

Dane County Contract Cover Sheet

Revised 06/2021

BAF # _____
 Acct: Breunig
 Mgr: Bettin
 Budget Y/N: n

Res 206
 Significant

Dept./Division	Human Services / PEI		
Vendor Name	Center for Community Stewardship, Inc. fiscal agent for Progress Center for Black Women	MUNIS #	18010
Brief Contract Title/Description	New Grant Agreement for ARP - NFP		
Contract Term	12/1/2021 - 12/31/2022		
Contract Amount	\$ 150,000.00		

Contract # Admin will assign	14503
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Spring Larson, Contract Coordination Assistant	Name	Lisa Dugdale
Phone #	608-242-6391	Phone #	608-212-2451
Email	dcdhscontracts@countyofdane.com	Email	ldugdale@community-stewardship.org
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$11,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$11,000 – \$37,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$37,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$37,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$37,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:	
	Year	Org:	Obj:	Proj:	
		Org:	Obj:	Proj:	

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	206
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.		Year
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL
Dept. Head / Authorized Designee
<i>Shawn Tessman</i>

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
<i>Greg Brockmeyer</i>	Dh 10/18/21

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached		
DOA:	Date In: 11/4/21	Date Out: _____
<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management		

Goldade, Michelle

From: Goldade, Michelle
Sent: Monday, November 8, 2021 10:26 AM
To: Hicklin, Charles; Rogan, Megan; Lowndes, Daniel
Cc: Oby, Joe
Subject: Contract #14503
Attachments: 14503.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 11/8/2021 11:34 AM	Approve: 11/8/2021 11:34 AM
	Rogan, Megan	Read: 11/8/2021 10:33 AM	Approve: 11/8/2021 10:35 AM
	Lowndes, Daniel	Read: 11/8/2021 10:34 AM	Approve: 11/8/2021 3:22 PM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #14503

Department: Human Services

Vendor: Center for Community Stewardship (fiscal agent for Progress Center for Black Women)

Contract Description: One-time grant using ARP funds (Res 206)

Contract Term: 12/1/21 – 12/31/22

Contract Amount: \$150,000

Thanks much,
Michelle

Michelle Goldade

Administrative Manager

Dane County Department of Administration

Room 425, City-County Building

210 Martin Luther King, Jr. Boulevard

Madison, WI 53703

PH: 608/266-4941

Fax: 608/266-4425

TDD: Call WI Relay 711

Please note: I am currently working a modified schedule in accordance with COVID 19 response guidelines. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

2021 RES-206

**AWARDING CONTRACTS TO NON PROFIT ARP GRANT RECIPIENTS
FOR DIRECT CLIENT AND COMMUNITY SERVICE
DCDHS – PEI DIVISION**

Dane County Department of Human Services' (DCDHS) Prevention and Early Intervention Division (PEI) is seeking authority to award contracts in excess of \$100,000 to thirteen (13) non-profit agencies providing services to communities impacted by COVID-19. These one-time grants are the result of a grant-making process using American Rescue Plan (ARP) funds.

PEI has been granted funding authority within 2021 RES-083 to offer and allocate one-time grants to Dane County non-profit agencies to bolster their efforts to meet client and community needs for those most impacted by the COVID-19 pandemic. Only Dane County non-profit agencies providing human service were eligible to apply for this grant opportunity. Eligible non-profits did not need to be current DCDHS purchase of service (POS) providers to qualify as the intent of this initiative was to support emerging organizations doing community based work during the pandemic that had not been reimbursed by existing state and local funding to this point. This funding opportunity was not open to public or private schools, other units of state or local government, private sector business, or individuals. The proposed grant design reflects the need to institute programming and supports quickly, and includes flexibility to address the needs of individual not-for-profit agencies.

Grant activities include the following: 1) Expansion of, or needed adaptation to, any current operating expenses; 2) Permanent housing costs not covered by Emergency Rental Assistance funds; 3) Resource linkage or navigation; 4) Food security activities; 5) Direct service materials and supplies; 6) Basic needs allocations to promote safety and wellbeing.

In compliance with 2021 RES-013, the following is the statement of justification, explanation of expected outcomes, and plan for quarterly data collection:

Justification: The on-going pandemic significantly impacted non-profit agencies across Dane County stretching service delivery resources to meet growing community and client needs. One stated purpose of the American Rescue Plan is to allow local governments to assist non-profits to cope with the negative economic consequences of the pandemic. This initiative specifically targets human service non-profit organizations to bolster their service delivery efforts.

This funding does not expressly leverage or require current partnerships in order to execute the activities. The grant period runs through December 31, 2022.

Guidance regarding the ability to utilize American Rescue Plan Act funding for issuance of the Not for Profit Services to Support Communities Impacted by COVID grants was obtained in review of HR1319 - The American Rescue Plan Act of 2021 by the Dane County Department of Administration.

Eligibility: To be eligible for this funding, an agency must be a registered 501(c)(3) or have applied through a fiscal agent that is a registered 501(c)(3), and provide services in

52 Dane County. The minimum grant award was \$50,000 and the maximum was \$250,301.
53 Agencies receiving awards on average serve a population that is 87% low income.
54 Approximately 125,000 Dane County citizens and their families will receive support
55 through the non-profits receiving funding support. Priority was given to small, emerging
56 agencies serving low-income communities or individuals. The impact ranges from
57 meeting the basic needs of families, ensuring food security and housing support,
58 bolstering mental health and AODA agency capacity, and enhancing programs serving
59 and supporting youth, people with disabilities, BIPOC communities, and older adults.

60
61 Reporting: Grantees shall report implementation progress quarterly using an on-line
62 platform prior to the release of the quarterly payment. Grantees will submit a final report
63 by March 1, 2023 that shall summarize numbers served, program activities and service
64 impact, dollars expended, outcomes or the impact their activities had on the community
65 served by the grant activities including the equity challenge addressed.

66
67 Duplication: Pursuant to ARP federal guidance, funds will not be used for this initiative
68 that are otherwise provided for through other pandemic relief.

69
70 All grant awards are under \$100,000 except for the following agencies:

71
72 The Hmong Institute is receiving funds to address inequities in service access due to
73 language and cultural barriers to the Hmong, Cambodian and Tibetan community by
74 providing case management, housing support, resource navigation, and meeting basic
75 needs such as household supplies and food security. Total \$250,301.

76
77 Community Agency Bridging the Gap is receiving funds to build resident leadership in
78 the Allied Drive neighborhood to improve community well-being and connect residents to
79 resources to improve life quality, promote safe and affordable housing, and provide
80 resources to address basic needs during the pandemic. Total of \$150,000. The Center
81 for Community Stewardship will serve as fiscal agent.

82
83 Connecting the Dots with Mattie is receiving funds for street outreach, navigation and
84 support to Dane County's homeless population to "connect the dots" between needs and
85 community resources. The funds will support hotel housing, transportation vouchers,
86 basic need supplies, and food. Total of \$150,000. South Metropolitan Planning Council
87 will serve as the fiscal agent

88
89 EOTO Culturally Rooted is receiving funds for a Peer Support Warmline & Bridging
90 services to allow people experiencing challenges due to COVID-19, mental health,
91 trauma, and/or substance use issues to access professional support in a quick, low
92 barrier manner, and providing peer-to-peer outreach support for Black youth and young
93 adults. Total of \$150,000. The Center for Community Stewardship will serve as fiscal
94 agent.

95
96 Families Back to the Table, Inc. is receiving funds to deliver direct services by volunteers
97 with lived experience to families who need immediate resources to promote stability and
98 address issues of food insecurities, housing set-up, and linkage to resources. Total of
99 \$150,000.

100
101 JFMJ Academy Inc. is receiving funds for utility bill support and food security for low-
102 income women, men, and children by maintaining a tally of parishioner's and other

103 community members who need help with their bills and food. The majority of these
104 individuals hold low-paying jobs or lost employment during the pandemic. Total of
105 \$150,000.

106
107 Vera Court Neighborhood Center/Latino Academy of Workforce Development is
108 receiving funds to address basic needs, food security, and resource navigation for the
109 Latinx population, where 85% of those served by the agency lost employment and were
110 ineligible for most relief funding. This effort will also meet the growing demand for
111 language and skills training needed to regain employment. Total of \$150,000.

112
113 MACH OneHealth is receiving funds to provide outreach and resource linkage for
114 medical, mental health, and AODA services for the unsheltered, homeless population
115 through nurse and street outreach efforts. Total of \$150,000.

116
117 Madison Area Community Land Trust is receiving funds that will help defray ongoing
118 housing costs and improve the quality of life for our low-income residents by connecting
119 them to grants, low interest loans, and affordable repair services. A large percentage of
120 MACLT homeowners have endured economic challenges from COVID-19 including
121 female heads-of-household with children. Total of \$150,000.

122
123 Occupy Madison, Inc. is receiving funds that will create housing stability for over 60
124 people by building additional tiny houses thereby freeing up 23 Conestoga huts. The
125 funds will support operating costs for the first two villages. These funds will stabilize
126 Occupy during a huge growth period. Total of \$150,000

127
128 Progress Center for Black Women is receiving funds to provide basic need, housing,
129 emotional, health and mental health support for BIPOC women with children. The Center
130 addresses these needs by providing a “Black woman centered approach” to providing
131 direct support, education, case management, financial support and help accessing
132 additional resources. Total of \$150,000. The Center for Community Stewardship will
133 serve as fiscal agent.

134
135 Root to Rise, Inc. is receiving funds to provide academic support to BIPOC students to
136 address the educational success gap between white students and students of color that
137 has widened during the COVID-19 pandemic. The initiative will also provide financial
138 literacy training and employability skills. Total of \$150,000.

139
140 Southeast Asian Healing Center is receiving funds to provide in-person group wellness
141 services, case management, transportation and accompaniment to medical and other
142 appointments, health information classes on diabetes, hypertension, and COVID-19
143 precautions, and supportive counseling to the Hmong and Cambodian communities.
144 Total of \$150,000.

145
146 **NOW, THEREFORE, BE IT RESOLVED** that the following contracts be awarded and
147 that the County Executive and the County Clerk are hereby authorized and directed to
148 sign the agreement on behalf of Dane County, and that the Controller is authorized to
149 issue checks for grant issuance to all qualified agencies identified by the Department to
150 receive funding under this initiative.

151
152 Vendor Amount
153 The Hmong Institute Incorporated \$250,301

154		
155	Center for Community Stewardship/Community Agency Bridging the Gap LLC	\$150,000
156	South Metropolitan Planning Council/Connecting the Dots with Mattie, Inc.	\$150,000
157	Center for Community Stewardship/EOTO, LLC	\$150,000
158	Families Back to the Table, Inc.	\$150,000
159	JFMJ Academy, Inc.	\$150,000
160	Vera Court Neighborhood Center, Inc./Latino Academy of Workforce	
161	Development, Inc.	\$150,000
162	Madison Area Care for the Homeless (MACH) OneHealth, Inc.	\$150,000
163	Madison Area Community Land Trust	\$150,000
164	Occupy Madison, Inc.	\$150,000
165	Center for Community Stewardship/Progress Center for Black Women	\$150,000
166	Root to Rise, Inc.	\$150,000
167	Southeast Asian Healing Center, Incorporated	\$150,000
168		

American Rescue Plan Not For Profit Grant Agreement
between
Dane County Department of Human Services and
Center for Community Stewardship, Inc.

I. Overview:

The ongoing COVID-19 pandemic has significantly affected non-profit agencies across Dane County, stretching service delivery resources to meet growing community and client needs. One purpose of the American Rescue Plan is to allow local governments to assist non-profits to bolster their service delivery efforts to low-income communities and clients most affected by the pandemic.

The Prevention and Early Intervention (PEI) Division of Dane County Dept of Human (DCDHS) shall manage and oversee reporting for this one-time grant to be delivered by the agency listed above, hereto referred to as PROVIDER.

II. Service Delivery:

PROVIDER for this Grant Agreement is a fiscal agent working with *Progress Center for Black Women* to deliver the services outlined in this section. PROVIDER is responsible for the terms herein:

A) PROVIDER shall address the following COVID related need and equity opportunity:

Due to the impact of COVID-19 on the individuals and families we serve, we shifted the bulk of our time and resources to address their needs. Families experienced a loss of employment and income resulting in their inability to pay for regular household expenses and bills. There has also been a rise in intimate partner violence and individuals seeking mental health supports. Families who will benefit from Progress Center services will overwhelmingly be single women-led households with children who experienced losses in income and other supports. Families served due to the impact of COVID-19 have:

Our approach provides an opportunity for equity for one of the hardest hit populations during the pandemic, Black women with children. Black women experiencing intimate partner violence may be less likely to seek help due to shame or the long history of oppression leveraged by systems designed to help. Our organization has experienced a surge in the number of women in need of support for housing, as well as emotional and mental health supports. The Progress Center responds to these needs by providing a Black woman centered approach to providing direct support, education, case management, financial support and help accessing additional resources.

B) PROVIDER shall deliver the following services:

- 1) Support one full-time position to assist community members in navigating resources.
- 2) Provide financial support towards housing costs for families who do not qualify for emergency assistance programs (with special attention towards households who have experienced some level of intimate partner violence and have exhausted other resources)

- 3) Provide tech-related support to aid staff in training community members on accessing resources as well as employment-related needs.
- 4) Update our case management software and processes to help us continue to help families have positive outcomes.

C) The PROVIDER services shall have the following impact on the community served:

PROVIDER will help families meet housing, employment, basic and social support needs. Along with providing financial support, PROVIDER ensure families served have the technical skills to identify adequate resources and advocate for themselves.

Impact will be measured using surveys and interviews to evaluate family and individual progress in getting financial and support needs met.

D) Number of individuals to be served: 120

III. Program Reporting Requirements:

PROVIDER shall report quarterly service activities using an online platform. DCDHS will send a link to the PROVIDER agency contact by the 1st day of the month following the end of the quarter. The report will be due the 15th day of the month. The reporting schedule is outlined in section IV. E. below. In addition, PROVIDER shall summarize service impact and outcomes in the final report due March 1, 2023.

PROVIDER shall report on a quarterly basis:

- A. Number of individuals served that quarter
- B. Summary of service grant activities delivered thus far

IV. Fund Distribution:

- A. PROVIDER award amount is \$150,000
- B. Payments will be distributed quarterly for providers in lump sum amounts dependent on the total grant award.
 - a. Grant awardees receiving awards \$100,000 and above will be paid an initial 25% funds distribution and qualify for additional quarterly distributions, at the 25% distribution level, based on successful completion of quarterly reporting. Quarterly distributions will be paid until the total grant award is met but no later than for service delivery ending December 31, 2022.
 - b. Grant awardees receiving awards below \$100,000 will be paid an initial 50% funds distribution and qualify for an additional 50% distribution to equal the grant total upon completion of quarterly reporting. The covered service period for this grant award is for service delivery ending no later than December 31, 2022.

- c. The quarterly payment schedule will apply to all grant awardees who will receive grants in the fourth calendar quarter of 2021. After the first lump sum payment, funding will be distributed to eligible awardees based on successful program reporting according to the following quarterly payment processing schedule. Payments will be received by awardees within 10 days of payment processing.
- d. The first distribution will be processed on or around December 1, 2021.
- e. Payment schedule:

Service Report Period	Service Report Due Date	Payment Process Date
Q1: 12/1/2021 – 3/31/2022	4/15/2022	5/1/2022 (if qualified)
Q2: 4/1/2022 – 6/30/2022	7/15/2022	8/1/2022 (if qualified)
Q3: 7/1/2022 – 9/30/2022	10/15/2022	11/1/2022 (if qualified)
Q4: 10/1/2022 – 12/31/2022	1/15/2023	2/1/2023 (if qualified)
Final Summary report	3/1/2023	

V. Commencement Date

PROVIDER shall commence services upon execution of the contract and receipt of first payment.

VI. End Date

PROVIDER shall render all services by 12/31/2022. This is a one-time grant and is not subject for renewal.

VII. Non-Discrimination

During the term of this Agreement, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s).

PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this paragraph. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth-additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.


VIII. Contacts

Direct questions regarding programming to Connie Bettin, PEI Division Administrator at bettin@countyofdane.com.

Direct questions regarding fund distribution to Lisa Breunig, Accountant at Breunig.Lisa@countyofdane.com.

IN WITNESS WHEREOF, DCDHS and PROVIDER, by their respective authorized agents, have caused this Agreement to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

FOR PROVIDER:

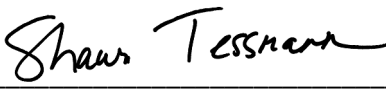
Date Signed: 10/27/21 Signature: 

Print Name and Title of Authorized Agent: Lisa Dugdale, Executive Director

Date Signed: _____ Signature: _____

Print Name and Title of Authorized Agent: _____

FOR DCDHS:

Date Signed: 10/28/2021 
SHAWN TESSMANN, Director of Human Services
(when applicable)

Date Signed: _____

JOE PARISI, County Executive
(when applicable)

Date Signed: _____

SCOTT MCDONELL, County Clerk
(when applicable)

Additional PROVIDER Information for Federal Reporting

Please respond to the two questions below. Responses are for reporting purposes only.

- 1. Location (address) of service delivery, if different than PROVIDER address.
30 W Mifflin Street, Suite 702, Madison, WI, 53703

- 2. PROVIDER eligibility criteria is such that the primary intended beneficiaries earn less than 60% of the average median income for Dane County. See table for assistance with this question.

Household size	60% of Median Income of Dane County
1	\$43,320
2	\$49,500
3	\$55,680
4	\$61,860
5	\$66,840
6	\$71,760

(Check yes or no)

YES NO

Dane County Contract Cover Sheet

Revised 06/2021

BAF # _____
 Acct: Breunig
 Mgr: Bettin
 Budget Y/N: n

Res 206
 Significant

Dept./Division	Human Services / PEI		
Vendor Name	Families Back to the Table Inc.	MUNIS #	30243
Brief Contract Title/Description	New Grant Agreement for ARP - NFP		
Contract Term	12/1/2021 - 12/31/2022		
Contract Amount	\$ 150,000.00		

Contract # Admin will assign	14504
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Spring Larson, Contract Coordination Assistant	Name	Molly McGowan
Phone #	608-242-6391	Phone #	608-663-2382
Email	dcdhscontracts@countyofdane.com	Email	mcmcgowan@familiesandschools.org
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$11,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$11,000 – \$37,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$37,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$37,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$37,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:	
	Year	Org:	Obj:	Proj:	
		Org:	Obj:	Proj:	

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	206
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.		Year
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL
Dept. Head / Authorized Designee
<i>Shawn Tessmann</i>

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
<i>Greg Brockmeyer</i>	DH 10/18/21

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached		
DOA:	Date In: 11/4/21	Date Out: _____
<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management		

Goldade, Michelle

From: Goldade, Michelle
Sent: Monday, November 8, 2021 10:36 AM
To: Hicklin, Charles; Rogan, Megan; Lowndes, Daniel
Cc: Oby, Joe
Subject: Contract #14504
Attachments: 14504.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 11/8/2021 11:33 AM	Approve: 11/8/2021 11:33 AM
	Rogan, Megan	Read: 11/8/2021 11:04 AM	Approve: 11/8/2021 11:04 AM
	Lowndes, Daniel	Read: 11/8/2021 10:42 AM	Approve: 11/8/2021 10:43 AM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #14504
Department: Human Services
Vendor: Families Back to the Table
Contract Description: One-time grant using ARP funds (Res 206)
Contract Term: 12/1/21 – 12/31/22
Contract Amount: \$150,000

Thanks much,
Michelle

Michelle Goldade
Administrative Manager
Dane County Department of Administration
Room 425, City-County Building
210 Martin Luther King, Jr. Boulevard
Madison, WI 53703
PH: 608/266-4941
Fax: 608/266-4425
TDD: Call WI Relay 711

Please note: I am currently working a modified schedule in accordance with COVID 19 response guidelines. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

2021 RES-206

**AWARDING CONTRACTS TO NON PROFIT ARP GRANT RECIPIENTS
FOR DIRECT CLIENT AND COMMUNITY SERVICE
DCDHS – PEI DIVISION**

Dane County Department of Human Services' (DCDHS) Prevention and Early Intervention Division (PEI) is seeking authority to award contracts in excess of \$100,000 to thirteen (13) non-profit agencies providing services to communities impacted by COVID-19. These one-time grants are the result of a grant-making process using American Rescue Plan (ARP) funds.

PEI has been granted funding authority within 2021 RES-083 to offer and allocate one-time grants to Dane County non-profit agencies to bolster their efforts to meet client and community needs for those most impacted by the COVID-19 pandemic. Only Dane County non-profit agencies providing human service were eligible to apply for this grant opportunity. Eligible non-profits did not need to be current DCDHS purchase of service (POS) providers to qualify as the intent of this initiative was to support emerging organizations doing community based work during the pandemic that had not been reimbursed by existing state and local funding to this point. This funding opportunity was not open to public or private schools, other units of state or local government, private sector business, or individuals. The proposed grant design reflects the need to institute programming and supports quickly, and includes flexibility to address the needs of individual not-for-profit agencies.

Grant activities include the following: 1) Expansion of, or needed adaptation to, any current operating expenses; 2) Permanent housing costs not covered by Emergency Rental Assistance funds; 3) Resource linkage or navigation; 4) Food security activities; 5) Direct service materials and supplies; 6) Basic needs allocations to promote safety and wellbeing.

In compliance with 2021 RES-013, the following is the statement of justification, explanation of expected outcomes, and plan for quarterly data collection:

Justification: The on-going pandemic significantly impacted non-profit agencies across Dane County stretching service delivery resources to meet growing community and client needs. One stated purpose of the American Rescue Plan is to allow local governments to assist non-profits to cope with the negative economic consequences of the pandemic. This initiative specifically targets human service non-profit organizations to bolster their service delivery efforts.

This funding does not expressly leverage or require current partnerships in order to execute the activities. The grant period runs through December 31, 2022.

Guidance regarding the ability to utilize American Rescue Plan Act funding for issuance of the Not for Profit Services to Support Communities Impacted by COVID grants was obtained in review of HR1319 - The American Rescue Plan Act of 2021 by the Dane County Department of Administration.

Eligibility: To be eligible for this funding, an agency must be a registered 501(c)(3) or have applied through a fiscal agent that is a registered 501(c)(3), and provide services in

52 Dane County. The minimum grant award was \$50,000 and the maximum was \$250,301.
53 Agencies receiving awards on average serve a population that is 87% low income.
54 Approximately 125,000 Dane County citizens and their families will receive support
55 through the non-profits receiving funding support. Priority was given to small, emerging
56 agencies serving low-income communities or individuals. The impact ranges from
57 meeting the basic needs of families, ensuring food security and housing support,
58 bolstering mental health and AODA agency capacity, and enhancing programs serving
59 and supporting youth, people with disabilities, BIPOC communities, and older adults.

60
61 Reporting: Grantees shall report implementation progress quarterly using an on-line
62 platform prior to the release of the quarterly payment. Grantees will submit a final report
63 by March 1, 2023 that shall summarize numbers served, program activities and service
64 impact, dollars expended, outcomes or the impact their activities had on the community
65 served by the grant activities including the equity challenge addressed.

66
67 Duplication: Pursuant to ARP federal guidance, funds will not be used for this initiative
68 that are otherwise provided for through other pandemic relief.

69
70 All grant awards are under \$100,000 except for the following agencies:

71
72 The Hmong Institute is receiving funds to address inequities in service access due to
73 language and cultural barriers to the Hmong, Cambodian and Tibetan community by
74 providing case management, housing support, resource navigation, and meeting basic
75 needs such as household supplies and food security. Total \$250,301.

76
77 Community Agency Bridging the Gap is receiving funds to build resident leadership in
78 the Allied Drive neighborhood to improve community well-being and connect residents to
79 resources to improve life quality, promote safe and affordable housing, and provide
80 resources to address basic needs during the pandemic. Total of \$150,000. The Center
81 for Community Stewardship will serve as fiscal agent.

82
83 Connecting the Dots with Mattie is receiving funds for street outreach, navigation and
84 support to Dane County's homeless population to "connect the dots" between needs and
85 community resources. The funds will support hotel housing, transportation vouchers,
86 basic need supplies, and food. Total of \$150,000. South Metropolitan Planning Council
87 will serve as the fiscal agent

88
89 EOTO Culturally Rooted is receiving funds for a Peer Support Warmline & Bridging
90 services to allow people experiencing challenges due to COVID-19, mental health,
91 trauma, and/or substance use issues to access professional support in a quick, low
92 barrier manner, and providing peer-to-peer outreach support for Black youth and young
93 adults. Total of \$150,000. The Center for Community Stewardship will serve as fiscal
94 agent.

95
96 Families Back to the Table, Inc. is receiving funds to deliver direct services by volunteers
97 with lived experience to families who need immediate resources to promote stability and
98 address issues of food insecurities, housing set-up, and linkage to resources. Total of
99 \$150,000.

