

CITY CLERK'S OFFICE MEMORANDUM
#11-2020

DATE: August 24, 2020
TO: Honorable Mayor Meredith Leighty and City Council Members
THROUGH: Heather Geyer, City Manager 
FROM: Johanna Small, City Clerk 
SUBJECT: CR-117 – COVID-19 Nonprofit Grant Subrecipient Agreements

PURPOSE

To consider CR-117, a resolution approving Subrecipient Agreements for three nonprofit organizations receiving grant funding in amounts exceeding the City Manager's spending authority for the COVID-19 Nonprofit Grant Program.

BACKGROUND

The COVID-19 Nonprofit Grant Program was established by City Council to support community organizations providing direct services to residents to mitigate and respond to the negative impacts of COVID-19. Community-based organizations are well-positioned to understand and address the needs of the community, and the City is partnering with nonprofit organizations to provide funding from the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act to address basic and urgent needs such as: food and food delivery, housing and shelter, utility assistance, health care, human services, mental health services, mobility, etc.

Applications for the grant program were solicited from more than 50 nonprofit organizations who serve or may serve the Northglenn community. The grant program was advertised on the City's website and social media accounts, and was posted on the Community Resource Center's Colorado Grants Guide for nonprofit organizations. 19 agencies submitted applications with requests totaling \$461,544. The City Council Outside Agency Funding Committee, which includes Council members Randall Peterson, Ashley Witkovich, and Antonio Esquibel, reviewed the grant applications on July 16, 2020, and a total of 18 requests were approved totaling \$446,546 in grant funding.

The agencies receiving grant funds are considered subrecipients of the federal funding from the CARES Act that the City received from Adams County. All of the organizations receiving grant funding are required to enter into Subrecipient Agreements with the City regarding the terms and conditions of receiving grant funding.

Section 6-2-4 of the Municipal Code requires the approval of City Council for expenditures in excess of \$50,000. Grant funding for three organizations exceeds that \$50,000 threshold. Therefore, Council approval is needed for the City to enter into the Subrecipient Agreements with the following organizations:

- Clinica Family Health: \$ 75,000
- Five Star Education Foundation: \$110,885
- Northglenn Community Foundation: \$ 52,590

Council approval is not required for the other 15 subrecipient agreements because they include grant amounts that are less than \$50,000. A summary document listing all of the nonprofit organizations for which funding has been approved, approved grant amounts, and the services the organizations provide to the Northglenn community is included as Attachment 1.

STAFF RECOMMENDATION

Staff recommends approval of CR-117.

BUDGET/TIME IMPLICATIONS

City Council allocated \$500,000 of CARES Act funding to provide support to the community through grants to nonprofit organizations. The COVID-19 Nonprofit Grant Program is a reimbursable grant program, and any unspent funds must be returned to Adams County. Staff will administer the grant program and will process payment requests for eligible expenses submitted by the nonprofit agencies.

STAFF REFERENCE

If Council members have any comments or questions they may contact Johanna Small, City Clerk, at 303.450.8757 or jsmall@northglenn.org.

ATTACHMENTS

1. COVID-19 Nonprofit Grant Awards Summary

CR-117 – COVID-19 Nonprofit Grant Subrecipient Agreements
Subrecipient Agreement – Clinica Family Health
Subrecipient Agreement – Five Star Education Foundation
Subrecipient Agreement – Northglenn Community Foundation

COVID-19 Nonprofit Grants Program Summary

Nonprofit Agency	Funding Approved by OAF Committee
A Precious Child	\$5,000
<p>Provides resource navigation and case management services as well as basic essentials including clothing, toiletries, school supplies, holiday gifts, educational opportunities and access to extracurricular activities.</p> <p>Funds will be used to cover the costs of emergency supplies and hard-to-find supplies (cleaning supplies, baby items) distributed to Northglenn families through the Resource Center and Agency Partners (1 located at Northglenn High School). Funds will be used for current needs and for an anticipated second wave of need as a result of COVID-19.</p>	
Adams County Food Bank	\$5,000
<p>Distributes food to more than 15,000 children, adults and seniors in Adams County through 4 programs: Community Food Distribution; Community Commodities Program; Senior Food Commodities Program; and the School and Community Program.</p> <p>Funds will be used to cover expanded costs of purchasing and distributing more food than they have ever distributed in their history – and more than twice as much as they distribute in a typical month. Distributions have benefitted more than 350 Northglenn residents this year, including many for the first time. Funds will also support additional service staff needed to move food to implement a safer drive-thru food distribution area.</p>	
Almost Home	\$40,000
<p>Operates an emergency homeless shelter and provides homeless prevention and case management services to vulnerable populations. Emergency Shelter is a 33-bed, 7-family shelter and the Emergency Assistance Program provides rent/mortgage, utility, resource navigation assistance.</p> <p>Funds will be used to pay rental or mortgage arrears and stipends for those recovering from reduced income. Funding will provide direct financial assistance to at least 12 Northglenn residents (families). \$20,000 – enhanced case management; \$20,000 – direct financial assistance.</p>	
Atlantis ADAPT	\$10,000
<p>Engages in nonviolent direct action to assure the civil and human rights of people with disabilities to live in freedom.</p> <p>Nursing Home Exit Project: Funds will be used for a pilot program based on the needs of two disenfranchised communities who are at high risk for COVID-19: seniors and people with disabilities that are institutionalized in congregate settings (i.e. nursing homes) and the homeless community. Funds will be used to provide shelter for groups of people to transition from nursing homes and the homeless population in pairings for three-week quarantines or for housing to individuals if placements are not possible. Navigation services and caregiver training will be provided to the individuals served.</p>	

Benefits in Action	\$10,000
<p>Increases understanding, access, and utilization of health-related benefits to enhance health and wellbeing with a focus on the elderly and underserved populations.</p> <p>Funds will be used to expand health benefit navigation and application assistance services for Northglenn residents. Funds will also allow expansion of the Connectedness and Food Delivery programs, both of which are available to Northglenn residents. Funds will be utilized to conduct targeted outreach using a mailer to increase awareness of their mission and, as a result, to serve more Northglenn residents.</p>	
CASA of Adams & Broomfield Counties	\$4,000
<p>Provides specially selected and trained advocates to represent abused and neglected children in pursuit of safe and permanent homes in the 17th Judicial District.</p> <p>Funds will be used for technology supplies necessary for teleworking: 2 laptops, training coordinator services, Zoom account.</p>	
Central Visitation Program	\$5,000
<p>Enhances relationships between children and parents of families with low-income by providing supervised visitation, safe exchanges, and parenting support.</p> <p>Funds will be used to offset the costs of providing visitation services and safe exchanges at no cost to families struggling financially during the pandemic. While the visitation location at Northglenn Christian Church is closed, they will continue to provide services virtually using Zoom or in-person at their location in Denver. Services were provided to 38 families at the Northglenn location in 2019.</p>	
Clinica Family Health	\$75,000
<p>Provides culturally appropriate and prevention-focused medical and dental care to people with low-incomes and to people in underserved populations.</p> <p>Funds will be used to support integrated physical and mental health care for Northglenn residents who do not have insurance. 850 individuals from Northglenn were completely uninsured last year. Funds will close approximately 30% of the gap of anticipated non-reimbursable costs for physical and mental health care. Will continue to provide dental care, but volume is difficult to predict due to in-person service constraints during the COVID-19 pandemic.</p>	
Cold Weather Care	\$11,250
<p>Provides shelter and support to individuals and families experiencing homelessness from October-April. Cold Weather Care operates the only shelter in the north area that serves families as well as single individuals.</p> <p>Funds will be used to pay for portable dividers to separate beds, additional PPE and thermometers, staff costs, quarantine rooms, additional staff for emergency overnights and transportation (van drivers). 12% of those served identify as being from Northglenn.</p>	

Community Reach Center	\$40,000
<p>Provides mental health services to people of all ages, which includes case management, peer support, care navigation, school-based services, residential treatment, vocational services, substance use treatment, emergency services, in-home services, and outpatient services.</p> <p>Funds will be used to help offset the additional costs they will accrue by providing free mental health services to Northglenn residents who have no insurance or lack the ability to pay during the COVID-19 pandemic. Will be used in 4 areas: general mental health services including substance use disorders; teen suicide; setting up tele-health appointments; and marketing. The grant funding will allow 50 Northglenn residents with no insurance to be served.</p>	
Every Child Pediatrics	\$23,541
<p>Provides high-quality, affordable and accessible health care and support services to children, regardless of insurance or the ability to pay. They serve approximately 3,000 children who live in Northglenn from very diverse backgrounds.</p> <p>Funds will be used to support the cost of providing critical medical care and support services to Northglenn children who become uninsured due to the COVID-19 pandemic. The grant request represents the cost for providing care to an additional 59 children in Northglenn who lack insurance.</p>	
Five Star Education Foundation	\$110,885
<p>Supports educational activities in the Adams 12 Five Star School District.</p> <p>Funds will be used in 5 areas:</p> <ol style="list-style-type: none"> 1. <u>Nutrition services</u> – access to 12 meals a week for families in need in Northglenn. \$50,000 2. <u>Student services</u> – to provide mini-packs of hygiene and household supplies to 250 students and their families per week at Northglenn High School and the Huron Office Building. \$25,000 3. <u>Child care (BASE)</u> – 183 Northglenn students are in the BASE program; funds to cover safety measures including increased staffing for spacing, PPE, approved non-shared supplies and snacks, and teaching. \$25,000 4. <u>School supplies</u> – auxiliary school supplies for every student on free or reduced lunch. Supply sharing is not possible and supplies will be mandatory for online learning. Northglenn = 1,171 students at \$5 per student. \$5,855 5. <u>Technology for online learning</u> – equipment replacement, wifi services, and cost of additional staff needed to prepare and distribute technology. \$5,000 	
Food for Hope	\$10,000
<p>Provides food to children in need despite the circumstances of their home environment. Food for Hope's programs include: Elementary Weekend Food Bags; School Fuel Snacks; and the In-School Food Bank at Northglenn High School.</p> <p>Funds will be used to support the food bank at Northglenn High School, which provides both fresh and shelf-stable food to 60-85 families per week. The number is likely to be higher this year due to the COVID-19 pandemic.</p>	

