

February 27, 2024





Team Introductions



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Agenda

- MTAP Overview
- ARPA spending trends data overview
- ARPA municipality success stories
 - o Brunswick
 - o Chestertown
 - o Greenbelt
 - Landover Hills
 - o Rock Hall
- Q&A





DBM's Municipal Technical Assistance Program (MTAP)

Question Submission Portal

Submit a question about IIJA, a specific IIJA program or ARPA CLFRF and receive a written response



Webinars

Webinars on key grants management, IIJA and ARPA CLFRF topics



Office Hours

Join us every month to connect with colleagues and the MTAP team



Grants Management

Resources to help guide your grant application and compliance process.



ARPA and IIJA Landing Pages

Links to IIJA NOFOs, Federal guidance, and resources from federal and third-party agencies



IIJA Fund Mapping

Submit information about a project and the MTAP team will help match your identified needs with grant opportunities







Obligation Deadline Reminder

- As of March 2024, there are only 9 months to meet the December 2024 obligation deadline.
- The current budget cycle is the last formal budget cycle before the deadline and these funds must be obligated by **December 31, 2024,** and spent by **December 31, 2026**. Unobligated funds by the December 31, 2024, date will need to be returned to the Treasury.
 - o Please note: Having a line item in an internal budget does not qualify as obligated funds.









ARPA Spending Trends

ARPA CLFRF Totals for all NEUs in Maryland

\$479.5M Received

\$235.5M Obligated

\$146.6M Expended

Obligation Trends

- 89.7% Reported at least some obligations.
- 35% Obligated some but less than 1/3 of funding
- 21% Obligated between 1/3 and 2/3
- 9% Obligated at least 2/3 but less than full allocation
- 25% Obligated all funding

Expenditure Trends

- 17% No funding expended
- 47% Expended some but less than 1/3
- 22% Expended between 1/3 and 2/3
- 7% Expended between 2/3 and full allocation
- 7% Expended entire allocation







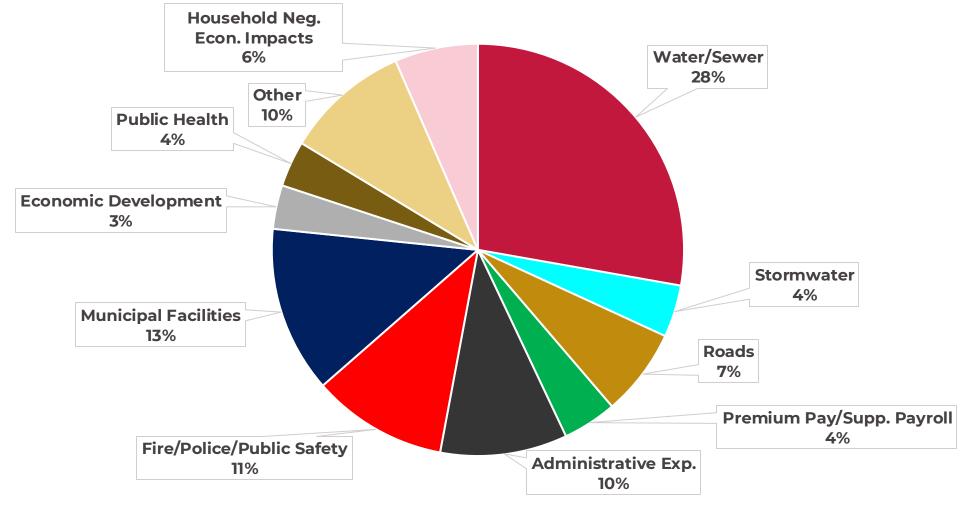
ARPA Spending Trends Overview

Expenditure Category	Number of Projects	Total Funding Amount
1 - Public Health	31	\$2,730,986
2 - Negative Economic Impacts	59	\$26,317,551
3 - Public Sector Capacity	5	\$1,588,956
4 - Premium Pay	9	\$2,851,202
5 - Infrastructure	73	\$19,000,766
6 - Revenue Replacement	553	\$181,606,144
7 - Administrative	12	\$1,439,585
TOTAL	742	\$235,535,189