100
101 JFMJ Academy Inc. is receiving funds for utility bill support and food security for low-
102 income women, men, and children by maintaining a tally of parishioner's and other

103 community members who need help with their bills and food. The majority of these
104 individuals hold low-paying jobs or lost employment during the pandemic. Total of
105 \$150,000.

106
107 Vera Court Neighborhood Center/Latino Academy of Workforce Development is
108 receiving funds to address basic needs, food security, and resource navigation for the
109 Latinx population, where 85% of those served by the agency lost employment and were
110 ineligible for most relief funding. This effort will also meet the growing demand for
111 language and skills training needed to regain employment. Total of \$150,000.

112
113 MACH OneHealth is receiving funds to provide outreach and resource linkage for
114 medical, mental health, and AODA services for the unsheltered, homeless population
115 through nurse and street outreach efforts. Total of \$150,000.

116
117 Madison Area Community Land Trust is receiving funds that will help defray ongoing
118 housing costs and improve the quality of life for our low-income residents by connecting
119 them to grants, low interest loans, and affordable repair services. A large percentage of
120 MACLT homeowners have endured economic challenges from COVID-19 including
121 female heads-of-household with children. Total of \$150,000.

122
123 Occupy Madison, Inc. is receiving funds that will create housing stability for over 60
124 people by building additional tiny houses thereby freeing up 23 Conestoga huts. The
125 funds will support operating costs for the first two villages. These funds will stabilize
126 Occupy during a huge growth period. Total of \$150,000

127
128 Progress Center for Black Women is receiving funds to provide basic need, housing,
129 emotional, health and mental health support for BIPOC women with children. The Center
130 addresses these needs by providing a "Black woman centered approach" to providing
131 direct support, education, case management, financial support and help accessing
132 additional resources. Total of \$150,000. The Center for Community Stewardship will
133 serve as fiscal agent.

134
135 Root to Rise, Inc. is receiving funds to provide academic support to BIPOC students to
136 address the educational success gap between white students and students of color that
137 has widened during the COVID-19 pandemic. The initiative will also provide financial
138 literacy training and employability skills. Total of \$150,000.

139
140 Southeast Asian Healing Center is receiving funds to provide in-person group wellness
141 services, case management, transportation and accompaniment to medical and other
142 appointments, health information classes on diabetes, hypertension, and COVID-19
143 precautions, and supportive counseling to the Hmong and Cambodian communities.
144 Total of \$150,000.

145
146 **NOW, THEREFORE, BE IT RESOLVED** that the following contracts be awarded and
147 that the County Executive and the County Clerk are hereby authorized and directed to
148 sign the agreement on behalf of Dane County, and that the Controller is authorized to
149 issue checks for grant issuance to all qualified agencies identified by the Department to
150 receive funding under this initiative.

151
152 Vendor Amount
153 The Hmong Institute Incorporated \$250,301

154		
155	Center for Community Stewardship/Community Agency Bridging the Gap LLC	\$150,000
156	South Metropolitan Planning Council/Connecting the Dots with Mattie, Inc.	\$150,000
157	Center for Community Stewardship/EOTO, LLC	\$150,000
158	Families Back to the Table, Inc.	\$150,000
159	JFMJ Academy, Inc.	\$150,000
160	Vera Court Neighborhood Center, Inc./Latino Academy of Workforce	
161	Development, Inc.	\$150,000
162	Madison Area Care for the Homeless (MACH) OneHealth, Inc.	\$150,000
163	Madison Area Community Land Trust	\$150,000
164	Occupy Madison, Inc.	\$150,000
165	Center for Community Stewardship/Progress Center for Black Women	\$150,000
166	Root to Rise, Inc.	\$150,000
167	Southeast Asian Healing Center, Incorporated	\$150,000
168		

American Rescue Plan Not For Profit Grant Agreement
between
Dane County Department of Human Services and
Families Back to the Table Inc.

I. Overview:

The ongoing COVID-19 pandemic has significantly affected non-profit agencies across Dane County, stretching service delivery resources to meet growing community and client needs. One purpose of the American Rescue Plan is to allow local governments to assist non-profits to bolster their service delivery efforts to low-income communities and clients most affected by the pandemic.

The Prevention and Early Intervention (PEI) Division of Dane County Dept of Human (DCDHS) shall manage and oversee reporting for this one-time grant to be delivered by the agency listed above, hereto referred to as PROVIDER.

II. Service Delivery:

PROVIDER agrees that grant resources shall be used exclusively for the purpose described in the grant application as follows:

A) PROVIDER shall address the following COVID related need and equity opportunity:

PROVIDER serves families through basic need support (food, housing, clothing support) and through mentoring, offering recreational outlets, life coaching, and community integration. Families referred to this service maybe connected with a DCDHS Social Worker. PROVIDER will meet food, housing and household item basic needs through a food and clothing pantry, and housing case management services to families in Dane County. To date, PROVIDER has paid for hotel rooms for clients experiencing homelessness and purchased food cards, gift cards, gas cards and paid cell phone bills, purchased household supplies, including cleaning supplies and hand sanitizers for families. The grant will allow PROVIDER to continue to meet basic needs and fill gap services while also focusing on communication and family bonding.

PROVIDER offers support to families to reduce disparities in foster care, poverty, food insecurities, education, and health. PROVIDER mission is to keep families together, help families set individual goals, and encourage families to integrate into their community. During the pandemic this has included meeting basic needs, outreach and resource connection.

B) PROVIDER shall deliver the following services:

PROVIDER will work directly with families impacted with homelessness, housing issues, food insecurities, and basic needs, many will be involved with the DCDHS child welfare system.

PROVIDER will deliver outreach and basic need support to families served including connection to housing, community health and mental health resources. This includes taking family members to medical appointments and doing warm hand-offs to social services. PROVIDER will continue to distribute masks and household cleaning and sanitizing supplies. PROVIDER offers services to families in their homes and other community settings. PROVIDER will work closely with faith-based and other community resources. PROVIDER is an organization of volunteers made of up parents and guardians with lived experience who have volunteered in various communities in Dane County. Staff provide direct services to families who need immediate resources. PROVIDER believes that those with lived experiences provide some of the best level of care.

- C) The PROVIDER services shall have the following impact on the community served:

PROVIDER shall meet family basic needs of food and clothing impacted by COVID-19. In addition, families will identify one goal toward meeting an identified need and will articulate one new connection with a community support person or organization. PROVIDER conducts surveys for families on their experience. PROVIDER will continue to conduct assessments to determine the level of needs for the families.

- D) Number of individuals to be served: 100

III. Program Reporting Requirements:

PROVIDER shall report quarterly service activities using an online platform. DCDHS will send a link to the PROVIDER agency contact by the 1st day of the month following the end of the quarter. The report will be due the 15th day of the month. The reporting schedule is outlined in section IV. E. below. In addition, PROVIDER shall summarize service impact and outcomes in the final report due March 1, 2023.

PROVIDER shall report on a quarterly basis:

- A. Number of individuals served that quarter
- B. Summary of service grant activities delivered thus far

IV. Fund Distribution:

- A. PROVIDER award amount is \$150,000
- B. Payments will be distributed quarterly for providers in lump sum amounts dependent on the total grant award.
 - a. Grant awardees receiving awards \$100,000 and above will be paid an initial 25% funds distribution and qualify for additional quarterly distributions, at the 25% distribution level, based on successful completion of quarterly reporting. Quarterly distributions will be paid until the total grant award is met but no later than for service delivery ending December 31, 2022.

- b. Grant awardees receiving awards below \$100,000 will be paid an initial 50% funds distribution and qualify for an additional 50% distribution to equal the grant total upon completion of quarterly reporting. The covered service period for this grant award is for service delivery ending no later than December 31, 2022.
- c. The quarterly payment schedule will apply to all grant awardees who will receive grants in the fourth calendar quarter of 2021. After the first lump sum payment, funding will be distributed to eligible awardees based on successful program reporting according to the following quarterly payment processing schedule. Payments will be received by awardees within 10 days of payment processing.
- d. The first distribution will be processed on or around December 1, 2021.
- e. Payment schedule:

Service Report Period	Service Report Due Date	Payment Process Date
Q1: 12/1/2021 – 3/31/2022	4/15/2022	5/1/2022 (if qualified)
Q2: 4/1/2022 – 6/30/2022	7/15/2022	8/1/2022 (if qualified)
Q3: 7/1/2022 – 9/30/2022	10/15/2022	11/1/2022 (if qualified)
Q4: 10/1/2022 – 12/31/2022	1/15/2023	2/1/2023 (if qualified)
Final Summary report	3/1/2023	

V. Commencement Date

PROVIDER shall commence services upon execution of the contract and receipt of first payment.

VI. End Date

PROVIDER shall render all services by 12/31/2022. This is a one-time grant and is not subject for renewal.

VII. Non-Discrimination

During the term of this Agreement, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s).

PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this paragraph. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.


VIII. Contacts


Direct questions regarding programming to Connie Bettin, PEI Division Administrator at bettin@countyofdane.com.

Direct questions regarding fund distribution to Lisa Breunig, Accountant at Breunig.Lisa@countyofdane.com.


IN WITNESS WHEREOF, DCDHS and PROVIDER, by their respective authorized agents, have caused this Agreement to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

FOR PROVIDER:

Date Signed: 10/21/21 Signature:  Lisa Burrell, President
Print Name and Title of Authorized Agent: Families Back to the table, INC

Date Signed: 10/21/21 Signature: 
Print Name and Title of Authorized Agent: Families Back to the table, INC

FOR DCDHS:

Date Signed: 10/28/2021 
SHAWN TESSMANN, Director of Human Services
(when applicable)

Date Signed: _____
JOE PARISI, County Executive
(when applicable)

Date Signed: _____
SCOTT MCDONELL, County Clerk
(when applicable)

Additional PROVIDER Information for Federal Reporting

Please respond to the two questions below. Responses are for reporting purposes only.

1. Location (address) of service delivery, if different than PROVIDER address.

2. PROVIDER eligibility criteria is such that the primary intended beneficiaries earn less than 60% of the average median income for Dane County. See table for assistance with this question.

(Check yes or no)

YES NO

Household size	60% of Median Income of Dane County
1	\$43,320
2	\$49,500
3	\$55,680
4	\$61,860
5	\$66,840
6	\$71,760

Dane County Contract Cover Sheet

Revised 06/2021

Res 206
Significant

BAF # _____
Acct: Breunig
Mgr: Bettin
Budget Y/N: n

Dept./Division	Human Services / PEI		
Vendor Name	JFMJ Academy, Inc.	MUNIS #	32296
Brief Contract Title/Description	New Grant Agreement for ARP - NFP		
Contract Term	12/1/2021 - 12/31/2022		
Contract Amount	\$ 150,000.00		

Contract # Admin will assign	14505
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Spring Larson, Contract Coordination Assistant	Name	Kirbie Mack
Phone #	608-242-6391	Phone #	608-345-4934
Email	dcdhscontracts@countyofdane.com	Email	kirbiemack@gmail.com
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$11,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$11,000 – \$37,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$37,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$37,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$37,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:	
	Year	Org:	Obj:	Proj:	
		Org:	Obj:	Proj:	

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	206
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.		Year
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL
Dept. Head / Authorized Designee
<i>Shawn Tessman</i>

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
<i>Greg Brockmeyer</i>	DH 10/26/21

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached		
DOA:	Date In: 11/4/21	Date Out: _____
<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management		

Goldade, Michelle

From: Goldade, Michelle
Sent: Monday, November 8, 2021 10:40 AM
To: Hicklin, Charles; Rogan, Megan; Lowndes, Daniel
Cc: Oby, Joe
Subject: Contract #14505
Attachments: 14505.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 11/8/2021 11:33 AM	Approve: 11/8/2021 11:33 AM
	Rogan, Megan	Read: 11/8/2021 11:08 AM	Approve: 11/8/2021 11:08 AM
	Lowndes, Daniel	Read: 11/8/2021 10:42 AM	Approve: 11/8/2021 10:43 AM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #14505
Department: Human Services
Vendor: JFMJ Academy
Contract Description: One-time grant using ARP funds (Res 206)
Contract Term: 12/1/21 – 12/31/22
Contract Amount: \$150,000

Thanks much,
Michelle

Michelle Goldade

Administrative Manager
Dane County Department of Administration
Room 425, City-County Building
210 Martin Luther King, Jr. Boulevard
Madison, WI 53703
PH: 608/266-4941
Fax: 608/266-4425
TDD: Call WI Relay 711

Please note: I am currently working a modified schedule in accordance with COVID 19 response guidelines. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

2021 RES-206

**AWARDING CONTRACTS TO NON PROFIT ARP GRANT RECIPIENTS
FOR DIRECT CLIENT AND COMMUNITY SERVICE
DCDHS – PEI DIVISION**

Dane County Department of Human Services' (DCDHS) Prevention and Early Intervention Division (PEI) is seeking authority to award contracts in excess of \$100,000 to thirteen (13) non-profit agencies providing services to communities impacted by COVID-19. These one-time grants are the result of a grant-making process using American Rescue Plan (ARP) funds.

PEI has been granted funding authority within 2021 RES-083 to offer and allocate one-time grants to Dane County non-profit agencies to bolster their efforts to meet client and community needs for those most impacted by the COVID-19 pandemic. Only Dane County non-profit agencies providing human service were eligible to apply for this grant opportunity. Eligible non-profits did not need to be current DCDHS purchase of service (POS) providers to qualify as the intent of this initiative was to support emerging organizations doing community based work during the pandemic that had not been reimbursed by existing state and local funding to this point. This funding opportunity was not open to public or private schools, other units of state or local government, private sector business, or individuals. The proposed grant design reflects the need to institute programming and supports quickly, and includes flexibility to address the needs of individual not-for-profit agencies.

Grant activities include the following: 1) Expansion of, or needed adaptation to, any current operating expenses; 2) Permanent housing costs not covered by Emergency Rental Assistance funds; 3) Resource linkage or navigation; 4) Food security activities; 5) Direct service materials and supplies; 6) Basic needs allocations to promote safety and wellbeing.

In compliance with 2021 RES-013, the following is the statement of justification, explanation of expected outcomes, and plan for quarterly data collection:

Justification: The on-going pandemic significantly impacted non-profit agencies across Dane County stretching service delivery resources to meet growing community and client needs. One stated purpose of the American Rescue Plan is to allow local governments to assist non-profits to cope with the negative economic consequences of the pandemic. This initiative specifically targets human service non-profit organizations to bolster their service delivery efforts.

This funding does not expressly leverage or require current partnerships in order to execute the activities. The grant period runs through December 31, 2022.

Guidance regarding the ability to utilize American Rescue Plan Act funding for issuance of the Not for Profit Services to Support Communities Impacted by COVID grants was obtained in review of HR1319 - The American Rescue Plan Act of 2021 by the Dane County Department of Administration.

Eligibility: To be eligible for this funding, an agency must be a registered 501(c)(3) or have applied through a fiscal agent that is a registered 501(c)(3), and provide services in

52 Dane County. The minimum grant award was \$50,000 and the maximum was \$250,301.
53 Agencies receiving awards on average serve a population that is 87% low income.
54 Approximately 125,000 Dane County citizens and their families will receive support
55 through the non-profits receiving funding support. Priority was given to small, emerging
56 agencies serving low-income communities or individuals. The impact ranges from
57 meeting the basic needs of families, ensuring food security and housing support,
58 bolstering mental health and AODA agency capacity, and enhancing programs serving
59 and supporting youth, people with disabilities, BIPOC communities, and older adults.

60
61 Reporting: Grantees shall report implementation progress quarterly using an on-line
62 platform prior to the release of the quarterly payment. Grantees will submit a final report
63 by March 1, 2023 that shall summarize numbers served, program activities and service
64 impact, dollars expended, outcomes or the impact their activities had on the community
65 served by the grant activities including the equity challenge addressed.

66
67 Duplication: Pursuant to ARP federal guidance, funds will not be used for this initiative
68 that are otherwise provided for through other pandemic relief.

69
70 All grant awards are under \$100,000 except for the following agencies:

71
72 The Hmong Institute is receiving funds to address inequities in service access due to
73 language and cultural barriers to the Hmong, Cambodian and Tibetan community by
74 providing case management, housing support, resource navigation, and meeting basic
75 needs such as household supplies and food security. Total \$250,301.

76
77 Community Agency Bridging the Gap is receiving funds to build resident leadership in
78 the Allied Drive neighborhood to improve community well-being and connect residents to
79 resources to improve life quality, promote safe and affordable housing, and provide
80 resources to address basic needs during the pandemic. Total of \$150,000. The Center
81 for Community Stewardship will serve as fiscal agent.

82
83 Connecting the Dots with Mattie is receiving funds for street outreach, navigation and
84 support to Dane County's homeless population to "connect the dots" between needs and
85 community resources. The funds will support hotel housing, transportation vouchers,
86 basic need supplies, and food. Total of \$150,000. South Metropolitan Planning Council
87 will serve as the fiscal agent

88
89 EOTO Culturally Rooted is receiving funds for a Peer Support Warmline & Bridging
90 services to allow people experiencing challenges due to COVID-19, mental health,
91 trauma, and/or substance use issues to access professional support in a quick, low
92 barrier manner, and providing peer-to-peer outreach support for Black youth and young
93 adults. Total of \$150,000. The Center for Community Stewardship will serve as fiscal
94 agent.

95
96 Families Back to the Table, Inc. is receiving funds to deliver direct services by volunteers
97 with lived experience to families who need immediate resources to promote stability and
98 address issues of food insecurities, housing set-up, and linkage to resources. Total of
99 \$150,000.

100
101 JFMJ Academy Inc. is receiving funds for utility bill support and food security for low-
102 income women, men, and children by maintaining a tally of parishioner's and other

103 community members who need help with their bills and food. The majority of these
104 individuals hold low-paying jobs or lost employment during the pandemic. Total of
105 \$150,000.

106
107 Vera Court Neighborhood Center/Latino Academy of Workforce Development is
108 receiving funds to address basic needs, food security, and resource navigation for the
109 Latinx population, where 85% of those served by the agency lost employment and were
110 ineligible for most relief funding. This effort will also meet the growing demand for
111 language and skills training needed to regain employment. Total of \$150,000.

112
113 MACH OneHealth is receiving funds to provide outreach and resource linkage for
114 medical, mental health, and AODA services for the unsheltered, homeless population
115 through nurse and street outreach efforts. Total of \$150,000.

116
117 Madison Area Community Land Trust is receiving funds that will help defray ongoing
118 housing costs and improve the quality of life for our low-income residents by connecting
119 them to grants, low interest loans, and affordable repair services. A large percentage of
120 MACLT homeowners have endured economic challenges from COVID-19 including
121 female heads-of-household with children. Total of \$150,000.

122
123 Occupy Madison, Inc. is receiving funds that will create housing stability for over 60
124 people by building additional tiny houses thereby freeing up 23 Conestoga huts. The
125 funds will support operating costs for the first two villages. These funds will stabilize
126 Occupy during a huge growth period. Total of \$150,000

127
128 Progress Center for Black Women is receiving funds to provide basic need, housing,
129 emotional, health and mental health support for BIPOC women with children. The Center
130 addresses these needs by providing a “Black woman centered approach” to providing
131 direct support, education, case management, financial support and help accessing
132 additional resources. Total of \$150,000. The Center for Community Stewardship will
133 serve as fiscal agent.

134
135 Root to Rise, Inc. is receiving funds to provide academic support to BIPOC students to
136 address the educational success gap between white students and students of color that
137 has widened during the COVID-19 pandemic. The initiative will also provide financial
138 literacy training and employability skills. Total of \$150,000.

139
140 Southeast Asian Healing Center is receiving funds to provide in-person group wellness
141 services, case management, transportation and accompaniment to medical and other
142 appointments, health information classes on diabetes, hypertension, and COVID-19
143 precautions, and supportive counseling to the Hmong and Cambodian communities.
144 Total of \$150,000.

145
146 **NOW, THEREFORE, BE IT RESOLVED** that the following contracts be awarded and
147 that the County Executive and the County Clerk are hereby authorized and directed to
148 sign the agreement on behalf of Dane County, and that the Controller is authorized to
149 issue checks for grant issuance to all qualified agencies identified by the Department to
150 receive funding under this initiative.

151
152 Vendor Amount
153 The Hmong Institute Incorporated \$250,301

154		
155	Center for Community Stewardship/Community Agency Bridging the Gap LLC	\$150,000
156	South Metropolitan Planning Council/Connecting the Dots with Mattie, Inc.	\$150,000
157	Center for Community Stewardship/EOTO, LLC	\$150,000
158	Families Back to the Table, Inc.	\$150,000
159	JFMJ Academy, Inc.	\$150,000
160	Vera Court Neighborhood Center, Inc./Latino Academy of Workforce	
161	Development, Inc.	\$150,000
162	Madison Area Care for the Homeless (MACH) OneHealth, Inc.	\$150,000
163	Madison Area Community Land Trust	\$150,000
164	Occupy Madison, Inc.	\$150,000
165	Center for Community Stewardship/Progress Center for Black Women	\$150,000
166	Root to Rise, Inc.	\$150,000
167	Southeast Asian Healing Center, Incorporated	\$150,000
168		

American Rescue Plan Not For Profit Grant Agreement
between
Dane County Department of Human Services and
JFMJ Academy, Inc.

I. Overview:

The ongoing COVID-19 pandemic has significantly affected non-profit agencies across Dane County, stretching service delivery resources to meet growing community and client needs. One purpose of the American Rescue Plan is to allow local governments to assist non-profits to bolster their service delivery efforts to low-income communities and clients most affected by the pandemic.

The Prevention and Early Intervention (PEI) Division of Dane County Dept of Human (DCDHS) shall manage and oversee reporting for this one-time grant to be delivered by the agency listed above, hereto referred to as PROVIDER.

II. Service Delivery:

PROVIDER agrees that grant resources shall be used exclusively for the purpose described in the grant application as follows:

A) PROVIDER shall address the following COVID related need and equity opportunity:

PROVIDER is a Madison-based academy providing social and educational services for BIPOC youth with the primary purpose of increasing the academic learning and advancement of children K-12. PROVIDER will partner with End Time Ministries International to deliver basic need and educational services to support families and make up for educational losses during the pandemic. Ninety percent of ETML parishioners and their children are from low-income and single-family households. The majority of individuals served hold low-paying minimum wage jobs. During the pandemic, many individuals served by the PROVIDER lost their jobs or have been unable to sustain suitable employment. ETML runs a food pantry throughout the year to provide for basic needs and family food security for families most impacted by the pandemic.

B) PROVIDER shall deliver the following services:

PROVIDER maintains a daily tally of parishioner's and other local community members who need help with their household bills and food. PROVIDER will:

1. Purchase cash cards to distribute to help families with basic needs and daily living expenses to help pay bills.
2. Stock a food pantry with non-perishable and frozen foods on a weekly basis to provide families with nutritional meals.

3. Provide tutoring services to children in the Allied Drive, King James Way Apartments, Elver Park neighborhood, Meadow Ridge neighborhood and Lake Point community. As a result of Covid-19, the children's academic scores declined significantly further necessitating tutoring support. The reading and math tutorial services will reinforce school day learning and provide skill sets needed in the classroom and beyond. PROVIDER will purchase books written by BIPOC authors to incentivize learning. PROVIDER will be introducing computer learning into academic programming.

C) The PROVIDER services shall have the following impact on the community served:

PROVIDER will meet basic and food security needs reporting on the number of families and students served. PROVIDER shall conduct short, open-ended surveys of participants to assess performance. Youth will increase or maintain their grade level so they are prepared for the upcoming year. PROVIDER will engage students in project-based assessments so students can apply what they learn to real-world situations to share with their peers, family and community.

D) Number of individuals to be served: 100

III. Program Reporting Requirements:

PROVIDER shall report quarterly service activities using an online platform. DCDHS will send a link to the PROVIDER agency contact by the 1st day of the month following the end of the quarter. The report will be due the 15th day of the month. The reporting schedule is outlined in section IV. E. below. In addition, PROVIDER shall summarize service impact and outcomes in the final report due March 1, 2023.

PROVIDER shall report on a quarterly basis:

- A. Number of individuals served that quarter
- B. Summary of service grant activities delivered thus far

IV. Fund Distribution:

- A. PROVIDER award amount is \$150,000
- B. Payments will be distributed quarterly for providers in lump sum amounts dependent on the total grant award.
 - a. Grant awardees receiving awards \$100,000 and above will be paid an initial 25% funds distribution and qualify for additional quarterly distributions, at the 25% distribution level, based on successful completion of quarterly reporting. Quarterly distributions will be paid until the total grant award is met but no later than for service delivery ending December 31, 2022.
 - b. Grant awardees receiving awards below \$100,000 will be paid an initial 50% funds distribution and qualify for an additional 50% distribution to equal the grant total upon

completion of quarterly reporting. The covered service period for this grant award is for service delivery ending no later than December 31, 2022.

