

Cherry Hill RISE
American Rescue Plan Act
Recovery and Investment for a Stronger Economy

Notice of Funding Availability
REINVESTMENT Grant Programs and Guidelines



BACKGROUND AND GENERAL INFORMATION

On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (ARPA) into law. The \$1.9 trillion Fiscal Recovery Funds package is intended to combat the COVID-19 pandemic, including public health and economic impacts. Of the entire \$1.9 trillion bill, \$350 billion was allocated to State and Local governments to enable them to address strategic economic and infrastructure investments and address governmental budget shortfalls. Cherry Hill Township has received a total of \$11.3 million over two years to respond to the COVID-19 public health emergency and its economic impacts.

The mission of Cherry Hill Township, through its RISE program, is to provide residents, organizations, and community stakeholders with the resources and infrastructure necessary to recover, rebuild, and reinvest in our shared economic future in the wake of the COVID-19 pandemic. This goal is underpinned by a foundational commitment to both equity and inclusive prosperity. This mission will begin by investing in aging and critical water and stormwater infrastructure that serves all residents of Cherry Hill Township. Investments will also be made in the Township’s existing businesses, non-profits, and governmental agencies that continue to support the residents of Cherry Hill by providing access to a diverse collection of social and economic programs, but have been negatively impacted by the pandemic, impeding their ability to keep operations running. This mission statement is accompanied by six (6) guiding principles:

1. **Recovery:** Use funds to guide the community, businesses, nonprofits and local government out of the economic downturn and onto a path of financial recovery.
2. **Response:** Enhance community health response programs and initiatives.
3. **Alignment:** Integrate ARPA Funds with long-term financial strategies and comprehensive economic development planning.
4. **Sustainability:** Avoid one-time items and programs that incur unsustainable operational, maintenance, or other long-term legacy costs.
5. **Leverage:** Evaluate large water/wastewater infrastructure needs for a safer, healthier community.
6. **Transparency:** Accountability, communication, and collaboration.

GRANT FUNDING OPPORTUNITIES

This round of grant funding is available as subrecipient grants to community organizations, non-profits, and health service providers to develop community support programs to help combat the impacts caused by the pandemic. In general, these subrecipient awards will be provided to those eligible organizations that can (1) identify a COVID-19 public health or economic impact on an individual or class (i.e., a group) and (2) design a program that responds to that impact. Responses or programs should be related and reasonably proportional to the harm identified and reasonably designed to benefit those impacted.

Subrecipients are entities that receive a subaward from the Township of Cherry Hill to carry out a program or project on behalf of the Township. These subrecipient awards will be provided through a combination of an application process and form of legal agreement/contract between the subrecipient and the Township. Subrecipients must comply with the applicable requirements in the Treasury's Uniform Guidance including the treatment of eligible uses of funds, procurement, and reporting requirements, including audit pursuant to the Single Audit Act and 2 CFR 200, Subpart F (see below).

SUBRECIPIENT COMPLIANCE REQUIREMENTS

If awarded a subrecipient grant, your compliance responsibilities will generally be subject to the requirements of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal awards, 2 CFR Part 200, and will include:

1. Compliance with ARPA's eligible and restricted uses of funds, including implementation of effective controls to ensure that each expenditure of funds is an eligible use and to maintain adequate documentation to each such expenditure.
2. Implementation of internal controls and effective monitoring to ensure compliance with 2 CFR Part 200, including generally identifying direct and indirect costs and treating each cost consistently in like circumstances.
3. Maintenance of procedures for obtaining information related to beneficiaries of ARPA funds and monitoring of the implementation of such procedures.
4. Maintenance of records and financial documents for five (5) years after all funds have been expended or returned to Treasury and providing or making available such records to any authorized oversight body upon request.
5. Implementation of policies and controls that calculate, document, and record any income your organization receives from SLFRF.
6. Ensure that procurements using SLFRF funds, or payments under procurement contracts using such funds, are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR § 200.317 through 2 CFR § 200.327, as applicable.
7. If your organization expends more than \$750,000 in Federal awards during its fiscal year, submitting to an audit under the Single Audit Act and its implementing regulation at 2 CFR Part 200, Subpart F.