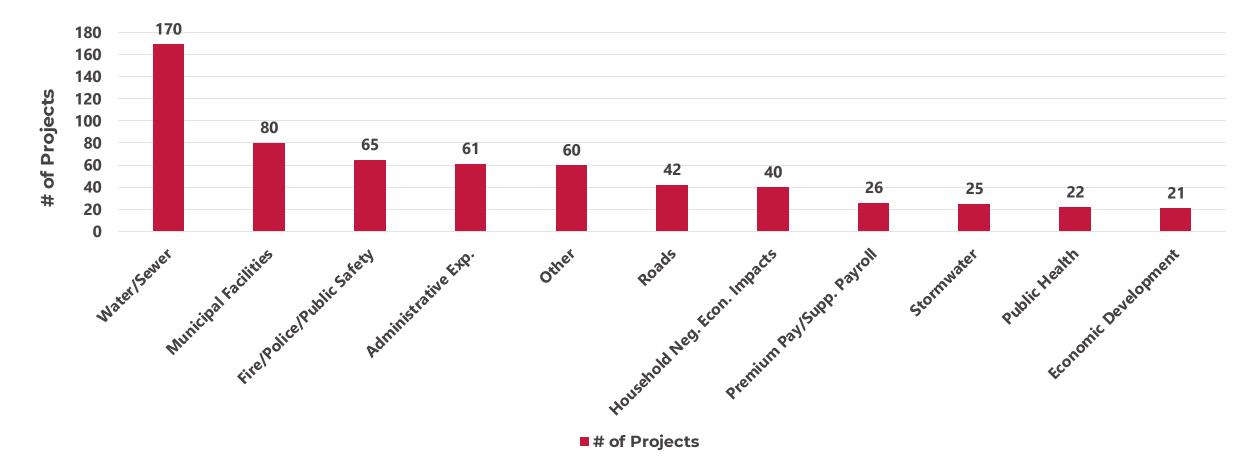
Obligation by Project Percentage Under Revenue Loss







Total Projects Reported under Revenue Loss











Total ARPA Award - Obligated vs Spent

Funding Status	Amount
ARPA Award	\$6,395,319
ARPA Obligated	\$6,375,000
ARPA Spent to Date	\$3,380,000









ARPA Infrastructure Project Selection Process

- Focus on impactful projects for residents, improving quality of life and addressing needs.
- Priority to urgent safety projects: fire prevention, pollution, environmental effects, boiling water alerts.
- Corroded water pipes with low flow were given the highest priority due to fire safety.
- Projects: water main replacements, relining, new storage tank, improved stormwater infrastructure.
- Input from Department Directors with infrastructure expertise.
- Informed project prioritization based on insights and recommendations.
- Project scale reduced in some cases due to rising construction costs.







ARPA Infrastructure Project

- City's priority: improve water quality for residents.
- First ARPA project: water main relining.
- Project involved relining 3,300 feet of 1930's cast iron water pipe.
- Multiple funding sources leveraged, including ARPA and Frederick County.
- Project cost: \$900,000 (\$500,000 from Frederick County, \$400,000 from ARPA).
- First phase of multi-phased Yourtee Spring Rehabilitation water system improvement plan.
- Benefits: improved water quality, reduced water loss, reduced complaints, improved fire protection, extended water main life.
- Part of larger effort to improve quality of life for Brunswick and Frederick County residents.







Downtown Revitalization – Building Blocks Program

Building Blocks Grant Program

- Partnership with City of Brunswick and Brunswick Main Street
- To address the health, welfare, and safety of downtown buildings.
- One-time award for infrastructure improvements up to \$300,000.00 that would have a major impact on a building's usability and marketability.