Foster Source	\$15,000
<p>Provides training, resources, and community support to foster children and their foster parents to inspire lasting foster care placements.</p> <p>Anticipates serving 90-120 Northglenn residents from May 1 – December 31. Provides supplemental weekly meals to families; provides weekly and regular mental health and physical health sessions via Tele-Health; supports children with tutoring and supplemental education resources including laptops, virtual study sessions, and connections to peers and siblings.</p> <p>Funds will be used to provide 2 food distribution events at City Hall for 250 family-sized freezer meals for 90-120 Northglenn foster families. \$14,000 (\$7,000 each) and an additional \$1,000 for groceries to supplement food access and to provide navigation services to other food resources.</p>	
Growing Home	\$10,000
<p>Serves low-income families and children who are experiencing immediate and long-term barriers to stability and success through 3 programs: Strengthening Families – basic needs assistance (food, housing, utilities, case management, navigation); Nurturing Children – parent support programs; and Connecting Community – community organizing, advocacy and volunteer opportunities to help community members build social capital and leadership skills.</p> <p>Funds will be used to support expanded food distribution efforts and provide housing stability assistance. Funds will be used to purchase food and supplies to operate the drive-thru food pantry, staff salaries for the expanded food pantry, housing stability, and system navigation assistance, and a portion of overhead costs. 2019 – 43 unduplicated Northglenn families (representing 205 unduplicated individuals) made a total of 134 visits to the food pantry.</p>	
Joyful Journeys Community Enrichment	\$9,280
<p>Provides free food, essential items, and clothing to those with referral documents from other agencies. Offers athletic, educational, gardening, professional, supportive programs that teach short- and long-term sustainability and aid.</p> <p>Funds will be used for adaptations to their facility to ensure compliance with health guidelines as a result of the COVID-19 pandemic.</p>	
Northglenn Community Foundation	\$52,590
<p>Provides assistance to Northglenn residents through the Utility Bill Assistance Program, provides day camp scholarships, administers the memorial tree and bench programs, and provides financial support to a variety of other programs benefitting Northglenn residents.</p> <p>Funding will be used to support the Utility Bill Assistance Program, provide day camp scholarships, and for the Emergency/Holiday Food program.</p>	
Ralston House	\$10,000
<p>Provides forensic interview services for children who are the victims of abuse or who have witnessed violence.</p> <p>Funds will be used to cover a portion of the costs for specialized interviews, additional cleaning expenses, and additional staff to assist with the surge of cases directly resulting from children being quarantined with their perpetrators as a result of the COVID-19 pandemic.</p>	

SPONSORED BY: MAYOR LEIGHTY

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-117
Series of 2020

Series of 2020

A RESOLUTION APPROVING SUBRECIPIENT AGREEMENTS REGARDING DISBURSEMENT OF CORONAVIRUS AID, RELIEF AND ECONOMIC SECURITY ACT FUNDS THROUGH THE CITY OF NORTHGLENN COVID-19 NONPROFIT GRANT PROGRAM

WHEREAS, Adams County has received a direct allotment of funds from the federal government pursuant to the Coronavirus Aid, Relief and Economic Security Act (“CARES Act”) to defray costs incurred from the COVID-19 pandemic;

WHEREAS, the City of Northglenn is the recipient of CARES Act funding from Adams County to be used to be used to mitigate and respond to the COVID-19 pandemic in accordance with the requirements of the CARES Act;

WHEREAS, the City Council has allocated \$500,000 of the CARES Act funding to be used to support the community through grants to nonprofit organizations providing services directly to Northglenn residents; and

WHEREAS, the Northglenn Municipal Code requires City Council approval of expenditures in excess of \$50,000, and the City desires to enter into Subrecipient Agreements with certain nonprofit organizations to provide grant funding exceeding \$50,000 to be used to respond to and mitigate the impacts of the COVID-19 pandemic in the community.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The Subrecipient Agreement for the City of Northglenn COVID-19 Nonprofit Grant Program between the City of Northglenn and Clinica Campesina/Family Health Services dba Clinica Family Health, attached hereto as Exhibit 1, for grant funding in an amount not to exceed \$75,000.00 is hereby approved and the Mayor is authorized to execute the same on behalf of the City of Northglenn.

Section 2. The Subrecipient Agreement for the City of Northglenn COVID-19 Nonprofit Grant Program between the City of Northglenn and the Five Star Education Foundation, attached hereto as Exhibit 2, for grant funding in an amount not to exceed \$110,885.00 is hereby approved and the Mayor is authorized to execute the same on behalf of the City of Northglenn.

Section 3. The Subrecipient Agreement for the City of Northglenn COVID-19 Nonprofit Grant Program between the City of Northglenn and the Northglenn Community Foundation, attached hereto as Exhibit 3, for grant funding in an amount not to exceed \$52,590.00 is hereby approved and the Mayor is authorized to execute the same on behalf of the City of Northglenn.

DATED at Northglenn, Colorado, this ____ day of _____, 2020.

MEREDITH LEIGHTY
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney

**SUBRECIPIENT AGREEMENT FOR THE CITY OF NORTHGLENN
COVID-19 NONPROFIT GRANT PROGRAM**

THIS SUBRECIPIENT AGREEMENT (“Agreement”), is entered into by and between the City of Northglenn (“City”), a Colorado home rule municipality, and Clinica Campesina/Family Health Services dba Clinica Family Health (“Subrecipient”), by which the Subrecipient agrees to carry out specific activities under the CARES Act (“CARES Act Funding”), and establishing certain other terms and conditions, effective on the date last signed below.

WHEREAS, the City has received funds from the United States Government, directly or via other government entities, under the Coronavirus Aid, Relief, and Economic Security Act of 2020 (CARES Act);

WHEREAS, the Subrecipient has applied for CARES Act Funding, and the City wishes to engage the Subrecipient to assist the City in utilizing such funds by approving Subrecipient's application, subject to the terms and conditions of this Agreement;

NOW, THEREFORE, the parties agree as follows:

ARTICLE I. PROJECT

1. SCOPE. The City disburses to the Subrecipient and the Subrecipient accepts the CARES Act Funding, Catalog of Federal Domestic Assistance number (CFDA) 21.019, for Eligible Expenses consistent with the activities described in the Subrecipient’s application for funding in Exhibit A which is attached hereto (the “Project”). The parties agree the Project is for a public purpose, which is among other things, to minimize the extreme financial hardships caused to the City by the COVID-19 pandemic.

1.1 Amount: CARES Act Funding up to the amount of seventy-five thousand dollars and zero cents (\$75,000.00) will be reimbursed to the Subrecipient for the Project upon receipt of documented eligible expenses.

2. TERM OF AGREEMENT. This Agreement begins on the date of full execution by the parties to this Agreement and shall expire on December 30, 2020. The parties, however, acknowledge all continuing performance obligations, including but not limited to reporting and audit requirements, may extend beyond the term of this Agreement. Subrecipient agrees to execute an extension of this Agreement timely and in good faith as may be necessitated. The City reserves the right to terminate this Agreement at any time if the Subrecipient is not in material compliance with the terms hereof.

ARTICLE II: ELIGIBLE EXPENSES, USE OF FUNDS AND REPORTING

1. ELIGIBLE EXPENSES. By signing this Agreement, the Subrecipient hereby certifies that CARES Act Funding received under this Agreement will be used by the Subrecipient only to cover those costs and expenses that are eligible expenses in compliance with the CARES Act; are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020 (collectively, “Eligible Expenses”).

2. USE OF FUNDS AND REPORTING.

2.1 Use of Funds. On or before December 30, 2020, the Subrecipient shall use the CARES Act Funding for Eligible Expenses. Further, the Subrecipient agrees to return to the City by November 16, 2020, any amount it reasonably anticipates will be unused as of December 30, 2020.

2.2 Expenditures and Accounting. The Subrecipient agrees to be responsible for ensuring that it spends, documents, and accounts for its portion of the CARES Act Funding received from the City

in strict compliance with the CARES Act requirements. CARES Act Funding is subject to the following requirements in the Uniform Guidance (2 C.F.R. Part 200): 2 C.F.R. § 200.303 regarding internal controls, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements. The Subrecipient shall not distribute any portion of CARES Act Funding to a separate entity, enterprise, agency, or any other public, private, or non-profit entity (Third-party). The Subrecipient agrees to familiarize itself with, and shall adhere to, all current and subsequent legislation, rules, and regulations relevant to CARES Act Funding. To assist with compliance, the Subrecipient shall:

2.2.1 Maintain an effective system of internal fiscal control and accountability for all CARES Act Funding and property acquired or improved with CARES Act Funding, and make sure the same are used solely for authorized purposes.

2.2.2 Keep a continuing record of all disbursements by date, check number, amount, vendor, description of items purchased and line item from which the money was expended, as reflected in the Subrecipient's accounting records.

2.2.3 Maintain payroll, financial, and expense reimbursement records for a period of three (3) years after receipt of final payment under this Agreement or any time period required by the CARES Act, whichever is longer.

2.2.4 Permit inspection and audit of its records with respect to all matters authorized by this Agreement by representatives of the City, County or Federal Government at any time during normal business hours and as often as necessary.

