this will be a turnkey project. John bid out the purchasing of the walk-in equipment through two other equipment providers with the manufacturer and model of the equipment remaining the same in all three bids. The subcontractors are the same in all three bids as well. We felt that this was the best approach considering the many phases of work and the difficulty we would have in obtaining 3 bids for each phase as well as coordinating the work. We did not find any other company that offered a turnkey scope of work. We had been working with a rep from Kolpak on pricing the new walk-ins and equipment only but he stopped responding to our emails. Deliver All provides project management on large scale projects throughout New England including colleges, schools and prison systems. We will ask and check several references before moving forward to ensure the quality of work.

Parking issues

- The current parking lot is far too small to serve the needs of the site today
- Staff are parking on either side of the drive, in the delivery and truck area and out towards the road

Solution

- Add additional parking spaces as marked in red in the image below
 - This will add 8 to 10 parking spaces
 - If we connect to public sewer this will open an additional area, where the leach fields are currently located, where we can gain another 10 to 12 spaces
- The parking lot needs to be crack sealed, sealed and re-stripped (green outlined area)



Cost \$13,500

Gate Issues

- Gate is bent and doesn't work
 - \$200,000 worth of assets unprotected
 - Increase risk of vandalism
 - Gas has been siphoned off the trucks in the past
- Gate is/was manually operated – difficult for some staff to open and possible source for injury

Solution

- Install motorized gate with keypad operation

Cost \$13,000

HVAC Issues

- Two outside condenser units are 20+ years old
- Warehouse has heat but no ac installed (cold air coming from walk-ins has kept that space cool during the summer – not efficient)

Solution

- Replace 20 year old condensing units with new units and update refrigerant
- Replace older furnace for warehouse and kitchen space

Important note

- The warehouse does not currently have ac and the quote from Controlled Air doesn't include installation of ac for that space
- If ac needs to be installed in the warehouse we will need to have the ductwork reconfigured and possibly add in a drop ceiling with insulation and a partition wall for the space

Cost \$40,000

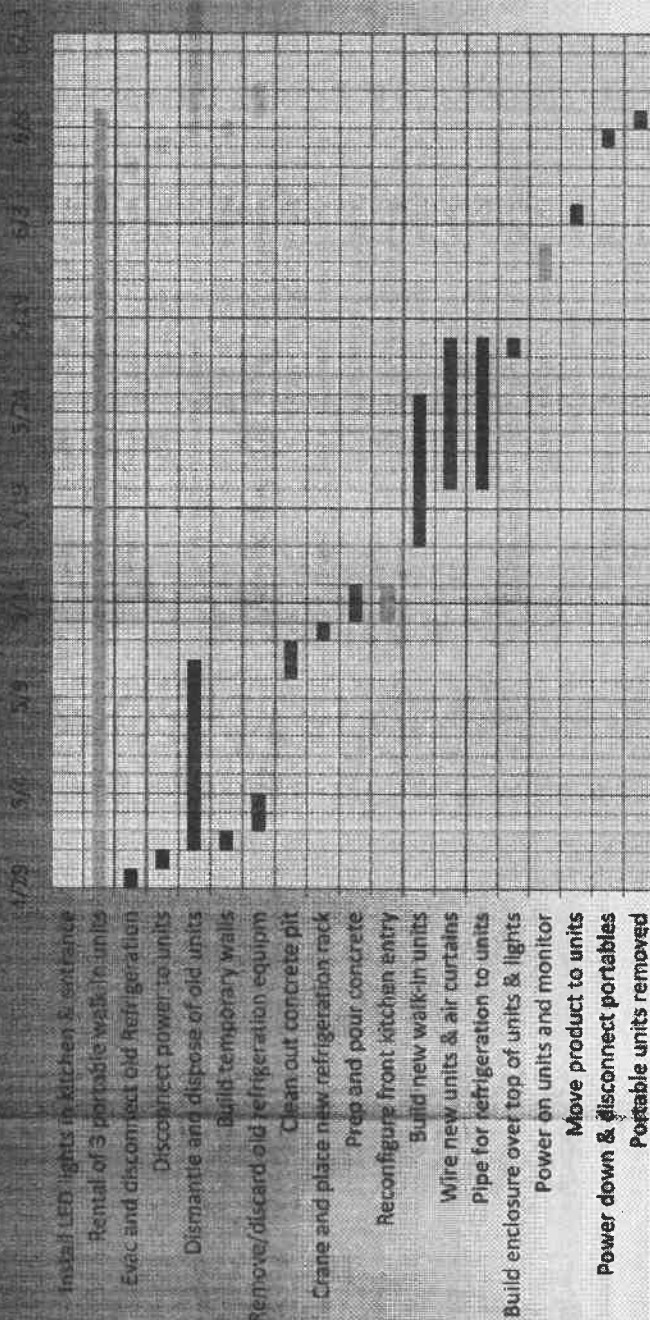
Project cost for all upgrades- \$350,000*

***Round up to \$360,000 to cover additional costs if ac needs to be added to the warehouse space**

Contractor	Start	Days
Sp. Projects & Bl. Elect	2/13/2021	2
Kelley Freezer	4/19/2021	51
L&I Refrigeration	4/29/2021	1
Bloomfield Electric	4/30/2021	1
Deliver All	5/1/2021	10
Deliver All	5/1/2021	1
Deliver All	5/2/2021	2
Deliver All	5/10/2021	2
Deliver All & L&I	5/12/2021	1
Special Projects	5/13/2021	2
Special Projects	5/13/2021	2
Deliver All	5/17/2021	8
Bloomfield Electric	5/20/2021	8
L&I Refrigeration	5/20/2021	8
Special Projects	5/27/2021	1
Deliver All & Bloomfield	5/31/2021	2
TVCCA	6/3/2021	1
Bloomfield Electric	6/7/2021	1
TVCCA	6/8/2021	1

Install LED lights in kitchen & entrance
 Rental of 3 portable walk-in units
 Evac and disconnect old Refrigeration
 Disconnect power to units
 Dismantle and dispose of old units
 Build temporary walls
 Remove/discard old refrigeration equipm
 Clean out concrete pit
 Crane and place new refrigeration rack
 Prep and pour concrete
 Reconfigure front kitchen entry
 Build new walk-in units
 Wire new units & air curtains
 Pipe for refrigeration to units
 Build enclosure over top of units & lights
 Power on units and monitor
 Move product to units
 Power down & disconnect portables
 Portable units removed

Commissary - New Walk-In Installation



Deliver All	50% deposit on equipment purchase (panels, rack, doors, monitoring system air curtain)	\$77,768.34	2/10/2021
	50% remainder on equipment and walk-in demo, removal and pit work	\$62,043.39	5/18/2021
	50% on panels, payment to duct work, walk-in build	\$82,355.20	6/10/2021
	Total	\$222,166.93	
Bloomfield Electric	install 200 amp service, connect transfer switch, replace kitchen lights (labor), permit	\$9,311.60	3/23/2021
	wire temp walk-ins and demo existing walk-ins - electrical work	\$9,500.00	5/18/2021
	wire rack, wire walk-ins, wire air curtains, new e-lights connect frzr 6 and evaporators to generator and add combo light in dry goods	\$31,500.00	6/23/2021
		\$4,370.00	8/25/2021
	Total	\$54,681.60	
Special Projects	LED lights for kitchen (materials & labor), DBL door to dry goods	\$3,952.00	2/16/2021
	Materials: metal studs, sheetrock, tape & joint compound	\$3,030.34	2/25/2021
	Materials: concrete, steel frame, rebar	\$7,500.00	5/11/2021
	Materials: concrete sealer and epoxy	\$2,565.48	5/11/2021
	Labor - framing/sheetrock/epoxy/repair wall damage & Materials - wall pak/door frames	\$6,575.00	6/10/2021
Lat Refrigeration	Total	\$23,622.82	
	removal of old walk-in refrigeration equip & install of new	\$29,237.42	6/29/2021

Total		\$29,237.42	
Paparella Design			
	33% deposit for design and CAD drawing work	\$1,000.00	2/11/2021
	67% balance for design and CAD drawing work	\$2,000.00	
Total		\$3,000.00	
Sterling Superior			
Home Depot	dumpster rental to clean top of walk-ins on 2/12 and 2/15	\$513.35	2/23/2021
Global Industrial	materials to build ramps to portable freezers	\$383.53	3/7/2021
	movable ramp to access portable freezers	\$374.95	2/26/2021
Home Depot	4' x 8' hardboard for portable unit to smooth out floor (7 sheets)	\$77.28	4/23/2021
Home Depot	4' x 8' hardboard for portable unit to smooth out floor (1 sheet)	\$18.88	4/26/2021
Town of Bozrah	wetland permit	\$0.00	4/23/2021
Maynard Electric	cost to move service drop and outlet	\$1,458.00	4/5/2021
Kelley Freezer	3 portable walk-in units	\$8,600.00	
Total		\$11,425.99	
M&S Paving			
	deposit on parking lot addition, pavement repair, seal and stripe	\$3,211.50	8/24/2021
	balance on parking lot addition and pavement repair	\$13,299.00	9/8/2021
	balance on crack fill, seal and stripe	\$4,547.50	9/29/2021
Total		\$21,058.00	
Portland Fence			
	remove old gate and install solar power mechanized gate to back lot 50% deposit	\$7,111.00	9/14/2021
<i>Install date TBD - materials have been ordered</i>			