Project Selection Process

- Most impact to downtown and individual businesses
- Get Projects Across the Finish Line
- Larger projects
- Improvements must be permanent and add to sustainability of building







Downtown Revitalization – Building Blocks Program

Application/Evaluation Process

- Required quotes and work plans
- Be permit ready
- Priority given to new or expanding businesses
- Presentations outlining project and funding alternatives

Program Results

- \$300,000 to 5 Projects
- Substantial completion of all awarded projects
- Funding secured for following year (without using ARPA)









Total ARPA Award - Obligated vs Spent

Funding Status	Amount
ARPA Award	\$4,412,496.75
ARPA Obligated	\$1,674,839
ARPA Spent to Date (As of April 2023)	\$1,674,839









Chestertown ARPA Overview for Projects and Expenses

Allocations & Expenses (Ordered by Amount)

1. CUC Engineering Project: \$1,200,000.00

2.ARPA Task Force Allocation: \$1,799,774.41

3. Street Paving Project: \$652,657.51

4.Street Dept. Equipment: \$406,542.22

5. Police Vehicles & Outfitting: \$164,471.10

6.ARPA Task Force Overages: \$186,251.94

7. Ajax Park (DA Bramble): \$43,003.00

8.Other Expenses: \$48,091.32







ARPA Advisory Task Force

ARPA Advisory Task Force Vision Statement

o The ARPA Advisory Task Force will engage the community and advise Chestertown's Town Council on how best to wisely and equitably distribute American Rescue Plan funds.

ARPA Advisory Task Force Mission Statement:

- o Promote the health and well-being of all Chestertown residents
- o Work collaboratively to support our business community and essential workers against pandemic-related turmoil
- o Enhance Chestertown's infrastructure to benefit future generations of residents

Task Force Developed A Custom Application Process











ARPA Community Project Awards - Overview

- 1. Economic Development Amount Awarded: \$424,440
- 2. Housing Amount Awarded: \$228,750
- **3.Community Investment** Amount Awarded: \$113,400
- **4.Mental Health** Amount Awarded: \$95,135
- 5.Education Amount Awarded: \$105,240
- **6.Public Facilities / Open Spaces** Amount Awarded: \$150,000
- 7.Broadband / IT Infrastructure Amount Reserved: \$250,000









ARPA Community Project – Spotlight

Chestertown Mainstreet - Amount Awarded: \$440,000

Community Sector – **Economic Development and Public Spaces**

- Community Event Equipment (e.g., outdoor stage and seating, generators)
- Investment in Community Green Space (e.g., two pocket parks in the downtown)

Kent Attainable Housing - Amount Awarded: \$179,000

Community Sector – Community Investment

- Security Cameras
- Lighting Improvements
- Up-front payment of Closing Costs for qualifying first-time homeowners









Total ARPA Award - Obligated vs Spent

Funding Status	Amount
ARPA Award	\$22,881,670
ARPA Obligated	\$11,750,250
ARPA Spent to Date	\$10,007,300







Review of Engagement

Engagement	Number of Engagements
Public stakeholder meetings	3
Focus groups	4
Council work sessions	9
Council Regular meetings	13
EngageGreenbelt.org visits*	2,130
Post-it comments*	110
ARPA Survey response*	300

* Over first 2 months







Approach to ARPA Spending

Support our residents

- Emergency needs rental assistance (and preventing evictions)
- Supporting recovery from the impacts of the pandemic
- Assist with food insecurity
- Improve quality of life elements (parks, playgrounds, recreation)

Support business recovery

- Immediate grant funding BIRF II
- Resiliency and support grants and programs
- Support for our non-profit entities

Lost Revenue: Capital Projects and Vehicle/Equipment

- o Invest in projects and infrastructure take the pressure off taxpayers/FY23 & FY24 budgets
- Deferred capital projects (e.g. PD roof, HVAC systems, DPW equip.)
- o Catch up on critical deferred vehicle/equipment







Project Status

- Complete. Projects that have been completed. In most cases, final disbursement has occurred.
- **Committed**. Projects for which final approval from Council has been achieved and a contract or purchase order has been signed/issued.
- **Ongoing.** These are our grant programs and direct assistance programs. Funding in these programs will be reevaluated in the spring.
- **Under Development**. Projects authorized by Council that staff is actively working on developing project specs, seeking contractors, reviewing submissions, etc. These projects are actively in motion.

