

CUMBERLAND COUNTY

Maine

Cumberland County ARPA Advisory Committee

Tuesday, April 12, 2022

11:00am-12:00PM

See Meeting Details below

- 1) Call meeting to order
- 2) Staff Report on County Commission's final vote for round 1 taken on April 11th.
- 3) Staff update on next steps for those awarded funds.
- 4) Staff Report on Next Steps for remaining Applications within Tier 3 & Tier4

(See handout)
- 5) Public Comment
- 6) Other Business
- 7) Adjourn

Meeting Details

Remote Access

ARPA Advisory Committee Meeting

Tuesday, April 12 · 11:00am – 12:00pm

Google Meet joining info

Video call link: <https://meet.google.com/utm-kbjq-kon>

Or dial: (US) +1 917-336-3017 PIN: 562 562 349#

More phone numbers: <https://tel.meet/utm-kbjq-kon?pin=2025720103624>

To join in Person:

142 Federal Street

Conference Room B

Portland, Maine & 04101

The logo for Cumberland County, Maine, features the word "Maine" in a stylized orange script font above the words "Cumberland County" in a black sans-serif font.

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Cumberland County Commissioner

From: *Sandy Warren, Compliance and Audit Manager*
Date: *April 5, 2022*
Subject: *Round 1 Part 2 Review Process*

The purpose of this memo is to outline and seek approval for the review process for the remaining competitive ARPA applications from round 1. The AAC would like to review the remaining final applications received by external agencies, which fell within Tiers 3&4 as well as Priorities 3 &4. The AAC review process is briefly outlined below:

1. Provide applicants an opportunity to submit revisions to address sustainability and one-time expenditures.
2. Instruct staff to conduct an internal application review of those revisions. Staff will send denial letters out to all applicants that cannot demonstrate program sustainability and or one-time expenditures.
3. Applications that are approved via internal review will be sent to the AAC for review and scoring.
4. The AAC will make funding recommendations to the Commissioners.

The ARPA Advisory Committee expressed the desire to give remaining applicants an opportunity to amend current applications. Applicants will be required to provide the County with applicable budgets and expenditures to demonstrate their project's sustainability and justification for requests that were one-time expenditures. The ARPA Advisory Committee has instructed County Staff to provide clear expectations of what the County means by sustainable and one-time expenditure.

The AAC would also like staff to request additional DEI information from all applicants. Specifically, applicants will be asked a series of DEI questions created by the AAC and asked to demonstrate how their policies are conducted in real-time both in the workplace and for their sub-recipients.

The internal review will be conducted by Staff members to ensure this aspect of the review meets the standards set by the County Commissioners. The internal review team will consist of at a minimum the Compliance and Audit Manager, Director of Public Affairs, and County, Manager. Any project that does not meet the internal review and thereby verification of program sustainability and or one-time

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expenditure will be denied at this level of review. All other applications will be sent to the AAC for full review and recommendation.

Please note that for projects that involve water and sewer requests, those will only be asked to provide updated DEI practices. Staff created a flow chart and draft timeline for round 1 part 2 reviews below:

Proposed timeline:

- Notification of next steps for all Round 1 Part 2 applicants: Mid – Late April 2022
- Round 1 Part 2 applicants will be given until June 01, 2022, to submit updates to the County.
- Internal Review June – July 2022
- AAC Review July- September 2022

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Flow Chart of Round 1 Part 2 Review

