



OFFICE OF THE COUNTY ADMINISTRATOR

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February 7, 2022

TO: Mahesh Sharma, County Administrator

FROM: David Farmer, CPA, MPA Director of Budget and Administrative Services

RE: Contracting of services with HHSI, Inc., and the Salvation Army to provide Housing Support within Scott County using the American Rescue Plan act and the Coronavirus State and Local Fiscal Recovery Funds

The American Rescue Plan Act, Pub. L No 117-2 (March 11, 2021) authorized the Department of Treasury to make payments to state and local governments from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund. Scott County, Iowa is tentatively to receive \$33,592,150.00 over two installments. Over the past year, Scott County has worked with local partner agencies to utilize the funding which meet the standard of support. On January 6, 2022 the US Treasury finalized the rule that governs qualified eligible projects.

Scott County and HHSI, Inc. have developed a contract that meets Housing Support, Affordable Housing (reporting section 3.10). HHSI, Inc. presented on this program idea in the fall of 2021. HHSI, Inc. will target households that are experiencing homelessness or barriers to employment, develop housing options of affordable rents, proactively engage households in flexible and comprehensive array of supportive service and require participation as a condition of housing, and connect household through community-based resources and activities. HHSI, Inc. will acquire at least 35 units of housing in qualified census tracts. Contracted costs include service coordinators, supervisor, maintenance, utilities, administrative costs and capital acquisition costs for housing units. The goal is to obligate all funds by December 31, 2024. The funding request is \$3,140,880.

Scott County and the Salvation Army have developed a contract that meets Housing Support: Services for Unhoused Persons (reporting section 3.11). The Salvation Army presented on this program idea in the fall of 2021. The Salvation Army will use a rapid-rehousing approach to move households from shelter to stability, the shelter program will include vouchers for up to 120 days of motel vouchers along with "wrap around" case management services, and help find safe and affordable housing using financial assistance for up to one year. Contracted costs include shelter vouchers, deposit and rental assistance, support services, and administration services. The goal is to obligate all funds by December 31, 2024. The funding request is \$3,000,000.

Both services directly impact the community through a response to disproportionately impacted communities of the COVID-19 pandemic. The funding will be incorporated into the

March 2022 budget amendment and the fiscal year 2023 budget. Expenditures will be reimbursed as incurred.

The contracts are in final review by all parties and the following resolution is to provide authorization to enter into the contractual agreement.

I will be at the February 15, 2022 Committee of the Whole to address any additional questions.

CC: Lori Elam, Community Services Director.



American Rescue Plan Act Funding for Supportive Housing at Humility Homes and Services, Inc.

The US Department of Housing and Urban Development defines people experiencing chronic homelessness as documented evidence that an individual has lacked a fixed, regular, and adequate nighttime residence for 12 consecutive months, or 4 or more times totaling 12 months (HUD, 2016). The Iowa Balance of State Continuum of Care estimates 300 individuals in Scott County are currently experiencing chronic homelessness. Nearly all individuals experiencing chronic homelessness in Scott County reside within one of the Qualified Census Tracts in Davenport. People experiencing chronic homelessness have unique needs and frequently have no income, are often high utilizers of non-housing systems like law enforcement/jail and hospital systems. The Corporation for Supportive Housing (CSH) conducted a meta-analysis of 33 research studies in 2018, which analyzed the costs of chronic homelessness to total nearly \$60,000 per person, per year. Local governments frequently end up paying more for people to experience chronic homelessness than if these people had supportive housing.

The American Rescue Plan Act (ARPA) provides an alternative to the status quo – supportive housing.

Supportive housing is an evidence-based intervention for people experiencing chronic homelessness. CSH (2018) notes the benefits of supportive housing:

1. Reductions in hospitalizations, emergency department usage, and health costs for persons with co-occurring disorders, including chronic health, mental illness, and substance use disorders;
2. Reductions in criminal justice interactions among persons with histories of justice involvement;
3. Improved health and mental health for individuals after supportive housing; and
4. A positive impact on housing retention, even among tenants with long histories of homelessness and the most severe psychiatric, substance abuse, and health challenges.

Humility Homes and Services, Inc. (HHSI) has provided supportive housing for 13 years with support from HUD and other local funders. HHSI currently operates 34 supportive housing units in the Quad Cities. HHSI utilizes Moving On strategies, evidence-based supports developed to help people 'move on' from supportive housing and into independent living, without assistance. This enables HHSI to serve more people, as well as provide affordable housing in acquired units after ARPA funds expire.

HHSI follows CSH's model for quality supportive housing, which:

1. Targets households with members who are experiencing homelessness, experiencing multiple barriers to employment, including mental illness and other disabling conditions;
2. Has affordable rents, meaning the tenant pays no more than 30% of their income towards rent;
3. Provides lease or sublease with no limits on the length of stay, as long as lease terms are met;
4. Proactively engages households in a flexible and comprehensive array of supportive services, without requiring participation as a condition of housing;
5. Effectively coordinates with key partners to address issues resulting from mental illness, substance use, and other crises, with a focus on fostering housing stability; and
6. Supports households in connecting with community-based resources and activities, interacting with diverse individuals, and building strong social support networks.



Mitch has shared the power of supportive housing in his life, as a former HHSI supportive housing participant. Mitch suffered from substance use disorders and experienced homelessness after being hospitalized. Mitch spent many years in and out of jail, hospitals, and emergency shelter. Once Mitch engaged with our street outreach team, he came to the emergency shelter with a housing plan. Mitch was placed in supportive housing where he thrived. He created a stable foundation and ‘moved on’ from HHSI into his own housing. After some time, Mitch wanted to give back to the program he credits with saving his life, so he volunteered at HHSI. After several months of volunteerism, Mitch applied for a maintenance job with HHSI to ensure safe housing for other tenants. Today, Mitch has been employed for more than one year in his current role with HHSI.

Annual Budget for Supportive Housing	
2.0 FTE Service Coordinators	\$86,508
0.4 FTE Supportive Services Supervisor	\$24,030
0.5 FTE Maintenance Staff	\$21,026
Utilities	\$105,000
Administrative Costs	\$23,656
Total Annual Cost	\$260,220
One-Time Acquisition Costs	\$2,100,000
Total Scott County ARPA Request	\$3,140,880

Mitch is just one example of the impact supportive housing can have on an individual. To expand this opportunity for more people like Mitch, HHSI respectfully requests \$3,140,880 to acquire 35 affordable housing units and to provide supportive housing between January 2022 and December 2026 to at least 20 individuals and 15 families in Qualified Census Tracts within Davenport, Iowa.

Acquisition of units will prioritize Qualified Census Tracts in Davenport so that individuals and families can be served in their neighborhoods. Otherwise, units purchased outside of Qualified Census Tracts will ensure all participants meet income eligibility guidelines, including serving households with less than 60% area median income, or more than 25% of households below the federal poverty line.

Annual Scalable Budget for Every Additional 20 Units	
1.0 FTE Service Coordinators	\$43,254
0.2 FTE Supportive Services Supervisor	\$12,015
0.25 FTE Maintenance Staff	\$10,513
Utilities	\$60,000
Administrative Costs	\$12,578
Total Additional Annual Cost Per 20 Units	\$138,360
One-Time Acquisition Costs Per 20 Units	\$1,200,000
Total Additional Scott County ARPA Request Per 20 Units	\$1,753,440

HHSI has a scalable model for supportive housing, meaning for every additional 20 units of supportive housing, \$1,753,440 would be necessary.