Total	
B&C Heating & Cooling	<p>remove existing HVAC and install new (no payments have been made - \$28,200 total cost)</p> <p><i>Install date TBD - materials have been ordered</i></p>
Total	

	Possible Future work	Estimated cost
L&I Refrigeration	repairs to exterior unit, freezer 6, to maintain temperature air conditioning to warehouse walk-in space	\$15,500.00 \$11,000.00
Special Projects	Install drop ceiling, wall, roof vents and louvers	\$34,000.00
Bloomfield Electric	wiring to panel for freezer 6 work and ac in warehouse walk-in area	\$10,000.00
Deliver All	replace slider door remove 5"W door on freezer 6 and install 3"W door	\$11,600.00 \$6,000.00
Overhead Door	install new side bumpers on loading dock	\$2,500.00
	TOTAL	\$64,100.00

Thermal Valley Council For Community Action Inc.
Employee Accounting Distribution Detail

<u>Distribution Activity Date</u>	<u>Period Check Date</u>	<u>GL Account</u>	<u>GL Account Description</u>	<u>Distribution Units</u>	<u>Distribution Amount</u>
Corcoran, Aimee M	EE #:	3770			
3/31/2021	4/09/2021	001 5110 000	Administrative Salaries	56.00	2,271.41
3/20/2021	3/26/2021	001 5110 000	Administrative Salaries	70.00	2,839.25
2/28/2021	3/12/2021	001 5110 000	Administrative Salaries	35.00	1,419.63
3/06/2021	3/12/2021	001 5110 000	Administrative Salaries	35.00	1,419.62
2/20/2021	2/26/2021	001 5110 000	Administrative Salaries	70.00	2,839.25
1/31/2021	2/12/2021	001 5110 000	Administrative Salaries	35.00	1,419.63
2/06/2021	2/12/2021	001 5110 000	Administrative Salaries	35.00	1,419.62
1/23/2021	1/29/2021	001 5110 000	Administrative Salaries	70.00	2,839.25
12/31/2020	1/15/2021	001 5110 000	Administrative Salaries	28.00	1,135.71
1/09/2021	1/15/2021	001 5110 000	Administrative Salaries	42.00	1,703.54
12/26/2020	12/31/2020	001 5110 000	Administrative Salaries	70.00	2,839.25
11/30/2020	12/18/2020	001 5110 000	Administrative Salaries	7.00	283.93
12/12/2020	12/18/2020	001 5110 000	Administrative Salaries	63.00	2,555.32
11/28/2020	12/04/2020	001 5110 000	Administrative Salaries	56.00	2,271.40
11/14/2020	11/20/2020	001 5110 000	Administrative Salaries	70.00	2,839.25
10/31/2020	11/06/2020	001 5110 000	Administrative Salaries	70.00	2,839.25
10/17/2020	10/23/2020	001 5110 000	Administrative Salaries	70.00	2,839.25
9/30/2020	10/09/2020	001 5110 000	Administrative Salaries	56.00	2,271.40
10/03/2020	10/09/2020	001 5110 000	Administrative Salaries	14.00	567.85
9/19/2020	9/25/2020	001 5110 000	Administrative Salaries	70.00	2,839.25
8/31/2020	9/11/2020	001 5110 000	Administrative Salaries	42.00	1,703.55
9/05/2020	9/11/2020	001 5110 000	Administrative Salaries	28.00	1,135.70
8/22/2020	8/28/2020	001 5110 000	Administrative Salaries	70.00	2,839.25
7/31/2020	8/14/2020	001 5110 000	Administrative Salaries	35.00	1,419.63
8/08/2020	8/14/2020	001 5110 000	Administrative Salaries	35.00	1,419.62
7/25/2020	7/31/2020	001 5110 000	Administrative Salaries	70.00	2,839.25
6/30/2020	7/17/2020	001 5110 000	Administrative Salaries	14.00	554.00
7/11/2020	7/17/2020	001 5110 000	Administrative Salaries	56.00	2,216.00
6/27/2020	7/02/2020	001 5110 000	Administrative Salaries	70.00	2,770.00
6/13/2020	6/19/2020	001 5110 000	Administrative Salaries	70.00	2,770.00
5/30/2020	6/05/2020	001 5110 000	Administrative Salaries	70.00	2,909.90
5/16/2020	5/22/2020	001 5110 000	Administrative Salaries	70.00	2,909.90
4/30/2020	5/08/2020	001 5110 000	Administrative Salaries	63.00	2,618.91
5/02/2020	5/08/2020	001 5110 000	Administrative Salaries	7.00	290.99
4/18/2020	4/24/2020	001 5110 000	Administrative Salaries	70.00	2,770.00
4/04/2020	4/09/2020	001 5110 000	Administrative Salaries	21.00	831.00
6/30/2020	7/17/2020	001 5120 000	Administrative FICA	0.00	41.31
6/27/2020	7/02/2020	001 5120 000	Administrative FICA	0.00	206.54
7/11/2020	7/17/2020	001 5120 000	Administrative FICA	0.00	165.23
6/13/2020	6/19/2020	001 5120 000	Administrative FICA	0.00	206.54
5/30/2020	6/05/2020	001 5120 000	Administrative FICA	0.00	217.24
5/02/2020	5/08/2020	001 5120 000	Administrative FICA	0.00	21.73
4/30/2020	5/08/2020	001 5120 000	Administrative FICA	0.00	195.51

5/16/2020	5/22/2020	001 5120 000	Administrative FICA	0.00	217.24
4/18/2020	4/24/2020	001 5120 000	Administrative FICA	0.00	206.54
4/04/2020	4/09/2020	001 5120 000	Administrative FICA	0.00	61.96
7/25/2020	7/31/2020	001 5120 000	Administrative FICA	0.00	211.83
8/08/2020	8/14/2020	001 5120 000	Administrative FICA	0.00	105.91
7/31/2020	8/14/2020	001 5120 000	Administrative FICA	0.00	105.92
8/22/2020	8/28/2020	001 5120 000	Administrative FICA	0.00	211.83
9/05/2020	9/11/2020	001 5120 000	Administrative FICA	0.00	84.73
8/31/2020	9/11/2020	001 5120 000	Administrative FICA	0.00	127.10
9/19/2020	9/25/2020	001 5120 000	Administrative FICA	0.00	211.83
10/03/2020	10/09/2020	001 5120 000	Administrative FICA	0.00	42.37
9/30/2020	10/09/2020	001 5120 000	Administrative FICA	0.00	169.46
10/17/2020	10/23/2020	001 5120 000	Administrative FICA	0.00	211.83
10/31/2020	11/06/2020	001 5120 000	Administrative FICA	0.00	211.83
11/14/2020	11/20/2020	001 5120 000	Administrative FICA	0.00	211.83
11/28/2020	12/04/2020	001 5120 000	Administrative FICA	0.00	32.12
12/12/2020	12/18/2020	001 5120 000	Administrative FICA	0.00	190.64
11/30/2020	12/18/2020	001 5120 000	Administrative FICA	0.00	21.19
12/26/2020	12/31/2020	001 5120 000	Administrative FICA	0.00	214.14
1/09/2021	1/15/2021	001 5120 000	Administrative FICA	0.00	127.05
12/31/2020	1/15/2021	001 5120 000	Administrative FICA	0.00	84.71
1/23/2021	1/29/2021	001 5120 000	Administrative FICA	0.00	211.76
2/06/2021	2/12/2021	001 5120 000	Administrative FICA	0.00	105.88
3/06/2021	3/12/2021	001 5120 000	Administrative FICA	0.00	105.88
1/31/2021	2/12/2021	001 5120 000	Administrative FICA	0.00	105.88
2/20/2021	2/26/2021	001 5120 000	Administrative FICA	0.00	211.76
2/28/2021	3/12/2021	001 5120 000	Administrative FICA	0.00	105.88
3/20/2021	3/26/2021	001 5120 000	Administrative FICA	0.00	211.76
3/31/2021	4/09/2021	001 5120 000	Administrative FICA	0.00	169.41
3/20/2021	3/26/2021	001 5121 000	Administrative SUI	0.00	16.08
2/28/2021	3/12/2021	001 5121 000	Administrative SUI	0.00	28.39
2/20/2021	2/26/2021	001 5121 000	Administrative SUI	0.00	56.78
1/31/2021	2/12/2021	001 5121 000	Administrative SUI	0.00	28.39
3/06/2021	3/12/2021	001 5121 000	Administrative SUI	0.00	28.39
2/06/2021	2/12/2021	001 5121 000	Administrative SUI	0.00	28.39
1/23/2021	1/29/2021	001 5121 000	Administrative SUI	0.00	56.78
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1/09/2021	1/15/2021	001 5121 000	Administrative SUI	0.00	34.07
4/04/2020	4/09/2020	001 5122 000	Administrative Workers Compensation	0.00	17.95
4/18/2020	4/24/2020	001 5122 000	Administrative Workers Compensation	0.00	59.83
5/02/2020	5/08/2020	001 5122 000	Administrative Workers Compensation	0.00	6.28
4/30/2020	5/08/2020	001 5122 000	Administrative Workers Compensation	0.00	56.57
5/16/2020	5/22/2020	001 5122 000	Administrative Workers Compensation	0.00	62.85
5/30/2020	6/05/2020	001 5122 000	Administrative Workers Compensation	0.00	62.85
6/13/2020	6/19/2020	001 5122 000	Administrative Workers Compensation	0.00	59.83
7/11/2020	7/17/2020	001 5122 000	Administrative Workers Compensation	0.00	47.86
6/30/2020	7/17/2020	001 5122 000	Administrative Workers Compensation	0.00	11.97
7/25/2020	7/31/2020	001 5122 000	Administrative Workers Compensation	0.00	61.33