Table 2. ALLOCATIONS BY ACTIVITY STATUS			
Status Category	Amount	%	
Complete	\$10,007,300	46.0%	
Committed	\$2,452,250	11.3%	
Under development	\$6,198,000	28.5%	
Ongoing	\$3,100,000	14.2%	
TOTAL	\$21,757,550	100.0%	







Completed Projects/Programs

- 23 projects/programs (60+ in total)
- \$10M in ARPA funding, ~46%
- 6 ARPA, 17 LR
- FY23/FY24 budget support for projects stalled by COVID

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Project	ARPA/LR	Amount
Premium Pay	ARPA & LR	\$1,280,000
City Wi-Fi Expansion	LR	\$10,150
Animal Control Van (Hybrid)	LR	\$31,000
Police E-Tickets	LR	\$18,000
Police Station Roof Replacement	LR	\$405,000
Police Vehicles	LR	\$1,025,900
PD Crisis Intervention Counselors	ARPA	\$84,820
Administration Hybrid-SUV	LR	\$31,000
Concrete Infrastructure Repair	LR	\$100,000
Annual Road Resurfacing	LR	\$900,000
Deep Tine Aerator	LR	\$22,500
Municipal Building HVAC	LR	\$131,000
Tennis Court resurfacing	ARPA	\$50,000
Dump Truck (Parks) #406	LR	\$121,770
Dump Truck (Public Works) #407	LR	\$121,770
Fuel Management System	LR	\$22,000
Crisis Intervention Counselors	ARPA	\$28,550
Network Security Improvements	LR	\$185,000
Youth Center Gym HVAC	LR	\$35,000
Youth Center Pickleball Lines	ARPA	\$12,000
Healthcare Vouchers: CCI	ARPA	\$400,000
Non-Profit Grants, Food Assistance	ARPA	\$259,130







Open/Ongoing Projects

- Grants/Funding Programs -\$1,775,000
- Projects/Programs \$4,552,770
- Parks, Bike/Ped & Rec -\$2,502,000
- ARPA \$5,692,000
- Lost Revenue \$3,137,770







Table 4. OPEN AND ONGOING PROJECTS

Project	ARPA/LR	Amount
Ford Custom Cab (Parks) #124	LR	\$121,766
Space Study Implementation	LR	\$175,000
Direct Benefit Grant Programs	ARPA	\$1,525,000
Case Managers & Bilingual Support	ARPA	\$350,000
Greenbelt CARES Services Expansion	ARPA	\$750,000
Security System Improvements	LR	\$300,000
Conduct an Armory Feasibility Study	LR	\$150,000
Rollback Truck #121	LR	\$121,000
Outdoor Pavilion	ARPA	\$150,000
Outdoor Recreation Amenities	ARPA	\$52,000
Bus Stop Safety & Accessibility	ARPA	\$150,000
Commission a Stormwater Drainage Study	ARPA	\$200,000
Ped/Bicycle Master Plan Implementation	ARPA	\$300,000
Electric Bus	LR	\$125,000
Entrepreneurial Support Programs	ARPA	\$150,000
Marketing Resiliency Campaigns	ARPA	\$100,000
Museum Updates	LR	\$25,000
Code Enforcement Improvements	LR	\$15,000
Greenbrook Trails	ARPA	\$15,000
Community Center Update, Chillers/Boilers	LR	\$855,000
Youth Center HVAC and GAFC Ductwork	LR	\$850,000
Ballfields: Baseball	ARPA	\$1,000,000
Ballfields: Schrom Hills Park Soccer Field	ARPA	\$1,000,000
Ballfields: Field Maintenance Equipment	LR	\$350,000

Direct Benefit Allocations

•	Direct benefit funding: Grants	33.1%
	o To Residents	22.1%
	o To Businesses	8.1%
	 Food Assistance 	2.9%
•	Direct Benefit: Parks and Recreation	16.1%

• All told, this represents nearly 50% of the total ARPA allocation.