2.3 Reporting. The Subrecipient shall provide to the City regular reporting of its use of the CARES Act Funding, including the following minimum requirements which may be increased or changed at any time by the City:

2.3.1 The Subrecipient will submit to the City certain required data, including, but not limited to, receipts, payroll records, or other documentation for all expenditures made using CARES Act Funding distributed to Subrecipient under this Agreement;

2.3.2 On or before the 20th of each month, beginning August, 2020 the Subrecipient will submit to the City an updated expense tracking form and all related receipts, payroll records, or other documentation, including proof of payment; and

2.3.3 The Subrecipient acknowledges and agrees that the expenses submitted will only be submitted for CARES Act Funding and will not be submitted for reimbursement or as expenses under any other Federal Government program, including but not limited to, FEMA or another aid program, regardless of its source.

2.4 Non-Compliance. In the event the Subrecipient fails to comply with any of the requirements of the CARES Act with respect to the CARES Act Funding, the Subrecipient shall be solely responsible for reimbursement of said funds. In addition, in the event the Federal Government or Adams County seeks reimbursement of funds spent by the Subrecipient from the City, the City has the right, but not the obligation, to reimburse those funds to the Federal Government or Adams County on the Subrecipient's behalf, and the Subrecipient shall reimburse the City for such expenditure within 30 calendar days of payment by the City.

ARTICLE III: GENERAL CONDITIONS

1. COMPLIANCE WITH FEDERAL, STATE AND LOCAL LAWS. The Subrecipient, in performance of this Agreement, agrees to comply with all applicable Federal, State and local laws and ordinances, and the rules and regulations.

2. INDEMNITY. The Subrecipient agrees to defend, indemnify and save harmless the City, its appointed and elected officers and employees from and against any and all liability, loss, costs, damage and expense, including costs and attorney fees in defense thereof arising from or related to any act or omission by Subrecipient, or its employees, agents, subcontractors, successors or assignees in connection with the Agreement or because of actions, claims or lawsuits for damages resulting from personal or bodily injury, including death at any time resulting from there, sustained or alleged to have been sustained by any person or persons and on account of damage to property, arising or alleged to have arisen directly or indirectly out of or in consequence of or the performance of this Agreement, whether such injuries to persons or damage to property is due to the negligence of Subrecipient, its employees, agents, subcontractors, agents, successor or assignees. This provision shall be inapplicable to the extent the City is judicially found solely negligent for such damage or injury.

3. INSURANCE REQUIREMENTS. Subrecipient shall, at its own expense keep, in full force and effect during the term of this Agreement, and during the term of any extension or amendment, insurance reasonably sufficient to insure against the liability assumed by Subrecipient pursuant to this Agreement.

4. NOTICES. Any notices required to be given by the City to the Subrecipient or by the Subrecipient to the City shall be in writing and delivered to the following parties by email, hand, U.S. Mail, or overnight commercial courier at the following addresses:

City:

City of Northglenn, City Clerk's Office
11701 Community Center Drive
Northglenn, CO 80233
jsmall@northglenn.org

Subrecipient:

Clinica Family Health
1735 South Public Road
Lafayette, CO 80026
aporcaro@clinica.org

5. INDEPENDENT CONTRACTOR. In the performance of this Agreement, the Subrecipient is and shall be considered to be an independent contractor in all respects, and shall not be considered to be an officer, employee, agent, or servant of the City.

6. ASSIGNMENT AND SUBCONTRACTING. The Subrecipient shall not assign or subcontract any portion of the obligations contained or services provided within the terms of this Agreement without obtaining prior written approval from the City. All terms and conditions of this Agreement shall apply to any approved subcontract or assignment related to the Agreement.

7. NO THIRD-PARTY BENEFICIARIES. The Agreement does not and is not intended to confer any rights or remedies upon any person or entity other than the City and Subrecipient. Enforcement of the Agreement and all related rights and obligations are reserved solely to the City and Subrecipient. Any services or benefits which third parties receive as a result of the Agreement are incidental and do not create any rights for such third parties.

8. RESERVATION OF RIGHTS. Failure to insist upon strict compliance with any terms, covenants or conditions of this Agreement shall not be deemed a waiver of such, nor shall any waiver or relinquishment of such right or power at any time be taken to be a waiver of any other breach.

9. AMENDMENTS TO AGREEMENT. This Agreement cannot be amended or modified except in writing, signed by both parties.

10. FORCE MAJEURE. Neither party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes (which events and/or circumstances are hereinafter referred to as "Force Majeure"), to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, and generalized lack of availability of raw materials or energy.

11. VENUE AND CHOICE OF LAW. If either party to this Agreement initiates any legal or equitable action which relates to this Agreement in any manner, the City and the Subrecipient agree that the proper venue for such action is the Adams County, Colorado, District Court. It is mutually understood and agreed that this Agreement shall be governed by the laws of the State of Colorado, both as to interpretation and performance.

12. SEVERABILITY CLAUSE. It is understood and agreed by the parties that if any part, term, or provision of this Agreement is held by the courts to be illegal or in conflict with any law of the state where made, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be invalid.

13. SURVIVAL. Any provision of the Agreement that imposes an obligation on a party after the Agreement's termination or expiration shall survive the termination or expiration and shall be enforceable by the other party.

14. INTEGRATED DOCUMENT. This Agreement with any attachments, and the Subrecipient's corresponding application to the City, incorporated by reference, constitute the entire agreement between the parties and both parties acknowledge that there are no other agreements, written or oral, that have not been fully set forth in the text of this Agreement.

15. AUTHORITY TO SIGN. The persons executing this Agreement on behalf of the Subrecipient represent that one or both of them has the authority to execute this Agreement and to bind the Subrecipient to its terms.

16. SUBRECIPIENT CERTIFICATION. By signing below, the Subrecipient certifies that it understands the requirements of, will comply with, and, during the term of this Agreement will remain in compliance with all applicable federal, state and local laws. All representations made by the Subrecipient to the City either in this Agreement or for the purpose of inducing the City to execute this Agreement are hereby certified to be true and correct.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date of the most recent signatory.

DATED this _____ day of _____, 2020.

CITY OF NORTHGLENN, a Colorado home rule municipal corporation

Meredith Leighty, Mayor

ATTEST:

Johanna Small, CMC, City Clerk

APPROVED AS TO FORM:

Corey Y. Hoffmann, City Attorney

CLINICA CAMPESINA/FAMILY HEALTH
SERVICES dba CLINICA FAMILY HEALTH

By: 
Printed Name: SIMON SMITH
Title: President + CEO

ATTEST:


Printed Name: Brian Johnston
Title: Chief financial officer

Organization Name:	Clinica Family Health
Name of Executive Director:	Simon Smith
Application Contact & Title:	Anthony Porcaro, Grant Writer
Organization Address:	1735 South Public Road Lafayette, CO 80026
Phone:	(303) 408-2488
Email:	aporcaro@clinica.org
Organization Website:	clinica.org
Federal Tax ID Number:	84-0743432
Social Media Accounts and Addresses:	https://www.facebook.com/ClinicaFamilyHealth/ https://www.instagram.com/clinicafamilyhealth/?hl=en
Year Founded:	1977
Number of Employees:	416
Is Your Organization a Non-Profit?	Yes
Is Your Non-Profit Registered in Colorado?	Yes
Is Your Non-Profit in Good Standing With the Colorado Secretary of State?	Yes
Describe the Organization's Mission, the People Served and Programs/Services Offered:	<p>Clinica has grown from a single nurse practitioner site founded in 1977 by a local advocate into a critical piece of the Colorado medical primary care safety net. We currently have five medical clinics, two dental clinics, and a staff of more than 500 employees. In 2017, we provided 263,067 health visits to 53,379 patients.</p> <p>Clinica's mission is to be the medical and dental care provider of choice for low-income and other underserved people in south Boulder, Broomfield and west Adams counties. Care shall be culturally appropriate and prevention focused. We are the only organization in our service area that</p>

provides a full spectrum of medical, dental, and mental health care to patients of all ages on a reduced-fee, income-based sliding scale basis. We currently have five medical clinics, two co-located dental clinics, and a primary care access point located within a local community mental health center's central hub.

We provide a full scope of primary medical care that emphasizes prevention, health education, and patient self-management. Specifically, we provide the following services as defined by the U.S. Health Resources and Administration Bureau of Primary Care: General Primary Medical Care, General Primary Medical Care, Diagnostic Laboratory, Diagnostic Radiology, Screenings, Coverage for Emergencies During and After Hours, Voluntary Family Planning, Immunizations, Well Child Services, Gynecological Care, Obstetrical Care, Preventive Dental, Pharmaceutical Services, Case Management, Eligibility Assistance, Health Education, Outreach, Translation, Behavioral Health Services, Optometry, Nutrition, Complementary and Alternative Medicine, and Psychiatry.

Clinica does not restrict its services to a specific gender, race, cultural group or age. We offer health care to anyone in need who is low-income and/or uninsured.

What Are the Economic Impacts of the COVID-19 Pandemic On Your Organization? Click All That Apply:

Reduced hours of operation
Temporary closure
Inability to serve clients
Inability to hold events
Employee layoffs/furloughs
Other: Lost revenue due to curtailed in-clinic services

Is Your Organization Currently Closed Due to the Pandemic?

No

What Date Do You Anticipate Re-Opening?

Describe How Your Organization's Services Have Been Impacted by COVID-19:

Clinica is upholding patient-centered integrated primary care services, even as we implement infection control practices at our physical clinic locations. By finding ways to keep our physical locations open for specific functions and by building remote care teams through telehealth, we are currently providing the following essential services:

Medical care – Our medical providers have primarily been working in three domains: on the front lines managing suspected COVID-19 cases, in our physical clinics providing urgent care in order to divert emergency room traffic, and in virtual settings where patients are receiving primary care through telehealth.