8/08/2020	8/14/2020	001 5122 000	Administrative Workers Compensation	0.00	30.66
7/31/2020	8/14/2020	001 5122 000	Administrative Workers Compensation	0.00	30.67
8/22/2020	8/28/2020	001 5122 000	Administrative Workers Compensation	0.00	61.33
9/05/2020	9/11/2020	001 5122 000	Administrative Workers Compensation	0.00	24.53
8/31/2020	9/11/2020	001 5122 000	Administrative Workers Compensation	0.00	36.80
9/19/2020	9/25/2020	001 5122 000	Administrative Workers Compensation	0.00	61.33
10/03/2020	10/09/2020	001 5122 000	Administrative Workers Compensation	0.00	12.27
9/30/2020	10/09/2020	001 5122 000	Administrative Workers Compensation	0.00	49.06
10/17/2020	10/23/2020	001 5122 000	Administrative Workers Compensation	0.00	61.33
10/31/2020	11/06/2020	001 5122 000	Administrative Workers Compensation	0.00	61.33
11/14/2020	11/20/2020	001 5122 000	Administrative Workers Compensation	0.00	61.33
12/12/2020	12/18/2020	001 5122 000	Administrative Workers Compensation	0.00	55.20
11/28/2020	12/04/2020	001 5122 000	Administrative Workers Compensation	0.00	49.06
11/30/2020	12/18/2020	001 5122 000	Administrative Workers Compensation	0.00	6.13
12/26/2020	12/31/2020	001 5122 000	Administrative Workers Compensation	0.00	61.33
1/09/2021	1/15/2021	001 5122 000	Administrative Workers Compensation	0.00	36.80
12/31/2020	1/15/2021	001 5122 000	Administrative Workers Compensation	0.00	24.53
1/23/2021	1/29/2021	001 5122 000	Administrative Workers Compensation	0.00	61.33
2/06/2021	2/12/2021	001 5122 000	Administrative Workers Compensation	0.00	30.66
1/31/2021	2/12/2021	001 5122 000	Administrative Workers Compensation	0.00	30.67
2/20/2021	2/26/2021	001 5122 000	Administrative Workers Compensation	0.00	61.33
3/06/2021	3/12/2021	001 5122 000	Administrative Workers Compensation	0.00	30.66
2/28/2021	3/12/2021	001 5122 000	Administrative Workers Compensation	0.00	30.67
3/20/2021	3/26/2021	001 5122 000	Administrative Workers Compensation	0.00	61.33
6/27/2020	7/02/2020	001 5122 000	Administrative Workers Compensation	0.00	59.83
3/31/2021	4/09/2021	001 5122 000	Administrative Workers Compensation	0.00	49.06
3/31/2021	4/09/2021	001 5124 000	Administrative Pension	0.00	227.14
3/20/2021	3/26/2021	001 5124 000	Administrative Pension	0.00	283.93
2/28/2021	3/12/2021	001 5124 000	Administrative Pension	0.00	141.97
3/06/2021	3/12/2021	001 5124 000	Administrative Pension	0.00	141.96
2/20/2021	2/26/2021	001 5124 000	Administrative Pension	0.00	283.93
1/31/2021	2/12/2021	001 5124 000	Administrative Pension	0.00	141.97
2/06/2021	2/12/2021	001 5124 000	Administrative Pension	0.00	141.96
1/23/2021	1/29/2021	001 5124 000	Administrative Pension	0.00	283.93
12/31/2020	1/15/2021	001 5124 000	Administrative Pension	0.00	113.57
1/09/2021	1/15/2021	001 5124 000	Administrative Pension	0.00	170.36
12/26/2020	12/31/2020	001 5124 000	Administrative Pension	0.00	283.93
11/30/2020	12/18/2020	001 5124 000	Administrative Pension	0.00	28.39
11/28/2020	12/04/2020	001 5124 000	Administrative Pension	0.00	227.14
12/12/2020	12/18/2020	001 5124 000	Administrative Pension	0.00	255.54
11/14/2020	11/20/2020	001 5124 000	Administrative Pension	0.00	283.93
10/31/2020	11/06/2020	001 5124 000	Administrative Pension	0.00	283.93
10/17/2020	10/23/2020	001 5124 000	Administrative Pension	0.00	283.93
9/30/2020	10/09/2020	001 5124 000	Administrative Pension	0.00	227.14
10/03/2020	10/09/2020	001 5124 000	Administrative Pension	0.00	56.79
9/19/2020	9/25/2020	001 5124 000	Administrative Pension	0.00	283.93
8/31/2020	9/11/2020	001 5124 000	Administrative Pension	0.00	170.36
9/05/2020	9/11/2020	001 5124 000	Administrative Pension	0.00	113.57

8/22/2020	8/28/2020	001 5124 000	Administrative Pension	0.00	283.93
7/31/2020	8/14/2020	001 5124 000	Administrative Pension	0.00	141.97
8/08/2020	8/14/2020	001 5124 000	Administrative Pension	0.00	141.96
7/25/2020	7/31/2020	001 5124 000	Administrative Pension	0.00	283.93
6/30/2020	7/17/2020	001 5124 000	Administrative Pension	0.00	55.40
7/11/2020	7/17/2020	001 5124 000	Administrative Pension	0.00	221.60
11/28/2020	12/04/2020	250 5410 300	Administrative Salaries	14.00	567.85
11/28/2020	12/04/2020	250 5420 300	Administrative FICA	0.00	8.03
11/28/2020	12/04/2020	250 5422 300	Administrative Workers Compensation	0.00	12.27
11/28/2020	12/04/2020	250 5424 300	Administrative Pension	0.00	56.79
Total:				1,827.00	86,884.69
Conoran, Alinae M				3770	
Administrative Salaries					74,018.61
Administrative FICA					5,352.40
Administrative SUI					299.98
Administrative Workers Compensation					1,598.82
Administrative Pension					5,614.88
					<u>86,884.69</u>
Health & Wellness					9,806.77
Total					<u>96,691.46</u>
Salary					74,018.61
Benefits					22,672.85
					<u>96,691.46</u>

Janice Rockwood

From: Dawn Cwynar <dcwynar@tvcca.org>
Sent: Friday, October 15, 2021 10:10 AM
To: Janice Rockwood
Cc: Barbara Crouch
Subject: ARPA Submittal - TVCCA
Attachments: Killingly ARPA_TVCCA 10.15.21.pdf

Importance: High

Hello,

Attached please find TVCCA's submission for ARPA funding. Should you have any questions or concerns, please do not hesitate to contact our office.

Sincerely,
Dawn Cwynar

Dawn Cwynar
Executive Assistant
Thames Valley Council for Community Action, Inc. (TVCCA)
1 Sylvandale Road, Jewett City, CT 06351
860-425-6503
dcwynar@tvcca.org



Thames Valley Council for Community Action, Inc.

Partnering for Prosperous Communities Since 1965

September 17, 2021

Ms. Mary Calorio Town Manager
Town of Killingly
Killingly Town Hall, 172 Main Street
Killingly, CT 06239

Re: ARPA Funds – Senior Nutrition Commissary

Dear Ms. Calorio,

The TVCCA Senior Nutrition, Meals on Wheels program provided vital meals to our seniors during the pandemic. Not only the homebound, but other seniors who were frightened, were served by our program.

Demand for our deliveries increased by 38% and **we served everyone who requested meals. We continue to meet this need today.**

This increased demand put a strain on our existing infrastructure and we had to update our Senior Nutrition Commissary which was built in 1998. TVCCA initiated more than \$450,000 in improvements to our commissary that will allow us to better serve the needs of our community. These improvements include upgrading the interior design to create a more efficient use of space and replacing old freezer units to increase the capacity of storage of home-delivered meals. These necessary renovations resulted in TVCCA borrowing funds to ensure the improvements were completed in a timely manner and would meet the needs of the community for years to come.