Table 1. DIRECT BENEFIT ALLOCATIONS				
Adjusted Allocations Amount %				
Direct to Residents	\$5,053,500	22.1%		
Business Assistance	\$1,850,000	8.1%		
Non-profit Food Assistance	\$660,000	2.9%		
Total Direct Benefit \$7,563,500 33.1%		33.1%		
Recreation Projects	\$3,678,770	16.1%		
TOTAL	\$11,242,270	49.2%		







Grant Program Summary

- Business Support \$1,285,000 (21.0%), 50 companies
 - o Capital Infrastructure
 - Business Recovery
 - Non-profit support
- Resident Support \$4,574,430 (78.1%), 1,700 families
 - o Childcare vouchers
 - Healthcare vouchers
 - o Rental/HOA assistance
 - o Mortgage assistance
 - Neighborhood grants
 - o Education/workforce development

Business Improvement Recovery Fund		
(BIRF)*	28	\$675,000
Building Capital Infrastructure Grant		
(BCIG)*	14	\$500,000
Childcare Vouchers	40	\$285,000
Education Scholarships	28	\$290,000
Food Assistance (Food banks)	3	\$259,130
Healthcare Vouchers, CCI Health	940	\$400,000
Healthcare Vouchers, Luminis Health*	3	\$50,000
Healthcare Vouchers, Old Greenbelt		
Health	49	\$12,500
Micro Grants	17	\$13,300
Mortgage Down Payment Assistance	15	\$225,000
Mortgage/HOA Assistance	21	\$72,440
Nonprofit Grants*	9	\$110,000
Rental Assistance	571	\$2,801,930
Tree Canopy Grant*	8	\$39,502
Workforce Development	14	\$125,628
Total Funding	1,760	\$5,859,430

Number

of

Grantees

Funding

Committed

Table 5. GRANT PROGRAMS

Grant Program









- Several of the programs have been very successful
- SAM.gov requirement has been a hindrance
- Select refunding is warranted

Table 6. GRANT PROGRAM FUNDING STATUS					
			Oct 9 Funds		
	Funding	Funding	Reallocated	Funding	
Type of Grant Program	Allocated	Committed		Remaining	
Healthcare Voucher, CCI Health	\$400,000	\$400,000	\$0	\$0	
Healthcare Voucher, Luminis	\$50,000	\$50,000	\$0	\$0	
Healthcare Voucher program -					
Old Greenbelt Health	\$50,000	\$12,500	\$25,000	\$12,500	
Education Scholarships	\$500,000	\$290,000	\$100,000	\$110,000	
Workforce Development	\$150,000	\$125,628	\$0	\$24,372	
Mortgage Down Payment					
Assistance programs	\$500,000	\$225,000	\$250,000	\$25,000	
Nonprofit Grants	\$250,000	\$110,000	\$0	\$140,000	
Micro Grants	\$50,000	\$13,300	\$0	\$36,700	
Tree Canopy Grant	\$100,000	\$39,502	\$50,000	\$10,498	
Childcare Vouchers	\$400,000	\$285,000	\$100,000	\$15,000	
Business Improvement Recovery					
Fund (BIRF)	\$700,000	\$675,000	\$0	\$25,000	
Building Capital Infrastructure					
Grant (BCIG)	\$500,000	\$500,000	\$0	\$0	
Total Funding	\$3,150,000	\$2,263,430	\$525,000	\$386,570	











Funding Status	Amount
ARPA Award	\$1,580,273
ARPA Obligated	\$407,490
ARPA Spent to Date	\$650,224.62







Senior Assistance Grant Program

- The Town of Landover Hills Senior Assistance Grant Program is designed to assist eligible seniors in meeting the rising costs of necessary household expenses (food, household products, gasoline, utilities, etc.) that is a result of the COVID-19 pandemic. The pandemic continues to cause inflationary pressures across many consumer goods and services in CY 2023. These increases have caused economic harm to seniors on fixed incomes.
- The Town has allocated **\$150,000** for the program.
- Each eligible individual will receive a one-time payment of \$2,000.
- Any individual who meets the following qualifications are eligible to apply:
 - o Age 62 or older;
 - Resides within the legal boundaries of the Town;
 - o Currently receives Social Security benefits from the United States Social Security Administration; and
 - o Has an annual gross household income of less than \$70,000.







Small Business Assistance Grant Program

- The Town of Landover Hills Small Business Assistance Grant Program is designed to assist small businesses, including non-profits, in responding to the negative economic impacts of the COVID-19 public health emergency.
- The Town has allocated up to \$150,000 for the program.
- Applicants may apply for up to \$25,000 in financial assistance.
- Any small business, including a non-profit, that is physically located within the boundaries of the Town of Landover Hills, and who meets the eligibility requirements of the program may apply.