HHSI is pursuing an additional \$1,000,000

in acquisition funds for 25 affordable units from the Ryan Foundation in Omaha, NE (\$500,000), the Regional Development Authority (\$250,000), and the Scott County Regional Authority (\$250,000). These funds will be requested in the Fall of 2021, and leveraged support through ARPA funding will increase the likelihood HHSI is awarded these funds.

Together, HHSI can secure at least 60 new units of affordable housing, with the capacity to increase that number by 20 if scalable dollars through ARPA are available.

**Subaward Agreement Between the
Scott County, Iowa
and
Humility Homes and Services, Inc.**

THIS AGREEMENT is made and entered into by and between the **Scott County, Iowa** (the “Pass-Through Entity” or “PTE”), and **Humility Homes and Services, Inc.** (“Subrecipient”) (collectively “Parties”) as of the last date of signature and shall continue through December 31, 2026 (the “Performance Period”).

WHEREAS, the Pass-through Entity has received funds from the United States Department of the Treasury (“Treasury”) pursuant to Sections 602 and 603 of the Social Security Act, which implements section 9901 of the American Rescue Plan Act (“ARPA”) (Pub. L. No. 117-2 [Mar. 11, 2021]) to establish the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund (“SLFRF”); and

WHEREAS, Scott County Board of Supervisors (the “Board”) allocated over \$6 million of Coronavirus Local Fiscal Recovery Funds for funding housing impact projects to be administered by the PTE; and

WHEREAS, expenditures to address public health and economic impacts must be eligible under the US Treasury Guidance *Final Rule* Department of Treasury “Coronavirus State and Local Fiscal Recovery Funds.” 31 CFR Part 35 RIN 1505-AC77. ; and

WHEREAS, it is the intention of the Parties to this Agreement that all activities described herein shall be for their mutual benefit; and

WHEREAS, pursuant to the Board’s commitment on housing support, the Board approved an award to Subrecipient of \$3,140,880 for eligible activities; and

WHEREAS, Subrecipient is to receive one-time capital acquisition costs in advance upon receipt of real property agreements of purchase terms and up to four years operating support costs. There is mutual understanding that any outstanding award funds at the end of Performance Period must be returned to PTE, to return to Treasury; and

WHEREAS, the terms and conditions of this Agreement shall survive the Performance Period and shall continue in full force and effect until the Subrecipient has completed and is in compliance with all the requirements of this Agreement; and

WHEREAS, this Agreement is exclusive of and is distinguished from all previous agreements between the Subrecipient, and the PTE and contains the entire understanding between the Parties;

NOW, THEREFORE, in consideration of the mutual promises and dependent authorizations, the Parties agree as follows:

The following documents are incorporated and made part of this Agreement:

- 1) Attachment 1 - Federal Award Terms and Conditions
- 2) Attachment 2 - Pass-Through Entity (PTE) and Subrecipient Contacts
- 3) Attachment 3 - Subrecipient Highest Compensated Executives
- 4) Attachment 4A - Subrecipient Reporting Requirements
- 5) Attachment 4B - Subrecipient Expenditure Reporting Calendar
- 6) Attachment 4C - Project Expenditure Report (sample)
- 7) Attachment 5 - Subrecipient Statement of Work and Project Budget

TERMS AND CONDITIONS APPLICABLE TO SUBAWARDS

- 1.0 Activities. The Subrecipient will be responsible for overseeing the implementation of affordable and supportive housing, as detailed in Attachment 5 of this Agreement, in a manner satisfactory to and consistent with Uniform Grant Guidance and the Final American Rescue Plan Act – Coronavirus State and Local Fiscal Recovery Funds and in accordance with program regulations now in effect and as may be amended from time to time as a condition of providing advance payment of these funds.
- 2.0 Objectives. The Subrecipient will carry out the activities funded under this Agreement that meet a SLFRF program objective to respond to negative economic impacts exacerbated by the COVID-19 public health emergency, which includes significant impacts to families and individuals with housing needs.
- 3.0 Project Budget. The PTE agrees, subject to the Terms and Conditions of this Agreement, to provide advance payment to Subrecipient for the Statement of Work and in accordance with the budget, both presented in Attachment 5, not to exceed \$3,140,880.
- 4.0 Period of Performance. Services of the Subrecipient shall start on February 17, 2022, and end on December 31, 2026. As set forth in Treasury’s implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024. All of the required activities and services, except for audit, will be completed by or before this date. The PTE may grant extensions at its sole discretion and permissive by US Treasury for any obligations from January 1, 2025 through December 31, 2026. Only a valid written Agreement amendment shall alter this completion date. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Subrecipient remains in control of PTE funds or other PTE assets received in connection with this Agreement.
- 5.0 Performance Monitoring. The PTE will monitor the performance of the Subrecipient against goals and required performance standards. Substandard performance as determined by the PTE will constitute non-compliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period after being notified by the PTE, Agreement suspension or termination procedures will be initiated.
- 6.0 Audit Requirement. All governmental and non-profit grant recipients that are required to comply with the Single Audit Act Amendments of 1996, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, and the State Single Audit Guidelines issued by the Department of Administration, shall ensure that funds awarded by the PTE Order are included in the audit report. A governmental or non-profit Subrecipient shall submit audit reports to the PTE within 180 days of the close of the entity’s fiscal year, unless waived by the PTE.
 - 6.1. The Subrecipient shall submit an agreed upon procedures audit upon request from the PTE. This audit will consist of procedures and questions requested by the PTE and will expand beyond the scope of that provided for under the Iowa State Single Audit Guideline requirements.
 - 6.2. Subrecipient certifies that it will provide PTE with notice of any adverse findings which impact this Subaward. Subrecipient certifies compliance with applicable provisions of 2 CFR 200.501-200.521. If Subrecipient is not required to have a Single Audit as defined by 200.501, Awarding Agency requirements, or the Single Audit Act, then Subrecipient

will provide notice of the completion of any required audits and will provide access to such audits upon request.

- 7.0 Recordkeeping, Examination of Records and Facilities. Subrecipient will provide access to records as required by parts 2 CFR 200.337 and 200.338 as applicable. All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the PTE, its designees, or the Federal government, at any time during normal business hours, as often as the PTE or Federal Government deems necessary to audit, examine, and duplicate or make excerpts or transcripts of all relevant data.
- 8.0 On Site Monitoring. The Subrecipient shall be subject to site visits, desktop monitoring, or other methods of monitoring as deemed necessary by personnel of the PTE, or a designee of the PTE, or duly authorized officials of federal government, for the purpose of monitoring the Subrecipient's delivery of services and compliance with terms of the Agreement and Federal standards that pertain to Federally funded grant activities.
 - 8.1. Review may include but are not limited to: agency and program policies, procedures, standards, handbooks and operational documents; accounting books and records for financial management and documentation of program costs, such as time sheets and mileage logs; verification records of the persons to participate or benefit from grant funded activities; documentation of report data and other program progress; and records demonstrating procurement procedures and property management. The reviewers will have access to and the right to examine, audit, duplicate, excerpt, and/or transcribe any of the Subrecipient's records pertaining to all matters covered by this Agreement. The Subrecipient shall be subject to subsequent site visits to review correction of any deficiencies.
- 9.0 Closeout. The Subrecipient's obligation to the PTE shall not end until all closeout requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the PTE), and determining the custodianship of records.
- 10.0 Compliance with Law. The Subrecipient and its agents and representatives shall at all times comply with and observe all federal, state, and local laws, ordinances, and regulations that in any manner affect or apply to the project. The Subrecipient shall be bound by all PTE orders that in any manner affect the Subaward.
- 11.0 Indemnification. The Subrecipient assumes all liability for any and all injuries, damages, or claims in any way associated with the Subaward and/or the Project up to the Subaward amount. The Subrecipient shall indemnify and hold harmless the PTE and all of its officers, agents, and employees from all suits, actions, or claims of any character brought for or on account of any injuries or damages received by any persons or property resulting from or in any way associated with the Subaward and/or the Project.
- 12.0 Suspension. For cause, and 30 day notice to the Subrecipient, the PTE may suspend reimbursements. Any costs directly attributable to activities incurred upon such notice will cease to be Eligible Costs unless otherwise authorized by the PTE.
- 13.0 Termination and Cancellation. The Subrecipient understands and agrees that the PTE may at a later time determine that a Subrecipient is not in compliance with the PTE Order or the terms of this Agreement. In such case, the PTE may terminate the Subaward. Upon termination, the Subrecipient must return all Subaward funds previously disbursed. If the Subrecipient wishes to cancel the Project, the Subrecipient may submit a written request to the PTE requesting that the