I recognize the fiscal constraints of your community these past years and thank you for your past support of our Senior Nutrition Program. **With the distribution of ARPA funds to your town, I am requesting a one-time donation of \$20,000 to offset these costs to upgrade the Commissary and improve service to our most vulnerable residents.** To better understand the upgrades and how they impact the quality of meals delivered to your community, I welcome you to tour the Commissary and let us explain how this project has had a positive impact on your community's elderly residents.

I thank you again for your support and look forward to discussing this unique opportunity with you.

If you have any questions or need any additional information, please do not hesitate to contact me at dmonahan@tvcca.org or call my office at 860-425-6503.

Sincerely,

Deborah Monahan, CEO

*Programs located throughout
New London, Windham and
parts of Tolland Counties*

Administrative Office

1 Sylvandale Road
Jewett City, CT 06351
P: 860.889.1365 F: 860.376.8782

Norwich Office

401 West Thames Street, Unit 201
Norwich, CT 06360
P: 860.889.1365 F: 860.885.2738

New London Office

83 Huntington Street
New London, CT 06320
P: 860.444.0006 F: 860.444.0059

www.tvcca.org

October 19, 2021

Mary Calorio, First Selectman
Town of Killingly
172 Main St.
Killingly, CT 06239

Dear Ms. Calorio:

Please consider The Arc Eastern Connecticut as a recipient of a portion of your municipality's allocated ARPA funds, which allow for the addressing of essential services to people with intellectual and developmental disabilities in both the "public health expenditure" category and the category addressing the negative economic impacts on our agency caused by the public health emergency.

Attached is the funding application prepared by your municipality, outlining the program we'd like to implement, as well as the contribution we are hoping Killingly can make towards this extremely vital initiative.

Many of our non-profit colleagues agree that this type of unprecedented and much-needed funding should be used to not only augment services but to **build the platform that supports the services**. In this way, ARPA funding lasts far longer than one or two programmatic years and gives agencies like ours a sustainable base from which we can deliver the best possible services to some of our region's most vulnerable citizens for years to come.

Please do not hesitate to contact me at (860) 889-4435 x 103 or pnewbury@thearect.org if you have any questions or need additional information.

Thanks so much for your time and your support of people with IDD in eastern Connecticut.

Sincerely,



Penny Newbury
Director of Grants and Communications

Town of Killingly American Rescue Plan Funding Request

Project Name: Post-Pandemic Facility Assessment and Optimization Study for staff/participant health, safety, and flexibility

Organization Name: The Arc Eastern Connecticut

Address: 125 Sachem ST., Norwich, CT 06360

Type of Organization: Non-profit 501(c)3

Organization EIN or Tax ID number: 06-6010477 **DUNS No:** 02-181-5295

Provide a brief outline of the organization and services performed for the Town of Killingly:

The Arc Eastern Connecticut supports over 790 people with intellectual and developmental disabilities (IDD). We offer day services, employment/job training programs, in-home/family supports, school-to-work transition services, Senior supports, and socialization/life skills, self-advocacy, health/fitness, and civic participation programs. We also operate 22 supported residences throughout eastern Connecticut, including in the towns of Dayville, Danielson and Killingly.

Our offices, with both administrative and day programs, are at 125 Sachem St., Norwich, CT, with additional offices at 52 Sacred Heart Drive, Groton, 22 Rt. 171, Woodstock, 193 Mechanic St., Danielson, and 687 Cook Hill Rd., Danielson, CT.

Section A. Project Information

Provide a detailed description of the proposed project. Include narrative of how the project will benefit disadvantaged persons/families (qualified census tract or direct benefit) and how you will keep required documentation. If a capital project, attach plans.

The project we are proposing is an identification of The Arc's current and future space needs and an assessment of the appropriateness of our current physical assets, in light of the changes and re-configurations brought about by the pandemic. In 2019 The Arc New London County and The Arc Quinebaug Valley, both established in 1952, merged to form The Arc Eastern Connecticut, and now provides services and supports to people with IDD throughout the entire region (Windham and New London Counties and beyond). It is doubly important, then, that our facilities and our transportation system be as accessible as possible to **everyone** with IDD in the areas we cover.

The agency has taken an extremely cautious approach to re-opening its in-person services and has learned that some type of hybrid model (in-person augmented by virtual supports) is extremely useful in certain circumstances—for both participants and staff. With this in mind, and with the knowledge of the enormous task of conducting a thorough and meaningful optimization analysis, we approached several professional planning agencies in the New England area with expertise in urban planning and non-profit reconfiguration and asked for proposals on how to best utilize our current facilities, where to position administrative and program offices to the advantage of all our constituents, and how to restructure our transportation system.

Specifically, we requested that their analysis include mapping out all our facility locations, including residences, identifying where all our participants live (even those not in our residences), charting how many

vehicles are deployed and where they go daily, and understanding where all our employees live, and to which site(s) they report—both pre- and post-pandemic.

The survey will include a compilation of a Client Demand Analysis that will analyze historic client consumption patterns, socioeconomic conditions, and economic climate changes, as well as constraints imposed by the pandemic, to create correlations between participant demand and existing conditions. This assessment will include tracking changes in specific demographic and economic factors. This baseline analysis will be compared against future growth projections to determine likely changes in potential participant demand levels.

This analysis will be a foundational component in determining current and future space location and allocation needs.

It will allow us to:

- consolidate locations if necessary
- Determine the best location for the central office
- Improve service quality, health and safety during the pandemic and beyond
- Maximize efficiencies and allow for staff/participant flexibility
- Provide energy cost savings
- Eliminate duplicate transportation routes
- Serve the largest number of people in the fewest number of buildings

We have received or are in the process of receiving support for our commitment to the augmentation and improvement of services and access to services for people with IDD in our region from the following organizations: Safe Futures, United Community and Family Services, Sound Community Services, Northeast Department of health, The Dominion Foundation, Norwich Social Services, TVCCA, and Noank Community Support Services.

The ARPA funding (revenue and expenditures) will be tracked in its own separate category in our financial records system. Financial data is audited (including field audits) by an independent accounting firm who is evaluated and engaged by the Board of Directors on an annual basis. The Auditors also issue the State of Connecticut Single Audit reports.

Section B. Eligibility

The American Rescue Plan Act statute provides the following four statutory categories which are eligible for funding:

- 1. To respond to the COVID-19 public health emergency or its negative economic impacts;**
- 2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;**
- 3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and**
- 4. To make necessary investments in water, sewer, or broadband infrastructure.**

Additional guidance on the above eligibility categories is available at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>. Review the Interim Final Rule and FAQ documents for more details.

Outline how your proposed project meets the above eligibility requirements.

As mentioned above, the impact to services and supports to people with IDD and their families has been enormous. The pandemic has led to loss of employment for families who have had to quit their jobs to stay home and care for their loved ones who could no longer take advantage of our day or employment training programs. Although The Arc ECT maintained contact with all our participants throughout the pandemic, the physical and emotional well-being of many of the people we support was impacted. Our 93 residents were confined to their homes for over a year, with no outside or in-person family visits. Over 200 staff, including direct support professionals and nursing staff, remained committed to providing 24-hour support to our residents, and our in-home support team continued throughout the pandemic to visit participants living alone or with their families in the community. The agency invested heavily in PPE, the fitting and use of N95 masks, and other COVID-prevention measures in all its families to insure that our gradual re-opening to in-person supports was as safe and welcoming as possible. The creative use of virtual supports and a significant amount of adaptive technology provided by our agency to people in their homes, everyone managed to stay connected. Although the situation was still not ideal, it resulted in many important lessons being learned, including the need to fully address service optimization in post a pandemic world. With the completion of a facility optimization study, The Arc ECT can understand how to most significantly realign itself to continue its legacy of service to people with IDD and their families. We can also address the concern of continuing our record of positive economic contributions by training people with IDD for employment and for optimal independence. The study will provide current and future staff the most flexibility, matching the scheduling and geographic needs of each person to their respective duty station in a service area that runs from Old Lyme to North Grosvenordale. Ensuring that all our facilities—and staff-- adequately respond to the needs of people with IDD as they attempt to reenter their communities post-pandemic is the goal of this vital project and more than adequately meets the eligibility requirements of this ARPA funding.

Section C. Costs

Provide a detailed budget. Complete and attach the budget form.

Attached.

Is this project a one-time investment or an on-going program?

This is a one-time investment.

Many of our non-profit colleagues agree that this type of unprecedented and much-needed funding should be used to not only augment services but to **build the platform that supports the services**. In this way, ARPA funding lasts far longer than one or two programmatic years and gives agencies like ours a sustainable base from which we can deliver the best possible services to some of our region's most vulnerable citizens for years to come.

If this project is for an on-going program, please describe the future funding source possibilities when the American Rescue Plan Funding has expired. Please see above.

Is this a regional project?

Yes, insofar as The Arc Eastern Connecticut provides supports to people with IDD and their families in all the towns of New London and Windham Counties, and sometimes beyond, at the request of the CT Department of Developmental Services, our main funding partner.