Small Business Assistance Grant Program

Eligible items include:

- Declines in revenues due to COVID-19.
- Additional costs in implementing COVID-19
 prevention or mitigation tactics such as
 physical plant changes to enable social
 distancing, enhanced cleaning efforts,
 barrier or partitions, or personal protective
 equipment.
- Impacts of business closures by supporting payroll and benefit costs, costs to retain employees, mortgage costs, rent costs, utilities, and other operating costs.

Applicants must:

- Clearly demonstrate the negative economic impact of COVID-19 on their business.
- Have revenues less than \$5 million.
- Have been established in the Town prior to March 9, 2020.
- Be in "Good Standing" with the State of Maryland through the Department of Assessments and Taxation.
- Have between 1 and 25 employees.
- Be in operation as of the date of the application.
- Must not have received prior funding for any items contained in the application from the Federal Government, State of Maryland, or Prince George's County.







- The Town of Landover Hills Façade Improvement Grant (FIG) Program is designed to provide funding to commercial property owners (or commercial tenants with the approval of their landlord) to improve the appearance and soundness of their building facades. The program goals are to create a positive visual impact, stimulate economic activity, and improve the commercial corridors.
- The Town has allocated up to **\$250,000** for the program.
- Applicants may apply for up to \$50,000 in funding.
- Any commercial building owner or a building tenant with written authorization from the property owner can apply for funding for eligible improvements with a minimum amount of \$2,500.







Eligible improvements include:

- Exterior painting
- Lighting that is attached to the exterior of the building
- Windows and doors
- Exterior stucco, tile, or masonry work
- Signage, canopies, and awnings that are attached to the exterior of the building or located on the applicant's property, including signage at the entrance of the property
- Replacement or repair of walkways or paths leading to the front of the property (excluding public sidewalks)
- Replacement or repair of exterior siding, shutters, or other exterior finishes







Ineligible improvements include:

- New construction creation of a new structure or facility where none exists at present, the total replacement of an existing structure with a new one, or a substantial addition to an existing building
- Acquisition of property
- Business operating costs (salaries, overhead, utilities, etc.)
- · Interior renovations, including interior furnishings and equipment
- Landscaping (plants, trees, mulch, etc.)
- Roof replacement or repair
- Non-permanent fixtures (exterior furniture, etc.)
- Parking lot improvements
- Legal, insurance, and permit expenses
- Foundation work
- Architectural and engineering services
- Rear façade improvements
- Residential properties

















Total ARPA Award - Obligated vs Spent

Funding Status	Amount
ARPA Award	\$1,255,221
ARPA Obligated	\$1,255,220
ARPA Spent to Date (As of April 2023)	\$764,783







Rock Hall, Maryland

- Total Payment to Rock Hall: \$1,255,690.30
 - o Population (2020 Census) 1,395
- Project Selection
 - o "Round One" (all items presented) \$8,500,000.00
 - o "Round Two" (Would support major issues) \$3,145,000
 - o "Final Round" \$1,255,690.30







Development of Guidelines

Spending Criteria				
Water, Sewer, & Broadband Infrastructure	\$959,584			
Provide Premium Pay for Essential Workers	\$27,257			
Address Public Health and Economic Impacts				
Replace Lost Public Sector Revenue	\$268,378			
Total	\$1,255,220			







Final Selection

<u>Projects</u> \$ 1,255,220

Sewer Plant Treatment	\$664,345.00			
•Headworks	\$321,250.00			
•Non - Potable Water system upgrade	\$10,000.00			
•Sand Filter	\$70,000.00			
•Drying Bed Up Grade	\$8,500.00			
•Security Gate	\$20,000.00			
•Security Cameras	\$20,000.00			
•Alarm System	\$35,000.00			
•UV Upgrade	\$6,721.00			
•East Sharp St Sewer Main Repair	\$172,874.00			
Water Treatment Plant	\$144,530.00			
•Kent County Water Meter	\$40,225.00			
•Security Gate	\$30,000.00			
•Water Tower Upgrade	\$49,305.00			
•VFD Motor Control for Well 5	\$25,000.00			