- c. The quarterly payment schedule will apply to all grant awardees who will receive grants in the fourth calendar quarter of 2021. After the first lump sum payment, funding will be distributed to eligible awardees based on successful program reporting according to the following quarterly payment processing schedule. Payments will be received by awardees within 10 days of payment processing.
- d. The first distribution will be processed on or around December 1, 2021.
- e. Payment schedule:

Service Report Period	Service Report Due Date	Payment Process Date
Q1: 12/1/2021 – 3/31/2022	4/15/2022	5/1/2022 (if qualified)
Q2: 4/1/2022 – 6/30/2022	7/15/2022	8/1/2022 (if qualified)
Q3: 7/1/2022 – 9/30/2022	10/15/2022	11/1/2022 (if qualified)
Q4: 10/1/2022 – 12/31/2022	1/15/2023	2/1/2023 (if qualified)
Final Summary report	3/1/2023	

V. Commencement Date

PROVIDER shall commence services upon execution of the contract and receipt of first payment.

VI. End Date

PROVIDER shall render all services by 12/31/2022. This is a one-time grant and is not subject for renewal.

VII. Non-Discrimination

During the term of this Agreement, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s).

PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this paragraph. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.

VIII. Contacts


Direct questions regarding programming to Connie Bettin, PEI Division Administrator at bettin@countyofdane.com.

Direct questions regarding fund distribution to Lisa Breunig, Accountant at Breunig.Lisa@countyofdane.com.

IN WITNESS WHEREOF, DCDHS and PROVIDER, by their respective authorized agents, have caused this Agreement to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

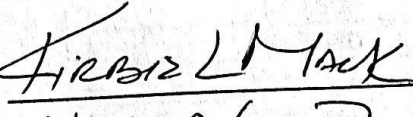
FOR PROVIDER:

Date Signed: 10/29/21

Signature: 

Print Name and Title of Authorized Agent: JEFF MACK - President


Date Signed: 10/29/21

Signature: 

Print Name and Title of Authorized Agent: KIRBIE L. MACK, VICE-PRESIDENT

FOR DCDHS:

Date Signed: 11/02/2021


SHAWN TESSMANN, Director of Human Services
(when applicable)

Date Signed: _____

JOE PARISI, County Executive
(when applicable)

Date Signed: _____

SCOTT MCDONELL, County Clerk
(when applicable)

Additional PROVIDER Information for Federal Reporting

Please respond to the two questions below. Responses are for reporting purposes only.

1. Location (address) of service delivery, if different than PROVIDER address.

END TIME MINISTRIES INTERNATIONAL
6708 WATTS Rd., MADISON, WI 53719

2. PROVIDER eligibility criteria is such that the primary intended beneficiaries earn less than 60% of the average median income for Dane County. See table for assistance with this question.

Household size	60% of Median Income of Dane County
1	\$43,320
2	\$49,500
3	\$55,680
4	\$61,860
5	\$66,840
6	\$71,760

(Check yes or no)

YES NO

Dane County Contract Cover Sheet

Revised 06/2021

Res 206
Significant

BAF # _____
Acct: Breunig
Mgr: Bettin
Budget Y/N: n

Dept./Division	Human Services / PEI		
Vendor Name	MACH OneHealth	MUNIS #	32321
Brief Contract Title/Description	New Grant Agreement for ARP - NFP		
Contract Term	12/1/2021 - 12/31/2022		
Contract Amount	\$ 150,000.00		

Contract # Admin will assign	14506
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Spring Larson, Contract Coordination Assistant	Name	Brenda Konkol
Phone #	608-242-6391	Phone #	608-676-7826 x5
Email	dcdhscontracts@countyofdane.com	Email	brenda@machonehealth.org
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$11,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$11,000 – \$37,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$37,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$37,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$37,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:	
	Year	Org:	Obj:	Proj:	
		Org:	Obj:	Proj:	

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	206
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.		Year
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL
Dept. Head / Authorized Designee
<i>Shawn Tessman</i>

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
<i>Greg Brockmeyer</i>	DH 10/18/21

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 11/4/21	Date Out: _____	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Monday, November 8, 2021 11:07 AM
To: Hicklin, Charles; Rogan, Megan; Lowndes, Daniel
Cc: Oby, Joe
Subject: Contract #14506
Attachments: 14506.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 11/8/2021 11:33 AM	Approve: 11/8/2021 11:33 AM
	Rogan, Megan	Read: 11/8/2021 11:18 AM	Approve: 11/8/2021 11:18 AM
	Lowndes, Daniel	Read: 11/8/2021 3:21 PM	Approve: 11/8/2021 3:21 PM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #14506
Department: Human Services
Vendor: Madison Area Care for the Homeless (MACH) OneHealth
Contract Description: One-time grant using ARP funds (Res 206)
Contract Term: 12/1/21 – 12/31/22
Contract Amount: \$150,000

Thanks much,
Michelle

Michelle Goldade
Administrative Manager
Dane County Department of Administration
Room 425, City-County Building
210 Martin Luther King, Jr. Boulevard
Madison, WI 53703
PH: 608/266-4941
Fax: 608/266-4425
TDD: Call WI Relay 711

Please note: I am currently working a modified schedule in accordance with COVID 19 response guidelines. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

2021 RES-206

**AWARDING CONTRACTS TO NON PROFIT ARP GRANT RECIPIENTS
FOR DIRECT CLIENT AND COMMUNITY SERVICE
DCDHS – PEI DIVISION**

Dane County Department of Human Services' (DCDHS) Prevention and Early Intervention Division (PEI) is seeking authority to award contracts in excess of \$100,000 to thirteen (13) non-profit agencies providing services to communities impacted by COVID-19. These one-time grants are the result of a grant-making process using American Rescue Plan (ARP) funds.

PEI has been granted funding authority within 2021 RES-083 to offer and allocate one-time grants to Dane County non-profit agencies to bolster their efforts to meet client and community needs for those most impacted by the COVID-19 pandemic. Only Dane County non-profit agencies providing human service were eligible to apply for this grant opportunity. Eligible non-profits did not need to be current DCDHS purchase of service (POS) providers to qualify as the intent of this initiative was to support emerging organizations doing community based work during the pandemic that had not been reimbursed by existing state and local funding to this point. This funding opportunity was not open to public or private schools, other units of state or local government, private sector business, or individuals. The proposed grant design reflects the need to institute programming and supports quickly, and includes flexibility to address the needs of individual not-for-profit agencies.

Grant activities include the following: 1) Expansion of, or needed adaptation to, any current operating expenses; 2) Permanent housing costs not covered by Emergency Rental Assistance funds; 3) Resource linkage or navigation; 4) Food security activities; 5) Direct service materials and supplies; 6) Basic needs allocations to promote safety and wellbeing.

In compliance with 2021 RES-013, the following is the statement of justification, explanation of expected outcomes, and plan for quarterly data collection:

Justification: The on-going pandemic significantly impacted non-profit agencies across Dane County stretching service delivery resources to meet growing community and client needs. One stated purpose of the American Rescue Plan is to allow local governments to assist non-profits to cope with the negative economic consequences of the pandemic. This initiative specifically targets human service non-profit organizations to bolster their service delivery efforts.

This funding does not expressly leverage or require current partnerships in order to execute the activities. The grant period runs through December 31, 2022.

Guidance regarding the ability to utilize American Rescue Plan Act funding for issuance of the Not for Profit Services to Support Communities Impacted by COVID grants was obtained in review of HR1319 - The American Rescue Plan Act of 2021 by the Dane County Department of Administration.

Eligibility: To be eligible for this funding, an agency must be a registered 501(c)(3) or have applied through a fiscal agent that is a registered 501(c)(3), and provide services in

52 Dane County. The minimum grant award was \$50,000 and the maximum was \$250,301.
53 Agencies receiving awards on average serve a population that is 87% low income.
54 Approximately 125,000 Dane County citizens and their families will receive support
55 through the non-profits receiving funding support. Priority was given to small, emerging
56 agencies serving low-income communities or individuals. The impact ranges from
57 meeting the basic needs of families, ensuring food security and housing support,
58 bolstering mental health and AODA agency capacity, and enhancing programs serving
59 and supporting youth, people with disabilities, BIPOC communities, and older adults.

60
61 Reporting: Grantees shall report implementation progress quarterly using an on-line
62 platform prior to the release of the quarterly payment. Grantees will submit a final report
63 by March 1, 2023 that shall summarize numbers served, program activities and service
64 impact, dollars expended, outcomes or the impact their activities had on the community
65 served by the grant activities including the equity challenge addressed.

66
67 Duplication: Pursuant to ARP federal guidance, funds will not be used for this initiative
68 that are otherwise provided for through other pandemic relief.

69
70 All grant awards are under \$100,000 except for the following agencies:

71
72 The Hmong Institute is receiving funds to address inequities in service access due to
73 language and cultural barriers to the Hmong, Cambodian and Tibetan community by
74 providing case management, housing support, resource navigation, and meeting basic
75 needs such as household supplies and food security. Total \$250,301.

76
77 Community Agency Bridging the Gap is receiving funds to build resident leadership in
78 the Allied Drive neighborhood to improve community well-being and connect residents to
79 resources to improve life quality, promote safe and affordable housing, and provide
80 resources to address basic needs during the pandemic. Total of \$150,000. The Center
81 for Community Stewardship will serve as fiscal agent.

82
83 Connecting the Dots with Mattie is receiving funds for street outreach, navigation and
84 support to Dane County's homeless population to "connect the dots" between needs and
85 community resources. The funds will support hotel housing, transportation vouchers,
86 basic need supplies, and food. Total of \$150,000. South Metropolitan Planning Council
87 will serve as the fiscal agent

88
89 EOTO Culturally Rooted is receiving funds for a Peer Support Warmline & Bridging
90 services to allow people experiencing challenges due to COVID-19, mental health,
91 trauma, and/or substance use issues to access professional support in a quick, low
92 barrier manner, and providing peer-to-peer outreach support for Black youth and young
93 adults. Total of \$150,000. The Center for Community Stewardship will serve as fiscal
94 agent.

95
96 Families Back to the Table, Inc. is receiving funds to deliver direct services by volunteers
97 with lived experience to families who need immediate resources to promote stability and
98 address issues of food insecurities, housing set-up, and linkage to resources. Total of
99 \$150,000.

100
101 JFMJ Academy Inc. is receiving funds for utility bill support and food security for low-
102 income women, men, and children by maintaining a tally of parishioner's and other

103 community members who need help with their bills and food. The majority of these
104 individuals hold low-paying jobs or lost employment during the pandemic. Total of
105 \$150,000.

106
107 Vera Court Neighborhood Center/Latino Academy of Workforce Development is
108 receiving funds to address basic needs, food security, and resource navigation for the
109 Latinx population, where 85% of those served by the agency lost employment and were
110 ineligible for most relief funding. This effort will also meet the growing demand for
111 language and skills training needed to regain employment. Total of \$150,000.

112
113 MACH OneHealth is receiving funds to provide outreach and resource linkage for
114 medical, mental health, and AODA services for the unsheltered, homeless population
115 through nurse and street outreach efforts. Total of \$150,000.

116
117 Madison Area Community Land Trust is receiving funds that will help defray ongoing
118 housing costs and improve the quality of life for our low-income residents by connecting
119 them to grants, low interest loans, and affordable repair services. A large percentage of
120 MACLT homeowners have endured economic challenges from COVID-19 including
121 female heads-of-household with children. Total of \$150,000.

122
123 Occupy Madison, Inc. is receiving funds that will create housing stability for over 60
124 people by building additional tiny houses thereby freeing up 23 Conestoga huts. The
125 funds will support operating costs for the first two villages. These funds will stabilize
126 Occupy during a huge growth period. Total of \$150,000

127
128 Progress Center for Black Women is receiving funds to provide basic need, housing,
129 emotional, health and mental health support for BIPOC women with children. The Center
130 addresses these needs by providing a “Black woman centered approach” to providing
131 direct support, education, case management, financial support and help accessing
132 additional resources. Total of \$150,000. The Center for Community Stewardship will
133 serve as fiscal agent.

134
135 Root to Rise, Inc. is receiving funds to provide academic support to BIPOC students to
136 address the educational success gap between white students and students of color that
137 has widened during the COVID-19 pandemic. The initiative will also provide financial
138 literacy training and employability skills. Total of \$150,000.

139
140 Southeast Asian Healing Center is receiving funds to provide in-person group wellness
141 services, case management, transportation and accompaniment to medical and other
142 appointments, health information classes on diabetes, hypertension, and COVID-19
143 precautions, and supportive counseling to the Hmong and Cambodian communities.
144 Total of \$150,000.

145
146 **NOW, THEREFORE, BE IT RESOLVED** that the following contracts be awarded and
147 that the County Executive and the County Clerk are hereby authorized and directed to
148 sign the agreement on behalf of Dane County, and that the Controller is authorized to
149 issue checks for grant issuance to all qualified agencies identified by the Department to
150 receive funding under this initiative.

151
152 Vendor Amount
153 The Hmong Institute Incorporated \$250,301

154		
155	Center for Community Stewardship/Community Agency Bridging the Gap LLC	\$150,000
156	South Metropolitan Planning Council/Connecting the Dots with Mattie, Inc.	\$150,000
157	Center for Community Stewardship/EOTO, LLC	\$150,000
158	Families Back to the Table, Inc.	\$150,000
159	JFMJ Academy, Inc.	\$150,000
160	Vera Court Neighborhood Center, Inc./Latino Academy of Workforce	
161	Development, Inc.	\$150,000
162	Madison Area Care for the Homeless (MACH) OneHealth, Inc.	\$150,000
163	Madison Area Community Land Trust	\$150,000
164	Occupy Madison, Inc.	\$150,000
165	Center for Community Stewardship/Progress Center for Black Women	\$150,000
166	Root to Rise, Inc.	\$150,000
167	Southeast Asian Healing Center, Incorporated	\$150,000
168		

American Rescue Plan Not For Profit Grant Agreement
between
Dane County Department of Human Services and
MADISON AREA CARE FOR THE HOMELESS (MACH) ONEHEALTH, INC.

I. Overview:

The ongoing COVID-19 pandemic has significantly affected non-profit agencies across Dane County, stretching service delivery resources to meet growing community and client needs. One purpose of the American Rescue Plan is to allow local governments to assist non-profits to bolster their service delivery efforts to low-income communities and clients most affected by the pandemic.

The Prevention and Early Intervention (PEI) Division of Dane County Dept of Human (DCDHS) shall manage and oversee reporting for this one-time grant to be delivered by the agency listed above, hereto referred to as PROVIDER.

II. Service Delivery:

PROVIDER agrees that grant resources shall be used exclusively for the purpose described in the grant application as follows:

A) PROVIDER shall address the following COVID related need and equity opportunity:

PROVIDER will address housing security needs. PROVIDER outreach workers have identified over 150 people currently living outside. PROVIDER will hire one nurse and a part-time staff person to do street outreach with volunteers and provide follow-up services for the unsheltered homeless population. The nurse would provide medical follow up between PROVIDER regular medical staff rounds on Monday and Thursday evenings and Wednesday mornings. The social worker would be working with people on needs they have that will advance them towards getting into housing. PROVIDER staff work on housing, but there are many other needs that are barriers to getting people into housing that also need to be addressed - mental health, AODA, etc. The homeless population has huge racial disparities, the unsheltered population is approximately 50% white, 50% BIPOC. These activities address an equity opportunity to decrease the length of time homeless and ensure that everyone is getting access to services.

B) PROVIDER shall deliver the following services:

PROVIDER will enhance current services to support the homeless population by adding 1.5 positions to bridge the current service delivery gaps between the volunteers and targeted PROVIDER housing services. PROVIDER will offer outreach, case management, nursing support, and social work services to address the needs of homeless individuals to move them towards housing. These include medical, mental health and AODA services and navigation.

C) The PROVIDER services shall have the following impact on the community served:

PROVIDER nurse we will provide seamless services and follow-up for medical cases seen regularly including COVID-19 prevention services. PROVIDER will address 8 complex cases of people living outside, providing support and services to people with extended periods of homelessness with no immediate housing plans. PROVIDER will report on numbers served

D) Number of individuals to be served: 150 for street outreach and 8 complex cases

III. Program Reporting Requirements:

PROVIDER shall report quarterly service activities using an online platform. DCDHS will send a link to the PROVIDER agency contact by the 1st day of the month following the end of the quarter. The report will be due the 15th day of the month. The reporting schedule is outlined in section IV. E. below. In addition, PROVIDER shall summarize service impact and outcomes in the final report due March 1, 2023.

PROVIDER shall report on a quarterly basis:

- A. Number of individuals served that quarter
- B. Summary of service grant activities delivered thus far

IV. Fund Distribution:

- A. PROVIDER award amount is \$150,000
- B. Payments will be distributed quarterly for providers in lump sum amounts dependent on the total grant award.
 - a. Grant awardees receiving awards \$100,000 and above will be paid an initial 25% funds distribution and qualify for additional quarterly distributions, at the 25% distribution level, based on successful completion of quarterly reporting. Quarterly distributions will be paid until the total grant award is met but no later than for service delivery ending December 31, 2022.
 - b. Grant awardees receiving awards below \$100,000 will be paid an initial 50% funds distribution and qualify for an additional 50% distribution to equal the grant total upon completion of quarterly reporting. The covered service period for this grant award is for service delivery ending no later than December 31, 2022.
 - c. The quarterly payment schedule will apply to all grant awardees who will receive grants in the fourth calendar quarter of 2021. After the first lump sum payment, funding will be distributed to eligible awardees based on successful program reporting according to the following quarterly payment processing schedule. Payments will be received by awardees within 10 days of payment processing.
 - d. The first distribution will be processed on or around December 1, 2021.
 - e. Payment schedule:

Service Report Period	Service Report Due Date	Payment Process Date
Q1: 12/1/2021 – 3/31/2022	4/15/2022	5/1/2022 (if qualified)
Q2: 4/1/2022 – 6/30/2022	7/15/2022	8/1/2022 (if qualified)
Q3: 7/1/2022 – 9/30/2022	10/15/2022	11/1/2022 (if qualified)
Q4: 10/1/2022 – 12/31/2022	1/15/2023	2/1/2023 (if qualified)
Final Summary report	3/1/2023	

V. Commencement Date

PROVIDER shall commence services upon execution of the contract and receipt of first payment.

VI. End Date

PROVIDER shall render all services by 12/31/2022. This is a one-time grant and is not subject for renewal.

VII. Non-Discrimination

During the term of this Agreement, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s).

PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this paragraph. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.

VIII. Contacts

Direct questions regarding programming to Connie Bettin, PEI Division Administrator at bettin@countyofdane.com.

Direct questions regarding fund distribution to Lisa Breunig, Accountant at Breunig.Lisa@countyofdane.com.

IN WITNESS WHEREOF, DCDHS and PROVIDER, by their respective authorized agents, have caused this Agreement to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

FOR PROVIDER:

Date Signed: 10/29/21

Signature: Brenda K. Konkel

Print Name and Title of Authorized Agent: Brenda K. Konkel, Executive Director

Date Signed: _____

Signature: _____

Print Name and Title of Authorized Agent: _____

FOR DCDHS:

Date Signed: 11/03/2021



SHAWN TESSMANN, Director of Human Services
(when applicable)

Date Signed: _____

JOE PARISI, County Executive
(when applicable)

Date Signed: _____

SCOTT MCDONELL, County Clerk
(when applicable)

Additional PROVIDER Information for Federal Reporting

Please respond to the two questions below. Responses are for reporting purposes only.

- 1. Location (address) of service delivery, if different than PROVIDER address.
Work will be done out of our office, but it is primarily outreach around Dane County.

- 2. PROVIDER eligibility criteria is such that the primary intended beneficiaries earn less than 60% of the average median income for Dane County. See table for assistance with this question.

Household size	60% of Median Income of Dane County
1	\$43,320
2	\$49,500
3	\$55,680
4	\$61,860
5	\$66,840
6	\$71,760

(Check yes or no)

YES NO

Dane County Contract Cover Sheet

Revised 06/2021

Res 206
Significant

BAF # _____
Acct: Breunig
Mgr: Bettin
Budget Y/N: n

Dept./Division	Human Services / PEI		
Vendor Name	Madison Area Community Land Trust	MUNIS #	32340
Brief Contract Title/Description	New Grant Agreement for ARP - NFP		
Contract Term	12/1/2021 - 12/31/2022		
Contract Amount	\$ 150,000.00		

Contract # Admin will assign	14507
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Spring Larson, Contract Coordination Assistant	Name	Olivia Williams
Phone #	608-242-6391	Phone #	608-285-2691
Email	dcdhscontracts@countyofdane.com	Email	olivia@maclt.org
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$11,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$11,000 – \$37,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$37,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$37,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$37,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:	
	Year	Org:	Obj:	Proj:	
		Org:	Obj:	Proj:	

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	206
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.		Year
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL
Dept. Head / Authorized Designee
<i>Shawn Tessman</i>

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
<i>Greg Brockmeyer</i>	DH 10/18/21

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached		
DOA:	Date In: 11/4/21	Date Out: _____
<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management		

Goldade, Michelle

From: Goldade, Michelle
Sent: Monday, November 8, 2021 11:10 AM
To: Hicklin, Charles; Rogan, Megan; Lowndes, Daniel
Cc: Oby, Joe
Subject: Contract #14507
Attachments: 14507.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 11/8/2021 11:33 AM	Approve: 11/8/2021 11:33 AM
	Rogan, Megan	Read: 11/8/2021 11:18 AM	Approve: 11/8/2021 11:18 AM
	Lowndes, Daniel	Read: 11/8/2021 3:20 PM	Approve: 11/8/2021 3:21 PM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #14507
Department: Human Services
Vendor: Madison Area Community Land Trust
Contract Description: One-time grant using ARP funds (Res 206)
Contract Term: 12/1/21 – 12/31/22
Contract Amount: \$150,000

Thanks much,
Michelle

Michelle Goldade
Administrative Manager
Dane County Department of Administration
Room 425, City-County Building
210 Martin Luther King, Jr. Boulevard
Madison, WI 53703
PH: 608/266-4941
Fax: 608/266-4425
TDD: Call WI Relay 711

Please note: I am currently working a modified schedule in accordance with COVID 19 response guidelines. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

2021 RES-206

**AWARDING CONTRACTS TO NON PROFIT ARP GRANT RECIPIENTS
FOR DIRECT CLIENT AND COMMUNITY SERVICE
DCDHS – PEI DIVISION**

Dane County Department of Human Services' (DCDHS) Prevention and Early Intervention Division (PEI) is seeking authority to award contracts in excess of \$100,000 to thirteen (13) non-profit agencies providing services to communities impacted by COVID-19. These one-time grants are the result of a grant-making process using American Rescue Plan (ARP) funds.

PEI has been granted funding authority within 2021 RES-083 to offer and allocate one-time grants to Dane County non-profit agencies to bolster their efforts to meet client and community needs for those most impacted by the COVID-19 pandemic. Only Dane County non-profit agencies providing human service were eligible to apply for this grant opportunity. Eligible non-profits did not need to be current DCDHS purchase of service (POS) providers to qualify as the intent of this initiative was to support emerging organizations doing community based work during the pandemic that had not been reimbursed by existing state and local funding to this point. This funding opportunity was not open to public or private schools, other units of state or local government, private sector business, or individuals. The proposed grant design reflects the need to institute programming and supports quickly, and includes flexibility to address the needs of individual not-for-profit agencies.

Grant activities include the following: 1) Expansion of, or needed adaptation to, any current operating expenses; 2) Permanent housing costs not covered by Emergency Rental Assistance funds; 3) Resource linkage or navigation; 4) Food security activities; 5) Direct service materials and supplies; 6) Basic needs allocations to promote safety and wellbeing.

In compliance with 2021 RES-013, the following is the statement of justification, explanation of expected outcomes, and plan for quarterly data collection:

Justification: The on-going pandemic significantly impacted non-profit agencies across Dane County stretching service delivery resources to meet growing community and client needs. One stated purpose of the American Rescue Plan is to allow local governments to assist non-profits to cope with the negative economic consequences of the pandemic. This initiative specifically targets human service non-profit organizations to bolster their service delivery efforts.

This funding does not expressly leverage or require current partnerships in order to execute the activities. The grant period runs through December 31, 2022.

Guidance regarding the ability to utilize American Rescue Plan Act funding for issuance of the Not for Profit Services to Support Communities Impacted by COVID grants was obtained in review of HR1319 - The American Rescue Plan Act of 2021 by the Dane County Department of Administration.

Eligibility: To be eligible for this funding, an agency must be a registered 501(c)(3) or have applied through a fiscal agent that is a registered 501(c)(3), and provide services in

52 Dane County. The minimum grant award was \$50,000 and the maximum was \$250,301.
53 Agencies receiving awards on average serve a population that is 87% low income.
54 Approximately 125,000 Dane County citizens and their families will receive support
55 through the non-profits receiving funding support. Priority was given to small, emerging
56 agencies serving low-income communities or individuals. The impact ranges from
57 meeting the basic needs of families, ensuring food security and housing support,
58 bolstering mental health and AODA agency capacity, and enhancing programs serving
59 and supporting youth, people with disabilities, BIPOC communities, and older adults.