We are therefore requesting a portion of the total funding for this project from 26 towns from which our residents are currently from or have resided, based on the number of participants we serve from each respective town, as well as the number of staff living in those towns. Also factored in is the economic contribution to each town made by The Arc in terms of goods and service purchased.

Section D. Timeline

Provide a start and end date for the project/program. Include major milestones with proposed dates.

The projected start date of the project would be 3/21/2022 with an estimate end date of 7/21/2022.

Phase One: Spatial Needs Assessment 3/1/2022 - 4/31/2022

Task 1.1 Project Initiation Meeting

Task 1.2 Client Demand Analysis

Task 1.3 Geospatial Analysis

Task 1.4 Program Demand Assessment

Task 1.5 Strategic Planning Work Session

Phase Two: Physical Asset Assessment 4/15/2022 - 5/30/2022

Task 2.1 Facilities Evaluation and Documentation

Task 2.2 Site Analysis

Task 2.3 Space Needs Review Work Session

Phase Three: Recommendations 6/1/2022 - 7/31/2022

Task 3.1 Concept Site and Building Options

Task 3.2 Preferred Concept Design

Task 3.3 Order of Magnitude Cost

Task 3.4 Final Report

Task 3.5 Meetings

Section E. Certifications

1. I certify that The Arc Eastern Connecticut is eligible under the American Rescue Plan (ARPA).

TH Initial

2. I certify that I will comply with all applicable State and federal procurement requirements for this program.

TH Initial

3. I certify that I will report semi-annually to the Town of Killingly the progress of the project/program including beneficiaries and monies expended.

TH Initial

4. I understand and certify that the Town of Killingly will recapture funds for the project/program if they are not expended pursuant to all American Rescue Plan (ARPA) regulations/requirements.

TH Initial

The undersigned is hereby authorized to submit this application on behalf of the above organization, is qualified to complete the project/program described, and will comply with all regulations/requirements of the American Rescue Plan (ARPA) funding.

Terrence Hickey
Name Date

October 19, 2021

Chief Financial Officer

Title

Program Budget Form

Category	ARPA Budget Request from the Town of Killingly	ARPA Budget Requests from Other Municipalities	Total
Personnel			
Fringe			
Travel			
Equipment			
Supplies			
Contractual	7,500.00	60,840.00	68,340.00
Other			
Total Direct Charges			
Indirect Charges			
Total Project Costs	7,500.00	60,840.00	68,340.00

Please provide details including personnel/position, annual salary, level of effort, cost, supplies and equipment needed, required travel, contractual services needed, other (please specify) with justifications.

The Planning firm 's proposal indicates that the cost of services will utilize 472 staff-hours. Normal reimbursable expenses such as travel mileage, plan and document reproduction, postage, permits by regulatory agencies and consultants will be billed separately at a 1.1 multiplier and are not included in the fee described above. The Arc ECT will be responsible for these costs.

Description	Hours	Cost
Phase One: Spatial Needs Assessment		
Task 1.1 Project Initiation Meeting	34	\$5,170
Task 1.2 Client Demand Analysis	28	\$4,140
Task 1.3 Geospatial Analysis	40	\$6,120
Task 1.4 Program Demand Assessment	12	\$2,700
Task 1.5 Strategic Planning Work Session	12	\$1,940
Phase Two: Physical Asset Assessment		
Task 2.1 Facilities Evaluation and Documentation	58	\$7,450
Task 2.2 Site Analysis 34 \$4,470		
Task 2.3 Space Needs Review Work Session	20	\$2,900
Phase Three: Recommendations		
Task 3.1 Concept Site and Building Options	48	\$6,800
Task 3.2 Preferred Concept Design	44	\$5,900
Task 3.3 Order of Magnitude Cost	34	\$4,450
Task 3.4 Final Report	64	\$9,040
Task 3.5 Meetings	44	\$7,260
TOTALS	472	\$68,340

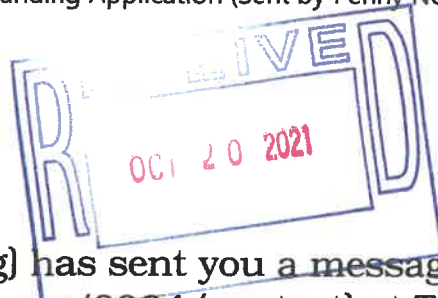
The firm's hourly rates are as follows:

Principal	\$225/hour
Project Manager	\$175/hour
Engineer	\$155/hour
Architect	\$135/hour
Staff/Analyst	\$115/hour
Administration	\$75/hour

Will revenue be earned from the Program? If yes, please detail the cost of services and the estimated revenue earned monthly for the program term. No revenue will be earned from the program.

Janice Rockwood

From: cmsmailer@civicplus.com on behalf of Contact form at Town of Killingly CT
<cmsmailer@civicplus.com>
Sent: Wednesday, October 20, 2021 11:29 AM
To: Janice Rockwood
Subject: [Town of Killingly CT] ARPA Funding Application (Sent by Penny Newbury, pnnewbury@thearcct.org)
Attachments: killin2.pdf



Hello Jrockwoodberry,

Penny Newbury (pnnewbury@thearcct.org) has sent you a message via your contact form (<https://www.killingly.org/user/3284/contact>) at Town of Killingly CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.killingly.org/user/3284/edit>.

Message:

Dear Ms. Rockwood:

Attached for Ms. Calorio is The Arc Eastern Connecticut's request for a portion of Killingly's allocated ARPA funds, which allow for the addressing of essential services to people with intellectual and developmental disabilities in both the "public health expenditure" category and the category addressing the negative economic impacts on our agency caused by the public health emergency.

Attached is the funding application created by your municipality, and outlines the program we'd like to implement as well as the contribution we are hoping Killingly can make towards this extremely vital initiative. (A hard copy is also being mailed to your offices.)

Many of our non-profit colleagues agree that this type of unprecedented and much-needed funding should be used to not only augment services but to build the platform that supports the services. In this way, ARPA funding lasts far longer than one or two programmatic years and gives agencies like ours a sustainable base from which we can deliver the best possible services to some of our region's most vulnerable citizens for years to come.

Please do not hesitate to contact me at (860) 889-4435 x 103 or pnewbury@thearcct.org if you have any questions or need additional information.

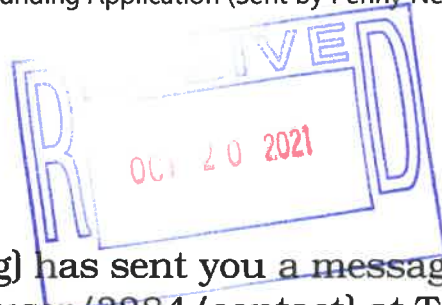
Thanks so much for your time and Killingly's support of people with IDD in eastern Connecticut.

Sincerely,

Penny Newbury
Director of Grants and Communications

Janice Rockwood

From: cmsmailer@civicplus.com on behalf of Contact form at Town of Killingly CT
<cmsmailer@civicplus.com>
Sent: Wednesday, October 20, 2021 11:29 AM
To: Janice Rockwood
Subject: [Town of Killingly CT] ARPA Funding Application (Sent by Penny Newbury, pnnewbury@thearcct.org)
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Message:

Dear Ms. Rockwood:

Attached for Ms. Calorio is The Arc Eastern Connecticut's request for a portion of Killingly's allocated ARPA funds, which allow for the addressing of essential services to people with intellectual and developmental disabilities in both the "public health expenditure" category and the category addressing the negative economic impacts on our agency caused by the public health emergency.

Attached is the funding application created by your municipality, and outlines the program we'd like to implement as well as the contribution we are hoping Killingly can make towards this extremely vital initiative. (A hard copy is also being mailed to your offices.)

Many of our non-profit colleagues agree that this type of unprecedented and much-needed funding should be used to not only augment services but to build the platform that supports the services. In this way, ARPA funding lasts far longer than one or two programmatic years and gives agencies like ours a sustainable base from which we can deliver the best possible services to some of our region's most vulnerable citizens for years to come.

October 19, 2021

Mary Calorio, Town Manager
Town of Killingly
172 Main St.
Killingly, CT 06239

Dear Ms. Calorio:

Please consider The Arc Eastern Connecticut as a recipient of a portion of your municipality's allocated ARPA funds, which allow for the addressing of essential services to people with intellectual and developmental disabilities in both the "public health expenditure" category and the category addressing the negative economic impacts on our agency caused by the public health emergency.

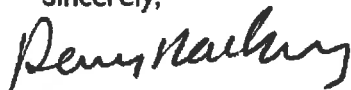
Attached is the funding application prepared by your municipality, outlining the program we'd like to implement, as well as the contribution we are hoping Killingly can make towards this extremely vital initiative.

Many of our non-profit colleagues agree that this type of unprecedented and much-needed funding should be used to not only augment services but to **build the platform that supports the services**. In this way, ARPA funding lasts far longer than one or two programmatic years and gives agencies like ours a sustainable base from which we can deliver the best possible services to some of our region's most vulnerable citizens for years to come.

Please do not hesitate to contact me at (860) 889-4435 x 103 or pnewbury@thearect.org if you have any questions or need additional information.