Behavioral health care – Our licensed behavioral health professionals remain alongside our medical care staff to address mental health issues, which are proliferating as our patients contend with the stress and strain fostered by the pandemic.

Oral health services – Dental visits are limited to cases where lack of intervention by Clinica would result in patients seeking emergency or urgent care.

Pharmacy services – Recognizing that obtaining affordable medications remains a critical need for our patients, we have maintained pharmacy staff to fill and distribute prescription drugs.

With our in-clinic services so severely curtailed, telehealth appointments have been necessary to uphold primary care services that are not COVID-related. Presently, about half of our visits are being delivered remotely. While Clinica’s burgeoning telehealth model is currently focused on rapid COVID-19 response, we envision remote care as a permanent complement to our in-clinic services when the pandemic recedes.

Our patients are facing inordinate challenges during this crisis, including:

- Further economic hardship –As the effects of COVID-19 ripple through the economy, community members who were already straining to make ends meet are coping with job losses and otherwise diminished income. Affordable health care is more essential than ever for our patients.
- Inability to access services – Our patients are also clients of many of the agencies working within the local human services ecosystem. As this network faces its own budgetary pressures, our community’s most vulnerable members are losing access to essential resources.
- Higher risk of severe COVID-19 outcomes – The chronic disease burden of low-income and minority populations translates to greater risk for our patients. COVID-19 cases are more likely to result in hospitalization or death for individuals with underlying health conditions such as diabetes and hypertension. Our target population features a preponderance of chronic disease sufferers.

Type of Grant Requested: Program or Project Support

What's the Name of the Program or Project? Sustaining Non-reimbursable Care for Uninsured Northglenn Residents

Grant Amount Requested: \$75,000

Funding Request Percentage: 10%

Clinica is seeking funds to support integrated physical and mental health care for Northglenn residents who do not have insurance. Many of our patients who are Northglenn residents are Medicaid beneficiaries and the cost for their visits is mostly recoverable through Health First Colorado. A very small proportion have Medicare or other insurance coverage that also yields reimbursement.

But close to 850 of the individuals with a Northglenn mailing address to whom we delivered care last year were completely uninsured. For these patients, Clinica must make up the difference between the copay that we receive and the significantly higher cost of delivering the service. The average cost per medical visit is \$190.58 and the average cost per mental health visit is \$97.24. Due to our focus on efficiency, these costs are lower than state and national averages for community health centers. Nevertheless, the revenue variance in caring for uninsured Thornton inhabitants is substantial, amounting to more than a quarter of a million dollars each year.

We are requesting funds to close a portion – about thirty percent – of this income gap for a seven and one-half month period (March 1st through November 16th, 2020). The included budget reflects the anticipated non-reimbursable costs for physical and mental health care, core elements of our mission. In addition to being a Federally-Qualified Health Center, Clinica is AAAHC accredited and our Thornton Clinic is an NCQA-certified Patient-Centered Medical Home. The eligibility and compliance requirements of these programs ensure the continued quality and effectiveness of our care delivery system.

We will also continue to provide dental care and social health support services to Northglenn residents but volume in these categories is difficult to project as we constrain in-person services to limit the spread of COVID-19. The current reduction in face-to-face encounters also dictates that the visit projection for this application match current productivity, which is roughly 75% of our historical volume.

Historical visit and cost data generated by Clinica's reporting tools allow us to estimate future volume and expenditures associated with providing uninsured Northglenn inhabitants with physical and mental health care. Cost-per-visit figures are based on the Health Resources and Administration's Uniform Data System parameters and are available publicly at <https://bphc.hrsa.gov/uds/datacenter.aspx?q=d>. Please see the appended Proposed Project Budget for the calculation detail.

Use of Cares Act Funds – Describe What the Grant Will Be Used for and How the Funding Will Directly Benefit Northglenn Residents:

Describe How Your Program(s) Will Expand, Adapt, or Change to Meet a New Need That Is Directly

More than 200 Clinica staff members, about one-third of Clinica's workforce, were furloughed at the beginning of April. Most of these employees are dental workers or administrative personnel. This difficult measure was necessary to reduce the budget shortfalls that have resulted

**Related to the COVID-19
Pandemic.**

from the scaling back of services necessary for responsible infection control. The following personnel are the most heavily affected:

- Dental Hygienists
- Medical Assistants
- Clinic Operations Specialists
- Dental Assistants
- Office Technicians
- Dentists
- Billing
- Coding
- Accounting
- Medical Records
- Care Coordinators
- Registered Dietitians

By taking this measure and by applying response funding, Clinica has delivered 75,669 organization-wide visits since March. In face-to-face encounters during that timeframe, Clinica has provided 30,721 in-clinic visits, including:

- 2,437 behavioral health visits
- 3,825 OB/GYN visits
- 5,600 dental visits, including hygienist encounters on medical pods
- 8,144 non-respiratory acute visits (for emergency room diversion)
- 5,301 respiratory illness visits

With our in-clinic services so severely curtailed, telehealth appointments have been necessary to uphold primary care services that can be delivered remotely. While Clinica's burgeoning telehealth model is currently focused on rapid COVID-19 response, we envision remote care as a permanent complement to our in-clinic services when the pandemic recedes.

The 30,721 visits that have been provided face-to-face are complemented by 44,948 telehealth visits, including:

- 6,527 behavioral health visits
- 508 OB/GYN visits
- 1,082 "tele-dental" visits
- 110 dietitian visits (Clinica just recently resumed nutrition services)

The rest of the remote encounters were general physical health visits. Clinica's remote care systems continue to evolve as we move from taking the necessary, if sub-optimal, measures for continuity of care to designing, purchasing licenses and software, and implementing a more refined telehealth environment.

Our path forward includes safe expansion of in-clinic well care, safe expansion of in-clinic dental care and HOP, and continued respiratory sick care. Infection control and social distancing precautions mean our in-clinic care will not be at the capacity it was pre-COVID, resulting in less staff in the clinical spaces and continued reliance on telehealth.

Based on Funding in 2019, Please List Your Organization's Top Five Funding Sources (Corporate, Government, and Individual Contributions) and the Amounts Received From These Sources:

Patient Service Revenue \$35,040,405
U.S Department of Health and Human Services \$9,053,589
State of Colorado Grant Revenue \$4,579,020
Capitation Revenue \$4,487,149
Pharmacy Revenue \$2,003,778

Covid-19 Related Funding – List Any Other Support (Grants, Loans, Etc.) Including Dollar Amounts, Which Your Organization Has Received as a Result of COVID-19.

Boulder County HHS \$75,000
Caring for Colorado \$33,500
City of Thornton CDBG \$100,000
City of Thornton Coronavirus Relief Fund (CARES Act) \$156,433
Colorado Health Foundation \$40,000
Community Foundation Boulder County \$15,000
FCC Covid-19 Telehealth Program \$182,347
Help Colorado Now (Colorado COVID Relief Fund) \$25,000
HRSA - CARES Act \$1,923,305
HRSA - Coronavirus Preparedness and Response Supplemental Appropriations Act \$125,990
HRSA - Expanding Capacity for Coronavirus Testing \$993,349
OeHI COVID and Telehealth \$82,631
UHC CCHN Pass-through \$27,778

Organization acknowledges the following:

I Agree

Electronic Signature Agreement:

I Agree

Signature:



**SUBRECIPIENT AGREEMENT FOR THE CITY OF NORTHGLENN
COVID-19 NONPROFIT GRANT PROGRAM**

THIS SUBRECIPIENT AGREEMENT (“Agreement”), is entered into by and between the City of Northglenn (“City”), a Colorado home rule municipality, and School District 12 Education Foundation dba Five Star Education Foundation (“Subrecipient”), by which the Subrecipient agrees to carry out specific activities under the CARES Act (“CARES Act Funding”), and establishing certain other terms and conditions, effective on the date last signed below.

WHEREAS, the City has received funds from the United States Government, directly or via other government entities, under the Coronavirus Aid, Relief, and Economic Security Act of 2020 (CARES Act);

WHEREAS, the Subrecipient has applied for CARES Act Funding, and the City wishes to engage the Subrecipient to assist the City in utilizing such funds by approving Subrecipient's application, subject to the terms and conditions of this Agreement;

NOW, THEREFORE, the parties agree as follows:

ARTICLE I. PROJECT

1. SCOPE. The City disburses to the Subrecipient and the Subrecipient accepts the CARES Act Funding, Catalog of Federal Domestic Assistance number (CFDA) 21.019, for Eligible Expenses consistent with the activities described in the Subrecipient’s application for funding in Exhibit A which is attached hereto (the “Project”). The parties agree the Project is for a public purpose, which is among other things, to minimize the extreme financial hardships caused to the City by the COVID-19 pandemic.

1.1 Amount: CARES Act Funding up to the amount of one hundred ten thousand eight hundred eighty-five dollars and zero cents (\$110,885.00) will be reimbursed to the Subrecipient for the Project upon receipt of documented eligible expenses.

2. TERM OF AGREEMENT. This Agreement begins on the date of full execution by the parties to this Agreement and shall expire on December 30, 2020. The parties, however, acknowledge all continuing performance obligations, including but not limited to reporting and audit requirements, may extend beyond the term of this Agreement. Subrecipient agrees to execute an extension of this Agreement timely and in good faith as may be necessitated. The City reserves the right to terminate this Agreement at any time if the Subrecipient is not in material compliance with the terms hereof.

ARTICLE II: ELIGIBLE EXPENSES, USE OF FUNDS AND REPORTING

1. ELIGIBLE EXPENSES. By signing this Agreement, the Subrecipient hereby certifies that CARES Act Funding received under this Agreement will be used by the Subrecipient only to cover those costs and expenses that are eligible expenses in compliance with the CARES Act; are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020 (collectively, “Eligible Expenses”).