60
61 Reporting: Grantees shall report implementation progress quarterly using an on-line
62 platform prior to the release of the quarterly payment. Grantees will submit a final report
63 by March 1, 2023 that shall summarize numbers served, program activities and service
64 impact, dollars expended, outcomes or the impact their activities had on the community
65 served by the grant activities including the equity challenge addressed.

66
67 Duplication: Pursuant to ARP federal guidance, funds will not be used for this initiative
68 that are otherwise provided for through other pandemic relief.

69
70 All grant awards are under \$100,000 except for the following agencies:

71
72 The Hmong Institute is receiving funds to address inequities in service access due to
73 language and cultural barriers to the Hmong, Cambodian and Tibetan community by
74 providing case management, housing support, resource navigation, and meeting basic
75 needs such as household supplies and food security. Total \$250,301.

76
77 Community Agency Bridging the Gap is receiving funds to build resident leadership in
78 the Allied Drive neighborhood to improve community well-being and connect residents to
79 resources to improve life quality, promote safe and affordable housing, and provide
80 resources to address basic needs during the pandemic. Total of \$150,000. The Center
81 for Community Stewardship will serve as fiscal agent.

82
83 Connecting the Dots with Mattie is receiving funds for street outreach, navigation and
84 support to Dane County's homeless population to "connect the dots" between needs and
85 community resources. The funds will support hotel housing, transportation vouchers,
86 basic need supplies, and food. Total of \$150,000. South Metropolitan Planning Council
87 will serve as the fiscal agent

88
89 EOTO Culturally Rooted is receiving funds for a Peer Support Warmline & Bridging
90 services to allow people experiencing challenges due to COVID-19, mental health,
91 trauma, and/or substance use issues to access professional support in a quick, low
92 barrier manner, and providing peer-to-peer outreach support for Black youth and young
93 adults. Total of \$150,000. The Center for Community Stewardship will serve as fiscal
94 agent.

95
96 Families Back to the Table, Inc. is receiving funds to deliver direct services by volunteers
97 with lived experience to families who need immediate resources to promote stability and
98 address issues of food insecurities, housing set-up, and linkage to resources. Total of
99 \$150,000.

100
101 JFMJ Academy Inc. is receiving funds for utility bill support and food security for low-
102 income women, men, and children by maintaining a tally of parishioner's and other

103 community members who need help with their bills and food. The majority of these
104 individuals hold low-paying jobs or lost employment during the pandemic. Total of
105 \$150,000.

106
107 Vera Court Neighborhood Center/Latino Academy of Workforce Development is
108 receiving funds to address basic needs, food security, and resource navigation for the
109 Latinx population, where 85% of those served by the agency lost employment and were
110 ineligible for most relief funding. This effort will also meet the growing demand for
111 language and skills training needed to regain employment. Total of \$150,000.

112
113 MACH OneHealth is receiving funds to provide outreach and resource linkage for
114 medical, mental health, and AODA services for the unsheltered, homeless population
115 through nurse and street outreach efforts. Total of \$150,000.

116
117 Madison Area Community Land Trust is receiving funds that will help defray ongoing
118 housing costs and improve the quality of life for our low-income residents by connecting
119 them to grants, low interest loans, and affordable repair services. A large percentage of
120 MACLT homeowners have endured economic challenges from COVID-19 including
121 female heads-of-household with children. Total of \$150,000.

122
123 Occupy Madison, Inc. is receiving funds that will create housing stability for over 60
124 people by building additional tiny houses thereby freeing up 23 Conestoga huts. The
125 funds will support operating costs for the first two villages. These funds will stabilize
126 Occupy during a huge growth period. Total of \$150,000

127
128 Progress Center for Black Women is receiving funds to provide basic need, housing,
129 emotional, health and mental health support for BIPOC women with children. The Center
130 addresses these needs by providing a “Black woman centered approach” to providing
131 direct support, education, case management, financial support and help accessing
132 additional resources. Total of \$150,000. The Center for Community Stewardship will
133 serve as fiscal agent.

134
135 Root to Rise, Inc. is receiving funds to provide academic support to BIPOC students to
136 address the educational success gap between white students and students of color that
137 has widened during the COVID-19 pandemic. The initiative will also provide financial
138 literacy training and employability skills. Total of \$150,000.

139
140 Southeast Asian Healing Center is receiving funds to provide in-person group wellness
141 services, case management, transportation and accompaniment to medical and other
142 appointments, health information classes on diabetes, hypertension, and COVID-19
143 precautions, and supportive counseling to the Hmong and Cambodian communities.
144 Total of \$150,000.

145
146 **NOW, THEREFORE, BE IT RESOLVED** that the following contracts be awarded and
147 that the County Executive and the County Clerk are hereby authorized and directed to
148 sign the agreement on behalf of Dane County, and that the Controller is authorized to
149 issue checks for grant issuance to all qualified agencies identified by the Department to
150 receive funding under this initiative.

151
152 Vendor Amount
153 The Hmong Institute Incorporated \$250,301

154		
155	Center for Community Stewardship/Community Agency Bridging the Gap LLC	\$150,000
156	South Metropolitan Planning Council/Connecting the Dots with Mattie, Inc.	\$150,000
157	Center for Community Stewardship/EOTO, LLC	\$150,000
158	Families Back to the Table, Inc.	\$150,000
159	JFMJ Academy, Inc.	\$150,000
160	Vera Court Neighborhood Center, Inc./Latino Academy of Workforce	
161	Development, Inc.	\$150,000
162	Madison Area Care for the Homeless (MACH) OneHealth, Inc.	\$150,000
163	Madison Area Community Land Trust	\$150,000
164	Occupy Madison, Inc.	\$150,000
165	Center for Community Stewardship/Progress Center for Black Women	\$150,000
166	Root to Rise, Inc.	\$150,000
167	Southeast Asian Healing Center, Incorporated	\$150,000
168		

American Rescue Plan Not For Profit Grant Agreement
between
Dane County Department of Human Services and
Madison Area CLT Corporation

I. Overview:

The ongoing COVID-19 pandemic has significantly affected non-profit agencies across Dane County, stretching service delivery resources to meet growing community and client needs. One purpose of the American Rescue Plan is to allow local governments to assist non-profits to bolster their service delivery efforts to low-income communities and clients most affected by the pandemic.

The Prevention and Early Intervention (PEI) Division of Dane County Dept of Human (DCDHS) shall manage and oversee reporting for this one-time grant to be delivered by the agency listed above, hereto referred to as PROVIDER.

II. Service Delivery:

PROVIDER agrees that grant resources shall be used exclusively for the purpose described in the grant application as follows:

A) PROVIDER shall address the following COVID related need and equity opportunity:

PROVIDER will address housing security needs. MACLT provides homeownership opportunities for low-income people by keeping the land in a land trust so homes stay permanently affordable, while families own the houses on top of the land. Families who could not otherwise afford to buy homes gain stability, autonomy, and the opportunity to build equity in our program and then pay-it-forward to the next low-income buyer. Because the vast majority of our homeowners remain low-income, and their homes are required to be re-sold to low-income families, it is important to keep the homes well maintained. PROVIDER homeownership program has existed for 30 years, with homes that have already served several generations of homeowners, so the majority of homes have deferred maintenance that reduces the quality of life for low-income homeowners who cannot afford to correct the issues.

All 60 of PROVIDER affordable homes have some maintenance needs, 57% of homes have significant maintenance needs reported by their homeowners, and 100% of these are owned by families that remain low income and need assistance to perform home maintenance. Most households (53%) include children, 47% have a female head-of-household, and 39% are people of color. COVID-19 has exacerbated economic challenges for these populations while construction costs have skyrocketed. PROVIDER will defray ongoing housing costs and improve the quality of life for our low-income residents.

B) PROVIDER shall deliver the following services:

PROVIDER shall assist homeowners who have remained low-income by connecting them to grants, low-interest loans, and affordable repair services. PROVIDER shall respond to requests for direct financial aid to homeowners experiencing economic hardship and also educate homeowners on home maintenance basics.

PROVIDER will pay for a Capital Needs Assessment (CNA) to professionally assess the condition of the oldest homes and prioritize structurally needed repairs, and then bring resources directly to homeowners who need financial assistance with their homeownership-related expenses. PROVIDER shall distribute aid for home repair and other maintenance services to maintain the quality of the homes and defray ongoing costs. Home repairs include replacing windows, replacing roofs, adding accessibility features, replacing flooring, tree trimming, energy efficient appliances and rehabilitation measures, furnace/AC servicing, required infrastructure bills (like sidewalk repair), and other home-related bills (such as overdue electric & heating bills, overdue condo & lease fees, and overdue mortgage payments). PROVIDER shall connect homeowners to basic home maintenance classes, and partially pay for staffing to help homeowners access these and other local services.

C) The PROVIDER services shall have the following impact on the community served:

Impact will be to reduce ongoing housing costs for low-income people while promoting the longevity and value of PROVIDER homes, as well as homeowners' quality of life and understanding of their own role in home maintenance. Surveys of clients will indicate effectiveness with accessibility and equity in the programming. The CNA will identify priority maintenance projects and the funds will directly reduce the number of structural maintenance issues at homes, increasing their longevity. PROVIDER will track the number of maintenance projects needed, initiated, and completed using the funds, and the demographics of clients who attended maintenance classes.

D) Number of individuals to be served: 88 individuals in 30 households

III. Program Reporting Requirements:

PROVIDER shall report quarterly service activities using an online platform. DCDHS will send a link to the PROVIDER agency contact by the 1st day of the month following the end of the quarter. The report will be due the 15th day of the month. The reporting schedule is outlined in section IV. E. below. In addition, PROVIDER shall summarize service impact and outcomes in the final report due March 1, 2023.

PROVIDER shall report on a quarterly basis:

- A. Number of individuals served that quarter
- B. Summary of service grant activities delivered thus far

IV. Fund Distribution:

- A. PROVIDER award amount is \$150,000
- B. Payments will be distributed quarterly for providers in lump sum amounts dependent on the total grant award.
 - a. Grant awardees receiving awards \$100,000 and above will be paid an initial 25% funds distribution and qualify for additional quarterly distributions, at the 25% distribution level, based on successful completion of quarterly reporting. Quarterly distributions will be paid until the total grant award is met but no later than for service delivery ending December 31, 2022.
 - b. Grant awardees receiving awards below \$100,000 will be paid an initial 50% funds distribution and qualify for an additional 50% distribution to equal the grant total upon completion of quarterly reporting. The covered service period for this grant award is for service delivery ending no later than December 31, 2022.
 - c. The quarterly payment schedule will apply to all grant awardees who will receive grants in the fourth calendar quarter of 2021. After the first lump sum payment, funding will be distributed to eligible awardees based on successful program reporting according to the following quarterly payment processing schedule. Payments will be received by awardees within 10 days of payment processing.
 - d. The first distribution will be processed on or around December 1, 2021.
 - e. Payment schedule:

Service Report Period	Service Report Due Date	Payment Process Date
Q1: 12/1/2021 – 3/31/2022	4/15/2022	5/1/2022 (if qualified)
Q2: 4/1/2022 – 6/30/2022	7/15/2022	8/1/2022 (if qualified)
Q3: 7/1/2022 – 9/30/2022	10/15/2022	11/1/2022 (if qualified)
Q4: 10/1/2022 – 12/31/2022	1/15/2023	2/1/2023 (if qualified)
Final Summary report	3/1/2023	

V. Commencement Date

PROVIDER shall commence services upon execution of the contract and receipt of first payment.

VI. End Date

PROVIDER shall render all services by 12/31/2022. This is a one-time grant and is not subject for renewal.

VII. Non-Discrimination

During the term of this Agreement, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve

component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s).

PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this paragraph. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.

VIII. Contacts

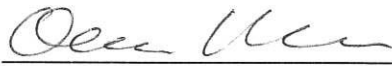
Direct questions regarding programming to Connie Bettin, PEI Division Administrator at bettin@countyofdane.com.

Direct questions regarding fund distribution to Lisa Breunig, Accountant at Breunig.Lisa@countyofdane.com.

IN WITNESS WHEREOF, DCDHS and PROVIDER, by their respective authorized agents, have caused this Agreement to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

FOR PROVIDER:

Date Signed: Oct 21, 2021

Signature: 

Print Name and Title of Authorized Agent: Olivia Williams, Executive Director

Date Signed: _____

Signature: _____

Print Name and Title of Authorized Agent: _____

FOR DCDHS:

Date Signed: 10/28/2021


SHAWN TESSMANN, Director of Human Services
(when applicable)

Date Signed: _____

JOE PARISI, County Executive
(when applicable)

Date Signed: _____

SCOTT MCDONELL, County Clerk
(when applicable)

Additional PROVIDER Information for Federal Reporting

Please respond to the two questions below. Responses are for reporting purposes only.

1. Location (address) of service delivery, if different than PROVIDER address.

2. PROVIDER eligibility criteria is such that the primary intended beneficiaries earn less than 60% of the average median income for Dane County. See table for assistance with this question.

Household size	60% of Median Income of Dane County
1	\$43,320
2	\$49,500
3	\$55,680
4	\$61,860
5	\$66,840
6	\$71,760

(Check yes or no)

YES NO

Dane County Contract Cover Sheet

Revised 06/2021

BAF # _____
 Acct: Breunig
 Mgr: Bettin
 Budget Y/N: n

Res 206
 Significant

Dept./Division	Human Services / PEI		
Vendor Name	Occupy Madison, Inc.	MUNIS #	31386
Brief Contract Title/Description	New Grant Agreement for ARP - NFP		
Contract Term	12/1/2021 - 12/31/2022		
Contract Amount	\$ 150,000.00		

Contract # Admin will assign	14508
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Spring Larson, Contract Coordination Assistant	Name	Brenda Konkel
Phone #	608-242-6391	Phone #	608-345-8720
Email	dcdhscontracts@countyofdane.com	Email	occupymadisoninc@gmail.com
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$11,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$11,000 – \$37,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$37,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$37,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$37,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:	
	Year	Org:	Obj:	Proj:	
		Org:	Obj:	Proj:	

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	206
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.		Year
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL
Dept. Head / Authorized Designee
<i>Shawn Tessmann</i>

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
<i>Greg Brockmeyer</i>	DH 10/18/21

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached		
DOA:	Date In: 11/4/21	Date Out: _____
<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management		

Goldade, Michelle

From: Goldade, Michelle
Sent: Monday, November 8, 2021 11:14 AM
To: Hicklin, Charles; Rogan, Megan; Lowndes, Daniel
Cc: Oby, Joe
Subject: Contract #14508
Attachments: 14508.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 11/8/2021 11:32 AM	Approve: 11/8/2021 11:33 AM
	Rogan, Megan	Read: 11/8/2021 11:18 AM	Approve: 11/8/2021 11:18 AM
	Lowndes, Daniel	Read: 11/8/2021 3:19 PM	Approve: 11/8/2021 3:20 PM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #14508
Department: Human Services
Vendor: Occupy Madison
Contract Description: One-time grant using ARP funds (Res 206)
Contract Term: 12/1/21 – 12/31/22
Contract Amount: \$150,000

Thanks much,
Michelle

Michelle Goldade
Administrative Manager
Dane County Department of Administration
Room 425, City-County Building
210 Martin Luther King, Jr. Boulevard
Madison, WI 53703
PH: 608/266-4941
Fax: 608/266-4425
TDD: Call WI Relay 711

Please note: I am currently working a modified schedule in accordance with COVID 19 response guidelines. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

2021 RES-206

**AWARDING CONTRACTS TO NON PROFIT ARP GRANT RECIPIENTS
FOR DIRECT CLIENT AND COMMUNITY SERVICE
DCDHS – PEI DIVISION**

Dane County Department of Human Services' (DCDHS) Prevention and Early Intervention Division (PEI) is seeking authority to award contracts in excess of \$100,000 to thirteen (13) non-profit agencies providing services to communities impacted by COVID-19. These one-time grants are the result of a grant-making process using American Rescue Plan (ARP) funds.

PEI has been granted funding authority within 2021 RES-083 to offer and allocate one-time grants to Dane County non-profit agencies to bolster their efforts to meet client and community needs for those most impacted by the COVID-19 pandemic. Only Dane County non-profit agencies providing human service were eligible to apply for this grant opportunity. Eligible non-profits did not need to be current DCDHS purchase of service (POS) providers to qualify as the intent of this initiative was to support emerging organizations doing community based work during the pandemic that had not been reimbursed by existing state and local funding to this point. This funding opportunity was not open to public or private schools, other units of state or local government, private sector business, or individuals. The proposed grant design reflects the need to institute programming and supports quickly, and includes flexibility to address the needs of individual not-for-profit agencies.

Grant activities include the following: 1) Expansion of, or needed adaptation to, any current operating expenses; 2) Permanent housing costs not covered by Emergency Rental Assistance funds; 3) Resource linkage or navigation; 4) Food security activities; 5) Direct service materials and supplies; 6) Basic needs allocations to promote safety and wellbeing.

In compliance with 2021 RES-013, the following is the statement of justification, explanation of expected outcomes, and plan for quarterly data collection:

Justification: The on-going pandemic significantly impacted non-profit agencies across Dane County stretching service delivery resources to meet growing community and client needs. One stated purpose of the American Rescue Plan is to allow local governments to assist non-profits to cope with the negative economic consequences of the pandemic. This initiative specifically targets human service non-profit organizations to bolster their service delivery efforts.

This funding does not expressly leverage or require current partnerships in order to execute the activities. The grant period runs through December 31, 2022.

Guidance regarding the ability to utilize American Rescue Plan Act funding for issuance of the Not for Profit Services to Support Communities Impacted by COVID grants was obtained in review of HR1319 - The American Rescue Plan Act of 2021 by the Dane County Department of Administration.

Eligibility: To be eligible for this funding, an agency must be a registered 501(c)(3) or have applied through a fiscal agent that is a registered 501(c)(3), and provide services in

52 Dane County. The minimum grant award was \$50,000 and the maximum was \$250,301.
53 Agencies receiving awards on average serve a population that is 87% low income.
54 Approximately 125,000 Dane County citizens and their families will receive support
55 through the non-profits receiving funding support. Priority was given to small, emerging
56 agencies serving low-income communities or individuals. The impact ranges from
57 meeting the basic needs of families, ensuring food security and housing support,
58 bolstering mental health and AODA agency capacity, and enhancing programs serving
59 and supporting youth, people with disabilities, BIPOC communities, and older adults.
60

61 Reporting: Grantees shall report implementation progress quarterly using an on-line
62 platform prior to the release of the quarterly payment. Grantees will submit a final report
63 by March 1, 2023 that shall summarize numbers served, program activities and service
64 impact, dollars expended, outcomes or the impact their activities had on the community
65 served by the grant activities including the equity challenge addressed.
66

67 Duplication: Pursuant to ARP federal guidance, funds will not be used for this initiative
68 that are otherwise provided for through other pandemic relief.
69

70 All grant awards are under \$100,000 except for the following agencies:
71

72 The Hmong Institute is receiving funds to address inequities in service access due to
73 language and cultural barriers to the Hmong, Cambodian and Tibetan community by
74 providing case management, housing support, resource navigation, and meeting basic
75 needs such as household supplies and food security. Total \$250,301.
76

77 Community Agency Bridging the Gap is receiving funds to build resident leadership in
78 the Allied Drive neighborhood to improve community well-being and connect residents to
79 resources to improve life quality, promote safe and affordable housing, and provide
80 resources to address basic needs during the pandemic. Total of \$150,000. The Center
81 for Community Stewardship will serve as fiscal agent.
82

83 Connecting the Dots with Mattie is receiving funds for street outreach, navigation and
84 support to Dane County's homeless population to "connect the dots" between needs and
85 community resources. The funds will support hotel housing, transportation vouchers,
86 basic need supplies, and food. Total of \$150,000. South Metropolitan Planning Council
87 will serve as the fiscal agent
88

89 EOTO Culturally Rooted is receiving funds for a Peer Support Warmline & Bridging
90 services to allow people experiencing challenges due to COVID-19, mental health,
91 trauma, and/or substance use issues to access professional support in a quick, low
92 barrier manner, and providing peer-to-peer outreach support for Black youth and young
93 adults. Total of \$150,000. The Center for Community Stewardship will serve as fiscal
94 agent.
95

96 Families Back to the Table, Inc. is receiving funds to deliver direct services by volunteers
97 with lived experience to families who need immediate resources to promote stability and
98 address issues of food insecurities, housing set-up, and linkage to resources. Total of
99 \$150,000.
100

101 JFMJ Academy Inc. is receiving funds for utility bill support and food security for low-
102 income women, men, and children by maintaining a tally of parishioner's and other

103 community members who need help with their bills and food. The majority of these
104 individuals hold low-paying jobs or lost employment during the pandemic. Total of
105 \$150,000.

106
107 Vera Court Neighborhood Center/Latino Academy of Workforce Development is
108 receiving funds to address basic needs, food security, and resource navigation for the
109 Latinx population, where 85% of those served by the agency lost employment and were
110 ineligible for most relief funding. This effort will also meet the growing demand for
111 language and skills training needed to regain employment. Total of \$150,000.

112
113 MACH OneHealth is receiving funds to provide outreach and resource linkage for
114 medical, mental health, and AODA services for the unsheltered, homeless population
115 through nurse and street outreach efforts. Total of \$150,000.

116
117 Madison Area Community Land Trust is receiving funds that will help defray ongoing
118 housing costs and improve the quality of life for our low-income residents by connecting
119 them to grants, low interest loans, and affordable repair services. A large percentage of
120 MACLT homeowners have endured economic challenges from COVID-19 including
121 female heads-of-household with children. Total of \$150,000.

122
123 Occupy Madison, Inc. is receiving funds that will create housing stability for over 60
124 people by building additional tiny houses thereby freeing up 23 Conestoga huts. The
125 funds will support operating costs for the first two villages. These funds will stabilize
126 Occupy during a huge growth period. Total of \$150,000

127
128 Progress Center for Black Women is receiving funds to provide basic need, housing,
129 emotional, health and mental health support for BIPOC women with children. The Center
130 addresses these needs by providing a “Black woman centered approach” to providing
131 direct support, education, case management, financial support and help accessing
132 additional resources. Total of \$150,000. The Center for Community Stewardship will
133 serve as fiscal agent.

134
135 Root to Rise, Inc. is receiving funds to provide academic support to BIPOC students to
136 address the educational success gap between white students and students of color that
137 has widened during the COVID-19 pandemic. The initiative will also provide financial
138 literacy training and employability skills. Total of \$150,000.

139
140 Southeast Asian Healing Center is receiving funds to provide in-person group wellness
141 services, case management, transportation and accompaniment to medical and other
142 appointments, health information classes on diabetes, hypertension, and COVID-19
143 precautions, and supportive counseling to the Hmong and Cambodian communities.
144 Total of \$150,000.

145
146 **NOW, THEREFORE, BE IT RESOLVED** that the following contracts be awarded and
147 that the County Executive and the County Clerk are hereby authorized and directed to
148 sign the agreement on behalf of Dane County, and that the Controller is authorized to
149 issue checks for grant issuance to all qualified agencies identified by the Department to
150 receive funding under this initiative.

151
152 Vendor Amount
153 The Hmong Institute Incorporated \$250,301

154		
155	Center for Community Stewardship/Community Agency Bridging the Gap LLC	\$150,000
156	South Metropolitan Planning Council/Connecting the Dots with Mattie, Inc.	\$150,000
157	Center for Community Stewardship/EOTO, LLC	\$150,000
158	Families Back to the Table, Inc.	\$150,000
159	JFMJ Academy, Inc.	\$150,000
160	Vera Court Neighborhood Center, Inc./Latino Academy of Workforce	
161	Development, Inc.	\$150,000
162	Madison Area Care for the Homeless (MACH) OneHealth, Inc.	\$150,000
163	Madison Area Community Land Trust	\$150,000
164	Occupy Madison, Inc.	\$150,000
165	Center for Community Stewardship/Progress Center for Black Women	\$150,000
166	Root to Rise, Inc.	\$150,000
167	Southeast Asian Healing Center, Incorporated	\$150,000
168		

American Rescue Plan Not For Profit Grant Agreement
between
Dane County Department of Human Services and
Occupy Madison, Inc.

I. Overview:

The ongoing COVID-19 pandemic has significantly affected non-profit agencies across Dane County, stretching service delivery resources to meet growing community and client needs. One purpose of the American Rescue Plan is to allow local governments to assist non-profits to bolster their service delivery efforts to low-income communities and clients most affected by the pandemic.

The Prevention and Early Intervention (PEI) Division of Dane County Dept of Human (DCDHS) shall manage and oversee reporting for this one-time grant to be delivered by the agency listed above, hereto referred to as PROVIDER.