Final Selection

<u>Projects</u> \$ 1,255,220

Pump Stations Alarm System		\$65,000.00
• Pump Stations		\$50,000.00
New Pump # 2	\$ 50,000.00	
• Flow Meters		\$12,000.00
#4 Pump Station	\$ 6,000.00	
Kent County	\$ 6,000.00	
• Pump		\$54,766.00
Grinder Pump	\$ 54,766.00	
Directional Flow Valves Storm Water		\$35,000.00
Exit Duck Valve	\$ 35,000.00	
Culverts / Stormwater Runoff		\$100,000.00
Street / Parking Upgrades		\$100,000.00
Essential Worker Premium Pay		\$27,257.19
 ProStart (replacement lost Superintendent of Water & Sewer) 		\$26,288.00







Wastewater Treatment Plant Head Work Project

- Cost \$321,500.00 which would have been an unbudgeted utility expense
- This process equipment would have been replaced with the approved Enhanced Nutrient Removal (ENR) Project schedule to start 2024, but equipment failure made replacement as priority to keep the Wastewater Treatment Plant operational.
- Replacement of fine screening equipment at the Rock Hall Wastewater Treatment Plant
 - o The work to be functional replacement of existing equipment
 - o This process equipment is the first step in treatment plant, removing debris from influent flow
 - o Status at the time was two screens: one inoperative and one operating at 10%
 - o Creating issues in the downstream processes
- With this funding the Town of Rock Hall replaced one bar screen two years before ENR project would have addressed this issue







Alarm System Upgrade - Autodialer to Public Works and Management

- Cost: \$100,000 Replacement of old and unreliable system
- Processes in alarm upgrade:
 - o Eight of nine Pump Stations
 - Wastewater Treatment Plant
 - Water Treatment Plant
- Protection of Chesapeake Bay and Tributaries
 - Preventing spills and overflows
 - Out of range flows to allow diversion plans
 - o Acknowledge power failures and backup generator status
- Reasons to upgrade:
 - o Early failure detection
 - Process flow indicators
 - Data collection records













Grants Management Program

MTAP is creating resources designed to assist Maryland municipalities streamline the administration of ARPA funds and to facilitate the pursuit and management of other federal grant opportunities.

- Navigating the Federal Grant Lifecycle: A Guide for Maryland Municipalities
 - o This guide is designed to aid Maryland municipalities in understanding and engaging with federal grant programs. It outlines the three stages of the federal grant lifecycle, detailing the responsibilities of both funding agencies and applicants at each step. The guide covers aspects of the pre-award, award, and post-award phases for competitive (discretionary) and non-completive (formula) grants.
- Reference Guide on Key Uniform Guidance Responsibilities and Supporting Resources:
 - o This document provides a high-level overview of each of the core elements of the Uniform Guidance with supporting publicly available resources. The content and resources included throughout this document provide information regarding eligible expenditures, budgetary flexibility, transparency measures, and accountability standards essential for using federal grant funds, ensuring responsible and effective use of these critical financial resources.





Upcoming Annual Report Reminder

- Annual Reports are due by Tuesday, April 30, 2024.
 - o For most Maryland municipalities, the reporting period will cover activity that occurred between April 1, 2023, and March 30, 2024.
 - For those municipalities reporting quarterly, this report will cover January 1, 2024, to March 30, 2024.
 - o MTAP will be available to provide support to municipalities with their reporting and will be contacting municipalities with reminders to submit their reports.
 - You can confirm your city's requirements by reviewing this chart published by Treasury (page 16).







- The next MTAP Office Hours Session will be on **March 5, 2024** at 10:00am EST.
- Per Treasury's guidance, the ARPA obligation deadline is
 December 31, 2024. Be on the lookout for additional guidance from our team to assist you with meeting Treasury's obligation deadline.





Engage with MTAP

- <u>Complete a Project Intake Form</u> we can assist your municipality in finding IIJA programs that support your project ideas.
- Subscribe to our newsletter and forward it to colleagues.
- Watch the recording of the MTAP Intro to IIJA Webinar.
- Attend Office Hours on March 5, 2024 at 10:00am EST.
- Submit a Question on ARPA or IIJA.
- Visit our Website and IIJA Resources Page.

Share Feedback with MTAP at arpa.neuadmin@maryland.gov - and let us know how we can help!