Thanks so much for your time and your support of people with IDD in eastern Connecticut.

Sincerely,



Penny Newbury
Director of Grants and Communications

Town of Killingly American Rescue Plan Funding Request

Project Name: Post-Pandemic Facility Assessment and Optimization Study for staff/participant health, safety, and flexibility

Organization Name: The Arc Eastern Connecticut

Address: 125 Sachem ST., Norwich, CT 06360

Type of Organization: Non-profit 501(c)3

Organization EIN or Tax ID number: 06-6010477 **DUNS No:** 02-181-5295

Provide a brief outline of the organization and services performed for the Town of Killingly:

The Arc Eastern Connecticut supports over 790 people with intellectual and developmental disabilities (IDD). We offer day services, employment/job training programs, in-home/family supports, school-to-work transition services, Senior supports, and socialization/life skills, self-advocacy, health/fitness, and civic participation programs. We also operate 22 supported residences throughout eastern Connecticut, including in the towns of Dayville, Danielson and Killingly.

Our offices, with both administrative and day programs, are at 125 Sachem St., Norwich, CT, with additional offices at 52 Sacred Heart Drive, Groton, 22 Rt. 171, Woodstock, 193 Mechanic St., Danielson, and 687 Cook Hill Rd., Danielson, CT.

Section A. Project Information

Provide a detailed description of the proposed project. Include narrative of how the project will benefit disadvantaged persons/families (qualified census tract or direct benefit) and how you will keep required documentation. If a capital project, attach plans.

The project we are proposing is an identification of The Arc's current and future space needs and an assessment of the appropriateness of our current physical assets, in light of the changes and re-configurations brought about by the pandemic. In 2019 The Arc New London County and The Arc Quinebaug Valley, both established in 1952, merged to form The Arc Eastern Connecticut, and now provides services and supports to people with IDD throughout the entire region (Windham and New London Counties and beyond). It is doubly important, then, that our facilities and our transportation system be as accessible as possible to **everyone** with IDD in the areas we cover.

The agency has taken an extremely cautious approach to re-opening its in-person services and has learned that some type of hybrid model (in-person augmented by virtual supports) is extremely useful in certain circumstances—for both participants and staff. With this in mind, and with the knowledge of the enormous task of conducting a thorough and meaningful optimization analysis, we approached several professional planning agencies in the New England area with expertise in urban planning and non-profit reconfiguration and asked for proposals on how to best utilize our current facilities, where to position administrative and program offices to the advantage of all our constituents, and how to restructure our transportation system.

Specifically, we requested that their analysis include mapping out all our facility locations, including residences, identifying where all our participants live (even those not in our residences), charting how many

vehicles are deployed and where they go daily, and understanding where all our employees live, and to which site(s) they report—both pre- and post-pandemic.

The survey will include a compilation of a Client Demand Analysis that will analyze historic client consumption patterns, socioeconomic conditions, and economic climate changes, as well as constraints imposed by the pandemic, to create correlations between participant demand and existing conditions. This assessment will include tracking changes in specific demographic and economic factors. This baseline analysis will be compared against future growth projections to determine likely changes in potential participant demand levels.

This analysis will be a foundational component in determining current and future space location and allocation needs.

It will allow us to:

- consolidate locations if necessary
- Determine the best location for the central office
- Improve service quality, health and safety during the pandemic and beyond
- Maximize efficiencies and allow for staff/participant flexibility
- Provide energy cost savings
- Eliminate duplicate transportation routes
- Serve the largest number of people in the fewest number of buildings

We have received or are in the process of receiving support for our commitment to the augmentation and improvement of services and access to services for people with IDD in our region from the following organizations: Safe Futures, United Community and Family Services, Sound Community Services, Northeast Department of health, The Dominion Foundation, Norwich Social Services, TVCCA, and Noank Community Support Services.

The ARPA funding (revenue and expenditures) will be tracked in its own separate category in our financial records system. Financial data is audited (including field audits) by an independent accounting firm who is evaluated and engaged by the Board of Directors on an annual basis. The Auditors also issue the State of Connecticut Single Audit reports.

Section B. Eligibility

The American Rescue Plan Act statute provides the following four statutory categories which are eligible for funding:

- 1. To respond to the COVID-19 public health emergency or its negative economic impacts;**
- 2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;**
- 3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and**
- 4. To make necessary investments in water, sewer, or broadband infrastructure.**

Additional guidance on the above eligibility categories is available at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>. Review the Interim Final Rule and FAQ documents for more details.

Outline how your proposed project meets the above eligibility requirements.

As mentioned above, the impact to services and supports to people with IDD and their families has been enormous. The pandemic has led to loss of employment for families who have had to quit their jobs to stay home and care for their loved ones who could no longer take advantage of our day or employment training programs. Although The Arc ECT maintained contact with all our participants throughout the pandemic, the physical and emotional well-being of many of the people we support was impacted. Our 93 residents were confined to their homes for over a year, with no outside or in-person family visits. Over 200 staff, including direct support professionals and nursing staff, remained committed to providing 24-hour support to our residents, and our in-home support team continued throughout the pandemic to visit participants living alone or with their families in the community. The agency invested heavily in PPE, the fitting and use of N95 masks, and other COVID-prevention measures in all its facilities to insure that our gradual re-opening to in-person supports was as safe and welcoming as possible. The creative use of virtual supports and a significant amount of adaptive technology provided by our agency to people in their homes, everyone managed to stay connected. Although the situation was still not ideal, it resulted in many important lessons being learned, including the need to fully address service optimization in post a pandemic world. With the completion of a facility optimization study, The Arc ECT can understand how to most significantly realign itself to continue its legacy of service to people with IDD and their families. We can also address the concern of continuing our record of positive economic contributions by training people with IDD for employment and for optimal independence. The study will provide current and future staff the most flexibility, matching the scheduling and geographic needs of each person to their respective duty station in a service area that runs from Old Lyme to North Grosvenordale. Ensuring that all our facilities—and staff—adequately respond to the needs of people with IDD as they attempt to reenter their communities post-pandemic is the goal of this vital project and more than adequately meets the eligibility requirements of this ARPA funding.

Section C. Costs

Provide a detailed budget. Complete and attach the budget form.

Attached.

Is this project a one-time investment or an on-going program?

This is a one-time investment.

Many of our non-profit colleagues agree that this type of unprecedented and much-needed funding should be used to not only augment services but to **build the platform that supports the services**. In this way, ARPA funding lasts far longer than one or two programmatic years and gives agencies like ours a sustainable base from which we can deliver the best possible services to some of our region's most vulnerable citizens for years to come.

If this project is for an on-going program, please describe the future funding source possibilities when the American Rescue Plan Funding has expired. Please see above.

Is this a regional project?

Yes, insofar as The Arc Eastern Connecticut provides supports to people with IDD and their families in all the towns of New London and Windham Counties, and sometimes beyond, at the request of the CT Department of Developmental Services, our main funding partner.

We are therefore requesting a portion of the total funding for this project from 26 towns from which our residents are currently from or have resided, based on the number of participants we serve from each respective town, as well as the number of staff living in those towns. Also factored in is the economic contribution to each town made by The Arc in terms of goods and service purchased.

Section D. Timeline

Provide a start and end date for the project/program. Include major milestones with proposed dates.

The projected start date of the project would be 3/21/2022 with an estimate end date of 7/21/2022.

Phase One: Spatial Needs Assessment 3/1/2022 - 4/31/2022

Task 1.1 Project Initiation Meeting

Task 1.2 Client Demand Analysis

Task 1.3 Geospatial Analysis

Task 1.4 Program Demand Assessment

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Task 3.5 Meetings

Section E. Certifications

1. I certify that The Arc Eastern Connecticut is eligible under the American Rescue Plan (ARPA).

 Initial

2. I certify that I will comply with all applicable State and federal procurement requirements for this program.

 Initial

3. I certify that I will report semi-annually to the Town of Killingly the progress of the project/program including beneficiaries and monies expended.

 Initial

4. I understand and certify that the Town of Killingly will recapture funds for the project/program if they are not expended pursuant to all American Rescue Plan (ARPA) regulations/requirements.

 Initial

The undersigned is hereby authorized to submit this application on behalf of the above organization, is qualified to complete the project/program described, and will comply with all regulations/requirements of the American Rescue Plan (ARPA) funding.



Name Date Terrence Hickey

October 19, 2021

Chief Financial Officer

Title

Program Budget Form

Category	ARPA Budget Request from the Town of Killingly	ARPA Budget Requests from Other Municipalities	Total
Personnel			
Fringe			
Travel			
Equipment			
Supplies			
Contractual	7,500.00	60,840.00	68,340.00
Other			
Total Direct Charges			
Indirect Charges			
Total Project Costs	7,500.00	60,840.00	68,340.00

Please provide details including personnel/position, annual salary, level of effort, cost, supplies and equipment needed, required travel, contractual services needed, other (please specify) with justifications.