II. Service Delivery:

PROVIDER agrees that grant resources shall be used exclusively for the purpose described in the grant application as follows:

A) PROVIDER shall address the following COVID related need and equity opportunity:

PROVIDER will address housing stability. There are over 150 people sleeping outdoors as identified by the Homeless Outreach Workers with the Homeless Services Consortium. PROVIDER will benefit people experiencing homelessness who are or were sleeping outside in tents, cars and other places not meant for human habitations by operating two tiny house villages (Oct 2021 - Dec 2022) and fundraising to build a third village. People experiencing homelessness were impacted by COVID 19 because they did not feel comfortable going to the congregate shelters. The homeless population has a disparate number of BIPOC people and those same disparities are reflected in the people living in tiny villages and living on the streets. PROVIDER will address an equity opportunity of housing access for those marginalized in our community.

B) PROVIDER shall deliver the following services:

Due to COVID-19 and the increased number of people sleeping outside, PROVIDER has had a very busy year. Since October 2020, we have built a second village (renovated building, exterior landscaping), built 34 conestoga huts and renovated a first village to add four more houses.

The first village is self-sustaining. The second village will become self-sustaining through a food cart, potentially a restaurant and other fundraising activities. It will take some time to get sustaining activities up and running for the second village. PROVIDER will also create a third village. PROVIDER will support operating funds and purchase materials to build the houses allowing PROVIDER to focus fundraising activities on sustainability. Operating funds will provide stability for 33 people while PROVIDER builds the 3rd village.

C) The PROVIDER services shall have the following impact on the community served:

The selected activities will create stability for 33 people and housing for an additional 30 people. PROVIDER will build 23 houses that will free up 23 conestoga huts for the 3rd village. PROVIDER will support operating costs for the first two villages. These funds will help to stabilize the organization during a huge growth period. PROVIDER will report on numbers served and building progress.

D) Number of individuals to be served: 60

III. Program Reporting Requirements:

PROVIDER shall report quarterly service activities using an online platform. DCDHS will send a link to the PROVIDER agency contact by the 1st day of the month following the end of the quarter. The report will be due the 15th day of the month. The reporting schedule is outlined in section IV. E. below. In addition, PROVIDER shall summarize service impact and outcomes in the final report due March 1, 2023.

PROVIDER shall report on a quarterly basis:

- A. Number of individuals served that quarter
- B. Summary of service grant activities delivered thus far

IV. Fund Distribution:

- A. PROVIDER award amount is \$150,000
- B. Payments will be distributed quarterly for providers in lump sum amounts dependent on the total grant award.
 - a. Grant awardees receiving awards \$100,000 and above will be paid an initial 25% funds distribution and qualify for additional quarterly distributions, at the 25% distribution level, based on successful completion of quarterly reporting. Quarterly distributions will be paid until the total grant award is met but no later than for service delivery ending December 31, 2022.
 - b. Grant awardees receiving awards below \$100,000 will be paid an initial 50% funds distribution and qualify for an additional 50% distribution to equal the grant total upon

completion of quarterly reporting. The covered service period for this grant award is for service delivery ending no later than December 31, 2022.

- c. The quarterly payment schedule will apply to all grant awardees who will receive grants in the fourth calendar quarter of 2021. After the first lump sum payment, funding will be distributed to eligible awardees based on successful program reporting according to the following quarterly payment processing schedule. Payments will be received by awardees within 10 days of payment processing.
- d. The first distribution will be processed on or around December 1, 2021.
- e. Payment schedule:

Service Report Period	Service Report Due Date	Payment Process Date
Q1: 12/1/2021 – 3/31/2022	4/15/2022	5/1/2022 (if qualified)
Q2: 4/1/2022 – 6/30/2022	7/15/2022	8/1/2022 (if qualified)
Q3: 7/1/2022 – 9/30/2022	10/15/2022	11/1/2022 (if qualified)
Q4: 10/1/2022 – 12/31/2022	1/15/2023	2/1/2023 (if qualified)
Final Summary report	3/1/2023	

V. Commencement Date

PROVIDER shall commence services upon execution of the contract and receipt of first payment.

VI. End Date

PROVIDER shall render all services by 12/31/2022. This is a one-time grant and is not subject for renewal.

VII. Non-Discrimination

During the term of this Agreement, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s).

PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this paragraph. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth-additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.

VIII. Contacts

Direct questions regarding programming to Connie Bettin, PEI Division Administrator at bettin@countyofdane.com.

Direct questions regarding fund distribution to Lisa Breunig, Accountant at Breunig.Lisa@countyofdane.com.

IN WITNESS WHEREOF, DCDHS and PROVIDER, by their respective authorized agents, have caused this Agreement to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

FOR PROVIDER:

Date Signed: 10/29/21 Signature: Brenda K. Konkel

Print Name and Title of Authorized Agent: Brenda K. Konkel, President

Date Signed: _____ Signature: _____

Print Name and Title of Authorized Agent: _____

FOR DCDHS:

Date Signed: 11/03/2021 Shawn Tessmann
SHAWN TESSMANN, Director of Human Services
(when applicable)

Date Signed: _____
JOE PARISI, County Executive
(when applicable)

Date Signed: _____
SCOTT MCDONELL, County Clerk
(when applicable)

Additional PROVIDER Information for Federal Reporting

Please respond to the two questions below. Responses are for reporting purposes only.

- 1. Location (address) of service delivery, if different than PROVIDER address.
1901 Aberg Ave, 304 N Street and possible third location.

- 2. PROVIDER eligibility criteria is such that the primary intended beneficiaries earn less than 60% of the average median income for Dane County. See table for assistance with this question.

Household size	60% of Median Income of Dane County
1	\$43,320
2	\$49,500
3	\$55,680
4	\$61,860
5	\$66,840
6	\$71,760

(Check yes or no)

YES NO

Dane County Contract Cover Sheet

Revised 06/2021

Res 206
Significant

BAF # _____
Acct: Breunig
Mgr: Bettin
Budget Y/N: n

Dept./Division	Human Services / PEI		
Vendor Name	Root To Rise, Inc.	MUNIS #	32354
Brief Contract Title/Description	New Grant Agreement for ARP - NFP		
Contract Term	12/1/2021 - 12/31/2022		
Contract Amount	\$ 150,000.00		

Contract # Admin will assign	14509
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Spring Larson, Contract Coordination Assistant	Name	Denise Hanson
Phone #	608-242-6391	Phone #	608-212-6221
Email	dcdhscontracts@countyofdane.com	Email	hansondenise8@gmail.com
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$11,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$11,000 – \$37,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$37,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$37,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$37,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:	
	Year	Org:	Obj:	Proj:	
		Org:	Obj:	Proj:	

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	206
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.		Year
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL
Dept. Head / Authorized Designee
<i>Shawn Tessmann</i>

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
<i>Greg Brockmeyer</i>	DH 10/18/21

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached		
DOA:	Date In: 11/4/21	Date Out: _____
<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management		

Goldade, Michelle

From: Goldade, Michelle
Sent: Monday, November 8, 2021 11:47 AM
To: Hicklin, Charles; Rogan, Megan; Lowndes, Daniel
Cc: Oby, Joe
Subject: Contract #14509
Attachments: 14509.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 11/8/2021 2:05 PM	Approve: 11/8/2021 2:06 PM
	Rogan, Megan	Read: 11/8/2021 11:47 AM	Approve: 11/8/2021 11:47 AM
	Lowndes, Daniel	Read: 11/8/2021 3:19 PM	Approve: 11/8/2021 3:19 PM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #14509
Department: Human Services
Vendor: Root to Rise
Contract Description: One-time grant using ARP funds (Res 206)
Contract Term: 12/1/21 – 12/31/22
Contract Amount: \$150,000

Thanks much,
Michelle

Michelle Goldade
Administrative Manager
Dane County Department of Administration
Room 425, City-County Building
210 Martin Luther King, Jr. Boulevard
Madison, WI 53703
PH: 608/266-4941
Fax: 608/266-4425
TDD: Call WI Relay 711

Please note: I am currently working a modified schedule in accordance with COVID 19 response guidelines. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

2021 RES-206

**AWARDING CONTRACTS TO NON PROFIT ARP GRANT RECIPIENTS
FOR DIRECT CLIENT AND COMMUNITY SERVICE
DCDHS – PEI DIVISION**

Dane County Department of Human Services' (DCDHS) Prevention and Early Intervention Division (PEI) is seeking authority to award contracts in excess of \$100,000 to thirteen (13) non-profit agencies providing services to communities impacted by COVID-19. These one-time grants are the result of a grant-making process using American Rescue Plan (ARP) funds.

PEI has been granted funding authority within 2021 RES-083 to offer and allocate one-time grants to Dane County non-profit agencies to bolster their efforts to meet client and community needs for those most impacted by the COVID-19 pandemic. Only Dane County non-profit agencies providing human service were eligible to apply for this grant opportunity. Eligible non-profits did not need to be current DCDHS purchase of service (POS) providers to qualify as the intent of this initiative was to support emerging organizations doing community based work during the pandemic that had not been reimbursed by existing state and local funding to this point. This funding opportunity was not open to public or private schools, other units of state or local government, private sector business, or individuals. The proposed grant design reflects the need to institute programming and supports quickly, and includes flexibility to address the needs of individual not-for-profit agencies.

Grant activities include the following: 1) Expansion of, or needed adaptation to, any current operating expenses; 2) Permanent housing costs not covered by Emergency Rental Assistance funds; 3) Resource linkage or navigation; 4) Food security activities; 5) Direct service materials and supplies; 6) Basic needs allocations to promote safety and wellbeing.

In compliance with 2021 RES-013, the following is the statement of justification, explanation of expected outcomes, and plan for quarterly data collection:

Justification: The on-going pandemic significantly impacted non-profit agencies across Dane County stretching service delivery resources to meet growing community and client needs. One stated purpose of the American Rescue Plan is to allow local governments to assist non-profits to cope with the negative economic consequences of the pandemic. This initiative specifically targets human service non-profit organizations to bolster their service delivery efforts.

This funding does not expressly leverage or require current partnerships in order to execute the activities. The grant period runs through December 31, 2022.

Guidance regarding the ability to utilize American Rescue Plan Act funding for issuance of the Not for Profit Services to Support Communities Impacted by COVID grants was obtained in review of HR1319 - The American Rescue Plan Act of 2021 by the Dane County Department of Administration.

Eligibility: To be eligible for this funding, an agency must be a registered 501(c)(3) or have applied through a fiscal agent that is a registered 501(c)(3), and provide services in

52 Dane County. The minimum grant award was \$50,000 and the maximum was \$250,301.
53 Agencies receiving awards on average serve a population that is 87% low income.
54 Approximately 125,000 Dane County citizens and their families will receive support
55 through the non-profits receiving funding support. Priority was given to small, emerging
56 agencies serving low-income communities or individuals. The impact ranges from
57 meeting the basic needs of families, ensuring food security and housing support,
58 bolstering mental health and AODA agency capacity, and enhancing programs serving
59 and supporting youth, people with disabilities, BIPOC communities, and older adults.

60
61 Reporting: Grantees shall report implementation progress quarterly using an on-line
62 platform prior to the release of the quarterly payment. Grantees will submit a final report
63 by March 1, 2023 that shall summarize numbers served, program activities and service
64 impact, dollars expended, outcomes or the impact their activities had on the community
65 served by the grant activities including the equity challenge addressed.

66
67 Duplication: Pursuant to ARP federal guidance, funds will not be used for this initiative
68 that are otherwise provided for through other pandemic relief.

69
70 All grant awards are under \$100,000 except for the following agencies:

71
72 The Hmong Institute is receiving funds to address inequities in service access due to
73 language and cultural barriers to the Hmong, Cambodian and Tibetan community by
74 providing case management, housing support, resource navigation, and meeting basic
75 needs such as household supplies and food security. Total \$250,301.

76
77 Community Agency Bridging the Gap is receiving funds to build resident leadership in
78 the Allied Drive neighborhood to improve community well-being and connect residents to
79 resources to improve life quality, promote safe and affordable housing, and provide
80 resources to address basic needs during the pandemic. Total of \$150,000. The Center
81 for Community Stewardship will serve as fiscal agent.

82
83 Connecting the Dots with Mattie is receiving funds for street outreach, navigation and
84 support to Dane County's homeless population to "connect the dots" between needs and
85 community resources. The funds will support hotel housing, transportation vouchers,
86 basic need supplies, and food. Total of \$150,000. South Metropolitan Planning Council
87 will serve as the fiscal agent

88
89 EOTO Culturally Rooted is receiving funds for a Peer Support Warmline & Bridging
90 services to allow people experiencing challenges due to COVID-19, mental health,
91 trauma, and/or substance use issues to access professional support in a quick, low
92 barrier manner, and providing peer-to-peer outreach support for Black youth and young
93 adults. Total of \$150,000. The Center for Community Stewardship will serve as fiscal
94 agent.

95
96 Families Back to the Table, Inc. is receiving funds to deliver direct services by volunteers
97 with lived experience to families who need immediate resources to promote stability and
98 address issues of food insecurities, housing set-up, and linkage to resources. Total of
99 \$150,000.

100
101 JFMJ Academy Inc. is receiving funds for utility bill support and food security for low-
102 income women, men, and children by maintaining a tally of parishioner's and other

103 community members who need help with their bills and food. The majority of these
104 individuals hold low-paying jobs or lost employment during the pandemic. Total of
105 \$150,000.

106
107 Vera Court Neighborhood Center/Latino Academy of Workforce Development is
108 receiving funds to address basic needs, food security, and resource navigation for the
109 Latinx population, where 85% of those served by the agency lost employment and were
110 ineligible for most relief funding. This effort will also meet the growing demand for
111 language and skills training needed to regain employment. Total of \$150,000.

112
113 MACH OneHealth is receiving funds to provide outreach and resource linkage for
114 medical, mental health, and AODA services for the unsheltered, homeless population
115 through nurse and street outreach efforts. Total of \$150,000.

116
117 Madison Area Community Land Trust is receiving funds that will help defray ongoing
118 housing costs and improve the quality of life for our low-income residents by connecting
119 them to grants, low interest loans, and affordable repair services. A large percentage of
120 MACLT homeowners have endured economic challenges from COVID-19 including
121 female heads-of-household with children. Total of \$150,000.

122
123 Occupy Madison, Inc. is receiving funds that will create housing stability for over 60
124 people by building additional tiny houses thereby freeing up 23 Conestoga huts. The
125 funds will support operating costs for the first two villages. These funds will stabilize
126 Occupy during a huge growth period. Total of \$150,000

127
128 Progress Center for Black Women is receiving funds to provide basic need, housing,
129 emotional, health and mental health support for BIPOC women with children. The Center
130 addresses these needs by providing a “Black woman centered approach” to providing
131 direct support, education, case management, financial support and help accessing
132 additional resources. Total of \$150,000. The Center for Community Stewardship will
133 serve as fiscal agent.

134
135 Root to Rise, Inc. is receiving funds to provide academic support to BIPOC students to
136 address the educational success gap between white students and students of color that
137 has widened during the COVID-19 pandemic. The initiative will also provide financial
138 literacy training and employability skills. Total of \$150,000.

139
140 Southeast Asian Healing Center is receiving funds to provide in-person group wellness
141 services, case management, transportation and accompaniment to medical and other
142 appointments, health information classes on diabetes, hypertension, and COVID-19
143 precautions, and supportive counseling to the Hmong and Cambodian communities.
144 Total of \$150,000.

145
146 **NOW, THEREFORE, BE IT RESOLVED** that the following contracts be awarded and
147 that the County Executive and the County Clerk are hereby authorized and directed to
148 sign the agreement on behalf of Dane County, and that the Controller is authorized to
149 issue checks for grant issuance to all qualified agencies identified by the Department to
150 receive funding under this initiative.

151
152 Vendor Amount
153 The Hmong Institute Incorporated \$250,301

154		
155	Center for Community Stewardship/Community Agency Bridging the Gap LLC	\$150,000
156	South Metropolitan Planning Council/Connecting the Dots with Mattie, Inc.	\$150,000
157	Center for Community Stewardship/EOTO, LLC	\$150,000
158	Families Back to the Table, Inc.	\$150,000
159	JFMJ Academy, Inc.	\$150,000
160	Vera Court Neighborhood Center, Inc./Latino Academy of Workforce	
161	Development, Inc.	\$150,000
162	Madison Area Care for the Homeless (MACH) OneHealth, Inc.	\$150,000
163	Madison Area Community Land Trust	\$150,000
164	Occupy Madison, Inc.	\$150,000
165	Center for Community Stewardship/Progress Center for Black Women	\$150,000
166	Root to Rise, Inc.	\$150,000
167	Southeast Asian Healing Center, Incorporated	\$150,000
168		

American Rescue Plan Not For Profit Grant Agreement
between
Dane County Department of Human Services and
Root To Rise, Inc.

I. Overview:

The ongoing COVID-19 pandemic has significantly affected non-profit agencies across Dane County, stretching service delivery resources to meet growing community and client needs. One purpose of the American Rescue Plan is to allow local governments to assist non-profits to bolster their service delivery efforts to low-income communities and clients most affected by the pandemic.

The Prevention and Early Intervention (PEI) Division of Dane County Dept of Human (DCDHS) shall manage and oversee reporting for this one-time grant to be delivered by the agency listed above, hereto referred to as PROVIDER.

II. Service Delivery:

PROVIDER agrees that grant resources shall be used exclusively for the purpose described in the grant application as follows:

A) PROVIDER shall address the following COVID related need and equity opportunity:

Studies have shown that the existing educational success gap between white students and students of color has widened during the COVID-19 pandemic. PROVIDER addresses this need through programs that benefit high school students of color by offering them academic support and leadership positions in a school in their neighborhood.

Equity opportunity is that the PROVIDER narrows the racial educational gap by elevating students of color into leadership roles in classrooms, increasing equitable educational experiences for younger K-8 students by providing them a “teacher” of color, an extra “adult” leader in their classroom who assists and inspires them. This helps fulfill one of the core goals of Root To Rise, which is to build a new generation of teachers of color.

B) PROVIDER shall deliver the following services:

PROVIDER addresses these needs directly through programs that benefit high school students of color by offering them academic leadership positions in a school in their neighborhood. The students are placed in an elementary or middle schools, one student per classroom, under the direct supervision of the classroom teacher (often a former teacher) to serve as academic tutors & behavioral mentors for younger students. High school students are those who are at risk of not graduating. They are often disengaged from the academic process with below proficiency

reading and math levels. This opportunity provides these students with a sense of power and accomplishment as PROVIDER assists them toward on-time graduation. At the same time, participating students have a classroom leadership experience that encourage them to pursue teaching as a career. PROVIDER offers financial literacy training and improves participants' employability skills. Upon successful completion of the semester-long program, the tutor-mentors receive academic credit and a \$500 stipend for their committed work. They also receive academic tutoring, employability skills training, and financial literacy instruction.

PROVIDER plans to hire former Root To Rise tutor-mentors financially affected by COVID-19, some of whom are pursuing education as a career, as paid advisors to current tutor-mentors. Finally, PROVIDER has a partnership with the Morgridge Institute For Research to provide STEM training to K-12 students and access to and collaboration with researchers of color at UW-Madison. This is an exciting opportunity to promote STEM disciplines to younger students as well as possibly inspire tutor-mentors to attend college and pursue teaching careers.

C) The PROVIDER services shall have the following impact on the community served:

Tutor-mentor participants will have the opportunity to transform their high school academic experience. Over the course of the semester, Root To Rise tutor-mentors will gain a sense of agency over their academic lives. They begin the program often completely disengaged from school, tilting toward hopelessness and negative, destructive behavior, possibly walking the line toward gang involvement or violence against self or others, and move toward increased academic engagement and success as they provide purposeful, meaningful service to younger students. PROVIDER will report numbers served and student impact.

D) Number of individuals to be served: 75

III. Program Reporting Requirements:

PROVIDER shall report quarterly service activities using an online platform. DCDHS will send a link to the PROVIDER agency contact by the 1st day of the month following the end of the quarter. The report will be due the 15th day of the month. The reporting schedule is outlined in section IV. E. below. In addition, PROVIDER shall summarize service impact and outcomes in the final report due March 1, 2023.

PROVIDER shall report on a quarterly basis:

- A. Number of individuals served that quarter
- B. Summary of service grant activities delivered thus far

IV. Fund Distribution:

- A. PROVIDER award amount is \$150,000

- B. Payments will be distributed quarterly for providers in lump sum amounts dependent on the total grant award.
- a. Grant awardees receiving awards \$100,000 and above will be paid an initial 25% funds distribution and qualify for additional quarterly distributions, at the 25% distribution level, based on successful completion of quarterly reporting. Quarterly distributions will be paid until the total grant award is met but no later than for service delivery ending December 31, 2022.
 - b. Grant awardees receiving awards below \$100,000 will be paid an initial 50% funds distribution and qualify for an additional 50% distribution to equal the grant total upon completion of quarterly reporting. The covered service period for this grant award is for service delivery ending no later than December 31, 2022.
 - c. The quarterly payment schedule will apply to all grant awardees who will receive grants in the fourth calendar quarter of 2021. After the first lump sum payment, funding will be distributed to eligible awardees based on successful program reporting according to the following quarterly payment processing schedule. Payments will be received by awardees within 10 days of payment processing.
 - d. The first distribution will be processed on or around December 1, 2021.
 - e. Payment schedule:

Service Report Period	Service Report Due Date	Payment Process Date
Q1: 12/1/2021 – 3/31/2022	4/15/2022	5/1/2022 (if qualified)
Q2: 4/1/2022 – 6/30/2022	7/15/2022	8/1/2022 (if qualified)
Q3: 7/1/2022 – 9/30/2022	10/15/2022	11/1/2022 (if qualified)
Q4: 10/1/2022 – 12/31/2022	1/15/2023	2/1/2023 (if qualified)
Final Summary report	3/1/2023	

V. Commencement Date

PROVIDER shall commence services upon execution of the contract and receipt of first payment.

VI. End Date

PROVIDER shall render all services by 12/31/2022. This is a one-time grant and is not subject for renewal.

VII. Non-Discrimination

During the term of this Agreement, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s).

PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this paragraph. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.

VIII. Contacts

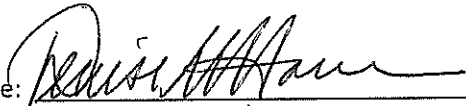
Direct questions regarding programming to Connie Bettin, PEI Division Administrator at bettin@countyofdane.com.

Direct questions regarding fund distribution to Lisa Breunig, Accountant at Breunig.Lisa@countyofdane.com.

IN WITNESS WHEREOF, DCDHS and PROVIDER, by their respective authorized agents, have caused this Agreement to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

FOR PROVIDER:

Date Signed: 10/29/2021

Signature: 

Print Name and Title of Authorized Agent: Denise M. Hanson, Executive Director

Date Signed: _____

Signature: _____

Print Name and Title of Authorized Agent: _____

FOR DCDHS:

Date Signed: 11/02/2021

Signature: 

SHAWN TESSMANN, Director of Human Services
(when applicable)

Date Signed: _____

JOE PARISI, County Executive
(when applicable)

Date Signed: _____

SCOTT MCDONELL, County Clerk
(when applicable)

Additional PROVIDER Information for Federal Reporting

Please respond to the two questions below. Responses are for reporting purposes only.

1. Location (address) of service delivery, if different than PROVIDER address.

*DeForest High School
815 Jefferson Street
DeForest, WI 53532*

*Stoughton High School
600 Lincoln Ave
Stoughton, WI 53589*

2. PROVIDER eligibility criteria is such that the primary intended beneficiaries earn less than 60% of the average median income for Dane County. See table for assistance with this question.