2. USE OF FUNDS AND REPORTING.

2.1 Use of Funds. On or before December 30, 2020, the Subrecipient shall use the CARES Act Funding for Eligible Expenses. Further, the Subrecipient agrees to return to the City by November 16, 2020, any amount it reasonably anticipates will be unused as of December 30, 2020.

2.2 Expenditures and Accounting. The Subrecipient agrees to be responsible for ensuring that it spends, documents, and accounts for its portion of the CARES Act Funding received from the City

in strict compliance with the CARES Act requirements. CARES Act Funding is subject to the following requirements in the Uniform Guidance (2 C.F.R. Part 200): 2 C.F.R. § 200.303 regarding internal controls, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements. The Subrecipient shall not distribute any portion of CARES Act Funding to a separate entity, enterprise, agency, or any other public, private, or non-profit entity (Third-party). The Subrecipient agrees to familiarize itself with, and shall adhere to, all current and subsequent legislation, rules, and regulations relevant to CARES Act Funding. To assist with compliance, the Subrecipient shall:

2.2.1 Maintain an effective system of internal fiscal control and accountability for all CARES Act Funding and property acquired or improved with CARES Act Funding, and make sure the same are used solely for authorized purposes.

2.2.2 Keep a continuing record of all disbursements by date, check number, amount, vendor, description of items purchased and line item from which the money was expended, as reflected in the Subrecipient's accounting records.

2.2.3 Maintain payroll, financial, and expense reimbursement records for a period of three (3) years after receipt of final payment under this Agreement or any time period required by the CARES Act, whichever is longer.

2.2.4 Permit inspection and audit of its records with respect to all matters authorized by this Agreement by representatives of the City, County or Federal Government at any time during normal business hours and as often as necessary.

2.3 Reporting. The Subrecipient shall provide to the City regular reporting of its use of the CARES Act Funding, including the following minimum requirements which may be increased or changed at any time by the City:

2.3.1 The Subrecipient will submit to the City certain required data, including, but not limited to, receipts, payroll records, or other documentation for all expenditures made using CARES Act Funding distributed to Subrecipient under this Agreement;

2.3.2 On or before the 20th of each month, beginning August, 2020 the Subrecipient will submit to the City an updated expense tracking form and all related receipts, payroll records, or other documentation, including proof of payment; and

2.3.3 The Subrecipient acknowledges and agrees that the expenses submitted will only be submitted for CARES Act Funding and will not be submitted for reimbursement or as expenses under any other Federal Government program, including but not limited to, FEMA or another aid program, regardless of its source.

2.4 Non-Compliance. In the event the Subrecipient fails to comply with any of the requirements of the CARES Act with respect to the CARES Act Funding, the Subrecipient shall be solely responsible for reimbursement of said funds. In addition, in the event the Federal Government or Adams County seeks reimbursement of funds spent by the Subrecipient from the City, the City has the right, but not the obligation, to reimburse those funds to the Federal Government or Adams County on the Subrecipient's behalf, and the Subrecipient shall reimburse the City for such expenditure within 30 calendar days of payment by the City.

ARTICLE III: GENERAL CONDITIONS

1. COMPLIANCE WITH FEDERAL, STATE AND LOCAL LAWS. The Subrecipient, in performance of this Agreement, agrees to comply with all applicable Federal, State and local laws and ordinances, and the rules and regulations.

2. INDEMNITY. The Subrecipient agrees to defend, indemnify and save harmless the City, its appointed and elected officers and employees from and against any and all liability, loss, costs, damage and expense, including costs and attorney fees in defense thereof arising from or related to any act or omission by Subrecipient, or its employees, agents, subcontractors, successors or assignees in connection with the Agreement or because of actions, claims or lawsuits for damages resulting from personal or bodily injury, including death at any time resulting from there, sustained or alleged to have been sustained by any person or persons and on account of damage to property, arising or alleged to have arisen directly or indirectly out of or in consequence of or the performance of this Agreement, whether such injuries to persons or damage to property is due to the negligence of Subrecipient, its employees, agents, subcontractors, agents, successor or assignees. This provision shall be inapplicable to the extent the City is judicially found solely negligent for such damage or injury.

3. INSURANCE REQUIREMENTS. Subrecipient shall, at its own expense keep, in full force and effect during the term of this Agreement, and during the term of any extension or amendment, insurance reasonably sufficient to insure against the liability assumed by Subrecipient pursuant to this Agreement.

4. NOTICES. Any notices required to be given by the City to the Subrecipient or by the Subrecipient to the City shall be in writing and delivered to the following parties by email, hand, U.S. Mail, or overnight commercial courier at the following addresses:

City:

City of Northglenn, City Clerk's Office
11701 Community Center Drive
Northglenn, CO 80233
jsmall@northglenn.org

Subrecipient:

Five Star Education Foundation
1500 E. 128th Ave.
Thornton, CO 80241
shannon.hancock@5starfoundation.org

5. INDEPENDENT CONTRACTOR. In the performance of this Agreement, the Subrecipient is and shall be considered to be an independent contractor in all respects, and shall not be considered to be an officer, employee, agent, or servant of the City.

6. ASSIGNMENT AND SUBCONTRACTING. The Subrecipient shall not assign or subcontract any portion of the obligations contained or services provided within the terms of this Agreement without obtaining prior written approval from the City. All terms and conditions of this Agreement shall apply to any approved subcontract or assignment related to the Agreement.

7. NO THIRD-PARTY BENEFICIARIES. The Agreement does not and is not intended to confer any rights or remedies upon any person or entity other than the City and Subrecipient. Enforcement of the Agreement and all related rights and obligations are reserved solely to the City and Subrecipient. Any services or benefits which third parties receive as a result of the Agreement are incidental and do not create any rights for such third parties.

8. RESERVATION OF RIGHTS. Failure to insist upon strict compliance with any terms, covenants or conditions of this Agreement shall not be deemed a waiver of such, nor shall any waiver or relinquishment of such right or power at any time be taken to be a waiver of any other breach.

9. AMENDMENTS TO AGREEMENT. This Agreement cannot be amended or modified except in writing, signed by both parties.

10. FORCE MAJEURE. Neither party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes (which events and/or circumstances are hereinafter referred to as "Force Majeure"), to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, and generalized lack of availability of raw materials or energy.

11. VENUE AND CHOICE OF LAW. If either party to this Agreement initiates any legal or equitable action which relates to this Agreement in any manner, the City and the Subrecipient agree that the proper venue for such action is the Adams County, Colorado, District Court. It is mutually understood and agreed that this Agreement shall be governed by the laws of the State of Colorado, both as to interpretation and performance.

12. SEVERABILITY CLAUSE. It is understood and agreed by the parties that if any part, term, or provision of this Agreement is held by the courts to be illegal or in conflict with any law of the state where made, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be invalid.

13. SURVIVAL. Any provision of the Agreement that imposes an obligation on a party after the Agreement's termination or expiration shall survive the termination or expiration and shall be enforceable by the other party.

14. INTEGRATED DOCUMENT. This Agreement with any attachments, and the Subrecipient's corresponding application to the City, incorporated by reference, constitute the entire agreement between the parties and both parties acknowledge that there are no other agreements, written or oral, that have not been fully set forth in the text of this Agreement.

15. AUTHORITY TO SIGN. The persons executing this Agreement on behalf of the Subrecipient represent that one or both of them has the authority to execute this Agreement and to bind the Subrecipient to its terms.

16. SUBRECIPIENT CERTIFICATION. By signing below, the Subrecipient certifies that it understands the requirements of, will comply with, and, during the term of this Agreement will remain in compliance with all applicable federal, state and local laws. All representations made by the Subrecipient to the City either in this Agreement or for the purpose of inducing the City to execute this Agreement are hereby certified to be true and correct.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date of the most recent signatory.

DATED this _____ day of _____, 2020.

CITY OF NORTHGLENN, a Colorado home rule municipal corporation

Meredith Leighty, Mayor

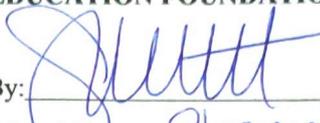
ATTEST:

Johanna Small, CMC, City Clerk

APPROVED AS TO FORM:

Corey Y. Hoffmann, City Attorney

**SCHOOL DISTRICT 12 EDUCATION
FOUNDATION dba FIVE STAR
EDUCATION FOUNDATION**

By: 
Printed Name: Shawwon Hancock
Title: Executive Director

ATTEST:

Printed Name: _____
Title: _____

Organization Name:	School District 12 Education Foundation dba Five Star Education Foundation
Name of Executive Director:	Shannon Hancock
Application Contact & Title:	Shannon Hancock, Executive Director
Organization Address:	1500 E. 128th Ave. Thornton, CO 80241
Phone:	(303) 642-6837
Email:	shannon.hancock@5starfoundation.org
Organization Website:	5starfoundation.org
Federal Tax ID Number:	74-2401659
Social Media Accounts and Addresses:	Facebook: https://www.facebook.com/5StarColorado/ Instagram: https://www.instagram.com/5_star_education_foundation/
Year Founded:	1985
Number of Employees:	2
Is Your Organization a Non-Profit?	Yes
Is Your Non-Profit Registered in Colorado?	Yes
Is Your Non-Profit in Good Standing With the Colorado Secretary of State?	Yes
Describe the Organization's Mission, the People Served and Programs/Services Offered:	<p>The Five Star Education Foundation was formed in September 1985 by 10 dedicated community members. The goal was to raise money from the community to support educational activities that were outside the Adams 12 Five Star School district's general fund budget. This support was provided by way of grants to teachers in the district to implement programs they created. Through the years, the foundation has evolved from an all-volunteer organization taking on pressing student needs such as technology and teacher grants to where it is today, which is looking for metric-driven outcomes for its programs and areas of support. Our vision is a community where all students succeed; and when we say ALL, we mean ALL.</p>

Adams 12 Five Star School District is a suburban district located 15 miles north of Denver, Colorado. Our district serves a total of five cities: Broomfield, Federal Heights, Northglenn, Thornton, and Westminster and is home to over 39,282 students that are spread across 55 schools. Our district is representative of the population of Colorado in terms of gender, ethnicity, and income. Our students are what makes our district special. Their stories, experiences, triumphs, and failures are what make our community thrive.