The Planning firm 's proposal indicates that the cost of services will utilize 472 staff-hours. Normal reimbursable expenses such as travel mileage, plan and document reproduction, postage, permits by regulatory agencies and consultants will be billed separately at a 1.1 multiplier and are not included in the fee described above. The Arc ECT will be responsible for these costs.

Description	Hours	Cost
Phase One: Spatial Needs Assessment		
Task 1.1 Project Initiation Meeting	34	\$5,170
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Task 1.3 Geospatial Analysis	40	\$6,120
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Task 1.5 Strategic Planning Work Session	12	\$1,940
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Task 2.1 Facilities Evaluation and Documentation	58	\$7,450
Task 2.2 Site Analysis 34		\$4,470
Task 2.3 Space Needs Review Work Session	20	\$2,900
Phase Three: Recommendations		
Task 3.1 Concept Site and Building Options	48	\$6,800
Task 3.2 Preferred Concept Design	44	\$5,900
Task 3.3 Order of Magnitude Cost	34	\$4,450
Task 3.4 Final Report	64	\$9,040
Task 3.5 Meetings	44	\$7,260
TOTALS	472	\$68,340

The firm's hourly rates are as follows:

Principal	\$225/hour
Project Manager	\$175/hour
Engineer	\$155/hour
Architect	\$135/hour
Staff/Analyst	\$115/hour
Administration	\$75/hour

Will revenue be earned from the Program? If yes, please detail the cost of services and the estimated revenue earned monthly for the program term. No revenue will be earned from the program.

Town of Killingly

American Rescue Plan Funding Request

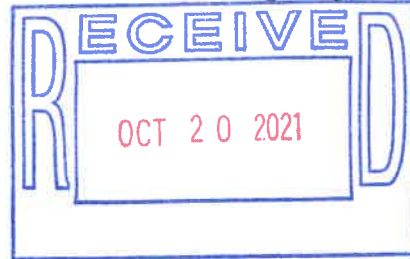
Project Name: **Window Replacement at Program Offices of the ACCESS Agency, Inc.**

Organization Name: **The ACCESS Agency, Inc.**

Address: **231 Broad St., Danielson, CT**

Type of Organization: **X** **Non-profit 501(c)3**

Organization EIN or Tax ID number: **06-0801861** DUNS No: **039275409**



Provide a brief outline of the organization and services performed for the Town of Killingly:

- **Access has had a continuous presence in Danielson since 1974, working to meet our Mission to *build equitable access to opportunities that empower under-resourced individuals, families and communities to achieve and sustain economic stability.* This includes providing home heating assistance, Emergency Shelter, Affordable Housing and Crisis Intervention that includes supplemental food distribution from our Food Pantry and case management services to assist with building the capacity of individuals and families to be more self-reliant.**

Over this past year alone, Access provided help to 1,200 households in the town of Killingly. 350 of those household members were provided with Crisis Intervention services, and over 800 of the households were provided over \$600,000 in funds to pay for their home heating fuel.

Section A. Project Information

Provide a detailed description of the proposed project. Include narrative of how the project will benefit disadvantaged persons/families (qualified census tract or direct benefit) and how you will keep required documentation. If a capital project, attach plans.

- **To pay for purchase and installation of 25 new, energy efficient windows at the ACCESS Program Offices located at 231 Broad St., Danielson. The windows are in need of replacement as some have broken panes, some do not stay open, and all have had their energy efficiency significantly compromised. This building provides offices for a number of programs offered by Access that assist local residents in finding, securing and remaining in affordable housing.**

Section B. Eligibility

The American Rescue Plan Act statute provides the following four statutory categories which are eligible for funding:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;
3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
4. To make necessary investments in water, sewer, or broadband infrastructure.

Additional guidance on the above eligibility categories is available at:

<https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>.

Review the Interim Final Rule and FAQ documents for more details.

Outline how your proposed project meets the above eligibility requirements:

- **The replacement of windows at our office building at 231 Broad St. will enhance the capacity of Access to continue to provide services to families and individuals negatively impacted by the COVID-19 pandemic. The use of these ARPA funds for window replacement will ensure that Access can maximize the funds it has available to service those in need, all of whom we find have been or are continuing to be impacted by the pandemic. The need is great and as always, resources to meet those needs are limited.**

Section C. Costs: Provide a detailed budget. Complete and attach the budget form.

Is this project a one-time investment or an on-going program?

- **This request is for a one time cost for replacement of windows that will last for 10+ years.**

If this project is for an on-going program, please describe the future funding source possibilities when the American Rescue Plan Funding has expired. **NA**

Is this a regional project? ___ Yes, ☒ No;

- **While Access serves people from throughout the greater Killingly area from this site, the office is located at 231 Broad St. in Danielson from which, as noted above, we serve a large number of Killingly residents.**

If yes, describe the project request allocation including which additional towns funding has been requested and methodology for allocation. **NA**

Section D. Timeline

Provide a start and end date for the project/program. Include major milestones with proposed dates.

- **The windows will be installed over a two week period as soon after the allocation is received as possible.**

Section E. Certifications

1. I certify that *Window Replacement at Program Offices of the ACCESS Agency* is eligible under the American Rescue Plan (ARPA). *PSD* Initial

2. I certify that I will comply with all applicable State and federal procurement requirements for this program. *PSD* Initial

3. I certify that I will report semi-annually to the Town of Killingly the progress of the project/program including beneficiaries and monies expended. *PSD* Initial

4. I understand and certify that the Town of Killingly will recapture funds for the project/program if they are not expended pursuant to all American Rescue Plan (ARPA) regulations/requirements. *PSD* Initial

The undersigned is hereby authorized to submit this application on behalf of the above organization, is qualified to complete the project/program described, and will comply with all regulations/requirements of the American Rescue Plan (ARPA) funding.



Signature

Peter S. DeBiasi

Name

President/CEO

Title

10/20/21

Date

Capital Project Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Soft Costs		\$1,050	\$1,050
Construction	\$21,000		\$21,000
Administration			
Total	\$21,000	\$1,050	\$22,050

Please provide details for soft costs including architectural/engineering, advertising, other (please specify).

- **Soft costs, to be covered “in-kind” by Access, are equal to 5% of the project cost for coordination/oversight.**

Please provide details for administration including personnel/position, annual salary, level of effort, cost, fringe benefits, general office supplies, other (please specify) with justifications.

Program Budget Form: NA

Town of Killingly
American Rescue Plan Funding Request

Project Name: Communications Upgrade

Organization Name: Attawavgan Fire District

Address: 20 Country Club Rd Dayville CT 06241

Type of Organization: ☐ Non-profit 501(c)3 ☐ Corporation

☒ Municipal ☐ Other: _____

Organization EIN or Tax ID number: 06-6211918 DUNS No: 105256544

Provide a brief outline of the organization and services performed for the Town of Killingly:
Emergency First Responder services - Fire Response, EMS, Vehicle
accidents, Hazardous Material response, Natural disaster response

Section A. Project Information

Provide a detailed description of the proposed project. Include narrative of how the project will benefit disadvantaged persons/families (qualified census tract or direct benefit) and how you will keep required documentation. If a capital project, attach plans.

Please see attached letter

Section B. Eligibility

The American Rescue Plan Act statute provides the following four statutory categories which are eligible for funding:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;

3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
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Additional guidance on the above eligibility categories is available at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>. Review the Interim Final Rule and FAQ documents for more details.

Outline how your proposed project meets the above eligibility requirements:

Please see attached letter

Section C. Costs

Provide a detailed budget. Complete and attach the budget form.

Is this project a one-time investment or an on-going program? One time

If this project is for an on-going program, please describe the future funding source possibilities when the American Rescue Plan Funding has expired.

Is this a regional project? ☐ Yes ☒ No

If yes, describe the project request allocation including which additional towns funding has been requested and methodology for allocation.

Section D. Timeline

Provide a start and end date for the project/program. Include major milestones with proposed dates.

Please see attached letter

Section E. Certifications

1. I certify that Communications Upgrade is eligible under the
Project/Program
American Rescue Plan (ARPA). GD Initial
2. I certify that I will comply with all applicable State and federal procurement requirements for this program. GD Initial
3. I certify that I will report semi-annually to the Town of Killingly the progress of the project/program including beneficiaries and monies expended. GD Initial
4. I understand and certify that the Town of Killingly will recapture funds for the project/program if they are not expended pursuant to all American Rescue Plan (ARPA) regulations/requirements. GD Initial

The undersigned is hereby authorized to submit this application on behalf of the above organization, is qualified to complete the project/program described, and will comply with all regulations/requirements of the American Rescue Plan (ARPA) funding.

Gregory Desmarais GD 11/30/2021
Name Date
Assistant Chief - Attawapung Fire District
Title

Capital Project Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Soft Costs			
Construction			
Administration			
Total			

Please provide details for soft costs including architectural/engineering, advertising, other (please specify).

Please provide details for administration including personnel/position, annual salary, level of effort, cost, fringe benefits, general office supplies, other (please specify) with justifications.