Household size	60% of Median Income of Dane County
1	\$43,320
2	\$49,500
3	\$55,680
4	\$61,860
5	\$66,840
6	\$71,760

(Check yes or no)

YES NO

Dane County Contract Cover Sheet

Revised 06/2021

Res 206
Significant

BAF # _____
Acct: Breunig
Mgr: Bettin
Budget Y/N: n

Dept./Division	Human Services / PEI		
Vendor Name	Southeast Asian Healing Center, Incorporated	MUNIS #	32341
Brief Contract Title/Description	New Grant Agreement for ARP - NFP		
Contract Term	12/1/2021 - 12/31/2022		
Contract Amount	\$ 150,000.00		

Contract # Admin will assign	14510
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Spring Larson, Contract Coordination Assistant	Name	Doua Vang
Phone #	608-242-6391	Phone #	608-212-1304
Email	dcdhscontracts@countyofdane.com	Email	nruas@charter.net
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$11,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$11,000 – \$37,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$37,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$37,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$37,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:	
	Year	Org:	Obj:	Proj:	
		Org:	Obj:	Proj:	

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	206
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.		Year
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL
Dept. Head / Authorized Designee
<i>Shawn Tessman</i>

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
<i>Greg Brockmeyer</i>	Dh 10/18/21

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 11/4/21	Date Out: _____	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Monday, November 8, 2021 11:53 AM
To: Hicklin, Charles; Rogan, Megan; Lowndes, Daniel
Cc: Oby, Joe
Subject: Contract #14510
Attachments: 14510.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 11/8/2021 2:06 PM	Approve: 11/8/2021 2:06 PM
	Rogan, Megan	Read: 11/8/2021 12:42 PM	Approve: 11/8/2021 12:42 PM
	Lowndes, Daniel	Read: 11/8/2021 3:18 PM	Approve: 11/8/2021 3:19 PM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #14510
Department: Human Services
Vendor: Southeast Asian Healing Center
Contract Description: One-time grant using ARP funds (Res 206)
Contract Term: 12/1/21 – 12/31/22
Contract Amount: \$150,000

Thanks much,
Michelle

Michelle Goldade
Administrative Manager
Dane County Department of Administration
Room 425, City-County Building
210 Martin Luther King, Jr. Boulevard
Madison, WI 53703
PH: 608/266-4941
Fax: 608/266-4425
TDD: Call WI Relay 711

Please note: I am currently working a modified schedule in accordance with COVID 19 response guidelines. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

2021 RES-206

**AWARDING CONTRACTS TO NON PROFIT ARP GRANT RECIPIENTS
FOR DIRECT CLIENT AND COMMUNITY SERVICE
DCDHS – PEI DIVISION**

Dane County Department of Human Services' (DCDHS) Prevention and Early Intervention Division (PEI) is seeking authority to award contracts in excess of \$100,000 to thirteen (13) non-profit agencies providing services to communities impacted by COVID-19. These one-time grants are the result of a grant-making process using American Rescue Plan (ARP) funds.

PEI has been granted funding authority within 2021 RES-083 to offer and allocate one-time grants to Dane County non-profit agencies to bolster their efforts to meet client and community needs for those most impacted by the COVID-19 pandemic. Only Dane County non-profit agencies providing human service were eligible to apply for this grant opportunity. Eligible non-profits did not need to be current DCDHS purchase of service (POS) providers to qualify as the intent of this initiative was to support emerging organizations doing community based work during the pandemic that had not been reimbursed by existing state and local funding to this point. This funding opportunity was not open to public or private schools, other units of state or local government, private sector business, or individuals. The proposed grant design reflects the need to institute programming and supports quickly, and includes flexibility to address the needs of individual not-for-profit agencies.

Grant activities include the following: 1) Expansion of, or needed adaptation to, any current operating expenses; 2) Permanent housing costs not covered by Emergency Rental Assistance funds; 3) Resource linkage or navigation; 4) Food security activities; 5) Direct service materials and supplies; 6) Basic needs allocations to promote safety and wellbeing.

In compliance with 2021 RES-013, the following is the statement of justification, explanation of expected outcomes, and plan for quarterly data collection:

Justification: The on-going pandemic significantly impacted non-profit agencies across Dane County stretching service delivery resources to meet growing community and client needs. One stated purpose of the American Rescue Plan is to allow local governments to assist non-profits to cope with the negative economic consequences of the pandemic. This initiative specifically targets human service non-profit organizations to bolster their service delivery efforts.

This funding does not expressly leverage or require current partnerships in order to execute the activities. The grant period runs through December 31, 2022.

Guidance regarding the ability to utilize American Rescue Plan Act funding for issuance of the Not for Profit Services to Support Communities Impacted by COVID grants was obtained in review of HR1319 - The American Rescue Plan Act of 2021 by the Dane County Department of Administration.

Eligibility: To be eligible for this funding, an agency must be a registered 501(c)(3) or have applied through a fiscal agent that is a registered 501(c)(3), and provide services in

52 Dane County. The minimum grant award was \$50,000 and the maximum was \$250,301.
53 Agencies receiving awards on average serve a population that is 87% low income.
54 Approximately 125,000 Dane County citizens and their families will receive support
55 through the non-profits receiving funding support. Priority was given to small, emerging
56 agencies serving low-income communities or individuals. The impact ranges from
57 meeting the basic needs of families, ensuring food security and housing support,
58 bolstering mental health and AODA agency capacity, and enhancing programs serving
59 and supporting youth, people with disabilities, BIPOC communities, and older adults.

60
61 Reporting: Grantees shall report implementation progress quarterly using an on-line
62 platform prior to the release of the quarterly payment. Grantees will submit a final report
63 by March 1, 2023 that shall summarize numbers served, program activities and service
64 impact, dollars expended, outcomes or the impact their activities had on the community
65 served by the grant activities including the equity challenge addressed.

66
67 Duplication: Pursuant to ARP federal guidance, funds will not be used for this initiative
68 that are otherwise provided for through other pandemic relief.

69
70 All grant awards are under \$100,000 except for the following agencies:

71
72 The Hmong Institute is receiving funds to address inequities in service access due to
73 language and cultural barriers to the Hmong, Cambodian and Tibetan community by
74 providing case management, housing support, resource navigation, and meeting basic
75 needs such as household supplies and food security. Total \$250,301.

76
77 Community Agency Bridging the Gap is receiving funds to build resident leadership in
78 the Allied Drive neighborhood to improve community well-being and connect residents to
79 resources to improve life quality, promote safe and affordable housing, and provide
80 resources to address basic needs during the pandemic. Total of \$150,000. The Center
81 for Community Stewardship will serve as fiscal agent.

82
83 Connecting the Dots with Mattie is receiving funds for street outreach, navigation and
84 support to Dane County's homeless population to "connect the dots" between needs and
85 community resources. The funds will support hotel housing, transportation vouchers,
86 basic need supplies, and food. Total of \$150,000. South Metropolitan Planning Council
87 will serve as the fiscal agent

88
89 EOTO Culturally Rooted is receiving funds for a Peer Support Warmline & Bridging
90 services to allow people experiencing challenges due to COVID-19, mental health,
91 trauma, and/or substance use issues to access professional support in a quick, low
92 barrier manner, and providing peer-to-peer outreach support for Black youth and young
93 adults. Total of \$150,000. The Center for Community Stewardship will serve as fiscal
94 agent.

95
96 Families Back to the Table, Inc. is receiving funds to deliver direct services by volunteers
97 with lived experience to families who need immediate resources to promote stability and
98 address issues of food insecurities, housing set-up, and linkage to resources. Total of
99 \$150,000.

100
101 JFMJ Academy Inc. is receiving funds for utility bill support and food security for low-
102 income women, men, and children by maintaining a tally of parishioner's and other

103 community members who need help with their bills and food. The majority of these
104 individuals hold low-paying jobs or lost employment during the pandemic. Total of
105 \$150,000.

106
107 Vera Court Neighborhood Center/Latino Academy of Workforce Development is
108 receiving funds to address basic needs, food security, and resource navigation for the
109 Latinx population, where 85% of those served by the agency lost employment and were
110 ineligible for most relief funding. This effort will also meet the growing demand for
111 language and skills training needed to regain employment. Total of \$150,000.

112
113 MACH OneHealth is receiving funds to provide outreach and resource linkage for
114 medical, mental health, and AODA services for the unsheltered, homeless population
115 through nurse and street outreach efforts. Total of \$150,000.

116
117 Madison Area Community Land Trust is receiving funds that will help defray ongoing
118 housing costs and improve the quality of life for our low-income residents by connecting
119 them to grants, low interest loans, and affordable repair services. A large percentage of
120 MACLT homeowners have endured economic challenges from COVID-19 including
121 female heads-of-household with children. Total of \$150,000.

122
123 Occupy Madison, Inc. is receiving funds that will create housing stability for over 60
124 people by building additional tiny houses thereby freeing up 23 Conestoga huts. The
125 funds will support operating costs for the first two villages. These funds will stabilize
126 Occupy during a huge growth period. Total of \$150,000

127
128 Progress Center for Black Women is receiving funds to provide basic need, housing,
129 emotional, health and mental health support for BIPOC women with children. The Center
130 addresses these needs by providing a "Black woman centered approach" to providing
131 direct support, education, case management, financial support and help accessing
132 additional resources. Total of \$150,000. The Center for Community Stewardship will
133 serve as fiscal agent.

134
135 Root to Rise, Inc. is receiving funds to provide academic support to BIPOC students to
136 address the educational success gap between white students and students of color that
137 has widened during the COVID-19 pandemic. The initiative will also provide financial
138 literacy training and employability skills. Total of \$150,000.

139
140 Southeast Asian Healing Center is receiving funds to provide in-person group wellness
141 services, case management, transportation and accompaniment to medical and other
142 appointments, health information classes on diabetes, hypertension, and COVID-19
143 precautions, and supportive counseling to the Hmong and Cambodian communities.
144 Total of \$150,000.

145
146 **NOW, THEREFORE, BE IT RESOLVED** that the following contracts be awarded and
147 that the County Executive and the County Clerk are hereby authorized and directed to
148 sign the agreement on behalf of Dane County, and that the Controller is authorized to
149 issue checks for grant issuance to all qualified agencies identified by the Department to
150 receive funding under this initiative.

151
152 Vendor Amount
153 The Hmong Institute Incorporated \$250,301

154		
155	Center for Community Stewardship/Community Agency Bridging the Gap LLC	\$150,000
156	South Metropolitan Planning Council/Connecting the Dots with Mattie, Inc.	\$150,000
157	Center for Community Stewardship/EOTO, LLC	\$150,000
158	Families Back to the Table, Inc.	\$150,000
159	JFMJ Academy, Inc.	\$150,000
160	Vera Court Neighborhood Center, Inc./Latino Academy of Workforce	
161	Development, Inc.	\$150,000
162	Madison Area Care for the Homeless (MACH) OneHealth, Inc.	\$150,000
163	Madison Area Community Land Trust	\$150,000
164	Occupy Madison, Inc.	\$150,000
165	Center for Community Stewardship/Progress Center for Black Women	\$150,000
166	Root to Rise, Inc.	\$150,000
167	Southeast Asian Healing Center, Incorporated	\$150,000
168		

**American Rescue Plan Not For Profit Grant Agreement
between
Dane County Department of Human Services and
Southeast Asian Healing Center, Incorporated**

I. Overview:

The ongoing COVID-19 pandemic has significantly affected non-profit agencies across Dane County, stretching service delivery resources to meet growing community and client needs. One purpose of the American Rescue Plan is to allow local governments to assist non-profits to bolster their service delivery efforts to low-income communities and clients most affected by the pandemic.

The Prevention and Early Intervention (PEI) Division of Dane County Dept of Human (DCDHS) shall manage and oversee reporting for this one-time grant to be delivered by the agency listed above, hereto referred to as PROVIDER.

II. Service Delivery:

PROVIDER agrees that grant resources shall be used exclusively for the purpose described in the grant application as follows:

A) PROVIDER shall address the following COVID related need and equity opportunity:

PROVIDER meets the mental health and physical needs of Hmong and Cambodian participants. Their mental health relies on togetherness with others who share their culture, language, customs, and problems. As a cohort largely diagnosed with Post-Traumatic Stress Disorder, Anxiety and/or Depression, COVID related anxiety increases psychological distress and exacerbates flashbacks of previous traumas. PROVIDER offers mitigation by through gathering places where people can be with each other, eat communal meals, receive case management, medication checks, and counseling. For the Hmong, PROVIDER offers physical activity to mitigate the high rate of hypertension and diabetes and to counteract the lack of activity over the past year. PROVIDER has a decades-long history of successfully serving the Hmong and Cambodian community and needs to expand to meet current need, including providing enough space for people to be together at COVID safe distances.

Because PROVIDER consumers often do not speak English and do not understand much of the western system or connect to it, and because the mainstream system does not understand their specific needs and ways to address them, our bicultural/bilingual services help to bring more equity of services to the Hmong and Cambodian populations.

B) PROVIDER shall deliver the following services:

PROVIDER will offer in-person group services for up to 25 persons a day, three days a week for the Hmong. For Cambodians, will deliver individual and group services at the Temple in Oregon serving around 15 persons weekly. PROVIDER will provide transportation, wellness activities, crafts, and health information classes on diabetes, hypertension, in addition to COVID-19 precautions. To provide activities safely, PROVIDER shall expand its space by renting an additional 1,200 square feet of facility space. PROVIDER will offer communal meals to reflect consumer culture. Staff and volunteers shall support program activities serving approximately 80 Hmong and 80 Cambodian participants over the course of the year. PROVIDER staff will be responsible for the ongoing programming, supervision of volunteers, connections to Public Health and other external entities, communication with the psychiatrist and PCPs, case management, accompaniment to medical and other appointments, and supportive counseling.

C) The PROVIDER services shall have the following impact on the community served:

PROVIDER services will have a positive impact on the mental health of our participants and their families. PROVIDER will submit process data such as number of consumers served, and hours served per person per month. PROVIDER will share the results of consumer satisfaction surveys that will ask questions about one's comfort and mental health status during COVID isolation and now. PROVIDER will complete mental health assessment measurements on at least 50% of the clientele at the beginning of services, at the halfway point and at the end of the grant period.

D) Number of individuals to be served: 160

III. Program Reporting Requirements:

PROVIDER shall report quarterly service activities using an online platform. DCDHS will send a link to the PROVIDER agency contact by the 1st day of the month following the end of the quarter. The report will be due the 15th day of the month. The reporting schedule is outlined in section IV. E. below. In addition, PROVIDER shall summarize service impact and outcomes in the final report due March 1, 2023.

PROVIDER shall report on a quarterly basis:

- A. Number of individuals served that quarter
- B. Summary of service grant activities delivered thus far

IV. Fund Distribution:

- A. PROVIDER award amount is \$150,000

- B. Payments will be distributed quarterly for providers in lump sum amounts dependent on the total grant award.**
- a. Grant awardees receiving awards \$100,000 and above will be paid an initial 25% funds distribution and qualify for additional quarterly distributions, at the 25% distribution level, based on successful completion of quarterly reporting. Quarterly distributions will be paid until the total grant award is met but no later than for service delivery ending December 31, 2022.
 - b. Grant awardees receiving awards below \$100,000 will be paid an initial 50% funds distribution and qualify for an additional 50% distribution to equal the grant total upon completion of quarterly reporting. The covered service period for this grant award is for service delivery ending no later than December 31, 2022.
 - c. The quarterly payment schedule will apply to all grant awardees who will receive grants in the fourth calendar quarter of 2021. After the first lump sum payment, funding will be distributed to eligible awardees based on successful program reporting according to the following quarterly payment processing schedule. Payments will be received by awardees within 10 days of payment processing.
 - d. The first distribution will be processed on or around December 1, 2021.
 - e. Payment schedule:

Service Report Period	Service Report Due Date	Payment Process Date
Q1: 12/1/2021 – 3/31/2022	4/15/2022	5/1/2022 (if qualified)
Q2: 4/1/2022 – 6/30/2022	7/15/2022	8/1/2022 (if qualified)
Q3: 7/1/2022 – 9/30/2022	10/15/2022	11/1/2022 (if qualified)
Q4: 10/1/2022 – 12/31/2022	1/15/2023	2/1/2023 (if qualified)
Final Summary report	3/1/2023	

V. Commencement Date

PROVIDER shall commence services upon execution of the contract and receipt of first payment.

VI. End Date

PROVIDER shall render all services by 12/31/2022. This is a one-time grant and is not subject for renewal.

VII. Non-Discrimination

During the term of this Agreement, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s).

PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this

paragraph. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.

VIII. Contacts

Direct questions regarding programming to Connie Bettin, PEI Division Administrator at bettin@countyofdane.com.

Direct questions regarding fund distribution to Lisa Breunig, Accountant at Breunig.Lisa@countyofdane.com.

IN WITNESS WHEREOF, DCDHS and PROVIDER, by their respective authorized agents, have caused this Agreement to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

FOR PROVIDER:

Date Signed: 10/21/21

Signature: 

Print Name and Title of Authorized Agent: Doua Vang, Executive Director

Date Signed: _____

Signature: _____

Print Name and Title of Authorized Agent: _____

FOR DCDHS:

Date Signed: 10/29/2021


SHAWN TESSMANN, Director of Human Services
(when applicable)

Date Signed: _____

JOE PARISI, County Executive
(when applicable)

Date Signed: _____

SCOTT MCDONELL, County Clerk
(when applicable)

Additional PROVIDER Information for Federal Reporting

Please respond to the two questions below. Responses are for reporting purposes only.

1. Location (address) of service delivery, if different than PROVIDER address.

2814 Syene Rd.; Madison, WI 53713

2. PROVIDER eligibility criteria is such that the primary intended beneficiaries earn less than 60% of the average median income for Dane County. See table for assistance with this question.

Household size	60% of Median Income of Dane County
1	\$43,320
2	\$49,500
3	\$55,680
4	\$61,860
5	\$66,840
6	\$71,760

(Check yes or no)

YES NO

Dane County Contract Cover Sheet

Revised 06/2021

BAF # _____
 Acct: Breunig
 Mgr: Bettin
 Budget Y/N: n

Res 206
 Significant

Dept./Division	Human Services / PEI		
Vendor Name	The Hmong Institute Incorporated	MUNIS #	29011
Brief Contract Title/Description	New Grant Agreement for ARP - NFP		
Contract Term	12/1/2021 - 12/31/2022		
Contract Amount	\$ 250,301.00		

Contract # Admin will assign	14511
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Spring Larson, Contract Coordination Assistant	Name	Mai Zong Vue
Phone #	608-242-6391	Phone #	608-221-1842
Email	dcdhscontracts@countyofdane.com	Email	maizong.vue@theHmongInstitute.org
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$11,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$11,000 – \$37,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$37,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$37,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$37,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:	
	Year	Org:	Obj:	Proj:	
		Org:	Obj:	Proj:	

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	206
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.		Year
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL
Dept. Head / Authorized Designee
<i>Shawn Tessmann</i>

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
<i>Greg Brockmeyer</i>	DH 10/18/21

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached		
DOA:	Date In: 11/4/21	Date Out: _____
<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management		

Goldade, Michelle

From: Goldade, Michelle
Sent: Monday, November 8, 2021 12:02 PM
To: Hicklin, Charles; Rogan, Megan; Lowndes, Daniel
Cc: Oby, Joe
Subject: Contract #14511
Attachments: 14511.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 11/8/2021 2:06 PM	Approve: 11/8/2021 2:06 PM
	Rogan, Megan	Read: 11/8/2021 12:43 PM	Approve: 11/8/2021 12:43 PM
	Lowndes, Daniel	Read: 11/8/2021 12:30 PM	Approve: 11/8/2021 3:18 PM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #14511
Department: Human Services
Vendor: The Hmong Institute
Contract Description: One-time grant using ARP funds (Res 206)
Contract Term: 12/1/21 – 12/31/22
Contract Amount: \$250,301.00

Thanks much,
Michelle

Michelle Goldade
Administrative Manager
Dane County Department of Administration
Room 425, City-County Building
210 Martin Luther King, Jr. Boulevard
Madison, WI 53703
PH: 608/266-4941
Fax: 608/266-4425
TDD: Call WI Relay 711

Please note: I am currently working a modified schedule in accordance with COVID 19 response guidelines. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

2021 RES-206

**AWARDING CONTRACTS TO NON PROFIT ARP GRANT RECIPIENTS
FOR DIRECT CLIENT AND COMMUNITY SERVICE
DCDHS – PEI DIVISION**

Dane County Department of Human Services' (DCDHS) Prevention and Early Intervention Division (PEI) is seeking authority to award contracts in excess of \$100,000 to thirteen (13) non-profit agencies providing services to communities impacted by COVID-19. These one-time grants are the result of a grant-making process using American Rescue Plan (ARP) funds.

PEI has been granted funding authority within 2021 RES-083 to offer and allocate one-time grants to Dane County non-profit agencies to bolster their efforts to meet client and community needs for those most impacted by the COVID-19 pandemic. Only Dane County non-profit agencies providing human service were eligible to apply for this grant opportunity. Eligible non-profits did not need to be current DCDHS purchase of service (POS) providers to qualify as the intent of this initiative was to support emerging organizations doing community based work during the pandemic that had not been reimbursed by existing state and local funding to this point. This funding opportunity was not open to public or private schools, other units of state or local government, private sector business, or individuals. The proposed grant design reflects the need to institute programming and supports quickly, and includes flexibility to address the needs of individual not-for-profit agencies.

Grant activities include the following: 1) Expansion of, or needed adaptation to, any current operating expenses; 2) Permanent housing costs not covered by Emergency Rental Assistance funds; 3) Resource linkage or navigation; 4) Food security activities; 5) Direct service materials and supplies; 6) Basic needs allocations to promote safety and wellbeing.

In compliance with 2021 RES-013, the following is the statement of justification, explanation of expected outcomes, and plan for quarterly data collection:

Justification: The on-going pandemic significantly impacted non-profit agencies across Dane County stretching service delivery resources to meet growing community and client needs. One stated purpose of the American Rescue Plan is to allow local governments to assist non-profits to cope with the negative economic consequences of the pandemic. This initiative specifically targets human service non-profit organizations to bolster their service delivery efforts.

This funding does not expressly leverage or require current partnerships in order to execute the activities. The grant period runs through December 31, 2022.

Guidance regarding the ability to utilize American Rescue Plan Act funding for issuance of the Not for Profit Services to Support Communities Impacted by COVID grants was obtained in review of HR1319 - The American Rescue Plan Act of 2021 by the Dane County Department of Administration.

Eligibility: To be eligible for this funding, an agency must be a registered 501(c)(3) or have applied through a fiscal agent that is a registered 501(c)(3), and provide services in

52 Dane County. The minimum grant award was \$50,000 and the maximum was \$250,301.
53 Agencies receiving awards on average serve a population that is 87% low income.
54 Approximately 125,000 Dane County citizens and their families will receive support
55 through the non-profits receiving funding support. Priority was given to small, emerging
56 agencies serving low-income communities or individuals. The impact ranges from
57 meeting the basic needs of families, ensuring food security and housing support,
58 bolstering mental health and AODA agency capacity, and enhancing programs serving
59 and supporting youth, people with disabilities, BIPOC communities, and older adults.

60
61 Reporting: Grantees shall report implementation progress quarterly using an on-line
62 platform prior to the release of the quarterly payment. Grantees will submit a final report
63 by March 1, 2023 that shall summarize numbers served, program activities and service
64 impact, dollars expended, outcomes or the impact their activities had on the community
65 served by the grant activities including the equity challenge addressed.

66
67 Duplication: Pursuant to ARP federal guidance, funds will not be used for this initiative
68 that are otherwise provided for through other pandemic relief.

69
70 All grant awards are under \$100,000 except for the following agencies:

71
72 The Hmong Institute is receiving funds to address inequities in service access due to
73 language and cultural barriers to the Hmong, Cambodian and Tibetan community by
74 providing case management, housing support, resource navigation, and meeting basic
75 needs such as household supplies and food security. Total \$250,301.

76
77 Community Agency Bridging the Gap is receiving funds to build resident leadership in
78 the Allied Drive neighborhood to improve community well-being and connect residents to
79 resources to improve life quality, promote safe and affordable housing, and provide
80 resources to address basic needs during the pandemic. Total of \$150,000. The Center
81 for Community Stewardship will serve as fiscal agent.

82
83 Connecting the Dots with Mattie is receiving funds for street outreach, navigation and
84 support to Dane County's homeless population to "connect the dots" between needs and
85 community resources. The funds will support hotel housing, transportation vouchers,
86 basic need supplies, and food. Total of \$150,000. South Metropolitan Planning Council
87 will serve as the fiscal agent

88
89 EOTO Culturally Rooted is receiving funds for a Peer Support Warmline & Bridging
90 services to allow people experiencing challenges due to COVID-19, mental health,
91 trauma, and/or substance use issues to access professional support in a quick, low
92 barrier manner, and providing peer-to-peer outreach support for Black youth and young
93 adults. Total of \$150,000. The Center for Community Stewardship will serve as fiscal
94 agent.

95
96 Families Back to the Table, Inc. is receiving funds to deliver direct services by volunteers
97 with lived experience to families who need immediate resources to promote stability and
98 address issues of food insecurities, housing set-up, and linkage to resources. Total of
99 \$150,000.

100
101 JFMJ Academy Inc. is receiving funds for utility bill support and food security for low-
102 income women, men, and children by maintaining a tally of parishioner's and other

103 community members who need help with their bills and food. The majority of these
104 individuals hold low-paying jobs or lost employment during the pandemic. Total of
105 \$150,000.

106
107 Vera Court Neighborhood Center/Latino Academy of Workforce Development is
108 receiving funds to address basic needs, food security, and resource navigation for the
109 Latinx population, where 85% of those served by the agency lost employment and were
110 ineligible for most relief funding. This effort will also meet the growing demand for
111 language and skills training needed to regain employment. Total of \$150,000.

112
113 MACH OneHealth is receiving funds to provide outreach and resource linkage for
114 medical, mental health, and AODA services for the unsheltered, homeless population
115 through nurse and street outreach efforts. Total of \$150,000.