We 'mind the gap' between traditional K-12 education and the outside world. With the support of our donors and funders, we create links and bridges for Adams12 students and the outside world. Through community partnerships, we ensure that ALL students see their own path to future success.

Mission: Invest in Student Success

Vision: The Five Star Education Foundation contributes to the improvement of the overall quality of life in our community through investments in educational services and programs to assist Adams12 students in achieving their full potential.

Through this organization we strive to:

1. Provide financial assistance for classrooms, schools, and programs that ensure student readiness for post-K-12 education and career success.
2. Ensure the successful development of public and private partnerships that benefit our students.
3. Partner with Adams12 School District to ensure that programs deliver a leading educational experience and implementation of curriculum above traditional offerings.
4. Preserve technological and content relevance for supported career-focused programs.
5. Build awareness of and connection to Adams12 supported programs within our community and across the state.

What Are the Economic Impacts of the COVID-19 Pandemic On Your Organization? Click All That Apply:

Increased operating costs
Inability to hold events
Other: Increased client/student need

Is Your Organization Currently Closed Due to the Pandemic?

No

What Date Do You Anticipate Re-Opening?

The Five Star Foundation is the non-profit that serves the Adams 12 Five Star Schools. We normally focus on initiatives that 'mind the gap' between what the school district does with students and the outside community to ensure post-secondary readiness. This includes experiences, tools, internships, partnerships, and more with a strong focus on career readiness.

During this crisis, we have shifted to make sure that our district has the resources they need to serve ALL students. This is heavily weighted in nutrition services (serving over a half-million meals already- and growing!), technology for online learning for students (nearly 12,000 Chromebooks distributed AND wifi services to homes for classwork), emergency family assistance (In partnership with the Office of Whole Child Initiatives) and support to the summer BASE program (the ONLY school district operated summer childcare in the state this year). This has increased our need for support more than 10x of our normal work.

Additionally, we have not taken ANY operational dollars out of donations to support our organization during this time (outside of the PPP loan). 100% of the funds go to support these projects. We had to cancel our gala in March, which is our primary source of operational funds for the year and take a loss of over \$50,000 from what we would have made with the event (we were able to transition to online at a loss). Dollars that were committed to our organization by funders have been rediverted to COVID relief. So far, we are ok operationally due to some reserves and PPP dollars and remain committed to doing what we can for our students FIRST and foremost.

The District underwent huge losses. They distributed over 11,000 Chromebooks to students (at a cost of about \$300 per unit) and will never be able to recover a large number of these for their schools. Nutrition services shifted into high gear to distribute meals to families in need. They lost ALL of their a la carte sales that were the only thing that kept the program from running a huge deficit each month AND increased their costs through safety procedures, food packaging and food waste (each meal MUST include all elements in order to get USDA reimbursement- at the schools, students can opt-out of items which saves the program 25% each year).

The summer BASE program (which is the ONLY program offered by a school district in the state) is seeing a 100% increase in cost due to distancing, safety, and procedural changes. This crucial program is the only way parents are able to return to work to support their families AND provides important security for venerable students.

Describe How Your Organization's Services Have Been Impacted by COVID-19:

Type of Grant Requested:

Program or Project Support

What's the Name of the Program or Project?

Adams 12 Five Star Schools Northglenn Student Crisis Relief 2020

Grant Amount Requested: \$110,885

Funding Request Percentage: 20%

The funds are needed for five areas:

1. Nutrition Services: Access to 12 meals a week for families in need in Northglenn. In addition, our partnerships are bringing in weekend shelf-stable meals AND boxes of fresh produce each week for families. We are already running a large deficit since March in this area have served over 145,700 meals at NG High School alone. The adult meals are not refundable via USDA and reimbursements do not cover PPE, food handling and packaging, and supplies. However, the program has required double staffing to cover all the new requirements and this is the biggest hit to the district as we navigate finances. This program, as a whole, is running a \$150,000 deficit monthly to feed our most venerable students. USDA reimbursements never cover the full cost of the food in a normal year, but ala carte sales make up for it. Even just the loss of these sales creates a deficit. As a comparison, at the end of February: Nutrition was projected to have a \$735,000 loss (planned due to large equipment purchase-kitchen remodel). Now related to COVID, is projected to have over a \$1,000,000 loss. We are asking for \$50,000 in support of reimbursement of meals and safety to both Northglenn children AND to cover the full cost of the adult meals that are distributed.

**Use of Cares Act Funds –
Describe What the Grant Will
Be Used for and How the
Funding Will Directly Benefit
Northglenn Residents:**

2. Student Services: We have 167 students currently identified as homeless whose residence is listed as Northglenn; about 20% of all homeless students in Adams 12. 208 students identified as homeless attend Northglenn schools; about 25%. Aside from homeless, we typically serve 500 or more families in any given school year with other basic resource needs and/or health insurance. Focusing on distributing supplies at Northglenn High School and/or the Huron Office Building (also in Northglenn), it costs \$14 per family to serve 250 families per week with mini-packs of hygiene and household supplies (food would be no-cost as we distribute shelf-stable and fresh that is donated). \$3500 every two weeks to serve 500 families with moderate needs. We are asking for your support of \$25,000 to continue to support these families in the community.

3. Child Care (BASE): At the end of February: BASE was projected to have a \$500,000 profit to support future programs. Now, related to what happened over the last few months with COVID, BASE is showing a \$500,000 loss that is directly related to lost revenue March through May and increased costs for the summer BASE. This loss has to be covered by Fund Balance and/or General Fund dollars which are just not available. There are 183 students in Northglenn in the BASE program and in order to cover the additional increase in cost for the summer program in North Glenn AND to be able to serve these students next year without increasing costs, we are asking for

\$25,000 in reimbursement for some of the expenses for these students. This will cover safety measures including increased staffing for spacing, PPE, approved supplies and snacks (not shared), and teaching planning to help these students mitigate the loss of learning from last spring and over the summer.

4. School Supplies for students: As students go back to school, supply sharing at school will not be possible and supplies to use at home for online learning are going to be mandatory. Our struggling families will have to find a way to secure these. The Foundation is working to provide auxiliary school supplies (grade appropriate) for EVERY student on free and reduced lunch at a cost of \$5 per student with the assistance of the cities. For Northglenn, that is 1,171 students at a cost of \$5,855

5. Technology for online learning: Almost 12,000 Chromebooks were distributed to students for online learning in the spring. In addition, the district is assisting over 250 families with the cost of the internet for their students (at a cost of \$2,500 per month). We know that a number of these units will never be recovered, impacting our Northglenn schools. We are requesting \$5000 for equipment replacement, wifi services to students, and costs of additional staff to prepare technology and distribute.

Our foundation did a strong pivot when COVID hit our area. We have primarily focused on post-secondary readiness for non-college-bound students (about 40% of our district) and creating opportunities for mentorship, career exploration, and training. Our board recently underwent a strategic planning session to ensure that where we focus our resources at this time has the largest and longest-lasting impact. We identified student readiness (technology and supplies), student food security (nutrition services and office of whole child initiatives), and student stability (BASE childcare - summer and school year) as our one-year priorities to assist the Adams 12 district in providing for our almost 40,000 students. Our budget, as voted at the beginning of the fiscal year, doesn't represent the reality of the world we are working in today. We anticipate double the income, but more than triple the expenses, which will come from our operational reserves.

As we shore up resources for these immediate needs (our students can't learn and succeed without them), our second-tier priority is to shift back to post-secondary readiness and help students prepare for the job market in front of them as they leave school in the next 1-4 years. Now, more than ever, they will need training, mentorship, and resources to prepare them to be strong, contributing members of our community. Our Career Playbook, a resource guide for students going directly into the job market via the Future Forward Career Tech program in the district helps students, families, and counselors identify career paths and opportunities. We are working hard to become a must-go-to resource for ALL our students as they navigate this

Describe How Your Program(s) Will Expand, Adapt, or Change to Meet a New Need That Is Directly Related to the COVID-19 Pandemic.

changing landscape.

Additionally, we know that school funding and resources are taking a catastrophic hit. Our district does not have a grant writer like other large districts and we are looking to fill that gap. We are allocating 1/5 of our time and resources to organizing, training, and producing grant writing for government and private foundation grants for district programs outside of our primary fundraising goals. We are training teachers and other district staff, coordinating grant tracking and reporting, and combining resources to have the biggest impact on our schools this next year. We can't sell butter braids to get out of this financial deficit any longer and schools will not be able to fundraise for resources as they have in the past.

Based on Funding in 2019, Please List Your Organization's Top Five Funding Sources (Corporate, Government, and Individual Contributions) and the Amounts Received From These Sources:

Corporations and businesses via sponsorship for special events and programs \$200,000
Private Foundations \$175,000
Individuals (special events and donors) \$100,000 (no donations over \$2,500)
Municipalities \$20,000
Local School Events \$45,000

Covid-19 Related Funding – List Any Other Support (Grants, Loans, Etc.) Including Dollar Amounts, Which Your Organization Has Received as a Result of COVID-19.