Program Budget Form

Category	ARPA Budget Amount	Other Funding Amount	Total
Personnel			
Fringe			
Travel			
Equipment	201,222.37	0	201,222.37
Supplies			
Contractual	201,222.37	0	201,222.37
Other			
Total Direct Charges			
Indirect Charges			
Total Project Costs	201,222.37	0	201,222.37

Please provide details including personnel/position, annual salary, level of effort, cost, supplies and equipment needed, required travel, contractual services needed, other (please specify) with justifications.

Mobile radios, Portable Radios, Mounting Hardware/Antennas, labor charges
 Staff is not licensed or knowledgeable enough to remove and replace needed equipment

Will revenue be earned from the Program? If yes, please detail the cost of services and the estimated revenue earned monthly for the program term.

No



Marcus Communications
33 Mitchell Drive
PO Box 1498
Manchester CT 06045
Phone: 860-646-1839

QUOTE

Date	Quote #
11/30/2021	0000073425

Name / Address

Attawaugan Fire Dept.
20 Country Club Rd
Dayville CT 06241

Prepared By	John B
Job	

ITEM	DESCRIPTION	QTY	COST	TOTAL
TWC6M	Charger. Endura Six bay Charger with External Power Supply, an external mounting bracket (TWC6M-MBV) can be added for additional cost.	2.00	412.87	825.74
TWC6M-HW	Hard Wire kit for Endura EC1M/EC2M/EC6M/EC12M. Supplies DC power to charger from vehicle battery or other connection point.	2.00	24.80	49.60
EC6M-MB	Mounting bracket for Endura EC6M / TWC12M chargers. Bracket may be used for wall or floor mounting. Includes integrated tie-down straps and fasteners.	2.00	74.14	148.28

Above pricing assumes prompt payment of all related invoices upon acceptance and performance / delivery.

Subtotal	\$1,023.62
Sales Tax	\$0.00
Total	\$1,023.62

Quote Accepted _____



Marcus Communications
33 Mitchell Drive
PO Box 1498
Manchester CT 06045
Phone: 860-646-1839

QUOTE

Date	Quote #
11/30/2021	0000073421

Name / Address

Attawaugan Fire Dept
20 Country Club Rd
Dayville CT 06241

Prepared By

John B

Job

ITEM	DESCRIPTION	QTY	COST	TOTAL
	All materials and labor pricing is at or below Connecticut State Contract 19PSX0088 and Massachusetts ITT57. 11 DUAL BAND MOBILES 24 DUAL BAND PORTABLES UHF/800 (WITH CLMRN SOFTWARE)			
	PORTABLES- HARRIS XL200 PARTIAL KEYPAD DUAL BAND CT STATE OPERATION			
XL-PPM1M	Portable Radio; XL-200P, P25 Conventional, Partial Keypad	24.00	2,352.90	56,469.60
XL-PKGF4	Software Key: Dual Band UHF+7/800	24.00	871.45	20,914.80
XL-NC5Z	Antenna, Flex Helical, 136-870 MHZ	24.00	87.14	2,091.36
BPPA3VLIXT	Battery for Harris XL-200P - 7.2V/5000mAh/36.0Wh/Li-Ion (after market, for XL-PA3V-battery)	24.00	120.00	2,880.00
XL-HC3L	Belt Clip, Metal for XL-200P	24.00	21.79	522.96
XL-CH4X	Charger, 1 Bay for XL200P	24.00	130.72	3,137.28
	Software, Feature, Single Key DES Encryption	24.00		
	Software Key, Feature, Single-Key AES Encryption	24.00		
XL-PKGPT	Software Key: P25 Trunking	24.00	1,307.17	31,372.08
XL-PL4F	Software Key, P25 PHASE 2 IDMA	24.00	215.00	5,160.00
XL-LLA	Software Key: Link Layer Authentication	24.00	86.00	2,064.00
XL-PL9F	Software Key: P25C Fallback/MS Failsoft	24.00	215.00	5,160.00
XL-PL5K	Software Key, Profile OTAP Over-The-Air Program, for Harris XL-200P	24.00	225.00	5,400.00
	MOBILES- VIKING VM7000 DUAL BAND CT STATE OPERATION (REMOTE HEAD REQUIRED)			
VM7830BF-P	Mobile Radio, UHF 450-520MHz Primary	11.00	1,920.00	21,120.00
VM7930BF-S	Mobile Radio, 700/800 MHz	11.00	880.00	9,680.00
KCH-20RV	Viking Full Featured Remote Control Panel for VM7000 series radio	11.00	560.00	6,160.00
KCI-71M2	Remote Control Cable (17 feet)	11.00	56.00	616.00
KCT-23M3	Cable, Power Cable Kenwood Mobile DC Cable (35-50W Remote mount; pos 23 ft., neg. 33 ft. leads)	22.00	27.80	611.60
KMB-33M	Kenwood Standard Mounting Bracket for NX-5700/5800/5900	22.00	11.20	246.40
KCT-71M4	Remote Control Cable (1.6 feet)	11.00	36.00	396.00
KRK-17BF	Control Head Remote Kit for KCH	22.00	80.00	1,760.00
	Cable, Ignition Sense Cable for V5800/V5900	22.00	13.70	301.40

Above pricing assumes prompt payment of all related invoices upon acceptance and performance / delivery.

Subtotal

\$200,198.75

Sales Tax

\$0.00

Total

\$200,198.75

Quote Accepted



Marcus Communications
33 Mitchell Drive
PO Box 1498
Manchester CT 06045
Phone: 860-646-1839

QUOTE

Date	Quote #
11/30/2021	0000073421

Name / Address

Attawaugan Fire Dept.
20 Country Club Rd
Dayville CT 06241

Prepared By	John B
Job	

ITEM	DESCRIPTION	QTY	COST	TOTAL
KES-5A	Speaker, External speaker, 40W max input	22.00	50.71	1,115.62
KCT-72M	Kenwood External Accessory Connection Cable for KCH-19M / KCH-20RM	11.00	29.36	322.96
KAP-2	Horn alert/P.A. Relay option	22.00	53.55	1,178.10
8322000002	Licensing Key, P25 Conventional, Viking	11.00	280.00	3,080.00
8322000005	Licensing Key: P25 Phase 1 Trunking (Must also have Coventional), Viking	11.00	100.00	1,100.00
	License Key, DES-OFB Multi-key	11.00		
	License key, ARC4 (ADP Compatible) Viking	11.00		
8326000002	Licensing Key, MDC1200/GE-Star Signaling, Viking	11.00	40.00	440.00
8324000003	Licensing Key, OTAP, Viking	11.00	160.00	1,760.00
A11331BS-Y	Tri Band Antenna w/sprg Black	11.00	50.72	557.92
NMOKHFUD25	25' High Frequency Coax No Connector	11.00	18.03	198.33
DBD3	VHF / UHF Triplexer 140-174 / 406-512 MHz / 745-870 MHz	11.00	183.93	2,023.23
	#67065 Pulse / Larsen - UHF Male PL259-RG58, 142 (solder on)	22.00	7.73	170.06
	#99931 RF Industries - BNC Male Crimp-RG58, RG141	11.00	3.55	39.05
	Install Kit - Radio	11.00	25.00	275.00
	Labor at Customer location- REMOVE OLD RADIOS INCLUDED- LABOR QUOTE IS SIGHT UNSEEN ADDITIONAL LABOR OR PARTS MAY BE NEEDED	1.00	11,000.00	11,000.00
	Programming and Testing & CODE PLUG DEVELOPMENT	1.00	875.00	875.00

Above pricing assumes prompt payment of all related invoices upon acceptance and performance / delivery.

Subtotal	\$200,198.75
Sales Tax	\$0.00
Total	\$200,198.75

Quote Accepted

Town of Killingly American Rescue Plan Funding Request

Section A. Project Information

The purpose of this proposal is to enhance public safety radio coverage in numerous areas of the Village of the Attawaugan Fire District. Due to the geographic terrain and antiquated equipment, there are several dead spots in our jurisdiction. These dead spots prevent officers from sending or receiving radio transmissions. If an officer were to need immediate assistance, their ability to reach out for help is greatly compromised. Rapid population growth, increased calls for fire assistance, and a lack of resources dictate that we seek alternate sources for new radio equipment that will enable seamless interoperable communications throughout our jurisdiction.

Section B. Eligibility

As a special-purpose unit of local government, we qualify under statutory categories number 3 and number 4. We qualify under category number 3 because we are a local government service that saw a reduction of revenue due to the COVID-19 pandemic. We also qualify under category number 4 because we are an emergency service that are looking to upgrade our communications infrastructure that would be compatible with the Connecticut land mobile radio network (CLMRN). Upgrading to these new mobile and portable radios would allow us to address ongoing communication issues due to antiquated equipment.

Section D. Timeline

Provide a start and end date for the project/program. Include major milestones with proposed dates.

January 1, 2022: Purchase all radios from dealer

March 1, 2022-April 1, 2022(proposed): Install new radios in all apparatus, disseminate portables to officers and respective apparatus

April 1, 2022-May 1, 2022: Train staff on proper use