116
117 Madison Area Community Land Trust is receiving funds that will help defray ongoing
118 housing costs and improve the quality of life for our low-income residents by connecting
119 them to grants, low interest loans, and affordable repair services. A large percentage of
120 MACLT homeowners have endured economic challenges from COVID-19 including
121 female heads-of-household with children. Total of \$150,000.

122
123 Occupy Madison, Inc. is receiving funds that will create housing stability for over 60
124 people by building additional tiny houses thereby freeing up 23 Conestoga huts. The
125 funds will support operating costs for the first two villages. These funds will stabilize
126 Occupy during a huge growth period. Total of \$150,000

127
128 Progress Center for Black Women is receiving funds to provide basic need, housing,
129 emotional, health and mental health support for BIPOC women with children. The Center
130 addresses these needs by providing a “Black woman centered approach” to providing
131 direct support, education, case management, financial support and help accessing
132 additional resources. Total of \$150,000. The Center for Community Stewardship will
133 serve as fiscal agent.

134
135 Root to Rise, Inc. is receiving funds to provide academic support to BIPOC students to
136 address the educational success gap between white students and students of color that
137 has widened during the COVID-19 pandemic. The initiative will also provide financial
138 literacy training and employability skills. Total of \$150,000.

139
140 Southeast Asian Healing Center is receiving funds to provide in-person group wellness
141 services, case management, transportation and accompaniment to medical and other
142 appointments, health information classes on diabetes, hypertension, and COVID-19
143 precautions, and supportive counseling to the Hmong and Cambodian communities.
144 Total of \$150,000.

145
146 **NOW, THEREFORE, BE IT RESOLVED** that the following contracts be awarded and
147 that the County Executive and the County Clerk are hereby authorized and directed to
148 sign the agreement on behalf of Dane County, and that the Controller is authorized to
149 issue checks for grant issuance to all qualified agencies identified by the Department to
150 receive funding under this initiative.

151
152 Vendor Amount
153 The Hmong Institute Incorporated \$250,301

154		
155	Center for Community Stewardship/Community Agency Bridging the Gap LLC	\$150,000
156	South Metropolitan Planning Council/Connecting the Dots with Mattie, Inc.	\$150,000
157	Center for Community Stewardship/EOTO, LLC	\$150,000
158	Families Back to the Table, Inc.	\$150,000
159	JFMJ Academy, Inc.	\$150,000
160	Vera Court Neighborhood Center, Inc./Latino Academy of Workforce	
161	Development, Inc.	\$150,000
162	Madison Area Care for the Homeless (MACH) OneHealth, Inc.	\$150,000
163	Madison Area Community Land Trust	\$150,000
164	Occupy Madison, Inc.	\$150,000
165	Center for Community Stewardship/Progress Center for Black Women	\$150,000
166	Root to Rise, Inc.	\$150,000
167	Southeast Asian Healing Center, Incorporated	\$150,000
168		

American Rescue Plan Not For Profit Grant Agreement
between
Dane County Department of Human Services and
The Hmong Institute Incorporated

I. Overview:

The ongoing COVID-19 pandemic has significantly affected non-profit agencies across Dane County, stretching service delivery resources to meet growing community and client needs. One purpose of the American Rescue Plan is to allow local governments to assist non-profits to bolster their service delivery efforts to low-income communities and clients most affected by the pandemic.

The Prevention and Early Intervention (PEI) Division of Dane County Dept of Human (DCDHS) shall manage and oversee reporting for this one-time grant to be delivered by the agency listed above, hereto referred to as PROVIDER.

II. Service Delivery:

PROVIDER agrees that grant resources shall be used exclusively for the purpose described in the grant application as follows:

A) PROVIDER shall address the following COVID related need and equity opportunity:

Hmong, Cambodian, Laotian and Tibetan families are disproportionately impacted by COVID-19 due to the barriers of language and culture, employment loss, and lack of access to resource and navigation for direct services to meet their basic needs such as food, household supplies, housing needs, safety, and wellbeing for children and families. As a result of isolation and stressors due to COVID, community members are presenting with increased mental and physical health issues. PROVIDER shall offer resource navigation and basic need resource mitigation services for the Hmong, Cambodian, Laotian and Tibetan communities.

PROVIDER will address the inequity of services and access to mainstream services due to barriers of language, cultural understanding, and lack of bilingual staff capacity in mainstream services. Elders, who are foreign-born individuals, do not understand their current environment, system of service delivery, or speak English. In addition to the lack of basic needs such as housing, household supplies, adult diapers, food security, case management services to help with setting up appointments, and social and peer support, the anti-Asian sentiment is causing deep fears in elders--many fear leaving their homes. Elders who do not come to the Hmoob Kaj Siab program have access to the senior meal program. Existing delivery meal programs do not have Hmong speaker to serve homebound seniors.

Families are struggling to meet financial obligations and risk losing housing due to job loss, reduced hours, family illness and death of family members. Families who must move need housing support to move into a new home. PROVIDER will provide move-in support for up to twenty families. PROVIDER will focus on meeting basic needs to ease family financial burdens.

Families need education on how to disinfect their houses for family safety and wellbeing. PROVIDER will provide safety outreach, training and wellbeing services to families. Young families with children struggle to care for their growing children lacking the resources to buy formula, diapers, or wipes for their children. PROVIDER will provide basic need resources.

B) PROVIDER shall deliver the following services:

PROVIDER will hire two bi-lingual project position to provide case management, resource navigation and access to mainstream human and health services, COVID-19 prevention outreach and workshops including education and linkage to vaccination resources, delivery of cooked meals to homebound elders and basic need support. PROVIDER will continue to offer its full array of group and community programs. PROVIDER will recruit and coordinate volunteers to manage run the food pantry, manage food orders, supplies and weekly delivery to Hmong, Laotian, Cambodian and Tibetan families. PROVIDER will expand its food care box program.

PROVIDER shall address elder and individual social and emotional needs for those who qualify for Comprehensive Community Services and case management under NewBridge through referral and linkage.

PROVIDER will offer housing support including:

- a) Basic needs and move-in set up including furniture and kitchenware supplies
- b) Household and cleaning supplies
- c) Adult diapers for elders
- d) Formula, diapers and wipes for children
- e) Cultural relevant dry food not available at other food pantries such as rice noodles, rice flour, bamboo shoot, rice, etc. An average family size is seven people and families are struggling to feed children with nutritional foods.

C) The PROVIDER services shall have the following impact on the community served:

PROVIDER will serve at least 250 families or 1750 individual meeting their basic, food and health linkage needs. PROVIDER will reengage at least 50 elders reducing their stress and meeting health needs by providing food, diapers, education and referral to health and mental health resources. PROVIDER will report numbers served, services received and a summary of impact.

D) Number of individuals to be served: At least 250 families or 1750 individuals.

III. Program Reporting Requirements:

PROVIDER shall report quarterly service activities using an online platform. DCDHS will send a link to the PROVIDER agency contact by the 1st day of the month following the end of the quarter. The report will be due the 15th day of the month. The reporting schedule is outlined in section IV. E. below. In addition, PROVIDER shall summarize service impact and outcomes in the final report due March 1, 2023.

PROVIDER shall report on a quarterly basis:

- A. Number of individuals served that quarter
- B. Summary of service grant activities delivered thus far

IV. Fund Distribution:

- A. PROVIDER award amount is \$250,301
- B. Payments will be distributed quarterly for providers in lump sum amounts dependent on the total grant award.
 - a. Grant awardees receiving awards \$100,000 and above will be paid an initial 25% funds distribution and qualify for additional quarterly distributions, at the 25% distribution level, based on successful completion of quarterly reporting. Quarterly distributions will be paid until the total grant award is met but no later than for service delivery ending December 31, 2022.
 - b. Grant awardees receiving awards below \$100,000 will be paid an initial 50% funds distribution and qualify for an additional 50% distribution to equal the grant total upon completion of quarterly reporting. The covered service period for this grant award is for service delivery ending no later than December 31, 2022.
 - c. The quarterly payment schedule will apply to all grant awardees who will receive grants in the fourth calendar quarter of 2021. After the first lump sum payment, funding will be distributed to eligible awardees based on successful program reporting according to the following quarterly payment processing schedule. Payments will be received by awardees within 10 days of payment processing.
 - d. The first distribution will be processed on or around December 1, 2021.
 - e. Payment schedule:

Service Report Period	Service Report Due Date	Payment Process Date
Q1: 12/1/2021 – 3/31/2022	4/15/2022	5/1/2022 (if qualified)
Q2: 4/1/2022 – 6/30/2022	7/15/2022	8/1/2022 (if qualified)
Q3: 7/1/2022 – 9/30/2022	10/15/2022	11/1/2022 (if qualified)
Q4: 10/1/2022 – 12/31/2022	1/15/2023	2/1/2023 (if qualified)
Final Summary report	3/1/2023	

V. Commencement Date

PROVIDER shall commence services upon execution of the contract and receipt of first payment.

VI. End Date

PROVIDER shall render all services by 12/31/2022. This is a one-time grant and is not subject for renewal.

VII. Non-Discrimination

During the term of this Agreement, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s).

PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this paragraph. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.

VIII. Contacts

Direct questions regarding programming to Connie Bettin, PEI Division Administrator at bettin@countyofdane.com.

Direct questions regarding fund distribution to Lisa Breunig, Accountant at Breunig.Lisa@countyofdane.com.

IN WITNESS WHEREOF, DCDHS and PROVIDER, by their respective authorized agents, have caused this Agreement to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

FOR PROVIDER:

Date Signed: 10/25/2021

Signature: 

Print Name and Title of Authorized Agent: MAI ZONG VUT, President

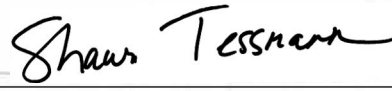
Date Signed: _____

Signature: _____

Print Name and Title of Authorized Agent: _____

FOR DCDHS:

Date Signed: 10/28/2021



SHAWN TESSMANN, Director of Human Services
(when applicable)

Date Signed: _____

JOE PARISI, County Executive
(when applicable)

Date Signed: _____

SCOTT MCDONELL, County Clerk
(when applicable)

Additional PROVIDER Information for Federal Reporting

Please respond to the two questions below. Responses are for reporting purposes only.

1. Location (address) of service delivery, if different than PROVIDER address.

The address is 4402 Fernside Dr., Madison WI

2. PROVIDER eligibility criteria is such that the primary intended beneficiaries earn less than 60% of the average median income for Dane County. See table for assistance with this question.

Household size	60% of Median Income of Dane County
1	\$43,320
2	\$49,500
3	\$55,680
4	\$61,860
5	\$66,840
6	\$71,760

(Check yes or no)

YES NO

Dane County Contract Cover Sheet

Revised 06/2021

Res 206
Significant

BAF # _____
Acct: Breunig
Mgr: Bettin
Budget Y/N: n

Dept./Division	Human Services / PEI		
Vendor Name	Vera Court Neighborhood Center, Inc.	MUNIS #	8398
Brief Contract Title/Description	New Grant Agreement for ARP - NFP		
Contract Term	12/1/2021 - 12/31/2022		
Contract Amount	\$ 150,000.00		

Contract # Admin will assign	14512
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Spring Larson, Contract Coordination Assistant	Name	Baltazar De Anda Santana
Phone #	608-242-6391	Phone #	608-310-4573
Email	dcdhscontracts@countyofdane.com	Email	baltazar@latinoacademywi.org
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$11,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$11,000 – \$37,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$37,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$37,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$37,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:
		Org:	Obj:	Proj:
	Year	Org:	Obj:	Proj:

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	206
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.	Year	2021
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL
Dept. Head / Authorized Designee
<i>Shawn Tessman</i>

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
<i>Greg Brockmeyer</i>	Dh 10/18/21

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 11/4/21	Date Out: _____	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Monday, November 8, 2021 12:13 PM
To: Hicklin, Charles; Rogan, Megan; Lowndes, Daniel
Cc: Oby, Joe
Subject: Contract #14512
Attachments: 14512.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 11/8/2021 2:06 PM	Approve: 11/8/2021 2:06 PM
	Rogan, Megan	Read: 11/8/2021 12:43 PM	Approve: 11/8/2021 12:43 PM
	Lowndes, Daniel	Read: 11/8/2021 3:17 PM	Approve: 11/8/2021 3:17 PM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #14512
Department: Human Services
Vendor: Vera Court Neighborhood Center
Contract Description: One-time grant using ARP funds (Res 206)
Contract Term: 12/1/21 – 12/31/22
Contract Amount: \$150,000

Thanks much,
Michelle

Michelle Goldade
Administrative Manager
Dane County Department of Administration
Room 425, City-County Building
210 Martin Luther King, Jr. Boulevard
Madison, WI 53703
PH: 608/266-4941
Fax: 608/266-4425
TDD: Call WI Relay 711

Please note: I am currently working a modified schedule in accordance with COVID 19 response guidelines. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

2021 RES-206

**AWARDING CONTRACTS TO NON PROFIT ARP GRANT RECIPIENTS
FOR DIRECT CLIENT AND COMMUNITY SERVICE
DCDHS – PEI DIVISION**

Dane County Department of Human Services' (DCDHS) Prevention and Early Intervention Division (PEI) is seeking authority to award contracts in excess of \$100,000 to thirteen (13) non-profit agencies providing services to communities impacted by COVID-19. These one-time grants are the result of a grant-making process using American Rescue Plan (ARP) funds.

PEI has been granted funding authority within 2021 RES-083 to offer and allocate one-time grants to Dane County non-profit agencies to bolster their efforts to meet client and community needs for those most impacted by the COVID-19 pandemic. Only Dane County non-profit agencies providing human service were eligible to apply for this grant opportunity. Eligible non-profits did not need to be current DCDHS purchase of service (POS) providers to qualify as the intent of this initiative was to support emerging organizations doing community based work during the pandemic that had not been reimbursed by existing state and local funding to this point. This funding opportunity was not open to public or private schools, other units of state or local government, private sector business, or individuals. The proposed grant design reflects the need to institute programming and supports quickly, and includes flexibility to address the needs of individual not-for-profit agencies.

Grant activities include the following: 1) Expansion of, or needed adaptation to, any current operating expenses; 2) Permanent housing costs not covered by Emergency Rental Assistance funds; 3) Resource linkage or navigation; 4) Food security activities; 5) Direct service materials and supplies; 6) Basic needs allocations to promote safety and wellbeing.

In compliance with 2021 RES-013, the following is the statement of justification, explanation of expected outcomes, and plan for quarterly data collection:

Justification: The on-going pandemic significantly impacted non-profit agencies across Dane County stretching service delivery resources to meet growing community and client needs. One stated purpose of the American Rescue Plan is to allow local governments to assist non-profits to cope with the negative economic consequences of the pandemic. This initiative specifically targets human service non-profit organizations to bolster their service delivery efforts.

This funding does not expressly leverage or require current partnerships in order to execute the activities. The grant period runs through December 31, 2022.

Guidance regarding the ability to utilize American Rescue Plan Act funding for issuance of the Not for Profit Services to Support Communities Impacted by COVID grants was obtained in review of HR1319 - The American Rescue Plan Act of 2021 by the Dane County Department of Administration.

Eligibility: To be eligible for this funding, an agency must be a registered 501(c)(3) or have applied through a fiscal agent that is a registered 501(c)(3), and provide services in

52 Dane County. The minimum grant award was \$50,000 and the maximum was \$250,301.
53 Agencies receiving awards on average serve a population that is 87% low income.
54 Approximately 125,000 Dane County citizens and their families will receive support
55 through the non-profits receiving funding support. Priority was given to small, emerging
56 agencies serving low-income communities or individuals. The impact ranges from
57 meeting the basic needs of families, ensuring food security and housing support,
58 bolstering mental health and AODA agency capacity, and enhancing programs serving
59 and supporting youth, people with disabilities, BIPOC communities, and older adults.

60
61 Reporting: Grantees shall report implementation progress quarterly using an on-line
62 platform prior to the release of the quarterly payment. Grantees will submit a final report
63 by March 1, 2023 that shall summarize numbers served, program activities and service
64 impact, dollars expended, outcomes or the impact their activities had on the community
65 served by the grant activities including the equity challenge addressed.

66
67 Duplication: Pursuant to ARP federal guidance, funds will not be used for this initiative
68 that are otherwise provided for through other pandemic relief.

69
70 All grant awards are under \$100,000 except for the following agencies:

71
72 The Hmong Institute is receiving funds to address inequities in service access due to
73 language and cultural barriers to the Hmong, Cambodian and Tibetan community by
74 providing case management, housing support, resource navigation, and meeting basic
75 needs such as household supplies and food security. Total \$250,301.

76
77 Community Agency Bridging the Gap is receiving funds to build resident leadership in
78 the Allied Drive neighborhood to improve community well-being and connect residents to
79 resources to improve life quality, promote safe and affordable housing, and provide
80 resources to address basic needs during the pandemic. Total of \$150,000. The Center
81 for Community Stewardship will serve as fiscal agent.

82
83 Connecting the Dots with Mattie is receiving funds for street outreach, navigation and
84 support to Dane County's homeless population to "connect the dots" between needs and
85 community resources. The funds will support hotel housing, transportation vouchers,
86 basic need supplies, and food. Total of \$150,000. South Metropolitan Planning Council
87 will serve as the fiscal agent

88
89 EOTO Culturally Rooted is receiving funds for a Peer Support Warmline & Bridging
90 services to allow people experiencing challenges due to COVID-19, mental health,
91 trauma, and/or substance use issues to access professional support in a quick, low
92 barrier manner, and providing peer-to-peer outreach support for Black youth and young
93 adults. Total of \$150,000. The Center for Community Stewardship will serve as fiscal
94 agent.

95
96 Families Back to the Table, Inc. is receiving funds to deliver direct services by volunteers
97 with lived experience to families who need immediate resources to promote stability and
98 address issues of food insecurities, housing set-up, and linkage to resources. Total of
99 \$150,000.

100
101 JFMJ Academy Inc. is receiving funds for utility bill support and food security for low-
102 income women, men, and children by maintaining a tally of parishioner's and other

103 community members who need help with their bills and food. The majority of these
104 individuals hold low-paying jobs or lost employment during the pandemic. Total of
105 \$150,000.

106
107 Vera Court Neighborhood Center/Latino Academy of Workforce Development is
108 receiving funds to address basic needs, food security, and resource navigation for the
109 Latinx population, where 85% of those served by the agency lost employment and were
110 ineligible for most relief funding. This effort will also meet the growing demand for
111 language and skills training needed to regain employment. Total of \$150,000.

112
113 MACH OneHealth is receiving funds to provide outreach and resource linkage for
114 medical, mental health, and AODA services for the unsheltered, homeless population
115 through nurse and street outreach efforts. Total of \$150,000.

116
117 Madison Area Community Land Trust is receiving funds that will help defray ongoing
118 housing costs and improve the quality of life for our low-income residents by connecting
119 them to grants, low interest loans, and affordable repair services. A large percentage of
120 MACLT homeowners have endured economic challenges from COVID-19 including
121 female heads-of-household with children. Total of \$150,000.

122
123 Occupy Madison, Inc. is receiving funds that will create housing stability for over 60
124 people by building additional tiny houses thereby freeing up 23 Conestoga huts. The
125 funds will support operating costs for the first two villages. These funds will stabilize
126 Occupy during a huge growth period. Total of \$150,000

127
128 Progress Center for Black Women is receiving funds to provide basic need, housing,
129 emotional, health and mental health support for BIPOC women with children. The Center
130 addresses these needs by providing a “Black woman centered approach” to providing
131 direct support, education, case management, financial support and help accessing
132 additional resources. Total of \$150,000. The Center for Community Stewardship will
133 serve as fiscal agent.

134
135 Root to Rise, Inc. is receiving funds to provide academic support to BIPOC students to
136 address the educational success gap between white students and students of color that
137 has widened during the COVID-19 pandemic. The initiative will also provide financial
138 literacy training and employability skills. Total of \$150,000.

139
140 Southeast Asian Healing Center is receiving funds to provide in-person group wellness
141 services, case management, transportation and accompaniment to medical and other
142 appointments, health information classes on diabetes, hypertension, and COVID-19
143 precautions, and supportive counseling to the Hmong and Cambodian communities.
144 Total of \$150,000.

145
146 **NOW, THEREFORE, BE IT RESOLVED** that the following contracts be awarded and
147 that the County Executive and the County Clerk are hereby authorized and directed to
148 sign the agreement on behalf of Dane County, and that the Controller is authorized to
149 issue checks for grant issuance to all qualified agencies identified by the Department to
150 receive funding under this initiative.

151
152 Vendor Amount
153 The Hmong Institute Incorporated \$250,301

154		
155	Center for Community Stewardship/Community Agency Bridging the Gap LLC	\$150,000
156	South Metropolitan Planning Council/Connecting the Dots with Mattie, Inc.	\$150,000
157	Center for Community Stewardship/EOTO, LLC	\$150,000
158	Families Back to the Table, Inc.	\$150,000
159	JFMJ Academy, Inc.	\$150,000
160	Vera Court Neighborhood Center, Inc./Latino Academy of Workforce	
161	Development, Inc.	\$150,000
162	Madison Area Care for the Homeless (MACH) OneHealth, Inc.	\$150,000
163	Madison Area Community Land Trust	\$150,000
164	Occupy Madison, Inc.	\$150,000
165	Center for Community Stewardship/Progress Center for Black Women	\$150,000
166	Root to Rise, Inc.	\$150,000
167	Southeast Asian Healing Center, Incorporated	\$150,000
168		

American Rescue Plan Not For Profit Grant Agreement
between
Dane County Department of Human Services and
VERA COURT NEIGHBORHOOD CENTER, INC.

I. Overview:

The ongoing COVID-19 pandemic has significantly affected non-profit agencies across Dane County, stretching service delivery resources to meet growing community and client needs. One purpose of the American Rescue Plan is to allow local governments to assist non-profits to bolster their service delivery efforts to low-income communities and clients most affected by the pandemic.

The Prevention and Early Intervention (PEI) Division of Dane County Dept of Human (DCDHS) shall manage and oversee reporting for this one-time grant to be delivered by the agency listed above, hereto referred to as PROVIDER.

II. Service Delivery:

PROVIDER agrees that grant resources shall be used exclusively for the purpose described in the grant application as follows:

A) PROVIDER shall address the following COVID related need and equity opportunity:

PROVIDER is addressing basic needs among two low-income Dane County populations who were disproportionately impacted by COVID- 19 in the areas of housing, employment, education, food access and health. First, the Latinx population, where 85% of those we serve lost employment and were ineligible for most relief funding. Our 2020 work training enrollments doubled, from 600 to 1200, and 3,420 needed navigation support for a full range of basic needs. PROVIDER will hire resource navigators to meet the growing demand for language and skills training needed to regain employment. Second, the low-income BIPOC residents in north and south Madison neighborhoods served by Vera Court Neighborhood Center (VCNC) needed significantly more food support and wraparound resource navigation support in 2020 than in 2019 because of school closures, health trauma and sudden unemployment. These services doubled in 2020 from 2019 levels through meal pickup, stationary and mobile food pantries, and family support. In 2020, we provided 4,500 meals, food pantries served an additional 130 families, and we provided wraparound support to 200 new families. PROVIDER will expand services with additional staff who can provide resource navigation support.

The primary focus will be dedicated staffing support for resource navigation. The eligibility requirements and availability of support funds and resources for food, housing, employment and health have become even more complex during COVID-19. The past year has shown that increasing the federal and regional financial assistance funding is not enough; eligible individuals

are overwhelmed by the new processes for access to those funds and traumatized by COVID-19 risks. Trained resource navigators will connect Center populations with the available resources and provide continuous guidance and stability as families return to school and find employment.

B) PROVIDER shall deliver the following services:

PROVIDER will hire one-to-two full-time case-managers and one-half-time case-manager who will work at the Latino Academy of Workforce Development and at VNNC to provide support to students and community members. The pandemic has created a far more complex and time-intensive client intake process than before. Clients seek education and employment training opportunities offered by our centers but now have so many more immediate basic needs that take precedence. Education, youth and family specialists at our centers have diverted their focus to addressing food needs or eviction prevention or COVID testing and treatment. Access to relief funds was even more complicated for our sizeable undocumented immigrant community and the Latino Academy staff dedicated significant hours in 2020 to review the 2,112 applications for the COVID-19 Emergency Relief Fund. Similarly, the abrupt school closures and stay at home measures beginning in March 2020 redirected Vera Court staff efforts to replacing meals and meeting the wraparound support needed for an additional 200 families. PROVIDER will continue supporting clients' paths to post-pandemic routines and stability without reducing our capacity to meet the equally growing demands for education and job training services. PROVIDER education and training staff facilitate personalized education plans that are based on client's learning and career goals. Latino Academy provides the region's only bilingual job training services. Demand for these programs has tripled over the past three years. Vera Court staff provide needed academic and enrichment learning opportunities for youth and adults.