Mortgridge Family Foundation (for emergency food assistance) \$100,000
Anschutz Foundation (COVID Relief) \$25,000
Denver Foundation (emergency food) \$20,000
Rose Community Foundation (food) \$10,000
Broomfield Legacy Foundation \$5,000 (food) \$3,800 (technology)
Home Plate (food) \$10,000
PPP (operational expenses for the Foundation) \$33,000
Individual donations \$14,500
Adams County Foundation (technical resources) \$1,000
(additional funds to the district (outside of our foundation) for these needs have totalled approximately \$100,000)

Organization acknowledges the following:

I Agree

Electronic Signature Agreement:

I Agree

Signature:



**SUBRECIPIENT AGREEMENT FOR THE CITY OF NORTHGLENN
COVID-19 NONPROFIT GRANT PROGRAM**

THIS SUBRECIPIENT AGREEMENT (“Agreement”), is entered into by and between the City of Northglenn (“City”), a Colorado home rule municipality, and Northglenn Community Foundation (“Subrecipient”), by which the Subrecipient agrees to carry out specific activities under the CARES Act (“CARES Act Funding”), and establishing certain other terms and conditions, effective on the date last signed below.

WHEREAS, the City has received funds from the United States Government, directly or via other government entities, under the Coronavirus Aid, Relief, and Economic Security Act of 2020 (CARES Act);

WHEREAS, the Subrecipient has applied for CARES Act Funding, and the City wishes to engage the Subrecipient to assist the City in utilizing such funds by approving Subrecipient's application, subject to the terms and conditions of this Agreement;

NOW, THEREFORE, the parties agree as follows:

ARTICLE I. PROJECT

1. SCOPE. The City disburses to the Subrecipient and the Subrecipient accepts the CARES Act Funding, Catalog of Federal Domestic Assistance number (CFDA) 21.019, for Eligible Expenses consistent with the activities described in the Subrecipient’s application for funding in Exhibit A which is attached hereto (the “Project”). The parties agree the Project is for a public purpose, which is among other things, to minimize the extreme financial hardships caused to the City by the COVID-19 pandemic.

1.1 Amount: CARES Act Funding up to the amount of fifty-two thousand five hundred ninety dollars and zero cents (\$52,590.00) will be reimbursed to the Subrecipient for the Project upon receipt of documented eligible expenses.

2. TERM OF AGREEMENT. This Agreement begins on the date of full execution by the parties to this Agreement and shall expire on December 30, 2020. The parties, however, acknowledge all continuing performance obligations, including but not limited to reporting and audit requirements, may extend beyond the term of this Agreement. Subrecipient agrees to execute an extension of this Agreement timely and in good faith as may be necessitated. The City reserves the right to terminate this Agreement at any time if the Subrecipient is not in material compliance with the terms hereof.

ARTICLE II: ELIGIBLE EXPENSES, USE OF FUNDS AND REPORTING

1. ELIGIBLE EXPENSES. By signing this Agreement, the Subrecipient hereby certifies that CARES Act Funding received under this Agreement will be used by the Subrecipient only to cover those costs and expenses that are eligible expenses in compliance with the CARES Act; are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020 (collectively, “Eligible Expenses”).

2. USE OF FUNDS AND REPORTING.

2.1 Use of Funds. On or before December 30, 2020, the Subrecipient shall use the CARES Act Funding for Eligible Expenses. Further, the Subrecipient agrees to return to the City by November 16, 2020, any amount it reasonably anticipates will be unused as of December 30, 2020.

2.2 Expenditures and Accounting. The Subrecipient agrees to be responsible for ensuring that it spends, documents, and accounts for its portion of the CARES Act Funding received from the City

in strict compliance with the CARES Act requirements. CARES Act Funding is subject to the following requirements in the Uniform Guidance (2 C.F.R. Part 200): 2 C.F.R. § 200.303 regarding internal controls, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements. The Subrecipient shall not distribute any portion of CARES Act Funding to a separate entity, enterprise, agency, or any other public, private, or non-profit entity (Third-party). The Subrecipient agrees to familiarize itself with, and shall adhere to, all current and subsequent legislation, rules, and regulations relevant to CARES Act Funding. To assist with compliance, the Subrecipient shall:

2.2.1 Maintain an effective system of internal fiscal control and accountability for all CARES Act Funding and property acquired or improved with CARES Act Funding, and make sure the same are used solely for authorized purposes.

2.2.2 Keep a continuing record of all disbursements by date, check number, amount, vendor, description of items purchased and line item from which the money was expended, as reflected in the Subrecipient's accounting records.

2.2.3 Maintain payroll, financial, and expense reimbursement records for a period of three (3) years after receipt of final payment under this Agreement or any time period required by the CARES Act, whichever is longer.

2.2.4 Permit inspection and audit of its records with respect to all matters authorized by this Agreement by representatives of the City, County or Federal Government at any time during normal business hours and as often as necessary.

2.3 Reporting. The Subrecipient shall provide to the City regular reporting of its use of the CARES Act Funding, including the following minimum requirements which may be increased or changed at any time by the City:

2.3.1 The Subrecipient will submit to the City certain required data, including, but not limited to, receipts, payroll records, or other documentation for all expenditures made using CARES Act Funding distributed to Subrecipient under this Agreement;

2.3.2 On or before the 20th of each month, beginning August, 2020 the Subrecipient will submit to the City an updated expense tracking form and all related receipts, payroll records, or other documentation, including proof of payment; and

2.3.3 The Subrecipient acknowledges and agrees that the expenses submitted will only be submitted for CARES Act Funding and will not be submitted for reimbursement or as expenses under any other Federal Government program, including but not limited to, FEMA or another aid program, regardless of its source.

2.4 Non-Compliance. In the event the Subrecipient fails to comply with any of the requirements of the CARES Act with respect to the CARES Act Funding, the Subrecipient shall be solely responsible for reimbursement of said funds. In addition, in the event the Federal Government or Adams County seeks reimbursement of funds spent by the Subrecipient from the City, the City has the right, but not the obligation, to reimburse those funds to the Federal Government or Adams County on the Subrecipient's behalf, and the Subrecipient shall reimburse the City for such expenditure within 30 calendar days of payment by the City.

ARTICLE III: GENERAL CONDITIONS

1. COMPLIANCE WITH FEDERAL, STATE AND LOCAL LAWS. The Subrecipient, in performance of this Agreement, agrees to comply with all applicable Federal, State and local laws and ordinances, and the rules and regulations.

2. INDEMNITY. The Subrecipient agrees to defend, indemnify and save harmless the City, its appointed and elected officers and employees from and against any and all liability, loss, costs, damage and expense, including costs and attorney fees in defense thereof arising from or related to any act or omission by Subrecipient, or its employees, agents, subcontractors, successors or assignees in connection with the Agreement or because of actions, claims or lawsuits for damages resulting from personal or bodily injury, including death at any time resulting from there, sustained or alleged to have been sustained by any person or persons and on account of damage to property, arising or alleged to have arisen directly or indirectly out of or in consequence of or the performance of this Agreement, whether such injuries to persons or damage to property is due to the negligence of Subrecipient, its employees, agents, subcontractors, agents, successor or assignees. This provision shall be inapplicable to the extent the City is judicially found solely negligent for such damage or injury.

3. INSURANCE REQUIREMENTS. Subrecipient shall, at its own expense keep, in full force and effect during the term of this Agreement, and during the term of any extension or amendment, insurance reasonably sufficient to insure against the liability assumed by Subrecipient pursuant to this Agreement.

4. NOTICES. Any notices required to be given by the City to the Subrecipient or by the Subrecipient to the City shall be in writing and delivered to the following parties by email, hand, U.S. Mail, or overnight commercial courier at the following addresses:

City:

City of Northglenn, City Clerk's Office
11701 Community Center Drive
Northglenn, CO 80233
jsmall@northglenn.org

Subrecipient:

Northglenn Community Foundation
1928 E. 117th Ct
Northglenn, CO 80233
carricoleslie@gmail.com

5. INDEPENDENT CONTRACTOR. In the performance of this Agreement, the Subrecipient is and shall be considered to be an independent contractor in all respects, and shall not be considered to be an officer, employee, agent, or servant of the City.

6. ASSIGNMENT AND SUBCONTRACTING. The Subrecipient shall not assign or subcontract any portion of the obligations contained or services provided within the terms of this Agreement without obtaining prior written approval from the City. All terms and conditions of this Agreement shall apply to any approved subcontract or assignment related to the Agreement.

7. NO THIRD-PARTY BENEFICIARIES. The Agreement does not and is not intended to confer any rights or remedies upon any person or entity other than the City and Subrecipient. Enforcement of the Agreement and all related rights and obligations are reserved solely to the City and Subrecipient. Any services or benefits which third parties receive as a result of the Agreement are incidental and do not create any rights for such third parties.

8. RESERVATION OF RIGHTS. Failure to insist upon strict compliance with any terms, covenants or conditions of this Agreement shall not be deemed a waiver of such, nor shall any waiver or relinquishment of such right or power at any time be taken to be a waiver of any other breach.

9. AMENDMENTS TO AGREEMENT. This Agreement cannot be amended or modified except in writing, signed by both parties.

10. FORCE MAJEURE. Neither party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes (which events and/or circumstances are hereinafter referred to as "Force Majeure"), to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, and generalized lack of availability of raw materials or energy.

11. VENUE AND CHOICE OF LAW. If either party to this Agreement initiates any legal or equitable action which relates to this Agreement in any manner, the City and the Subrecipient agree that the proper venue for such action is the Adams County, Colorado, District Court. It is mutually understood and agreed that this Agreement shall be governed by the laws of the State of Colorado, both as to interpretation and performance.

12. SEVERABILITY CLAUSE. It is understood and agreed by the parties that if any part, term, or provision of this Agreement is held by the courts to be illegal or in conflict with any law of the state where made, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be invalid.