- PTE approve the termination of the Subaward. If the PTE grants the request, the Subrecipient must return all Subaward funds previously disbursed.
- 14.0 Waiver. Failure or delay on the part of either party to exercise any power under the PTE Order or this Agreement will not constitute a waiver thereof.
- 15.0 Amendment. This Agreement may be amended at any time by written mutual consent of the Parties. Amendments shall be documented in writing, dated, and signed by the Parties.
- 15.1. The Subrecipient shall notify the PTE of any proposed significant changes to the Statement of Work or Project Budget (Attachment 5) as soon as practicable, and may only make such significant changes if the PTE signs an amendment authorizing and memorializing the significant change. Significant changes include:
- 15.2. Any change in the list of expenses, as described in Attachment 5 - Project Budget.
- 15.3. Any change in the Project or activities, as described in Attachment 5 - Statement of Work.
- 15.4. Extensions of the performance period will be at the PTE's sole discretion.
- 16.0 Conflicting Terms and Conditions. Should any of these special terms and conditions conflict with any other terms and conditions of this Agreement or the Final Rule, the special terms and conditions shall be subordinate to the Agreement's other terms and conditions or those of the Final Rule.
- 17.0 Certification Regarding Lobbying (2 CFR 200.450). By signing this Agreement, the Subrecipient certifies, to the best of their knowledge and belief, that no Federal appropriated funds have been paid or will be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement in accordance with 2 CFR 200.450.
- 17.1. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Subrecipient shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions, to the PTE.
- 17.2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- 18.0 Debarment, Suspension, and Other Responsibility Matters (2 CFR 180 and 31 CFR 19). By signing this Subaward, the Subrecipient certifies, to the best of their knowledge and belief, that neither the Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency, in accordance with 2 CFR 200.213 and 2 CFR 180.

Subaward Agreement

- 18.1. Except with respect to sexual orientation, the Subrecipient shall take affirmative action to ensure equal employment opportunities. The Subrecipient shall post in conspicuous places, available for employees and applicants for employment, notices required by law.
 - 18.2. Contracts estimated to be over fifty thousand dollars (\$50,000) require the submission of a written affirmative action plan by the Subrecipient. An exemption occurs from this requirement if the Subrecipient has a workforce of less than fifty (50). Within fifteen (15) working days after this Agreement is executed, the Subrecipient shall submit the Affirmative Action Plan/exemption statement to the Public Service PTE unless compliance eligibility is current. No extensions of this deadline shall be granted.
- 19.0 Federal Funding Accountability and Transparency Act (“FFATA”). This Subaward requires the Subrecipient to provide supplies or services that are funded in whole or in part by federal funds that are subject to FFATA. The Subrecipient is responsible for ensuring that all applicable requirements of FFATA are met and that the Subrecipient provides information to the State as required.
- 19.1. The Subrecipient will obtain a Data Universal Numbering System (“DUNS”) number upon signing this grant agreement and maintain its DUNS number for the term of this Subaward. More information about obtaining a DUNS Number can be found at: <http://fedgov.dnb.com/webform/>.
 - 19.2. The Subrecipient’s failure to comply with the requirements in the special terms and conditions is a material breach of this Subaward for which the State may terminate this Agreement for cause or withhold the funds. The State will not be obligated to pay any outstanding invoice received from the Subrecipient unless and until the Subrecipient is in full compliance with the above requirements.

Pass-Through Entity

Subrecipient

By: _____
David Farmer
Director of Budget & Administrative
Services

600 W 4th Street
Davenport, Iowa 52801
(563) 326-8651

Date

DUNS: 050812361

By: *Ponley Velez*
[Name of signatory] Ponley Velez
[Title] Executive Director

[Address] 519 Fillmore Street
[Phone] Davenport, IA 52802
(563) 326-1330

2/11/22

Date

DUNS: 828 271 325

ATTACHMENT 1
Federal Award Terms and Conditions

Funds being used for this subaward are federal funds provided to the Scott County, Iowa as part of the Coronavirus State and Local Fiscal Recovery Funds established by the ARPA. The County provides the following information regarding the source of federal funds:

Federal Award Identification Number:	SLFFP4144
Federal Award Date:	June 24, 2021
Assistance Listing Number (ALN):	21.027
Federal Awarding Agency:	Department of the Treasury
Total Amount of the Federal Award:	\$33,592,150
Research & Development:	No
Amount of Federal Funds Obligated by this Subaward:	\$3,140,880
Total Amount of Federal Funds Obligated to Subrecipient:	\$3,140,880

1. Use of Funds.
 - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury’s regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2024. An extension may be obligated for the period of January 1, 2025 through December 31, 2026 at the agreement of both parties. As set forth in Treasury’s implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2026.
3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.
4. Maintenance of and Access to Records
 - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury’s regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
 - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.
5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.

6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.
7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.
8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.
9. Compliance with Applicable Law and Regulations.
 - a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
 - b. Federal regulations applicable to this award include, without limitation, the following:
 - i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
 - ii. Universal Identifier and System for Award Management (“SAM”), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
 - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
 - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury’s implementing regulation at 31 C.F.R. Part 19.
 - v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
 - vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
 - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.
 - viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
 - ix. Generally applicable federal environmental laws and regulations.
 - c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
 - i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury’s implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

- ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
 - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
 - iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
 - v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.
11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.
12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.
13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."
14. Debts Owed the Federal Government.
 - a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.
 - b. Any debts determined to be owed the federal government must be paid promptly by Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.
15. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Treasury employee responsible for contract or grant oversight or management;
 - v. An authorized official of the Department of Justice or other law enforcement agency;
 - vi. A court or grand jury; or
 - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.

ATTACHMENT 2
Pass-Through Entity (PTE) and Subrecipient Contacts

Entity Information	
PTE	Subrecipient
PTE Name: _____	Subrecipient Name: <u>Humility Homes & Services, Inc.</u>
Address: _____	Address: <u>519 Fillmore Street</u>
City, St. ZIP: _____	City, St. ZIP: <u>Davenport, IA 52802</u>
Website: _____	Website: <u>humilityhomes.org</u>
Administrative Contact	
Name: _____	Name: <u>Ashley Velez</u>
Phone: _____	Phone: <u>(800) 235-1111 (563) 326-1330</u>
Email: _____	Email: <u>A.velez@humilityhomes.org</u>
Financial Contact	
Name: _____	Name: <u>Stephanie Kieffer</u>
Phone: _____	Phone: <u>(563) 326 1330</u>
Email: _____	Email: <u>S.Kieffer@humilityhomes.org</u>
Authorized Official	
Name: _____	Name: _____
Phone: _____	Phone: _____
Email: _____	Email: _____

ATTACHMENT 3
Subrecipient Highest Compensated Executives

Subrecipient is exempt from reporting executive compensation: Yes → Go to next attachment
 No → Enter information below

Subrecipient Name: Humility Homes and Services, Inc.