8. Compliance with legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds, including ensuring that your organization does not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity).

The Township may also request detailed expenditure information from your organization to comply with its reporting obligations. You will be required to promptly provide any requested information to the Township even after your award term may have expired. Among other things, the Township may require information about the structure, objectives, and performance of your program and information about how many individuals/residences/households have been served by your organization.

REINVESTMENT GRANT PROGRAMS



Domestic Violence Prevention Service Programs

Intended Applicants: Community Service Providers which may include Non-Profits, Private Entities, or Governmental Agencies

Types of Awards: Subrecipient Awards

Award Amounts Available: Up to \$45,000 or to an amount of need that may be clearly demonstrated by applicants.

In accordance with the Cherry Hill Township ARPA mission, the Township is seeking applications for Domestic Violence subrecipient award funding. Funding may be applied for and used to establish and support domestic and sexual violence service providers in the Township of Cherry Hill as they address service gaps caused by the COVID-19 Pandemic and support sexual and domestic violence survivors. The funding may be used to establish, support, or expand new or existing programs which may include, but is not limited to, referral recovery services for survivors, evidence-based practices like focused deterrence, behavioral therapy, trauma recovery, job training, education, housing and relocation services for survivors, financial assistance, legal and other counseling services, and other community-based services. Capital expenditures that directly support your operations, including the maintenance of existing equipment and facilities may also be eligible. To be considered eligible, the capital expenditures must be detailed in the application and must directly respond to the impacts of the pandemic and be proportional to the demonstrated impacted.



Substance Abuse/Mental Health Service Programs

Intended Applicants: Community Service Providers which may include Non-Profits, Private Entities, or Governmental Agencies

Types of Awards: Subrecipient Awards

Award Amounts Available: Up to \$45,000 or to an amount of need that may be clearly demonstrated by applicants.

In accordance with the Cherry Hill Township ARPA mission, the Township is seeking applications for Substance Abuse and/or Mental Health subrecipient award funding. The funding may be used to establish, support, or expand new or existing programs that support behavioral health care, mental health treatment, substance abuse treatment, and other behavioral health services for Township community members. Funding may also be used for, but not limited to, prevention services, outpatient treatment, crisis care, diversion programs, transportation, outreach to individuals not yet engaged in treatment, harm reduction and long-term recovery support, services for pregnant women or infants born with

neonatal abstinence syndrome, support for equitable access to reduce disparities in access to high-quality treatment, peer support groups, costs for residence in supportive housing or recovery housing, and 988 National Suicide Prevention Lifeline or other hotline services, expansion of access to evidence-based services for opioid use disorder prevention, treatment, harm reduction, and recovery, and behavioral health facilities and equipment. Capital expenditures that directly support your operations, including the maintenance of existing equipment and facilities may also be eligible. To be considered eligible, the capital expenditures must be detailed in the application and must directly respond to the impacts of the pandemic and be proportional to the demonstrated impacted.



Food Insecurity Service Programs

Intended Applicants: Non-Profits, Private Entities, or Governmental Agencies

Types of Awards: Subrecipient and/or Beneficiary Awards

Award Amounts Available: Up to \$45,000 or to an amount of need that may be clearly demonstrated by applicants.

In accordance with the Cherry Hill Township ARPA mission, the Township is seeking applications for Food Insecurity program subrecipient award funding. Funding may be used to establish and support food banks serving Cherry Hill Township residents responding to the increased demand caused by the impact of COVID-19, as well as to assist low-income and disproportionately impacted families suffering from food insecurity related to the pandemic. The funding may be used for operational, and capital needs to distribute shelf stable and fresh food to meet the increased demand resulting from the impact of the COVID-19 pandemic; and, for distribution of federal commodities, grocery donations, and fresh produce to both food insecure populations and agencies critical to serving food insecure populations. Capital expenditures that directly support your operations, including the maintenance of existing equipment and facilities may also be eligible. To be considered eligible, the capital expenditures must be detailed in the application and must directly respond to the impacts of the pandemic and be proportional to the demonstrated impacted.



Special Needs/ADA Service Programs

Intended Applicants: Community Service Providers which may include Non-Profits, Private Entities, or Governmental Agencies

Types of Awards: Subrecipient Awards

Award Amounts Available: Up to \$45,000 or to an amount of need that may be clearly demonstrated by applicants.

In accordance with the Cherry Hill Township ARPA mission, the Township is seeking applications for Special Needs and/or ADA service provider subrecipient award funding. In general, applicants will be required to 1) identify a COVID-19 public health or economic impact on an individual or class (i.e., a group) and 2) design a program that responds to that impact. Responses to the impact will be required to be related and reasonably proportional to the harm identified and reasonably designed to benefit those impacted. Funding may be applied for and used to establish, support, or expand new or existing programs designed to enhance the quality of life of individuals with developmental disabilities. Funding may be used for services that include, but are not limited to, employment services, culinary training, educational transition services, housing opportunities, ADA code required upgrades to existing facilities, and social and recreational opportunities. Capital expenditures that directly support your operations, including the maintenance of existing equipment and facilities may also be eligible. To be considered eligible, the

capital expenditures must be detailed in the application and must directly respond to the impacts of the pandemic and be proportional to the demonstrated impacted.



Senior Service Programs

Intended Applicants: Community Service Providers which may include Non-Profits, Private Entities, or Governmental Agencies

Types of Awards: Subrecipient Awards

Award Amounts Available: Up to \$45,000 or to an amount of need that may be clearly demonstrated by applicants.

In accordance with the Cherry Hill Township ARPA mission, the Township is seeking applications for Senior Services subrecipient award funding. In general, applicants will be required to 1) identify a COVID-19 public health or economic impact on an individual or class (i.e., a group) and 2) design a program that responds to that impact. Responses to the impact will be required to be related and reasonably proportional to the harm identified and reasonably designed to benefit those impacted. Funding may be applied for and used to establish, support or expand new or existing programs designed to meet the complex needs of aging adults and their families. Services may include, but are not limited to, case management, individual counseling, resource consultations, patient advocacy, homemaker services, catered home delivered meals, and transportation and support groups for those experiencing loss of vision, caregivers, those who are recently bereaved, LGBTQ+ groups, and veterans' assistance. It may also include wellness services, activities, education, durable medical equipment, nutrition, mental health counseling, and adult day care. Additionally, it may be used for other senior support such as transportation, utilities assistance, elder abuse prevention, legal services, and kinship care. Project or programs must be designed to serve those that are 55+ years of age. Capital expenditures that directly support your operations, including the maintenance of existing equipment and facilities may also be eligible. To be considered eligible, the capital expenditures must be detailed in the application and must directly respond to the impacts of the pandemic and be proportional to the demonstrated impacted.



Childcare/After School Programs

Intended Applicants: Licensed Childcare or Youth Services Providers

Types of Awards: Subrecipient Awards

Award Amounts Available: Up to \$45,000 or to an amount of need that may be clearly demonstrated by applicants.

In accordance with the Cherry Hill Township ARPA mission, the Township is seeking applications for Childcare and/or after school program subrecipient award funding. Funding may be applied for and used to assist impacted households and communities with childcare and early learning services and expenses necessitated by the Pandemic. It may also be used for child welfare-involved families and foster youth and childcare facilities. Funding may be used to improve the quality of the childcare or after school program curriculum and availability, mitigation for social distancing, cleaning, barriers, and other health and safety investment/upgrades. Capital expenditures that directly support your operations, including the maintenance of existing equipment and facilities may also be eligible. To be considered eligible, the capital expenditures must be detailed in the application and must directly respond to the impacts of the pandemic and be proportional to the demonstrated impacted.

GENERAL ELIGIBILITY REQUIREMENTS

The Township's ARPA grant programs are designed to support residents, organizations, programs, and activities that benefit Cherry Hill residents. Below are general eligibility requirements that all organizations must meet:

- Organization must be physically located in Cherry Hill OR provide evidence that the organization directly serves the residents of Cherry Hill.
- Must have no current unpaid code enforcement liens or violations of any State, Federal or Local laws.
- Must be in compliance with all applicable Federal, State, and/or Local Laws.
- Must be current on all taxes including payroll, sales, unemployment, property, State, and Federal taxes.
- No owners, including all managing members and/or officers, have been convicted of financial crimes within the past three (3) years.
- Provide proof of insurance to the satisfaction of the Township prior to the receipt of any funding.
- In general, applicants will be required to 1) identify a COVID-19 public health or economic impact on an individual or class (i.e., a group) and 2) design a program that responds to that impact. Responses to the impact are required to be related and reasonably proportional to the harm identified and reasonably designed to benefit those impacted.
- The applicant has not received alternate Federal, State or Local grant funding to cover the same costs, programs, and/or impacts identified in its grant application to the Township.

Note: Organizations that received other COVID-19 funding assistance such as, but not limited to, Federal CARES Act funding; Paycheck Protection Program (PPP) loans; Economic Injury Disaster Loans (EIDL); or Community Development Block Grant – Coronavirus (CDBG-CV) funds are eligible to apply for ARPA funding, so long as expenses are not duplicated.

REINVESTMENT GRANT SPECIFIC ELIGIBILITY REQUIREMENTS

Community Service Providers:

- Must be a Non-Profit, Private Entity, or Governmental Agency.
- Must have been providing service for at least six (6) months at the time of application.
- Must be licensed to provide service in the County and/or Township.
- Must 1) identify a COVID-19 public health or economic impact on an individual or class (i.e., a group) and 2) design a program that responds to that impact. Responses to the impact must be directly related and reasonably proportional to the harm identified and reasonably designed to benefit those impacted.

Childcare/After School Programs:

- Be currently licensed as a Child Care Home or Child Care Center with a Provisional or Operating license, or be approved to offer after school programs through the local school district.
- Be in good standing with, and have a current Child Care Subsidy enrollment.
- Requested funding must be used to improve the quality of the program/curriculum of the childcare.

REINVESTMENT GRANT REQUIRED DOCUMENTATION

For subrecipient program applications, the following documentation is required. In addition to this documentation, a full and complete application must be submitted detailing the program the applicant will implement on behalf of the Township utilizing these funds, and how the applicant will track its performance and ensure all funds are expended prior to September 30, 2026, while adhering to the monitoring and reporting requirements outlined in the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal awards, 2 CFR Part 200.

- Proof of Nonprofit status under section 501(c)(3) or 501(c)19 (*if applicable*).
- Copy of active State Business Registration, local business registration/license, or other documentation (*as applicable*).
- Proof of good standing with, and have a current Child Care Subsidy enrollment (*if applicable*).
- Copy of 2021 Tax Returns or 990 Forms (*whichever is applicable*).
- Copy of 2021 fiscal year audited financial statements for the organization including the following:
 - Statement of Financial Position
 - Income Statement
 - Cash Flow Statement
 - Statement of Activities
 - If audited statements are not available, unaudited statements with a certification from the organization's president, treasurer, or owner is required.
- Current copy of IRS W-9 Tax Form and Federal Tax ID number.
- List of Board of Directors.
- Articles of Incorporation.
- Disclosure Statement if Owner(s) hold greater than a 10% interest in the company or organization.
- List of monetary and/or in-kind donations from the Township (*if applicable*).
- Completed Exhibit 1 Grant Funding Service Program Worksheet.
 - Completed Exhibit 2 Capital Expenditure worksheet (*if applicable*).
 - Completed Exhibit 3 Duplication of Benefit verification worksheet (*if applicable*).

INELIGIBLE COSTS

- Program funding that bears no relation or is grossly disproportionate to the type or extent of harm experienced due to the COVID-19 public health emergency.
- Contributions to rainy day funds, financial reserves, or similar funds.
- Payment of principal or interest on outstanding debt instruments.
- Inherently religious activities, such as worship, religious instruction, or proselytization, and/or those that promote or inhibit religious interest.
- Lobbying, support of candidates for public office, or other political activities.
- Funding for programs or organizations that do not serve Cherry Hill Township residents or combat or mitigation the impacts of the pandemic.

GRANT AWARD PERIOD

Applicant and programs will typically be funded for programming beginning from January 1, 2023 through December 31, 2023. If awarded, all applicants must have funds fully obligated by September 30, 2024 and fully expended by September 30, 2026.

APPLICATION PROCESS

The Cherry Hill RISE reinvestment grant program applications will be available through the Township's website at www.chnj.gov/RISE at a later date. When applying, applicants are highly encouraged to utilize the digital application provided by ZoomGrants which can be found here:

<https://www.zoomgrants.com/gprop.asp?donorid=2416&limited=4119>

If an applicant does not have computer access, a hard copy application can request by sending an email request to RISE@chnj.gov or picked up from the Township's Community Development Office located at 820 Mercer Street, Cherry Hill, NJ 08002. When complete, hard copy applications must be submitted back to the Township's Community Development Office. A deadline for application submissions will be announced at a later date.

The application packet must include the information listed below:

- Completed Application.
- Packet or uploads of all required documentation.

Staff is available to answer questions about the application requirements, eligible activities, or the funding process once the application is posted. Please contact RISE@chnj.gov or (856) 910-9686 and leave a message with questions you may have. A team member will respond within 2-3 business days.

APPLICATION REVIEW PROCESS

Township staff will review grant applications for completeness and eligibility. Applicants may be asked to revise proposals or provide additional information.

Complete and eligible applications will then be reviewed by a review panel. The panel will meet to discuss the applications and make a recommendation for funding to the Township Mayor and Council. The Mayor and Council will consider the panel's recommendations and make final award determinations.

APPLICATION REVIEW CRITERIA

Award allocations will be based on the total number of applicants, completeness of applications, expense eligibility, organizational need, community benefit, and organizational operating budget size. No cash match is required.

Review panel members may consider the following factors in their evaluation:

- Organization is a qualifying and eligible entity.
- Applicant has clearly identified an impact population, group or individual(s).
- Impact of other Federal, State, County, or Township assistance received, alone or in comparison to other applicants or if the applicant has received, or intends to receive, alternate funding from other Federal or State sources for the same request.
- Fiscal and administrative capacity to administer the funding in compliance with requirements.

- Grant budget is provided, reasonable, and aligns with eligible expense categories.
- Alignment of the request with the Township’s mission and vision.
- Impact the funding request will have on under-served groups and local community.
- If the applicant has previously managed federal funds.
- Applicants’ quality of key performance indicators submitted for compliance monitoring.
- Anticipated long-term impact the funding will create.
- Applicants’ readiness to fund and capacity for implementation.
- Applicants’ ability and commitment to have all funds obligated prior to September 30, 2024, and fully expended by September 30, 2026.
- Other factors as deemed appropriate by the panel members.

APPLICATION TIMELINES

The Township will announce the Round Two (2) Reinvestment Grant Funding timeline and schedule at a later date.

PUBLIC RECORD

Unless otherwise exempt under applicable law, applications and application materials are publicrecords. All information received from an applicant, whether received in connection with a grantapplication or in connection with any grant-funded activities performed, are subject to disclosurepursuant to the State of New Jersey Public Records Law unless otherwise exempt.

AFFIDAVIT, WAIVER, AND RELEASE FORM

All nonprofit, governmental and business organizations offered a grant who choose to accept the grant will be required to sign a non-negotiable affidavit, waiver, and release form prior to payment being made. The affidavit will require the applicant to declare that all information contained in the application is true and correct and can be used as admissible evidence in any legal proceeding against the company if the Township attempted to recoup any grant funds provided under false pretenses.

AGREEMENT REQUIREMENT & MONITORING

Grant awards will be made in the form of an agreement executed between the applicant and the Township. The grant period, scope, allowable budget, and reporting requirements will be outlined in a grant agreement between the applicant organization and the Township. All awarded funds for new programming/activities must be expended no later than September 30, 2026. Failure to comply with this requirement may result in disqualification from future grant cycles. Additional information may be required at the Township’s discretion, based on the usage of funds.

EXIT REPORT

An Exit Report will be required at the end of each grant agreement. Awardees must submit the Exit Report within three (3) months following the expenditure of all awarded funds or by September 30, 2026, whichever is sooner. Failure to submit an Exit Report may result in disqualification from future grant cycles.

PROGRAM CONTACT

Please contact RISE@chnj.gov or (856) 910-9686 with all inquiries regarding the Cherry Hill RISE American Rescue Plan Act Grant Program Application.