



**Jack H. Schron, Jr.**

**Cuyahoga County Council District 6**

Committee Chair: Economic Development & Planning

Committee Member: Finance & Budgeting

Committee Member: Council Operations, Intergovernmental Relations & Public Transportation

Committee Member: Education, Environment & Sustainability

Date: July 21, 2022

**AMERICAN RESCUE PLAN ACT FUNDING**  
**REQUEST FOR PROPOSALS**  
**DISTRICT 6**

**I. Introduction and Purpose**

During the Covid-19 pandemic, Cuyahoga County lost millions of dollars in revenue, wages as well as suffered severe interruptions in providing critical services to the most vulnerable residents. Due to this loss, Cuyahoga County has been awarded 86 million dollars in stimulus funds under the American Rescue Plan Act (ARPA), to assist with COVID-19 related interruptions across various public and private sectors of the economy. Cuyahoga County Council has allocated 6 million dollars per district to fund programs and projects that will promote sustainability, growth, and development to improve the lives of each of the 11 districts.

Cuyahoga County Council is seeking proposals for the first round of funding in District 6 under funding allocated through ARPA. Councilmember Jack Schron, Jr., has set forth the following guidelines for District 6 based upon the following criteria:

- Community Development – Environmental, clean energy alternatives and arts & culture
- Economic Development – Job creation, capital improvements
- Public Safety and Victim Services – Law enforcement, public safety, services for vulnerable populations.

**Request for Proposals-Round I**

1. There will be two rounds of funding with each round totaling 3 million dollars each round.
2. This is a competitive process wherein each applicant will submit a proposal(s), and each proposal will be evaluated and scored.
3. A maximum of up to \$250,000.00 may be requested. If submitting multiple proposals, the total of all proposals combined cannot exceed \$250,000.
4. Supplemental information in addition to the proposal should be no more than 3 written pages. This does not include images, PowerPoints, etc.
5. Proposals are limited only to entities that are located within District 6.
6. Proposals must be submitted to the Office of the Mayor in the entity's respective district



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## II. **Eligibility**

The proposal process is open to local units of government, non-profits, community, and economic development corporations.

When submitting your application, please use the attached application using the information below. The application must be drafted to include the categories outlined in Section III.

1. Name, address and contact of requesting entity
2. Council District where the project is located
3. Project/Program description
4. Project/Program impact
5. Total project cost
6. Other funding sources
7. Amount of American Rescue Act funds requested
8. Timeline of project

## III. **Evaluation Process**

At the close of the proposal submission period, each proposal will be evaluated and scored on its merits by an evaluation Committee. The Committee will be comprised of at least five public-sector officials from District 6 chosen at random by County Council Staff. The five public-sector officials will then choose four community members as recommended by the mayors or their designated officials of the districts who are not represented on the Committee.

The Committee will evaluate and score each proposal for review and funding recommendations.

In order to mitigate any appearance of impropriety or conflict of interest, any proposal that comes before any committee member from their respective community must abstain from scoring or voting on such proposal.

Those projects scoring in the top 75% are most likely be approved upon limited discussion by the Committee. Applications that are close in scoring, will be reviewed in more depth by the Committee for further discussion. The Committee reserves the right to not recommend any application for funding.

Proposals will be evaluated based upon a maximum total of 100 points considering the following categories:

1. Project objectives and fit within the community (20) – Does the project fit within the scope and needs of the community?
2. Project management (10) – Will the project be managed according to the description outlined in the application?
3. Cost effectiveness (10) – Is the overall cost of the project reasonable?
4. Sustainability of project (20) – Will the project be sustainable once the funding is utilized?
5. Project Impact (40) – How will the project impact the residents of the community?



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#### **IV. Submission of Proposal and Funding Recommendations**

First round applications will be released in August and due no later than **Friday, September 2, 2022.**

Second round applications will be announced at a later date.

Incomplete and/or late Proposals will be considered on an independent basis and may be subject to elimination.

Funding recommendations will be announced in September.

##### **Processing of Funded Proposals**

Projects funded will not be considered final until the legislation for the contract has been submitted to the full County Council for final approval. All approvals for contracts are subject to the regular Cuyahoga County legislative process set forth in the County Charter and County Code.

#### **V. Contact Information**

Please send your Proposal and any attachments to:

Trevor McAleer, Cuyahoga County Council Financial Policy Analyst

O: 216-698-6472

E: [tmcaleer@cuyahogacounty.us](mailto:tmcaleer@cuyahogacounty.us)

Any questions regarding the process should be directed to:

Cynthia Mason, Policy Advisor

O: 216-698-2042

E: [cmason@cuyahogacounty.us](mailto:cmason@cuyahogacounty.us)



## Cuyahoga County Council

2079 East 9<sup>th</sup> Street, 8<sup>th</sup> Floor • Cleveland Ohio 44115  
(216) 698-2010

### COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

<b>APPLICANT INFORMATION:</b>	
Name of Requesting Entity (City, Business, Non-Profit, etc.):	
Address of Requesting Entity:	
County Council District # of Requesting Entity:	
Address or Location of Project if Different than Requesting Entity:	
County Council District # of Address or Location of Project if Different than Requesting Entity:	
Contact Name of Person Filling out This Request:	
Contact Address if different than Requesting Entity:	
Email:	Phone:
Federal IRS Tax Exempt No.:	Date:

## **PROJECT DESCRIPTION**

**REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project):**

**Project Start Date:**

**Project End Date:**

**IMPACT OF PROJECT:**

**Who will be served:**

**How many people will be served annually:**

**Will low/moderate income people be served; if so how:**

**How does the project fit with the community and with other ongoing projects:**

**If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary:**

**If applicable, what environmental issues or benefits will there be:**

**If applicable, how does this project serve as a catalyst for future initiatives:**

**FINANCIAL INFORMATION:**

**Total Budget of Project:**

**Other Funding Sources of Project (list each source and dollar amount separately):**

**Total amount requested of County Council American Resource Act Dollars:**

**Since these are one-time dollars, how will the Project be sustained moving forward:**

**DISCLAIMER INFORMATION AND SIGNATURE:**

**Disclaimer:**

I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances including all information submitted as part of this application is a public record.

I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of any of these governmental agencies, can audit these dollars and projects.

**Printed Name:**

**Signature:**

**Date:**

**Additional Documents**

**Are there additional documents or files as part of this application? Please list each documents name:**