Highest Compensated Executives

As required by the 2 CFR Part 170, Appendix A award term regarding reporting subaward and executive compensation, PTE must also report the names and total compensation of the five most highly compensated executives of their subrecipients' if the subrecipient entity in the preceding fiscal year received 80 percent or more of its annual gross revenues in Federal awards; and \$25,000,000 or more in annual gross revenues from Federal awards; and the public does not have access to this information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. See FFATA § 2(b)(1) Internal Revenue Code of 1986.

Executive 1

Name Compensation
: _____ : _____

Executive 2

Name Compensation
: _____ : _____

Executive 3

Name Compensation
: _____ : _____

Executive 4

Name Compensation
: _____ : _____

Executive 5

Name Compensation
: _____ : _____

ATTACHMENT 4A
Subrecipient Reporting Requirements

Project and Expenditure Report. On a quarterly basis, PTE must provide detailed obligation and expenditure information for any contracts and grants awarded, loans issued, transfers made to other government entities, and direct payments made by the recipient that are greater than or equal to \$50,000.

In general, recipients will be asked to provide the following information for each Contract, Grant, Loan, Transfer, or Direct Payment greater than or equal to \$50,000:

- Subrecipient identifying and demographic information (e.g., DUNS number and location)
- Award number (e.g., Award number, Contract number, Loan number)
- Award date, type, amount, and description
- Award payment method (reimbursable or lump sum payment(s))
- For loans, expiration date (date when loan expected to be paid in full)
- Primary place of performance
- Related project name(s)
- Related project identification number(s) (created by the recipient)
- Period of performance start date
- Period of performance end date
- Quarterly obligation amount
- Quarterly expenditure amount
- Project(s)
- Additional programmatic performance indicators for select Expenditure Categories (see below)

Reporting Schedule. Subrecipient shall report to PTE project expenditures in accordance with Subrecipient Expenditure Reporting Calendar (Attachment 4B). Subrecipient shall email completed reports to PTE's Financial Contact (Attachment 2).

Report Format. A sample of the Subrecipient Expenditure Report is attached to this Agreement as Attachment 4C. PTE will email Excel version of report to Subrecipient's Financial Contact (Attachment 2) upon full execution of Agreement. Updated templates may be issued in the future. In the event that a new template is issued, Subrecipients will be notified of the change, and the new template will be made available to Subrecipients. The Subrecipient shall provide a response to each question that is applicable to the type of report being filed and the Project.

ATTACHMENT 4B
Subrecipient Expenditure Reporting Calendar

Report	Year	Quarter	Period Covered	Subrecipient Report* to PTE Due by	PTE Report to Treasury Due by
1	2021	2 & 3	Award Date – Sep 30	Oct 15, 2021	Oct 31, 2021
2	2021	4	Oct 1 - Dec 31	Jan 17, 2022	Jan 31, 2022
3	2022	1	Jan 1 - Mar 31	Apr 15, 2022	Apr 30, 2022
4	2022	2	Apr 1 - Jun 30	Jul 15, 2022	Jul 31, 2022
5	2022	3	Jul 1 - Sep 30	Oct 17, 2022	Oct 31, 2022
6	2022	4	Oct 1 - Dec 31	Jan 17, 2023	Jan 31, 2023
7	2023	1	Jan 1 - Mar 31	Apr 14, 2023	Apr 30, 2023
8	2023	2	Apr 1 - Jun 30	Jul 17, 2023	Jul 31, 2023
9	2023	3	Jul 1 - Sep 30	Oct 17, 2023	Oct 31, 2023
10	2023	4	Oct 1 - Dec 31	Jan 17, 2024	Jan 31, 2024
11	2024	1	Jan 1 - Mar 31	Apr 16, 2024	Apr 30, 2024
12	2024	2	Apr 1 - Jun 30	Jul 17, 2027	Jul 31, 2024
13	2024	3	Jul 1 - Sep 30	Oct 17, 2024	Oct 31, 2024
14	2024	4	Oct 1 - Dec 31	Jan 17, 2025	Jan 31, 2025
15	2025	1	Jan 1 - Mar 31	Apr 16, 2025	Apr 30, 2025
16	2025	2	Apr 1 - Jun 30	Jul 17, 2025	Jul 31, 2025
17	2025	3	Jul 1 - Sep 30	Oct 17, 2025	Oct 31, 2025
18	2025	4	Oct 1 - Dec 31	Jan 16, 2026	Jan 31, 2026
19	2026	1	Jan 1 - Mar 31	Apr 16, 2026	Apr 30, 2026
20	2026	2	Apr 1 - Jun 30	Jul 17, 2026	Jul 31, 2026
21	2026	3	Jul 1 – Sep 30	Oct 16, 2026	Oct 31, 2026
22	2026	4	Oct 1 – Dec 31	Mar 17, 2027	Mar 31, 2027

*Email completed expenditure reports in accordance with the period of performance as stated in the Agreement, by the Subrecipient Report to PTE due date to david.farmer@scottcountyiowa.gov and lori.elam@scottcountyiowa.gov.

ATTACHMENT 4C
Subrecipient Expenditure Report (sample)

	A	B	C	D	E	F	G	H	I	
1										
2	Expenditure Category	Evidence Based Interventions	Serving Disadvantaged Communities	% complete as of latest reporting period	County Strategic Plan Goal	Contract Award Obligation	Contract Expenditures	Contract Award Obligation	Contract Expenditures	Cont
3	Period Covered					March 3 - December 31	March 3 - December 31	January 1- March 31	January 1- March 31	Apri
4	Reporting Due Date					1/31/2022	1/31/2022	4/30/2022	4/30/2022	
5	Submission Date to County					1/17/2022	1/17/2022	4/16/2022	4/16/2022	
51	3.7 Healthy Childhood Environments: Home Visiting* ^	X	X							
52	3.8 Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System* ^	X	X							
53	3.9 Healthy Childhood Environments: Other* ^	X	X							
54	3.10 Housing Support: Affordable Housing* ^	X	X							
55	HHSI - Supportive Housing				Great Place to Live					
56	3.11 Housing Support: Services for Unhoused Persons* ^	X	X							
57	Salvation Army - Shelter to Stability				Great Place to Live					
58	Carol's Gardens				Great Place to Live					
59	3.12 Housing Support: Other Housing Assistance* ^	X	X							
60	3.13 Social Determinants of Health: Other* ^	X	X							
61	3.14 Social Determinants of Health: Community Health Workers or Benefits Navigators* ^	X	X							
62	3.15 Social Determinants of Health: Lead Remediation ^		X							
63	3.16 Social Determinants of Health: Community Violence Interventions* ^	X	X							
64	4: Premium Pay									
65	4.1 Public Sector Employees									
66	4.2 Private Sector: Grants to Other Employers									
67	5: Infrastructure27									
68	5.1 Clean Water: Centralized Wastewater Treatment									
69	7.1 Administrative Expenses				Financially Responsible Government					
70	5.2 Clean Water: Centralized Wastewater Collection and Conveyance									
71	Scott County Parks - Wastewater Treatment Collection and Conveyance				Great Place to Live					

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

FEBRUAY 17, 2022

APPROVING CORONAVRICUS LOCAL FISCAL RECOVERY FUND (ARPA) AWARD
TERMS AND CONDITIONS TO HHSI, Inc.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. Scott County is in receipt of Coronavirus State and Local Fiscal Recovery Fund as added by the American Rescue Plan Act.

