

Cherry Hill RISE
American Rescue Plan Act
Recovery and Investment for a Stronger Economy

Notice of Funding Availability
REINVESTMENT Grant Program and Guidelines
Assistance Listing Number (ALN): 21.027



BACKGROUND AND GENERAL INFORMATION

On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (ARPA) into law. The \$1.9 trillion Fiscal Recovery Funds package is intended to combat the COVID-19 pandemic, including public health and economic impacts. Of the entire \$1.9 trillion bill, \$350 billion was allocated to State and Local governments through the State Local and Fiscal Recovery Fund (SLFRF) to enable them to address strategic economic and infrastructure investments and address governmental budget shortfalls. Cherry Hill Township has received a total of \$11.3 million over two years to respond to the COVID-19 public health emergency and its economic impacts.

The mission of Cherry Hill Township, through its RISE program, is to provide residents, organizations, and community stakeholders with the resources and infrastructure necessary to recover, rebuild, and reinvest in our shared economic future in the wake of the COVID-19 pandemic. This goal is underpinned by a foundational commitment to both equity and inclusive prosperity. This mission will begin by investing in aging and critical water and stormwater infrastructure that serves all residents of Cherry Hill Township. Investments will also be made in the Township's existing businesses, non-profits, and governmental agencies that continue to support the residents of Cherry Hill by providing access to a diverse collection of social and economic programs, but have been negatively impacted by the pandemic, impeding their ability to keep operations running. This mission statement is accompanied by six (6) guiding principles:

1. **Recovery:** Use funds to guide the community, businesses, nonprofits and local government out of the economic downturn and onto a path of financial recovery.
2. **Response:** Enhance community health response programs and initiatives.
3. **Alignment:** Integrate ARPA Funds with long-term financial strategies and comprehensive economic development planning.
4. **Sustainability:** Avoid one-time items and programs that incur unsustainable operational, maintenance, or other long-term legacy costs.
5. **Leverage:** Evaluate large water/wastewater infrastructure needs for a safer, healthier community.
6. **Transparency:** Accountability, communication, and collaboration.

GRANT FUNDING OPPORTUNITY

The Township is making **subrecipient** grant funding to community organizations, non-profits, and health service providers to develop and/or expand community support programs to help combat the impacts caused by the pandemic. In general, these subrecipient awards will be provided to those eligible organizations that can (1) identify a COVID-19 public health or economic impact on an individual or class (i.e., a group) and (2) design and/or expand a program that responds to that impact. To be considered eligible, responses or programs must be related and reasonably proportional to the harm identified and reasonably designed to benefit those impacted.

SUBRECIPIENT VS. BENEFICIARY

Subrecipients are entities that receive a subaward from the Township to carry out a program or project on its behalf. Subrecipient awards will be provided through a combination of an application process and form of legal agreement/contract. Subrecipients must comply with the applicable requirements in the Treasury's Uniform Guidance, including the treatment of eligible uses of funds, procurement, and reporting requirements, including audit pursuant to the Single Audit Act and 2 CFR 200, Subpart F (see below). This guidance is intended for **Subrecipient** organizations to carry out an eligible use of funding on behalf of the Township.

In contrast, beneficiaries are entities that receive funds for the purpose of directly benefitting from the funds granted to combat the negative public health or economic impacts caused by the pandemic. Beneficiaries are not subject to the same monitoring and reporting requirements of a subrecipient. Individuals, residents, and eligible entities submitting applications for funding or assistance to the Subrecipient would be considered **beneficiaries**.

To be compliant, ARPA SLFRF subrecipient programs must provide resources and aid to "Impacted" and/or "Disproportionately Impacted" communities and populations. According to Treasury's guidance, a moderate-income household at or below 65% of the Area Median Income for the County, or below 300% of the Federal Poverty Guidelines is considered to be "Impacted". A low-income household at or below 40% of the Area Median Income for the County, or below 185% of the Federal Poverty Guidelines or a household located within a Qualified Census Tract, or receives services provided by Tribal governments, is considered to be "Disproportionately Impacted". Programs and applicants that serve Disproportionately Impacted communities will be given more consideration for funding.

SUBRECIPIENT COMPLIANCE REQUIREMENTS

If the applicant is awarded a subrecipient grant, their compliance responsibilities will generally be subject to the requirements of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR Part 200. A copy of those requirements is attached to the end of this guidance. Additionally, awarded Subrecipients will be required to develop an internal control policy for program funding and a process to verify and record how services are being provided to eligible beneficiaries within the community. These internal controls should follow the guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States or the "Internal Control Integrated Framework", issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

The Township may also request detailed expenditure information from your organization to comply with its reporting obligations. You will be required to promptly provide any requested information to the Township even after your award term may have expired. Among other things, the Township may require information about the structure, objectives, and performance of your program and information about how many individuals/residences/households have been served by your organization.

REINVESTMENT GRANT PROGRAMS



Domestic Violence Prevention Service Programs

Amount Allocated to the Program: \$100,000

Intended Applicants: Community Service Providers which may include Non-Profits, Private Entities, or Governmental Agencies licensed to provide service

Types of Awards: Subrecipient Awards

Award Amounts Available: Up to \$50,000 or to an amount of need that may be clearly demonstrated by applicants.

In accordance with the Cherry Hill Township ARPA mission, the Township is seeking applications for Domestic Violence subrecipient award funding. Funding may be applied for and used to establish and support domestic and sexual violence service providers in the Township of Cherry Hill as they address service gaps caused by the COVID-19 Pandemic and support sexual and domestic violence survivors. The funding may be used to establish, support, or expand new or existing programs which may include, but is not limited to, referral recovery services for survivors, evidence-based practices like focused deterrence, behavioral therapy, trauma recovery, job training, education, housing and relocation services for survivors, financial assistance, legal and other counseling services, and other community-based services. Capital expenditures that directly support your operations, including the maintenance of existing equipment and facilities may also be eligible. To be considered eligible, the capital expenditures must be detailed in the application and must directly respond to the impacts of the pandemic and be proportional to the demonstrated impacted.



Substance Abuse/Mental Health Service Programs

Amount Allocated to the Program: \$230,285

Intended Applicants: Community Service Providers which may include Non-Profits, Private Entities, or Governmental Agencies licensed to provide services

Types of Awards: Subrecipient Awards

Award Amounts Available: Up to \$100,000 or to an amount of need that may be clearly demonstrated by applicants.

In accordance with the Cherry Hill Township ARPA mission, the Township is seeking applications for Substance Abuse and/or Mental Health subrecipient award funding. The funding may be used to establish, support, or expand new or existing programs that support behavioral health care, mental health treatment, substance abuse treatment, and other behavioral health services for Township community members. Funding may also be used for, but not limited to, prevention services, outpatient treatment, crisis care, diversion programs, transportation, outreach to individuals not yet engaged in treatment, harm reduction and long-term recovery support, 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 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, and behavioral health facilities and equipment. Capital expenditures that directly support your operations, including the maintenance of existing equipment and facilities may also be eligible. To be considered eligible, the capital expenditures must be detailed in the application and must directly respond to the impacts of the pandemic and be proportional to the demonstrated impacted.



Food Insecurity Service Programs

Amount Allocated to the Program: \$300,000

Intended Applicants: Non-Profits, Private Entities, or Governmental Agencies licensed to provide service

Types of Awards: Subrecipient and/or Beneficiary Awards

Award Amounts Available: Up to \$150,000 or to an amount of need that may be clearly demonstrated by applicants.

In accordance with the Cherry Hill Township ARPA mission, the Township is seeking applications for Food Insecurity program subrecipient award funding. Funding may be used to establish and support food banks serving Cherry Hill Township residents responding to the increased demand caused by the impact of COVID-19, as well as to assist moderate- and low-income families suffering from food insecurity related to the pandemic. The funding may be used for operational, and capital needs to distribute shelf stable and fresh food to meet the increased demand resulting from the impact of the COVID-19 pandemic; and, for distribution of federal commodities, grocery donations, and fresh produce to both food insecure populations and agencies critical to serving food insecure populations. Capital expenditures that directly support your operations, including the maintenance of existing equipment and facilities may also be eligible. To be considered eligible, the capital expenditures must be detailed in the application and must directly respond to the impacts of the pandemic and be proportional to the demonstrated impacted.



Special Needs/ADA Service Programs

Amount Allocated to the Program: \$250,000

Intended Applicants: Community Service Providers which may include Non-Profits, Private Entities, or Governmental Agencies licensed to provide service

Types of Awards: Subrecipient Awards

Award Amounts Available: Up to \$150,000 or to an amount of need that may be clearly demonstrated by applicants.

In accordance with the Cherry Hill Township ARPA mission, the Township is seeking applications for Special Needs and/or ADA service provider subrecipient award funding. In general, applicants will be required to 1) identify a COVID-19 public health or economic impact on the ADA and special needs population (i.e., a group) and 2) design a program that responds to that impact. Responses to the impact will be required to be related and reasonably proportional to the harm identified and reasonably designed to benefit those impacted. Funding may be applied for and used to establish, support, or expand new or existing programs designed to enhance the quality of life of individuals with developmental disabilities that qualify as low- or moderate- income families or individuals. Funding may be used for services that include, but are not limited to, employment and job training services, food assistance, mental and behavioral health support services which may include social and recreational opportunities, childcare and early learning services, housing assistance, and ADA code required upgrades to existing facilities if those upgrades directly support or respond to impacts caused by the pandemic. Capital expenditures that directly support your

operations to provide these services, including the maintenance of existing equipment and facilities may also be eligible. To be considered eligible, the capital expenditures must be detailed in the application and must directly respond to the impacts of the pandemic and be proportional to the demonstrated impacted.



Childcare/After School Programs

Amount Allocated to the Program: \$150,000

Intended Applicants: Licensed Childcare or Youth Services Providers

Types of Awards: Subrecipient Awards

Award Amounts Available: Up to \$75,000 or to an amount of need that may be clearly demonstrated by applicants.

In accordance with the Cherry Hill Township ARPA mission, the Township is seeking applications for Childcare and/or after school program subrecipient award funding. Funding may be applied for and used to assist low- and moderate-income households and populations with childcare and early learning services and expenses. It may also be used for child welfare-involved families and foster youth and childcare facilities. Funding may be used to improve the quality of the childcare or after school program curriculum and availability, mitigation for social distancing, cleaning, barriers, and other health and safety investment/upgrades. If applying for funding for an after-school program, it must be designed to support the impact of learning loss for K-12 students and may include services like tutoring, differentiated instruction, or afterschool childcare. Capital expenditures that directly support your operations, including the maintenance of existing equipment and facilities, may also be eligible. To be considered eligible, the capital expenditures must be detailed in the application and must directly respond to the impacts of the pandemic and be proportional to the demonstrated impacted.

GENERAL ELIGIBILITY REQUIREMENTS FOR SUBRECIPIENTS

The Township's ARPA grant programs are designed to support residents, organizations, programs, and activities that benefit Township residents and community. Below are general eligibility requirements that all Subrecipient organizations must meet:

- Must be physically located in the Township AND provide evidence that the organization and proposed program will directly serve the residents/community of Cherry Hill.
- Must provide proof of current license, certification, or registration confirming it is authorized to provide service in the Township and/or county.
- Must not discriminate based on age, sex, religion, national origin, disability, economic status, or sexual orientation.
- Must disclose any potential conflicts of interest for the Township to evaluate.
- No owners, including all managing members and/or officers of the organization, have been convicted of financial crimes within the past three (3) years
- Must provide proof of insurance to the satisfaction of the Township prior to the receipt of any funding.
- Must be in good standing with the Township and current on local taxes, zoning, code enforcement, property maintenance, and other local requirements, and utility bills.
- Must be in good standing and in compliance with all applicable Federal, State and Local laws.

- Must have a Unique Entity ID (UEI) and maintain an active SAM.Gov registration status throughout the period of performance.
- Must not be debarred or suspended from receiving or managing federal funds.
- Must not have received alternate Federal, State or Local grant funding that fully covers the same costs, programs, and/or impacts identified in its grant application to the Township. Please note, unmet program funding needs, regardless of alternate funding received, are still eligible for funding.

Note: Organizations that received other COVID-19 funding assistance such as, but not limited to, Federal CARES Act funding; Paycheck Protection Program (PPP) loans; Economic Injury Disaster Loans (EIDL); or Community Development Block Grant – Coronavirus (CDBG-CV) funds are eligible to apply for ARPA funding, so long as expenses and uses are not duplicated.

REQUIRED DOCUMENTATION FOR SUBRECIPIENT APPLICATIONS

Below is a list of required documentation to be submitted with your application:

- Completed application.
- Completed budget worksheet for the proposed program.
- Completed duplication of benefit worksheet.
- Completed conflict of interest form.
- Current signed IRS W-9 tax form.
- Balance sheet for two (2) most recent fiscal years with signed financial certification.
- UEI number and SAM.gov registration certificate or proof of registration*.
- Current license to provide services the funding has been requested for.
- The Township reserves the right to request additional information from the applicant as needed.

**Per the ARPA Treasury requirements, all subrecipients must have a Unique Entity ID (UEI) prior to receiving funding. The registration process with SAM.gov is free, but due to a recent influx of registrations, it may take up to 6-8 weeks to finalize. For more information, please visit: [SAM.gov](https://sam.gov) | Home*

INELIGIBLE COSTS

- Funding for activities that bear no relation or are grossly disproportionate to the type or extent of harm experienced due to the COVID-19 public health emergency.
- Contributions to rainy day funds, financial reserves, or similar funds.
- Payment of principal or interest on outstanding debt instruments.
- Inherently religious activities, such as worship, religious instruction, or proselytization and/or those that promote or inhibit religious interest.
- Lobbying, support of candidates for public office, or other political activities.
- Funding for programs or organizations that do not serve the Township residents.
- Using funding that may be awarded for any other purpose beyond those specifically identified in the subrecipient's grant application

GRANT AWARD PERIOD

Applicant and programs may be funded for programming during the period of performance, which for these programs, may be anytime from award through September 30, 2026. If awarded, all applicants must have funds fully obligated by September 30, 2024 and fully expended by September 30, 2026.

APPLICATION PROCESS

The Cherry Hill RISE reinvestment grant program applications will be available through the Township's website at www.chnj.gov/RISE starting **October 16th, 2023**. When applying, applicants are highly encouraged to utilize the digital application provided by ZoomGrants which can be found here:

<https://www.zoomgrants.com/gprop.asp?donorid=2416&limited=4537>

If an applicant does not have computer access, a hard copy application can request by sending an email request to RISE@chnj.gov or picked up from the Township's Community Development Office located at 820 Mercer Street, Cherry Hill, NJ 08002. When complete, hard copy applications must be submitted back to the Township's Community Development Office. All applications **must be submitted by November 30th, 2023 at 5 PM EST**. Late submissions will not be accepted.

The application packet must include the information listed below:

- Completed Application.
- Packet or uploads of all required documentation.

Staff is available to answer questions about the application requirements, eligible activities, or the funding process once the application is posted. Please contact RISE@chnj.gov or (856) 910-9686 and leave a message with questions you may have. A team member will respond within 5 business days.

APPLICATION REVIEW PROCESS

Township staff will review grant applications for completeness and eligibility. Applicants may be asked to revise proposals or provide additional information.

Applications will first be reviewed to confirm:

- The organization and proposed program are eligible uses under Treasury's Final Rule.
- The Fiscal and administrative capacity to administer the funding in compliance with requirements.
- The grant budget provided is reasonable and aligns with eligible expense categories.
- The applicants' readiness to fund and capacity for implementation.
- Other factors as deemed appropriate by the panel members.

Complete and eligible applications will then be scored by a review panel according to the criteria below. Awards may be based on the total number of applicants, or the completeness of applications received and applicant eligibility up to the amount of funding allocated to each program. The mayor and/or Council will then review the final award list and make final award determinations.

APPLICATION SCORING CRITERIA		SCORE
Alignment Score		20
Is the applicants request/program aligned with Township’s ARPA Mission and Vision?		1 to 10
Is the applicant in good standing with the Township? (Ex. Current/in compliance with zoning, construction, property maintenance, and/or licensing requirements, and local taxes)		1 to 5
Is the applicant in good standing with all other Local, State and Federal Laws?		1 to 5
Impact Score		25
Anticipated response to traditionally under-served groups.		1 to 10
Direct impact program/project will create to combat the negative impacts of COVID-19.		1 to 10
Anticipated Impact to community.		1 to 5
Funding Score		20
Amount of alternate funding received to date by applicant (Duplication of Benefit Analysis).		1 to 10
Does the applicant have access to a grant writer?		1 to 5
Has the applicant previously received or managed federal funds?		1 to 5
Forward-thinking Score		15
Quality of KPIs submitted to monitor performance.		1 to 10
Long-term or lasting impact anticipated after ARPA funds are expended.		1 to 5
Compliance/Risk Score		20
ARPA Eligibility Compliance.		1 to 10
Project or Program viability after ARPA funding is expended.		1 to 5
Credibility/Intangibles of the applicant.		1 to 5
TOTAL POINTS POSSIBLE		100

APPLICATION TIMELINES

The Township anticipates the following schedule for reviewing submitted applications and determining funding awards:

Subrecipient Reinvestment Grant Funding

October 16 th , 2023	Release of application
October 18 th , 2023	Information Session
Per email request (RISE@chnj.gov)	One-on-one application assistance
November 30 th , 2023	Deadline for application submissions
December 2023 – February 2024	Application review period
TBD	Township staff begin drafting grant agreements

PUBLIC RECORD

Unless otherwise exempt under applicable law, applications and application materials are publicrecords. All information received from an applicant, whether received in connection with a grantapplication or in connection with any grant-funded activities performed, are subject to disclosure pursuant to the State of New Jersey Public Records Law unless otherwise exempt.

AFFIDAVIT, WAIVER, AND RELEASE FORM

All nonprofit, governmental and business organizations offered a grant who choose to accept the grant will be required to sign a non-negotiable affidavit, waiver, and release form prior to payment being

made. The affidavit will require the applicant to declare that all information contained in the application is true and correct and can be used as admissible evidence in any legal proceeding against the company if the Township attempted to recoup any grant funds provided under false pretenses.

AGREEMENT REQUIREMENT & MONITORING

Grant awards will be made in the form of an agreement executed between the applicant and the Township. The grant period, scope, allowable budget, and reporting requirements will be outlined in a grant agreement between the applicant and the Township. All awarded funds must be expended no later than **September 30, 2026**. Failure to comply with this requirement may result in disqualification from future grant cycles. Additional information may be required at the Township's discretion, based on the usage of funds. Subrecipients will be required to attend quarterly subrecipient monitoring check-ins with the Township and complete a subrecipient monitoring check in form as part of the monitoring process.

EXIT REPORT

An Exit Report will be required at the end of each grant agreement. Awardees must submit the Exit Report within three (3) months following the expenditure of all awarded funds or by **September 30, 2026, whichever is sooner**. Failure to submit an Exit Report may result in disqualification from future grant cycles.

PROGRAM CONTACT

Please contact RISE@chnj.gov or (856)-910-9686 with all inquiries regarding the Cherry Hill RISE American Rescue Plan Act Grant Program Application.

Township of Cherry Hill
American Rescue Plan Act (ARPA)
State and Local Fiscal Recovery Funds (SLFRF)

SUBRECIPIENT COMPLIANCE REQUIREMENTS

If awarded a subrecipient grant, your compliance responsibilities will generally be subject to the requirements of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal awards, 2 CFR Part 200 which include:

1. Compliance with ARPA's eligible and restricted uses of funds, including implementation of effective controls to ensure that each expenditure of funds is an eligible use and to maintain adequate documentation to each such expenditure.
2. Implementation of internal controls and effective monitoring to ensure compliance with 2 CFR Part 200, including generally identifying direct and indirect costs and treating each cost consistently in like circumstances.
3. Maintenance of procedures for obtaining information related to beneficiaries of ARPA funds and monitoring of the implementation of such procedures.
4. Maintenance of records and financial documents for five (5) years after all funds have been expended or returned to Treasury and providing or making available such records to any authorized oversight body upon request.
5. Implementation of policies and controls that calculate, document, and record any income your organization receives from SLFRF.
6. Ensure that procurements using SLFRF funds, or payments under procurement contracts using such funds, are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR § 200.317 through 2 CFR § 200.327, as applicable.
7. If your organization expends more than \$750,000 in Federal awards during its fiscal year, submitting to an audit under the Single Audit Act and its implementing regulation at 2 CFR Part 200, Subpart F.
8. Compliance with legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds, including ensuring that your organization does not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity).

The Township may also request detailed expenditure information from your organization to comply with its reporting obligations. You will be required to promptly provide any requested information to the Township even after your award term may have expired. Among other things, the Township may require information about the structure, objectives, and performance of your program and information about how many individuals/residences/households have been served by your organization.