

Westmoreland County 2023 Human Services American Rescue Plan Act (ARPA) Program Frequently Asked Questions

1. What is the purpose of the Westmoreland Human Services ARPA Grant Program?

Grants are intended to address the ongoing public health and economic impacts of the COVID-19 pandemic on Westmoreland County residents. Westmoreland County will award funding to nonprofits for innovative programs that address one or more of the following priority areas: Mental Health, Homelessness and Housing, Human Services for Children and Youth, and Workforce Development.

2. Who is administering this program?

The Community Foundation of Westmoreland County (CFC) has issued the Request for Proposals in partnership with and on behalf of the Westmoreland County Commissioners and the Westmoreland County Department of Human Services. Westmoreland County administers the ARPA allocation and will make all funding decisions related to this RFP. Westmoreland County will contract with and monitor all selected applicants.

3. What is the source of the grants?

The source of grants is Westmoreland County's allocation of federal American Rescue Plan Act (ARPA) funds.

4. What is the total amount available under this program?

Westmoreland County Department of Human Services will distribute up to \$3 million.

5. Is there a cap on the amount of funding individual organizations can receive under this program?

Organizations may request between \$150,000 and \$500,000. Please note that this amount reflects a 17-month project period beginning Aug. 1, 2023, and ending Dec. 31, 2024.

6. Will all applicants be awarded grant funds?

No. The County is under no obligation to award or enter into an agreement with any applicant as the result of this RFP. The County reserves the right to reject any and all proposals at any time during the process.

7. What are the eligibility requirements?

To be eligible for consideration, applicants must meet the following minimum criteria:

- Be a registered 501(c)(3) nonprofit organization,

- Have a minimum annual operating budget of \$300,000 and have completed a recent financial audit, and
- Demonstrate the organizational capacity and expertise necessary to manage federal funds.

Please note that prior experience managing federal funds is not required but is preferred.

8. Are faith-based organizations eligible?

Faith-based organizations may apply for funding if they are designated as a 501(c)3 organization.

9. How can the funds be used?

Funds may be used for programmatic and administrative expenses associated with the proposed human services project. Administrative expenses may not exceed 6% of the total budget request.

Funds may NOT be used to service long-term debt or to make retirement contributions.

10. When will the grant application process open?

Applicants may apply beginning on April 3, 2023.

11. When is the deadline to submit?

The application is due by 5 p.m. May 12, 2023. Late or incomplete applications will not be considered.

12. How do I apply?

All applications must be submitted using the CFWC online application portal (<https://www.grantinterface.com/Home/Logon?urlkey=pittsburgh>) through its parent organization, The Pittsburgh Foundation. If you do not have an existing account with the portal, you will first need to create a profile. You can save your work and return as needed. There is no application fee.

For technical assistance regarding the use of the online application, please contact Emily Rousseau at rousseau@pghfdn.org.

13. When will funding decisions be made?

The County, working in conjunction with CFWC, will work as quickly as possible to review applications and make determinations. An estimated date for decisions is July 13, 2023. This date is subject to change.

14. Who should I contact with questions concerning my application, eligibility or required documents?

Questions about the RFP must be submitted by 5 p.m. on April 21 to receive a response. Questions should be emailed to martinom@cfwestmoreland.org with subject line "ARPA RFP Questions." Responses will be posted on the CFWC website at <https://cfwestmoreland.org/humanservicesARPA>.

For technical assistance regarding the use of the online application, please contact Emily Rousseau at rousseau@pghfdn.org.

15. Can an agency submit more than one proposal?

No. Agencies may only submit one proposal. However, please note that there is no cap on the requested amount.

16. If any agency has an existing grant with CFWC or Westmoreland County, does this preclude them from receiving funding under this RFP?

No, it does not.