Section 2. The County hereby agrees to the terms and conditions within the grant agreement(s) between Scott County and the HHSI, Inc.

Section 3. The Director of Budget and Administrative Services is hereby authorized to execute said agreement on behalf of the Scott County Board of Supervisors.

Section 4. This resolution shall take effect immediately.

Shelter To Stability Project

(Using a Rapid ReHousing Approach to combat homelessness)



- The Salvation Army (TSA) utilized federal and grant funding to maintain housing for households facing imminent eviction due to COVID -19
 - TSA has served 471 households from March 2020 to June 2021 through our homeless prevention program
- TSA recognizes the primary need has shifted from homeless prevention and therefore recovery efforts and resources are necessary to move more households from shelter to stability
 - There was a 44% increase in households seeking shelter directly related to COVID-19
 - TSA averages 50 households on our shelter waitlist and anticipates a continual rise in numbers from the aftermath of COVID-19

Shelter To Stability Project

- TSA will utilize the Rapid Re-Housing Approach to move households from shelter to stability
- Families who are entering homelessness have a higher rate of contracting COVID -19.
 - This is due to lack of affordable healthcare, transportation, and affordable housing, etc
- TSA Shelter Program consists of a motel voucher for up to 120 days along with "wrap around" case management services
- The Rapid Re-Housing Approach would utilize a screening process to assess each household's risk for homelessness and prioritize households based on numerous factors
 - Staff are trained to work with households to find housing and help create stability.
 - Through our long-standing partnerships with landlords in the community, we are able to leverage our relationships to find safe and affordable housing using our financial assistance for up to one year.

Shelter To Stability Project

Admin Support Services	Description	Costs
Shelter	37 families per month= 148 vouchers per year Motel voucher valid up to 90 days Voucher is \$999/month	\$450,540.00 per year \$1,351,620.00 for total project
Housing	Deposit and Rental Assistance for an average family of 4 for up to one year. Average 2 bedroom (\$750 per unit)-12 Units a year- 36 units for total project	\$356,666.67 per year \$1,070,000 for total project
Support Services	Case management includes meeting with clients weekly, inspections, processing, paperwork, landlord mediation, etc.	FT Case Mgr: \$53,764.00 per year/ \$161,292 for full project, 2 PT Case Mgrs: \$45,696.00 per year/ \$137,088.00 for full project, Divisional Headquarters Support Services: \$33,333.33 per year/ \$100,000 for full project
Admin Services	Programs and Operations Director, Social Services Administrative Coordinator and Development & Volunteer Coordinator providing support with billing, training, creatin additional landlord relationships, budgeting, tracking and reporting data.	\$60,000 per year \$180,000 for total project
Projected Total		\$1,000,000.00 per year/ \$3,000,000.00 for total project

Shelter To Stability Project

Divisional Headquarters- \$100,000						
Support Services						
\$ 748.00	Divisional Commander of the Heartland Division overseeing all activity.					
\$ 23,576.00	Staff accountant in charge of processing ARPA checks requests, inputting payroll journals, drawing down funds, assisting with audits, ect.					
\$ 19,670.00	Chief accountant overseeing finances which include ARPA. Some activity include recording ARPA Income, performing bank recs. Assisting with audits, ect.					
\$ 21,540.00	Business director overseeing finance activity which includes ARPA. Main supervisor to the staff accountant.					
\$2,746	Payroll coordinator of the heartland division. Process payroll which includes ARPA staff.					
\$ 5,884.00	Mail clerk that process ARPA checks to mail out along with any other ARPA related mailings. Mail clerk prints all business cards and brochures as requested by staff.					
\$ 3,860.00	HR functions that supports ARPA staff.					
\$ 20,118.00	Divisional Social Services Director who's duties include overseeing the ARPA grant.					
\$1,858	Compliance Coordinator who oversees all divisional employees related compliance including ARPA staff.					
\$ 100,000.00						

**Subaward Agreement Between the
Scott County, Iowa
and
The Salvation Army (TSA)_**

THIS AGREEMENT is made and entered into by and between the **Scott County, Iowa** (the “Pass-Through Entity” or “PTE”), and **The Salvation Army**. (“Subrecipient”) (collectively “Parties”) as of the last date of signature and shall continue through December 31, 2026 (the “Performance Period”).

WHEREAS, the Pass-through Entity has received funds from the United States Department of the Treasury (“Treasury”) pursuant to Sections 602 and 603 of the Social Security Act, which implements section 9901 of the American Rescue Plan Act (“ARPA”) (Pub. L. No. 117-2 [Mar. 11, 2021]) to establish the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund (“SLFRF”); and

WHEREAS, Scott County Board of Supervisors (the “Board”) allocated over \$6 million of Coronavirus Local Fiscal Recovery Funds for funding housing impact projects to be administered by the PTE; and

WHEREAS, expenditures to address public health and economic impacts must be eligible under the US Treasury Guidance *Final Rule* Department of Treasury “Coronavirus State and Local Fiscal Recovery Funds.” 31 CFR Part 35 RIN 1505-AC77. ; and

WHEREAS, it is the intention of the Parties to this Agreement that all activities described herein shall be for their mutual benefit; and

WHEREAS, pursuant to the Board’s commitment on housing support, the Board approved an award to Subrecipient of \$3,000,000 for eligible activities; and

WHEREAS, Subrecipient is to receive one-time capital acquisition costs in advance upon receipt of real property agreements of purchase terms and up to four years operating support costs. There is mutual understanding that any outstanding award funds at the end of Performance Period must be returned to PTE, to return to Treasury; and

WHEREAS, the terms and conditions of this Agreement shall survive the Performance Period and shall continue in full force and effect until the Subrecipient has completed and is in compliance with all the requirements of this Agreement; and

WHEREAS, this Agreement is exclusive of and is distinguished from all previous agreements between the Subrecipient, and the PTE and contains the entire understanding between the Parties;

NOW, THEREFORE, in consideration of the mutual promises and dependent authorizations, the Parties agree as follows:

The following documents are incorporated and made part of this Agreement:

- 1) Attachment 1 - Federal Award Terms and Conditions
- 2) Attachment 2 - Pass-Through Entity (PTE) and Subrecipient Contacts
- 3) Attachment 3 - Subrecipient Highest Compensated Executives
- 4) Attachment 4A - Subrecipient Reporting Requirements
- 5) Attachment 4B - Subrecipient Expenditure Reporting Calendar
- 6) Attachment 4C - Project Expenditure Report (sample)
- 7) Attachment 5 - Subrecipient Statement of Work and Project Budget