13. SURVIVAL. Any provision of the Agreement that imposes an obligation on a party after the Agreement's termination or expiration shall survive the termination or expiration and shall be enforceable by the other party.

14. INTEGRATED DOCUMENT. This Agreement with any attachments, and the Subrecipient's corresponding application to the City, incorporated by reference, constitute the entire agreement between the parties and both parties acknowledge that there are no other agreements, written or oral, that have not been fully set forth in the text of this Agreement.

15. AUTHORITY TO SIGN. The persons executing this Agreement on behalf of the Subrecipient represent that one or both of them has the authority to execute this Agreement and to bind the Subrecipient to its terms.

16. SUBRECIPIENT CERTIFICATION. By signing below, the Subrecipient certifies that it understands the requirements of, will comply with, and, during the term of this Agreement will remain in compliance with all applicable federal, state and local laws. All representations made by the Subrecipient to the City either in this Agreement or for the purpose of inducing the City to execute this Agreement are hereby certified to be true and correct.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date of the most recent signatory.

DATED this _____ day of _____, 2020.

CITY OF NORTHGLENN, a Colorado home rule municipal corporation

Meredith Leighty, Mayor

ATTEST:

Johanna Small, CMC, City Clerk

APPROVED AS TO FORM:

Corey Y. Hoffmann, City Attorney

NORTHGLENN COMMUNITY FOUNDATION

By: *Leslie A. Carrico*
Printed Name: LESLIE A. CARRICO
Title: Chair

ATTEST:

Lisa Andrews
Printed Name: Lisa Andrews
Title: Deputy City Clerk

Organization Name:	Northglenn Community Foundation
Name of Executive Director:	Leslie Carrico
Application Contact & Title:	Chairperson
Organization Address:	1928 E. 117th Ct Northglenn , CO 80233
Phone:	(303) 908-9293
Email:	carricoleslie@gmail.com
Organization Website:	http://www.northglenncf.org
Federal Tax ID Number:	84-0991533
Social Media Accounts and Addresses:	http://www.northglenncf.org
Year Founded:	1985
Number of Employees:	0
Is Your Organization a Non-Profit?	Yes
Is Your Non-Profit Registered in Colorado?	Yes
Is Your Non-Profit in Good Standing With the Colorado Secretary of State?	Yes
Describe the Organization's Mission, the People Served and Programs/Services Offered:	<p>The vision statement for the Northglenn Community Foundation is: "Neighbor helping neighbor to help strengthen families and communities within the City of Northglenn. "</p> <p>We are making a difference through the spirit of giving, with generous donors and passionate volunteers. We are dedicated to our community and compassionately meeting the needs of our community. Join us and you can make a difference by neighbor helping neighbor!</p> <p>The Community Foundation administers all aspects of the utility bill</p>

assistance program, from fundraising to application review, awarding grant funding to low-income Northglenn residents who are having difficulty paying their utility bills and are at risk of having their water shut off.

In addition to the Utility Bill Assistance Program, the Northglenn Community Foundation provides day camp scholarships to Northglenn families, and administers the memorial tree and bench programs. The foundation also provides financial support to a variety of other programs that benefit Northglenn residents, including Christmas Crusade, Safe Street Halloween, Meals on Wheels, A Precious Child's Backpack Drive,

What Are the Economic Impacts of the COVID-19 Pandemic On Your Organization? Click All That Apply:

Inability to hold events
Other: Increased requests for Utility Bill Assistance

Is Your Organization Currently Closed Due to the Pandemic?

No

What Date Do You Anticipate Re-Opening?

The funds that the NCF allocates and administer for these various programs are raised through two primary events that have been held annually for the last several years: The Food Truck Carnival and the Pirate Fest. The Food Truck Carnival did not occur and it is uncertain at this time if the Pirate Fest will take place, and if so how the attendance will be impacted due to the virus. Therefore, our 2020 budget and funding are being drastically impacted which will impact all of our programs.

Describe How Your Organization's Services Have Been Impacted by COVID-19:

We anticipate using any grant funding received for the Utility Assistance Program, Emergency/Holiday Food and for the cities Day Camp Program to assist Northglenn residents that are experiencing financial need.

We are starting to see a rise in the number of requests for Utility Assistance and an increase in the average balance due. As always, the summer months and early fall, generate higher demand for assistance. During the NCF's last grant cycle (which is currently monthly) for this program, 71% of our requests indicated that the applicant's need was COVID related. The NCF funded over 3 times the monthly budgeted amount to assist these residents; however, over the next few months we will not be able to sustain the volume of grant requests due to the increase and the balances that continue to rise. Over the last few months the NCF has temporarily modified our grant requirements, waiving the normal \$250 funding limit and allowing applicants to receive funding more than one time in a calendar year in order

to provide greater financial assistance.

In addition, several Northglenn residents who had been out of work due to COVID-19 and needed childcare to return to work were provided with scholarships to attend Day Camp for the summer.

Type of Grant Requested: Program or Project Support

What's the Name of the Program or Project? Northglenn Community Foundation Utility Assistance Program, Day Camp, Emergency & Holiday food programs

Grant Amount Requested: \$52,590

Funding Request Percentage: 97.5%

If awarded CARES Act funds, those funds will be utilized to serve a greater number of Northglenn residents, to a greater degree, in three established program areas - Utility Bill Assistance, Day Camp Scholarships and Emergency/Holiday Food.

Use of Cares Act Funds – Describe What the Grant Will Be Used for and How the Funding Will Directly Benefit Northglenn Residents:

Utility Bill Assistance: We are starting to see a rise in the number of requests for Utility Assistance and an increase in the average balance due. As always, the summer months and early fall generate higher demand for assistance. During the NCF's last grant cycle for this program, 71% of our requests indicated that the recipients need was COVID related. The NCF funded over 3 times the monthly budgeted amount to assist these residents; however, over the next few months we will not be able to sustain the volume of grant requests due to the increase and the balances that continue to rise. Residents submit an application for assistance with paying their Northglenn water bill (including sewer and trash) by providing information related to their financials, needs, number of people impacted, other situational information, etc... The application is then reviewed by the NCF Board, and if funded, a check is written to the city with the recipients account information for the funding to be applied to their account.

Day Camp: In late May, the foundation funded Day Camp scholarships to help parents or caretakers who needed childcare to either continue working or return to work. These scholarships were funded at a higher level than is typical, due to the important role that childcare plays in allowing families to return to work.

Emergency/Holiday Food: Grocery store gift cards will be purchased to distribute to Northglenn residents in need, as identified through the utility bill assistance program, Christmas Crusade, or referral from city staff and/or other community partners.

Our grant request is for \$52,590. Although this appears to be over 97% of our annual budget, it is important to note that that budget did not consider the significant impacts of COVID-19. At this time, our anticipated fundraising profit for the year is \$0; meanwhile our anticipated expenses associated with direct support to Northglenn residents in need through the utility bill assistance program, day camp scholarships and Emergency/Holiday food are expected to be significantly higher than we accounted for during the development of that budget.

If we are awarded funding through this grant request, we will be able to expand these three program areas, and still be able to provide some level of funding to most of the other programs that are identified within our 2020 budget. If we do not receive grant funding and continue to expend funds as they were originally budgeted for this year, we would see a drastic multi-year impact, as our fundraising efforts in 2020 would generally create the basis for our budget in 2021.

Over the last few months the NCF has modified our procedures to provide an online application form, and waived our typical \$250 utility assistance grant award cap, removed time restrictions and funded up to 100% of an applicant's outstanding balance (historically we had only funded past due amounts, not to exceed a maximum award of \$250/year). These steps were all taken in order to provide greater financial assistance to residents in need.

Day camp scholarships were provided on a modified schedule, allowing parents additional time to submit those applications. Funding was provided in an amount up to 100% of the cost of care for the summer for families that needed care in order to continue working or return to work (typically there is a cap of 75% of the total cost, with the family responsible for the remaining 25%)

We have typically provided funding for food baskets, grocery store gift cards, etc. during the holidays. If funding is received, we intend to expand this effort beyond our existing partnership with the Northglenn Police Department's Christmas Crusade recipients to provide funding for grocery store gift cards to be distributed throughout the remainder of the year to families that are identified through the utility bill assistance program, Christmas Crusade, and referrals from city staff and/or other community partners.

Describe How Your Program(s) Will Expand, Adapt, or Change to Meet a New Need That Is Directly Related to the COVID-19 Pandemic.

Based on Funding in 2019, Please List Your Organization's Top Five Funding Sources (Corporate, Government, and Individual Contributions) and the

In 2019 our top five funding sources were as follows:

- Food Truck Carnival Fundraising Event - \$36,446*
- Pirate Fest Fundraising Event - \$24,014*
- Donations - \$1,806
- Memorial Tree & Bench Program - \$1,306*

Amounts Received From These Sources:

Noel Northglenn Fundraising Event - \$554*

*reported as net revenue

Covid-19 Related Funding – List Any Other Support (Grants, Loans, Etc.) Including Dollar Amounts, Which Your Organization Has Received as a Result of COVID-19.

Donations have been received from three Northglenn businesses to support the Community Foundation's efforts to assist Northglenn residents who have been impacted by COVID-19:

Concentus Partners LLC (5/8/20) - \$4,000
Virtus Partners LLC (5/8/20) - \$3,500
Techniques Inc (5/11/20) - \$5,000

Each of these donations will be utilized to fund utility bill assistance requests. These funds do not have a date by which they must be expended, and can be utilized to fund utility bill assistance requests during 2021 if need be, as we anticipate COVID-19 to have significant financial impacts on our Northglenn families well beyond December 2020.

Organization acknowledges the following:

I Agree

Electronic Signature Agreement:

I Agree

Signature:

