



COVID-19 Community Assistance Programs CARES Act Funding Options

October 12, 2020

Overview

- Discussion purpose
- CARES Act program allocations as of early October
- Additional CARES Act allocation recommendations
- Staff resource allocation for programs
- Questions and discussions

Purpose

- There is \$1.9 million of Commerce City's CARES Act allocation remaining as of October 5.
- There is still a need to utilize some of the CARES Act allocation for City operations.
- City Council has expressed a desire to direct some of the allocation towards community assistance programs.
- Staff is recommending \$1.1 million of the CARES Act allocation be directed towards community assistance programs as outlined in the coming slides and the remaining balance be used for city/police operations.

CARES Act Funds Allocations Through Early October

Community Assistance Programs	Funds Allocated	Est. Funds Expended
Non-profit organization grants	\$200,000	\$125,821
Mortgage/rent assistance (Maiker Housing Partners)	\$500,000	\$73,668*
Childcare assistance grants	\$100,000	\$32,720
Local food banks assistance	\$50,000	\$50,000
Small business assistance grants	\$500,000	\$498,500
Microloan program (Colorado Enterprise Fund)	<u>\$200,000</u>	<u>\$200,000</u>
TOTALS	\$1,550,000	\$980,709

*Maiker Housing Partners reported that 148 applications are pending dispersal

Childcare Assistance

- Funding option: Utilize existing balance so no new funds are being requested
 - Round one grants: \$100,000 allocated
 - 16 applicants | 15 awardees
 - \$32,720 awarded
 - \$67,280 remaining
 - Propose any additional grant funding utilizing remaining balance: \$67,280



Nonprofits Assistance

- Funding option: Utilize existing balance so no new funds are being requested
 - \$200,000 allocated | \$126,971 awarded to-date
 - Round 1: \$71,471 awarded
 - Round 2: \$55,500 awarded
 - \$73,029 remaining
 - Propose any additional nonprofit grant funding utilizing remaining balance: \$73,029



Additional Allocation Options

Proposed Community Assistance Programs	New Allocation
Assistance for seniors	\$250,000
Small business assistance	\$250,000
Restaurant industry assistance	\$300,000
Microloan fund with CEF (depending legal review)	\$150,000
Family services	<u>\$150,000</u>
TOTAL	\$1,100,000

- Remaining CARES Act allocation will be used to offset public safety expenses and any other COVID-related city expenses (\$500-750,000).



Assistance for Seniors

- Funding option: up to \$250,000 for assistance programs for the City's senior population

The Adams County Aging Services Covid-19 Response and Recovery Team has identified three opportunities to utilize remaining CARES Act funds. These items could be incorporated into a program and include:

- Material aid: support for purchasing, packaging and delivering.
- Medical gap program
- Technology mini grants – up to \$1,000



Small Business Assistance

- Funding option: up to \$250,000 for small business assistance programs
 - Small business grants (up to \$5,000 each)
 - 140 applicants | 112 grantees
 - Round one: \$200,000 awarded
55 applicants | 44 awardees
 - Round two: \$200,000 awarded
57 applicants | 47 awardees
 - Round three: \$100,000 allocated | \$98,500 awarded
28 applicants | 21 awardees
 - New grant funding round option: \$200,000
 - Additional small business assistance programs (up to \$50,000)
 - In addition to grants, additional assistance could be given through PPE dispersions, direct mailings, videos, trainings, and other programs.



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Restaurant Industry Assistance

- Funding option: up to \$300,000

See proposed plan outline in Addendum

- Financial resources

- Restaurant grants programs - *Offer larger city grants specifically for restaurant owners and local franchise owners.*
- Information sharing (*Inform of available resources*)
- Technical assistance (*All grants programs application preparation assistance*)

- Assistance that helps increase current volume of sales for each restaurant

- Gain customer confidence (*assistance operating safely*)
- Add new delivery channels (*i.e. online ordering capability*)
- Local promotion

Microloan Program

- Funding option: up to \$150,000
 - Microloan program set-up with Colorado Enterprise Fund in early 2020.
 - Seed money was \$200,000 from general fund and \$200,000 from CARES Act allocation.
 - 10 loans have been made to-date, totaling \$245,745.
 - Legal analysis needed to determine if CEF would need to complete \$150,000 in loans by the December 4 deadline as a sub-recipient or if a contribution made to the fund balance is the only requirement subject to the deadline.
 - CEF does not think they will be able to complete enough new loans by a Dec. 4 deadline and that a loan product will be more utilized when all grant funds are depleted.



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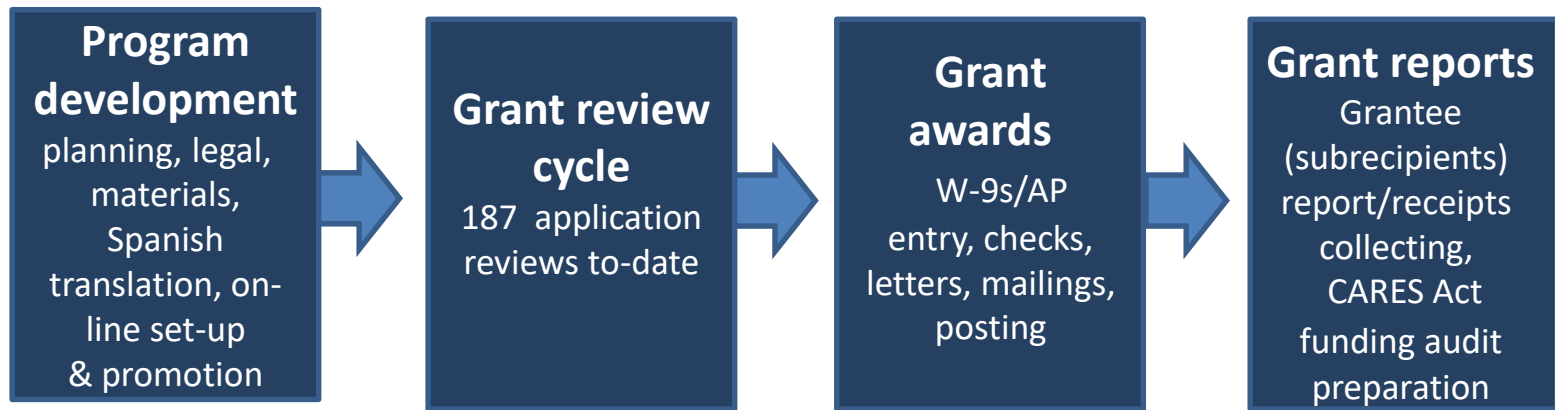
Family Services

- Funding option: up to \$150,000
 - Financial assistance for residents in need due to unexpected family expenses related to the COVID-19 pandemic. This could include,
 - Uninsured funeral expenses for COVID deaths
 - Unpaid worker sick leave
 - Healthcare premiums for dislocated workers

*This program would need some legal assistance for eligible uses. Use of CARES Act funding must follow all guidelines outlined by the IRS.

Staff Resource Allocation

- Each program/grant cycle utilizes a tremendous amount of staff resources:



- City Manager's Office (9 staff members)
 - Economic Development Division
 - Community Relations Division
 - City Clerk's Office
- City Attorney's Office (2 staff members)
- Finance Department (6 staff members)
- IT Department (3 staff members)
- Application review assistance from:
 - Community Development Department (1 staff member)
 - Police Department (1 staff member)
 - Parks, Recreation, Golf (1 staff member)

*23 staff members total

Departmental Workload

- Finance Department – Verifies all taxes and fees are paid by each applicant; does all program financial accounting (including AP); works with other team members on reporting requirements; and all audit preparations. (273 hours expended to date)
- IT/GIS – Verifies applicant is located within Commerce City (24 hours to date)
- City Manager:
 - City Clerk – Verifies applicant has a valid business license and on application review task force for small business grants. (Approximately 26 hours to date)
 - Community Relations -- Managed two non-profit and one childcare grant cycle. Work included program set-up, materials development, promotion, outreach, review process, reporting. Also responsible for website setup for all grants. (270 hours expended to date)
 - Economic Development – Managed three small business grant cycles. Work included program set-up, materials development, promotion, business outreach, review process, reporting. Also worked with CEF on microloan program set-up. (approximately 480 hours expended to date)
 - Management Analysts – Assist with terms and application language, substantially review all applications received, conduct business outreach, and provide administrative support as needed. (100 hours expended to date)

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Questions and Discussion

Addendum



Restaurant Industry Assistance

October 12, 2020

Current Industry Challenges

- Health orders limiting and/or closing in-house dining capacity
- Expensive third-party delivery apps taking a percentage of profits
- Loss of confidence from consumers—less customers eating out
- Lack of technology and know-how to take on-line food orders
- Understanding and paying for PPE requirements for operations
- Sustaining employment
- Lack of paid sick leave for restaurant owners and employees
- Supply chain disruptions
- COVID-19 program applications - language barriers

Note: Adams County COVID-19 cases are rising which could bring additional health orders from a Tier 3 standing. This means restaurant capacity would be reduced to 25% occupancy.

Restaurant Industry Assistance

- GOAL: Provide strong support to our local restaurants during the COVID-19 pandemic
 - Outcome #1: Provide programs and services that help increase current volume of sales for each restaurant
 - Gain customer confidence
 - Add new delivery channels
 - Promotion
 - Outcome #2: Help restaurant owners take advantage of COVID-19 pandemic assistance programs
 - Information sharing
 - Technical assistance
 - Connect to finance programs

Restaurant Industry Assistance

- **Outcome #1: Provide programs and services that help increase current volume of sales for each restaurant**
 - Gain customer confidence
 - Safe & Open campaign – AC Regional Economic Partnership in the lead
 - Training/promotional videos
 - Tri-County Health partnership – customer temperature check equipment giveaway and training
 - Add new delivery channels
 - City Ordinance: temporary permit to expand outdoor patio space
 - Propose a cap on third party delivery app fees
 - Assist with on-line ordering capability (websites, POS software)
 - Identify value-add product sales opportunities (meal kits, food products etc.)
 - Promotion
 - On-line restaurant directory / AdCo-to-Go Campaign
 - Adelante videos from CARES Act grant
 - *Give Local/Local Later* gift cards program
 - Cultural and culinary tour of CC's Mexican restaurants - map

Restaurant Industry Assistance

- **Outcome #2: Help restaurant owners take advantage of COVID-19 pandemic assistance programs**
 - Information sharing
 - www.RedefiningCommerce.com/biz-covid-19
 - Information flyers – partnership with PD and Neighborhood Services
 - Host virtual meetings and webinars (in Spanish and English)
 - Direct outreach
 - PPE supply sourcing
 - Technical assistance
 - Utilize partners (SBDC, Adelante, CO Minority Business Office)
 - New full-time bi-lingual staff member
 - De-escalation training
 - Storage units for furniture not being utilized with reduced capacity
 - Local grants programs
 - CC Cares Act grant cycle just for restaurants
 - Adams County/Chamber mini-grants (adding weatherization expansion grant)