TERMS AND CONDITIONS APPLICABLE TO SUBAWARDS

- 1.0 Activities. The Subrecipient will be responsible for overseeing the implementation of affordable and supportive housing, as detailed in Attachment 5 of this Agreement, in a manner satisfactory to and consistent with Uniform Grant Guidance and the Final American Rescue Plan Act – Coronavirus State and Local Fiscal Recovery Funds and in accordance with program regulations now in effect and as may be amended from time to time as a condition of providing advance payment of these funds.
- 2.0 Objectives. The Subrecipient will carry out the activities funded under this Agreement that meet a SLFRF program objective to respond to negative economic impacts exacerbated by the COVID-19 public health emergency, which includes significant impacts to families and individuals with housing needs.
- 3.0 Project Budget. The PTE agrees, subject to the Terms and Conditions of this Agreement, to provide advance payment to Subrecipient for the Statement of Work and in accordance with the budget, both presented in Attachment 5, not to exceed \$3,140,880.
- 4.0 Period of Performance. Services of the Subrecipient shall start on February 17, 2022, and end on December 31, 2026. As set forth in Treasury’s implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024. All of the required activities and services, except for audit, will be completed by or before this date. The PTE may grant extensions at its sole discretion and permissive by US Treasury for any obligations from January 1, 2025 through December 31, 2026. Only a valid written Agreement amendment shall alter this completion date. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Subrecipient remains in control of PTE funds or other PTE assets received in connection with this Agreement.
- 5.0 Performance Monitoring. The PTE will monitor the performance of the Subrecipient against goals and required performance standards. Substandard performance as determined by the PTE will constitute non-compliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period after being notified by the PTE, Agreement suspension or termination procedures will be initiated.
- 6.0 Audit Requirement. All governmental and non-profit grant recipients that are required to comply with the Single Audit Act Amendments of 1996, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, and the State Single Audit Guidelines issued by the Department of Administration, shall ensure that funds awarded by the PTE Order are included in the audit report. A governmental or non-profit Subrecipient shall submit audit reports to the PTE within 180 days of the close of the entity’s fiscal year, unless waived by the PTE.
 - 6.1. The Subrecipient shall submit an agreed upon procedures audit upon request from the PTE. This audit will consist of procedures and questions requested by the PTE and will expand beyond the scope of that provided for under the Iowa State Single Audit Guideline requirements.
 - 6.2. Subrecipient certifies that it will provide PTE with notice of any adverse findings which impact this Subaward. Subrecipient certifies compliance with applicable provisions of 2 CFR 200.501-200.521. If Subrecipient is not required to have a Single Audit as defined by 200.501, Awarding Agency requirements, or the Single Audit Act, then Subrecipient will provide notice of the completion of any required audits and will provide access to such audits upon request.

- 7.0 Recordkeeping, Examination of Records and Facilities. Subrecipient will provide access to records as required by parts 2 CFR 200.337 and 200.338 as applicable. All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the PTE, its designees, or the Federal government, at any time during normal business hours, as often as the PTE or Federal Government deems necessary to audit, examine, and duplicate or make excerpts or transcripts of all relevant data.
- 8.0 On Site Monitoring. The Subrecipient shall be subject to site visits, desktop monitoring, or other methods of monitoring as deemed necessary by personnel of the PTE, or a designee of the PTE, or duly authorized officials of federal government, for the purpose of monitoring the Subrecipient's delivery of services and compliance with terms of the Agreement and Federal standards that pertain to Federally funded grant activities.
- 8.1. Review may include but are not limited to: agency and program policies, procedures, standards, handbooks and operational documents; accounting books and records for financial management and documentation of program costs, such as time sheets and mileage logs; verification records of the persons to participate or benefit from grant funded activities; documentation of report data and other program progress; and records demonstrating procurement procedures and property management. The reviewers will have access to and the right to examine, audit, duplicate, excerpt, and/or transcribe any of the Subrecipient's records pertaining to all matters covered by this Agreement. The Subrecipient shall be subject to subsequent site visits to review correction of any deficiencies.
- 9.0 Closeout. The Subrecipient's obligation to the PTE shall not end until all closeout requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the PTE), and determining the custodianship of records.
- 10.0 Compliance with Law. The Subrecipient and its agents and representatives shall at all times comply with and observe all federal, state, and local laws, ordinances, and regulations that in any manner affect or apply to the project. The Subrecipient shall be bound by all PTE orders that in any manner affect the Subaward.
- 11.0 Indemnification. The Subrecipient assumes all liability for any and all injuries, damages, or claims in any way associated with the Subaward and/or the Project up to the Subaward amount. The Subrecipient shall indemnify and hold harmless the PTE and all of its officers, agents, and employees from all suits, actions, or claims of any character brought for or on account of any injuries or damages received by any persons or property resulting from or in any way associated with the Subaward and/or the Project.
- 12.0 Suspension. For cause, and 30 day notice to the Subrecipient, the PTE may suspend reimbursements. Any costs directly attributable to activities incurred upon such notice will cease to be Eligible Costs unless otherwise authorized by the PTE.
- 13.0 Termination and Cancellation. The Subrecipient understands and agrees that the PTE may at a later time determine that a Subrecipient is not in compliance with the PTE Order or the terms of this Agreement. In such case, the PTE may terminate the Subaward. Upon termination, the Subrecipient must return all Subaward funds previously disbursed. If the Subrecipient wishes to cancel the Project, the Subrecipient may submit a written request to the PTE requesting that the PTE approve the termination of the Subaward. If the PTE grants the request, the Subrecipient must return all Subaward funds previously disbursed.

- 14.0 Waiver. Failure or delay on the part of either party to exercise any power under the PTE Order or this Agreement will not constitute a waiver thereof.
- 15.0 Amendment. This Agreement may be amended at any time by written mutual consent of the Parties. Amendments shall be documented in writing, dated, and signed by the Parties.
- 15.1. The Subrecipient shall notify the PTE of any proposed significant changes to the Statement of Work or Project Budget (Attachment 5) as soon as practicable, and may only make such significant changes if the PTE signs an amendment authorizing and memorializing the significant change. Significant changes include:
- 15.2. Any change in the list of expenses, as described in Attachment 5 - Project Budget.
- 15.3. Any change in the Project or activities, as described in Attachment 5 - Statement of Work.
- 15.4. Extensions of the performance period will be at the PTE's sole discretion.
- 16.0 Conflicting Terms and Conditions. Should any of these special terms and conditions conflict with any other terms and conditions of this Agreement or the Final Rule, the special terms and conditions shall be subordinate to the Agreement's other terms and conditions or those of the Final Rule.
- 17.0 Certification Regarding Lobbying (2 CFR 200.450). By signing this Agreement, the Subrecipient certifies, to the best of their knowledge and belief, that no Federal appropriated funds have been paid or will be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement in accordance with 2 CFR 200.450.
- 17.1. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Subrecipient shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions, to the PTE.
- 17.2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- 18.0 Debarment, Suspension, and Other Responsibility Matters (2 CFR 180 and 31 CFR 19). By signing this Subaward, the Subrecipient certifies, to the best of their knowledge and belief, that neither the Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency, in accordance with 2 CFR 200.213 and 2 CFR 180.
- 18.1. Except with respect to sexual orientation, the Subrecipient shall take affirmative action to ensure equal employment opportunities. The Subrecipient shall post in conspicuous places, available for employees and applicants for employment, notices required by law.

Subaward Agreement

- 18.2. Contracts estimated to be over fifty thousand dollars (\$50,000) require the submission of a written affirmative action plan by the Subrecipient. An exemption occurs from this requirement if the Subrecipient has a workforce of less than fifty (50). Within fifteen (15) working days after this Agreement is executed, the Subrecipient shall submit the Affirmative Action Plan/exemption statement to the Public Service PTE unless compliance eligibility is current. No extensions of this deadline shall be granted.
- 19.0 Federal Funding Accountability and Transparency Act (“FFATA”). This Subaward requires the Subrecipient to provide supplies or services that are funded in whole or in part by federal funds that are subject to FFATA. The Subrecipient is responsible for ensuring that all applicable requirements of FFATA are met and that the Subrecipient provides information to the State as required.
 - 19.1. The Subrecipient will obtain a Data Universal Numbering System (“DUNS”) number upon signing this grant agreement and maintain its DUNS number for the term of this Subaward. More information about obtaining a DUNS Number can be found at: <http://fedgov.dnb.com/webform/>.
 - 19.2. The Subrecipient’s failure to comply with the requirements in the special terms and conditions is a material breach of this Subaward for which the State may terminate this Agreement for cause or withhold the funds. The State will not be obligated to pay any outstanding invoice received from the Subrecipient unless and until the Subrecipient is in full compliance with the above requirements.

Pass-Through Entity

Subrecipient

By: _____

David Farmer
Director of Budget & Administrative
Services

600 W 4th Street
Davenport, Iowa 52801
(563) 326-8651

Date

DUNS: 050812361

By: _____

[Name of signatory]
[Title]

[Address]
[Phone]

Date

DUNS: _____

ATTACHMENT 1
Federal Award Terms and Conditions

Funds being used for this subaward are federal funds provided to the Scott County, Iowa as part of the Coronavirus State and Local Fiscal Recovery Funds established by the ARPA. The County provides the following information regarding the source of federal funds:

Federal Award Identification Number:	SLFFP4144
Federal Award Date:	June 24, 2021
Assistance Listing Number (ALN):	21.027
Federal Awarding Agency:	Department of the Treasury
Total Amount of the Federal Award:	\$33,592,150
Research & Development:	No
Amount of Federal Funds Obligated by this Subaward:	\$3,000,000
Total Amount of Federal Funds Obligated to Subrecipient:	\$3,000,000

1. Use of Funds.
 - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury’s regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.

2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2024. An extension may be obligated for the period of January 1, 2025 through December 31, 2026 at the agreement of both parties. As set forth in Treasury’s implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2026.

3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.

4. Maintenance of and Access to Records
 - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury’s regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
 - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.

5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.

6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.
7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.
8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.
9. Compliance with Applicable Law and Regulations.
 - a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
 - b. Federal regulations applicable to this award include, without limitation, the following:
 - i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
 - ii. Universal Identifier and System for Award Management (“SAM”), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
 - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
 - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury’s implementing regulation at 31 C.F.R. Part 19.
 - v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
 - vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
 - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.
 - viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
 - ix. Generally applicable federal environmental laws and regulations.
 - c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
 - i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury’s implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

- ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
 - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
 - iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
 - v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.
11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.
12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.
13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."
14. Debts Owed the Federal Government.
 - a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.
 - b. Any debts determined to be owed the federal government must be paid promptly by Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Treasury employee responsible for contract or grant oversight or management;
 - v. An authorized official of the Department of Justice or other law enforcement agency;
 - vi. A court or grand jury; or
 - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.

ATTACHMENT 2
Pass-Through Entity (PTE) and Subrecipient Contacts

Entity Information	
PTE	Subrecipient
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>PTE Name</i>	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>Subrecipient Name</i>
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>Address</i>	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>Address</i>
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>City, St. ZIP</i>	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>City, St. ZIP</i>
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>Website</i>	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>Website</i>
Administrative Contact	
Name: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>	Name: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>
Phone: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>	Phone: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>
Email: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>	Email: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>
Financial Contact	
Name: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>	Name: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>
Phone: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>	Phone: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>
Email: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>	Email: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>
Authorized Official	
Name: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>	Name: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>
Phone: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>	Phone: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>
Email: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>	Email: <hr style="border: 0; border-top: 1px solid black; width: 90%; margin-bottom: 5px;"/>

ATTACHMENT 3
Subrecipient Highest Compensated Executives

Subrecipient is exempt from reporting executive compensation: Yes → Go to next attachment
 No → Enter information below

Subrecipient Name: The Salvation Army (TSA)

Highest Compensated Executives

As required by the 2 CFR Part 170, Appendix A award term regarding reporting subaward and executive compensation, PTE must also report the names and total compensation of the five most highly compensated executives of their subrecipients' if the subrecipient entity in the preceding fiscal year received 80 percent or more of its annual gross revenues in Federal awards; and \$25,000,000 or more in annual gross revenues from Federal awards; and the public does not have access to this information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. See FFATA § 2(b)(1) Internal Revenue Code of 1986.

Executive 1

Name: _____ Compensation: _____

Executive 2

Name: _____ Compensation: _____

Executive 3

Name: _____ Compensation: _____

Executive 4

Name: _____ Compensation: _____

Executive 5

Name: _____ Compensation: _____

ATTACHMENT 4A
Subrecipient Reporting Requirements

Project and Expenditure Report. On a quarterly basis, PTE must provide detailed obligation and expenditure information for any contracts and grants awarded, loans issued, transfers made to other government entities, and direct payments made by the recipient that are greater than or equal to \$50,000.

In general, recipients will be asked to provide the following information for each Contract, Grant, Loan, Transfer, or Direct Payment greater than or equal to \$50,000:

- Subrecipient identifying and demographic information (e.g., DUNS number and location)
- Award number (e.g., Award number, Contract number, Loan number)
- Award date, type, amount, and description
- Award payment method (reimbursable or lump sum payment(s))
- For loans, expiration date (date when loan expected to be paid in full)
- Primary place of performance
- Related project name(s)
- Related project identification number(s) (created by the recipient)
- Period of performance start date
- Period of performance end date
- Quarterly obligation amount
- Quarterly expenditure amount
- Project(s)
- Additional programmatic performance indicators for select Expenditure Categories (see below)

Reporting Schedule. Subrecipient shall report to PTE project expenditures in accordance with Subrecipient Expenditure Reporting Calendar (Attachment 4B). Subrecipient shall email completed reports to PTE's Financial Contact (Attachment 2).

Report Format. A sample of the Subrecipient Expenditure Report is attached to this Agreement as Attachment 4C. PTE will email Excel version of report to Subrecipient's Financial Contact (Attachment 2) upon full execution of Agreement. Updated templates may be issued in the future. In the event that a new template is issued, Subrecipients will be notified of the change, and the new template will be made available to Subrecipients. The Subrecipient shall provide a response to each question that is applicable to the type of report being filed and the Project.

ATTACHMENT 4B
Subrecipient Expenditure Reporting Calendar

Report	Year	Quarter	Period Covered	Subrecipient Report* to PTE Due by	PTE Report to Treasury Due by
1	2021	2 & 3	Award Date – Sep 30	Oct 15, 2021	Oct 31, 2021
2	2021	4	Oct 1 - Dec 31	Jan 17, 2022	Jan 31, 2022
3	2022	1	Jan 1 - Mar 31	Apr 15, 2022	Apr 30, 2022
4	2022	2	Apr 1 - Jun 30	Jul 15, 2022	Jul 31, 2022
5	2022	3	Jul 1 - Sep 30	Oct 17, 2022	Oct 31, 2022
6	2022	4	Oct 1 - Dec 31	Jan 17, 2023	Jan 31, 2023
7	2023	1	Jan 1 - Mar 31	Apr 14, 2023	Apr 30, 2023
8	2023	2	Apr 1 - Jun 30	Jul 17, 2023	Jul 31, 2023
9	2023	3	Jul 1 - Sep 30	Oct 17, 2023	Oct 31, 2023
10	2023	4	Oct 1 - Dec 31	Jan 17, 2024	Jan 31, 2024
11	2024	1	Jan 1 - Mar 31	Apr 16, 2024	Apr 30, 2024
12	2024	2	Apr 1 - Jun 30	Jul 17, 2027	Jul 31, 2024
13	2024	3	Jul 1 - Sep 30	Oct 17, 2024	Oct 31, 2024
14	2024	4	Oct 1 - Dec 31	Jan 17, 2025	Jan 31, 2025
15	2025	1	Jan 1 - Mar 31	Apr 16, 2025	Apr 30, 2025
16	2025	2	Apr 1 - Jun 30	Jul 17, 2025	Jul 31, 2025
17	2025	3	Jul 1 - Sep 30	Oct 17, 2025	Oct 31, 2025
18	2025	4	Oct 1 - Dec 31	Jan 16, 2026	Jan 31, 2026
19	2026	1	Jan 1 - Mar 31	Apr 16, 2026	Apr 30, 2026
20	2026	2	Apr 1 - Jun 30	Jul 17, 2026	Jul 31, 2026
21	2026	3	Jul 1 – Sep 30	Oct 16, 2026	Oct 31, 2026
22	2026	4	Oct 1 – Dec 31	Mar 17, 2027	Mar 31, 2027

*Email completed expenditure reports in accordance with the period of performance as stated in the Agreement, by the Subrecipient Report to PTE due date to david.farmer@scottcountyiowa.gov and lori.elam@scottcountyiowa.gov.

ATTACHMENT 4C
Subrecipient Expenditure Report (sample)

	A	B	C	D	E	F	G	H	I	
1										
2	Expenditure Category	Evidence Based Interventions	Serving Disadvantaged Communities	% complete as of latest reporting period	County Strategic Plan Goal	Contract Award Obligation	Contract Expenditures	Contract Award Obligation	Contract Expenditures	Cont
3	Period Covered					March 3 - December 31	March 3 - December 31	January 1- March 31	January 1- March 31	Apri
4	Reporting Due Date					1/31/2022	1/31/2022	4/30/2022	4/30/2022	
5	Submission Date to County					1/17/2022	1/17/2022	4/16/2022	4/16/2022	
51	3.7 Healthy Childhood Environments: Home Visiting* ^	X	X							
52	3.8 Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System* ^	X	X							
53	3.9 Healthy Childhood Environments: Other* ^	X	X							
54	3.10 Housing Support: Affordable Housing* ^	X	X							
55	HHSI - Supportive Housing				Great Place to Live					
56	3.11 Housing Support: Services for Unhoused Persons* ^	X	X							
57	Salvation Army - Shelter to Stability				Great Place to Live					
58	Carol's Gardens				Great Place to Live					
59	3.12 Housing Support: Other Housing Assistance* ^	X	X							
60	3.13 Social Determinants of Health: Other* ^	X	X							
61	3.14 Social Determinants of Health: Community Health Workers or Benefits Navigators* ^	X	X							
62	3.15 Social Determinants of Health: Lead Remediation ^		X							
63	3.16 Social Determinants of Health: Community Violence Interventions* ^	X	X							
64	4: Premium Pay									
65	4.1 Public Sector Employees									
66	4.2 Private Sector: Grants to Other Employers									
67	5: Infrastructure27									
68	5.1 Clean Water: Centralized Wastewater Treatment									
69	7.1 Administrative Expenses				Financially Responsible Government					
70	5.2 Clean Water: Centralized Wastewater Collection and Conveyance									
71	Scott County Parks - Wastewater Treatment Collection and Conveyance				Great Place to Live					

ATTACHMENT 5
Statement of Work & Project Budget

Statement of Work: Below Attached

Using a Rapid Re-Housing Approach to combat homelessness

- The Salvation Army (TSA) utilized federal and grant funding to maintain housing for households facing imminent eviction due to COVID-19
 - TSA has served 471 households from March 2020 to June 2021 through our homeless prevention program
- TSA recognizes the primary need has shifted from homeless prevention and therefore recovery efforts and resources are necessary to move more households from shelter to stability
 - There was a 44% increase in households seeking shelter directly related to COVID-19
 - TSA averages 50 households on our shelter waitlist and anticipates a continual rise in numbers from the aftermath of COVID-19
- TSA will utilize the Rapid Re-Housing Approach to move households from shelter to stability
- Families who are entering homelessness have a higher rate of contracting COVID-19.
 - This is due to lack of affordable healthcare, transportation, and affordable housing, etc
- TSA Shelter Program consists of a motel voucher for up to 120 days along with "wrap around" case management services
- The Rapid Re-Housing Approach would utilize a screening process to assess each household's risk for homelessness and prioritize households based on numerous factors
 - Staff are trained to work with households to find housing and help create stability.
 - Through our long-standing partnerships with landlords in the community, we are able to leverage our relationships to find safe and affordable housing using our financial assistance for up to one year

Indirect Cost Rate (IDR) Applied: %

Rate Type: _

Project Budget: Below Attached

Subaward Agreement

Admin Support Services	Description	Costs
Shelter	37 families per month= 148 vouchers per year Motel voucher valid up to 90 days Voucher is \$999/month	\$450,540.00 per year \$1,351,620.00 for total project
Housing	Deposit and Rental Assistance for an average family of 4 for up to one year. Average 2 bedroom (\$750 per unit)-12 Units a year- 36 units for total project	\$356,666.67 per year \$1,070,000 for total project
Support Services	Case management includes meeting with clients weekly, inspections, processing, paperwork, landlord mediation, etc.	FT Case Mgr: \$53,764.00 per year/ \$161,292 for full project, 2 PT Case Mgrs: \$45,696.00 per year/ \$137,088.00 for full project, Divisional Headquarters Support Services: \$33,333.33 per year/ \$100,000 for full project
Admin Services	Programs and Operations Director, Social Services Administrative Coordinator and Development & Volunteer Coordinator providing support with billing, training, creatin additional landlord relationships, budgeting, tracking and reporting data.	\$60,000 per year \$180,000 for total project
Projected Total		\$1,000,000.00 per year/ \$3,000,000.00 for total project
Divisional Headquarters- \$100,000		
Support Services		
\$ 748.00	Divisional Commander of the Heartland Division overseeing all activity.	
\$ 23,576.00	Staff accountant in charge of processing ARPA checks requests, inputing payroll journals, drawing down funds, assisting with audits, ect.	
\$ 19,670.00	Chief accountant overseeing finances which include ARPA. Some activity include recording ARPA Income, performing bank recs. Assisting with audits, ect.	
\$ 21,540.00	Business director overseeing finance activity which includes ARPA. Main supervisor to the staff accountant.	
\$2,746	Payroll coordinator of the heartland division. Process payroll which includes ARPA staff.	
\$ 5,884.00	Mail clerk that process ARPA checks to mail out along with any other ARPA related mailings. Mail clerk prints all business cards and brochures as requested by staff	
\$ 3,860.00	HR functions that supports ARPA staff.	
\$ 20,118.00	Divisional Social Services Director who's duties include overseeing the ARPA grant.	
\$1,858	Compliance Coordinator who oversees all divisional employees related compliance including ARPA staff.	
\$ 100,000.00		

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

FEBRUARY 17, 2022

APPROVING CORONAVIRUS LOCAL FISCAL RECOVERY FUND (ARPA) AWARD
TERMS AND CONDITIONS TO THE SALVATION ARMY.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. Scott County is in receipt of Coronavirus State and Local Fiscal Recovery Fund as added by the American Rescue Plan Act.

Section 2. The County hereby agrees to the terms and conditions within the grant agreement(s) between Scott County and the Salvation Army.

Section 3. The Director of Budget and Administrative Services is hereby authorized to execute said agreement on behalf of the Scott County Board of Supervisors.

Section 4. This resolution shall take effect immediately.