C) The PROVIDER services shall have the following impact on the community served:

For the Latinx community, the anticipated impact is increased job placement and retention in full-time positions earning at least \$15/hour, which reduces the demand for housing, food and other basic need support. PROVIDER is seeing significant enrollment growth in the CDL and other job training programs in response to industry growth. By 2023, we anticipate more focus on workforce development and less need for resource navigation.

D) Number of individuals to be served: 7500

III. Program Reporting Requirements:

PROVIDER shall report quarterly service activities using an online platform. DCDHS will send a link to the PROVIDER agency contact by the 1st day of the month following the end of the quarter. The report will be due the 15th day of the month. The reporting schedule is outlined in section IV. E. below. In addition, PROVIDER shall summarize service impact and outcomes in the final report due March 1, 2023.

PROVIDER shall report on a quarterly basis:

- A. Number of individuals served that quarter
- B. Summary of service grant activities delivered thus far

IV. Fund Distribution:

- A. PROVIDER award amount is \$150,000
- B. Payments will be distributed quarterly for providers in lump sum amounts dependent on the total grant award.
 - a. Grant awardees receiving awards \$100,000 and above will be paid an initial 25% funds distribution and qualify for additional quarterly distributions, at the 25% distribution level, based on successful completion of quarterly reporting. Quarterly distributions will be paid until the total grant award is met but no later than for service delivery ending December 31, 2022.
 - b. Grant awardees receiving awards below \$100,000 will be paid an initial 50% funds distribution and qualify for an additional 50% distribution to equal the grant total upon completion of quarterly reporting. The covered service period for this grant award is for service delivery ending no later than December 31, 2022.
 - c. The quarterly payment schedule will apply to all grant awardees who will receive grants in the fourth calendar quarter of 2021. After the first lump sum payment, funding will be distributed to eligible awardees based on successful program reporting according to the following quarterly payment processing schedule. Payments will be received by awardees within 10 days of payment processing.
 - d. The first distribution will be processed on or around December 1, 2021.
 - e. Payment schedule:

Service Report Period	Service Report Due Date	Payment Process Date
Q1: 12/1/2021 – 3/31/2022	4/15/2022	5/1/2022 (if qualified)
Q2: 4/1/2022 – 6/30/2022	7/15/2022	8/1/2022 (if qualified)
Q3: 7/1/2022 – 9/30/2022	10/15/2022	11/1/2022 (if qualified)
Q4: 10/1/2022 – 12/31/2022	1/15/2023	2/1/2023 (if qualified)
Final Summary report	3/1/2023	

V. Commencement Date

PROVIDER shall commence services upon execution of the contract and receipt of first payment.

VI. End Date

PROVIDER shall render all services by 12/31/2022. This is a one-time grant and is not subject for renewal.

VII. Non-Discrimination

During the term of this Agreement, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin,

cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s).

PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this paragraph. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.

VIII. Contacts

Direct questions regarding programming to Connie Bettin, PEI Division Administrator at bettin@countyofdane.com.

Direct questions regarding fund distribution to Lisa Breunig, Accountant at Breunig.Lisa@countyofdane.com.

IN WITNESS WHEREOF, DCDHS and PROVIDER, by their respective authorized agents, have caused this Agreement to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

FOR PROVIDER:

Date Signed: 10/29/21 Signature: Thomas R Solyst
Print Name and Title of Authorized Agent: Thomas R Solyst, Executive Director

Date Signed: 10/29/21 Signature: Thomas McMahar
Print Name and Title of Authorized Agent: THOMAS McMAHAR, Vice President

FOR DCDHS:

Date Signed: 11/02/2021 Shawn Tessmann
SHAWN TESSMANN, Director of Human Services
(when applicable)

Date Signed: _____
JOE PARISI, County Executive
(when applicable)

Date Signed: _____
SCOTT MCDONELL, County Clerk
(when applicable)

Additional PROVIDER Information for Federal Reporting

Please respond to the two questions below. Responses are for reporting purposes only.

1. Location (address) of service delivery, if different than PROVIDER address.

2. PROVIDER eligibility criteria is such that the primary intended beneficiaries earn less than 60% of the average median income for Dane County. See table for assistance with this question.

(Check yes or no)

YES NO

Household size	60% of Median Income of Dane County
1	\$43,320
2	\$49,500
3	\$55,680
4	\$61,860
5	\$66,840
6	\$71,760

Dane County Contract Cover Sheet

Revised 06/2021

BAF # _____
 Acct: Breunig
 Mgr: Bettin
 Budget Y/N: n

Res 206
 Significant

Dept./Division	Human Services / PEI		
Vendor Name	South Metropolitan Planning Council, Inc. fiscal agent for Connecting the Dots with Mattie Incorporated	MUNIS #	9728
Brief Contract Title/Description	New Grant Agreement for ARP - NFP		
Contract Term	12/1/2021 - 12/31/2022		
Contract Amount	\$ 150,000.00		

Contract # Admin will assign	14513
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Spring Larson, Contract Coordination Assistant	Name	Sheri Carter
Phone #	608-242-6391	Phone #	608-698-6027
Email	dcdhscontracts@countyofdane.com	Email	smpcmadison@gmail.com
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$11,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$11,000 – \$37,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$37,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$37,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$37,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:
	Year	Org:	Obj:	Proj:

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	206
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.	Year	2021
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL
Dept. Head / Authorized Designee
<i>Shawn Tessman</i>

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
<i>Greg Brockmeyer</i>	DH 10/21/18

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached		
DOA:	Date In: 11/4/21	Date Out: _____
<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management		

Goldade, Michelle

From: Goldade, Michelle
Sent: Monday, November 8, 2021 12:22 PM
To: Hicklin, Charles; Rogan, Megan; Lowndes, Daniel
Cc: Oby, Joe
Subject: Contract #14513
Attachments: 14513.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 11/8/2021 2:06 PM	Approve: 11/8/2021 2:06 PM
	Rogan, Megan	Read: 11/8/2021 12:43 PM	Approve: 11/8/2021 12:43 PM
	Lowndes, Daniel	Read: 11/8/2021 12:30 PM	Approve: 11/8/2021 3:17 PM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #14513
Department: Human Services
Vendor: South Metropolitan Planning Council (fiscal agent for Connecting the Dots with Mattie Inc)
Contract Description: One-time grant using ARP funds (Res 206)
Contract Term: 12/1/21 – 12/31/22
Contract Amount: \$150,000

Thanks much,
Michelle

Michelle Goldade

Administrative Manager
Dane County Department of Administration
Room 425, City-County Building
210 Martin Luther King, Jr. Boulevard
Madison, WI 53703
PH: 608/266-4941
Fax: 608/266-4425
TDD: Call WI Relay 711

Please note: I am currently working a modified schedule in accordance with COVID 19 response guidelines. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

2021 RES-206

**AWARDING CONTRACTS TO NON PROFIT ARP GRANT RECIPIENTS
FOR DIRECT CLIENT AND COMMUNITY SERVICE
DCDHS – PEI DIVISION**

Dane County Department of Human Services' (DCDHS) Prevention and Early Intervention Division (PEI) is seeking authority to award contracts in excess of \$100,000 to thirteen (13) non-profit agencies providing services to communities impacted by COVID-19. These one-time grants are the result of a grant-making process using American Rescue Plan (ARP) funds.

PEI has been granted funding authority within 2021 RES-083 to offer and allocate one-time grants to Dane County non-profit agencies to bolster their efforts to meet client and community needs for those most impacted by the COVID-19 pandemic. Only Dane County non-profit agencies providing human service were eligible to apply for this grant opportunity. Eligible non-profits did not need to be current DCDHS purchase of service (POS) providers to qualify as the intent of this initiative was to support emerging organizations doing community based work during the pandemic that had not been reimbursed by existing state and local funding to this point. This funding opportunity was not open to public or private schools, other units of state or local government, private sector business, or individuals. The proposed grant design reflects the need to institute programming and supports quickly, and includes flexibility to address the needs of individual not-for-profit agencies.

Grant activities include the following: 1) Expansion of, or needed adaptation to, any current operating expenses; 2) Permanent housing costs not covered by Emergency Rental Assistance funds; 3) Resource linkage or navigation; 4) Food security activities; 5) Direct service materials and supplies; 6) Basic needs allocations to promote safety and wellbeing.

In compliance with 2021 RES-013, the following is the statement of justification, explanation of expected outcomes, and plan for quarterly data collection:

Justification: The on-going pandemic significantly impacted non-profit agencies across Dane County stretching service delivery resources to meet growing community and client needs. One stated purpose of the American Rescue Plan is to allow local governments to assist non-profits to cope with the negative economic consequences of the pandemic. This initiative specifically targets human service non-profit organizations to bolster their service delivery efforts.

This funding does not expressly leverage or require current partnerships in order to execute the activities. The grant period runs through December 31, 2022.

Guidance regarding the ability to utilize American Rescue Plan Act funding for issuance of the Not for Profit Services to Support Communities Impacted by COVID grants was obtained in review of HR1319 - The American Rescue Plan Act of 2021 by the Dane County Department of Administration.

Eligibility: To be eligible for this funding, an agency must be a registered 501(c)(3) or have applied through a fiscal agent that is a registered 501(c)(3), and provide services in

52 Dane County. The minimum grant award was \$50,000 and the maximum was \$250,301.
53 Agencies receiving awards on average serve a population that is 87% low income.
54 Approximately 125,000 Dane County citizens and their families will receive support
55 through the non-profits receiving funding support. Priority was given to small, emerging
56 agencies serving low-income communities or individuals. The impact ranges from
57 meeting the basic needs of families, ensuring food security and housing support,
58 bolstering mental health and AODA agency capacity, and enhancing programs serving
59 and supporting youth, people with disabilities, BIPOC communities, and older adults.

60
61 Reporting: Grantees shall report implementation progress quarterly using an on-line
62 platform prior to the release of the quarterly payment. Grantees will submit a final report
63 by March 1, 2023 that shall summarize numbers served, program activities and service
64 impact, dollars expended, outcomes or the impact their activities had on the community
65 served by the grant activities including the equity challenge addressed.

66
67 Duplication: Pursuant to ARP federal guidance, funds will not be used for this initiative
68 that are otherwise provided for through other pandemic relief.

69
70 All grant awards are under \$100,000 except for the following agencies:

71
72 The Hmong Institute is receiving funds to address inequities in service access due to
73 language and cultural barriers to the Hmong, Cambodian and Tibetan community by
74 providing case management, housing support, resource navigation, and meeting basic
75 needs such as household supplies and food security. Total \$250,301.

76
77 Community Agency Bridging the Gap is receiving funds to build resident leadership in
78 the Allied Drive neighborhood to improve community well-being and connect residents to
79 resources to improve life quality, promote safe and affordable housing, and provide
80 resources to address basic needs during the pandemic. Total of \$150,000. The Center
81 for Community Stewardship will serve as fiscal agent.

82
83 Connecting the Dots with Mattie is receiving funds for street outreach, navigation and
84 support to Dane County's homeless population to "connect the dots" between needs and
85 community resources. The funds will support hotel housing, transportation vouchers,
86 basic need supplies, and food. Total of \$150,000. South Metropolitan Planning Council
87 will serve as the fiscal agent

88
89 EOTO Culturally Rooted is receiving funds for a Peer Support Warmline & Bridging
90 services to allow people experiencing challenges due to COVID-19, mental health,
91 trauma, and/or substance use issues to access professional support in a quick, low
92 barrier manner, and providing peer-to-peer outreach support for Black youth and young
93 adults. Total of \$150,000. The Center for Community Stewardship will serve as fiscal
94 agent.

95
96 Families Back to the Table, Inc. is receiving funds to deliver direct services by volunteers
97 with lived experience to families who need immediate resources to promote stability and
98 address issues of food insecurities, housing set-up, and linkage to resources. Total of
99 \$150,000.

100
101 JFMJ Academy Inc. is receiving funds for utility bill support and food security for low-
102 income women, men, and children by maintaining a tally of parishioner's and other

103 community members who need help with their bills and food. The majority of these
104 individuals hold low-paying jobs or lost employment during the pandemic. Total of
105 \$150,000.

106
107 Vera Court Neighborhood Center/Latino Academy of Workforce Development is
108 receiving funds to address basic needs, food security, and resource navigation for the
109 Latinx population, where 85% of those served by the agency lost employment and were
110 ineligible for most relief funding. This effort will also meet the growing demand for
111 language and skills training needed to regain employment. Total of \$150,000.

112
113 MACH OneHealth is receiving funds to provide outreach and resource linkage for
114 medical, mental health, and AODA services for the unsheltered, homeless population
115 through nurse and street outreach efforts. Total of \$150,000.

116
117 Madison Area Community Land Trust is receiving funds that will help defray ongoing
118 housing costs and improve the quality of life for our low-income residents by connecting
119 them to grants, low interest loans, and affordable repair services. A large percentage of
120 MACLT homeowners have endured economic challenges from COVID-19 including
121 female heads-of-household with children. Total of \$150,000.

122
123 Occupy Madison, Inc. is receiving funds that will create housing stability for over 60
124 people by building additional tiny houses thereby freeing up 23 Conestoga huts. The
125 funds will support operating costs for the first two villages. These funds will stabilize
126 Occupy during a huge growth period. Total of \$150,000

127
128 Progress Center for Black Women is receiving funds to provide basic need, housing,
129 emotional, health and mental health support for BIPOC women with children. The Center
130 addresses these needs by providing a “Black woman centered approach” to providing
131 direct support, education, case management, financial support and help accessing
132 additional resources. Total of \$150,000. The Center for Community Stewardship will
133 serve as fiscal agent.

134
135 Root to Rise, Inc. is receiving funds to provide academic support to BIPOC students to
136 address the educational success gap between white students and students of color that
137 has widened during the COVID-19 pandemic. The initiative will also provide financial
138 literacy training and employability skills. Total of \$150,000.

139
140 Southeast Asian Healing Center is receiving funds to provide in-person group wellness
141 services, case management, transportation and accompaniment to medical and other
142 appointments, health information classes on diabetes, hypertension, and COVID-19
143 precautions, and supportive counseling to the Hmong and Cambodian communities.
144 Total of \$150,000.

145
146 **NOW, THEREFORE, BE IT RESOLVED** that the following contracts be awarded and
147 that the County Executive and the County Clerk are hereby authorized and directed to
148 sign the agreement on behalf of Dane County, and that the Controller is authorized to
149 issue checks for grant issuance to all qualified agencies identified by the Department to
150 receive funding under this initiative.

151
152 Vendor Amount
153 The Hmong Institute Incorporated \$250,301

154		
155	Center for Community Stewardship/Community Agency Bridging the Gap LLC	\$150,000
156	South Metropolitan Planning Council/Connecting the Dots with Mattie, Inc.	\$150,000
157	Center for Community Stewardship/EOTO, LLC	\$150,000
158	Families Back to the Table, Inc.	\$150,000
159	JFMJ Academy, Inc.	\$150,000
160	Vera Court Neighborhood Center, Inc./Latino Academy of Workforce	
161	Development, Inc.	\$150,000
162	Madison Area Care for the Homeless (MACH) OneHealth, Inc.	\$150,000
163	Madison Area Community Land Trust	\$150,000
164	Occupy Madison, Inc.	\$150,000
165	Center for Community Stewardship/Progress Center for Black Women	\$150,000
166	Root to Rise, Inc.	\$150,000
167	Southeast Asian Healing Center, Incorporated	\$150,000
168		

American Rescue Plan Not For Profit Grant Agreement
between
Dane County Department of Human Services and
South Metropolitan Planning Council, Inc.

I. Overview:

The ongoing COVID-19 pandemic has significantly affected non-profit agencies across Dane County, stretching service delivery resources to meet growing community and client needs. One purpose of the American Rescue Plan is to allow local governments to assist non-profits to bolster their service delivery efforts to low-income communities and clients most affected by the pandemic.

The Prevention and Early Intervention (PEI) Division of Dane County Dept of Human (DCDHS) shall manage and oversee reporting for this one-time grant to be delivered by the agency listed above, hereto referred to as PROVIDER.

II. Service Delivery:

PROVIDER for this Grant Agreement is a fiscal agent working with *Connecting the Dots with Mattie Incorporated*. to deliver the services outlined in this section. PROVIDER is responsible for the terms herein:

A) PROVIDER shall address the following COVID related need and equity opportunity:

Dane County has the highest homeless rate in Wisconsin, at 11.4 per 10,000 residents in 2019. While federal relief funds and emergency actions have provided some relief during the pandemic, city officials and homelessness experts agree that the numbers of homelessness have increased during COVID-19. High area housing costs and high unemployment among low-income individuals contribute to this problem and have added additional trauma to those who already suffer from mental health issues. These individuals need a support network that meets their needs physically and mentally. Connecting the Dots with Mattie will provide intensive, street-based daily outreach to Dane County's homeless. A grassroots staff of paid and volunteer staff will visit homeless areas daily, engaging in dialogue and triaging needs. The staff distribute daily meals on site and further connect up to 12 individuals or families with hotel housing. Case management will assist clients who need job assistance, permanent housing, clothing and healthcare. This service relies on a community network of volunteers, social service agencies and public resources to provide the needed services and resources. The focus is resource navigation to meet basic needs and to create stability.

B) PROVIDER shall deliver the following services:

PROVIDER will build capacity to sustain street outreach efforts and provide continuous wraparound navigation and support to Dane County's homeless population. Through case management, the program will support homeless individuals to obtain hotel housing, transportation vouchers, basic needs supplies, and food. The primary goal is to help unhoused clients "connect the dots" between their needs and the community resources available. The program will engage outreach with clients through daily visits to the many areas where unsheltered persons seek refuge including under Highway 30, Reindahl Park, South Madison, State Street, traffic intersections, areas in Waunakee and Stoughton. On average, the program will encounter and speak to 80-100 homeless each day, building relationships of trust in place of judgment. Case managers will connect individuals to immediate support services for intervention and assistance for housing, employment, shelter, food, healthcare (physical, mental, dental) dental care, legal assistance, substance abuse recovery, childcare and transportation. The program will provide care packages that include, but are not limited to, hot meals, toiletries, facemask, blankets, hand sanitizer and informational handouts.

- C) The PROVIDER services shall have the following impact on the community served:

PROVIDER shall ultimately reduce Dane County's homeless population. PROVIDER shall establish daily, ongoing and nonjudgmental personal engagement by reaching individuals in the streets and public places; provide supplies for needed immediate needs; connect individuals to needed resources; and place up to 12 individuals and/or families in temporary housing so they can focus on longer-term needs of wellness, training and income.

PROVIDER shall numbers served and individuals placed in housing.

- D) Number of individuals to be served: 40

III. Program Reporting Requirements:

PROVIDER shall report quarterly service activities using an online platform. DCDHS will send a link to the PROVIDER agency contact by the 1st day of the month following the end of the quarter. The report will be due the 15th day of the month. The reporting schedule is outlined in section IV. E. below. In addition, PROVIDER shall summarize service impact and outcomes in the final report due March 1, 2023.

PROVIDER shall report on a quarterly basis:

- A. Number of individuals served that quarter
- B. Summary of service grant activities delivered thus far

IV. Fund Distribution:

- A. PROVIDER award amount is \$150,000

- B. Payments will be distributed quarterly for providers in lump sum amounts dependent on the total grant award.
- a. Grant awardees receiving awards \$100,000 and above will be paid an initial 25% funds distribution and qualify for additional quarterly distributions, at the 25% distribution level, based on successful completion of quarterly reporting. Quarterly distributions will be paid until the total grant award is met but no later than for service delivery ending December 31, 2022.
 - b. Grant awardees receiving awards below \$100,000 will be paid an initial 50% funds distribution and qualify for an additional 50% distribution to equal the grant total upon completion of quarterly reporting. The covered service period for this grant award is for service delivery ending no later than December 31, 2022.
 - c. The quarterly payment schedule will apply to all grant awardees who will receive grants in the fourth calendar quarter of 2021. After the first lump sum payment, funding will be distributed to eligible awardees based on successful program reporting according to the following quarterly payment processing schedule. Payments will be received by awardees within 10 days of payment processing.
 - d. The first distribution will be processed on or around December 1, 2021.
 - e. Payment schedule:

Service Report Period	Service Report Due Date	Payment Process Date
Q1: 12/1/2021 – 3/31/2022	4/15/2022	5/1/2022 (if qualified)
Q2: 4/1/2022 – 6/30/2022	7/15/2022	8/1/2022 (if qualified)
Q3: 7/1/2022 – 9/30/2022	10/15/2022	11/1/2022 (if qualified)
Q4: 10/1/2022 – 12/31/2022	1/15/2023	2/1/2023 (if qualified)
Final Summary report	3/1/2023	

V. Commencement Date

PROVIDER shall commence services upon execution of the contract and receipt of first payment.

VI. End Date

PROVIDER shall render all services by 12/31/2022. This is a one-time grant and is not subject for renewal.

VII. Non-Discrimination

During the term of this Agreement, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s).

PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this

paragraph. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.

VIII. Contacts

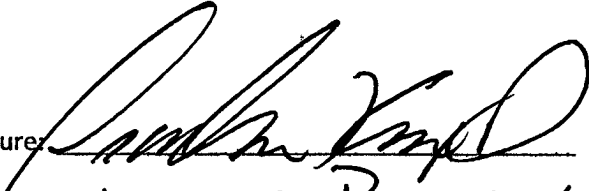
Direct questions regarding programming to Connie Bettin, PEI Division Administrator at bettin@countyofdane.com.

Direct questions regarding fund distribution to Lisa Breunig, Accountant at Breunig.Lisa@countyofdane.com.

IN WITNESS WHEREOF, DCDHS and PROVIDER, by their respective authorized agents, have caused this Agreement to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

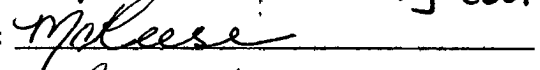
FOR PROVIDER:

Date Signed: 10/31/21

Signature: 

Print Name and Title of Authorized Agent: ISADORE KNOX, JR. President South Metropolitan Planning Council, Inc.

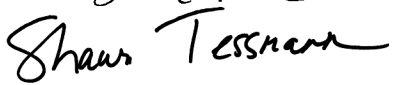
Date Signed: 10/31/2021

Signature: 

Print Name and Title of Authorized Agent: MOLLIE REESE / Connecting The Dots With Ma.H.E. Inc.

FOR DCDHS:

Date Signed: 11/02/2021


SHAWN TESSMANN, Director of Human Services
(when applicable)

Date Signed: _____

JOE PARISI, County Executive
(when applicable)

Date Signed: _____

SCOTT MCDONELL, County Clerk
(when applicable)

Additional PROVIDER Information for Federal Reporting

Please respond to the two questions below. Responses are for reporting purposes only.

1. Location (address) of service delivery, if different than PROVIDER address.

2. PROVIDER eligibility criteria is such that the primary intended beneficiaries earn less than 60% of the average median income for Dane County. See table for assistance with this question.

(Check yes or no)

YES NO

Household size	60% of Median Income of Dane County
1	\$43,320
2	\$49,500
3	\$55,680
4	\$61,860
5	\$66,840
6	\$71,760

Dane County Contract Cover Sheet

Revised 06/2021

Res 206
Significant

BAF # _____
Acct: Breunig
Mgr: Bettin
Budget Y/N: n

Dept./Division	Human Services / PEI		
Vendor Name	Center for Community Stewardship, Inc. fiscal agent for EOTO	MUNIS #	18010
Brief Contract Title/Description	New Grant Agreement for ARP - NFP		
Contract Term	12/1/2021 - 12/31/2022		
Contract Amount	\$ 150,000.00		

Contract # Admin will assign	14514
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Spring Larson, Contract Coordination Assistant	Name	Lisa Dugdale
Phone #	608-242-6391	Phone #	608-212-2451
Email	dcdhscontracts@countyofdane.com	Email	ldugdale@community-stewardship.org
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$11,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$11,000 – \$37,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$37,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$37,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$37,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:
		Org:	Obj:	Proj:
	Year	Org:	Obj:	Proj:

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	206
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.		Year
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL
Dept. Head / Authorized Designee
<i>Shawn Tessman</i>

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
<i>Greg Brockmeyer</i>	DH 10/18/21

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 11/4/21	Date Out: _____	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Monday, November 8, 2021 12:34 PM
To: Hicklin, Charles; Rogan, Megan; Lowndes, Daniel
Cc: Oby, Joe
Subject: Contract #14514
Attachments: 14514.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 11/8/2021 2:06 PM	Approve: 11/8/2021 2:06 PM
	Rogan, Megan	Read: 11/8/2021 12:44 PM	Approve: 11/8/2021 12:44 PM
	Lowndes, Daniel	Read: 11/8/2021 3:15 PM	Approve: 11/8/2021 3:15 PM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #14514
Department: Human Services
Vendor: Center for Community Stewardship (fiscal agent for EOTO LLC Culturally Rooted)
Contract Description: One-time grant using ARP funds (Res 206)
Contract Term: 12/1/21 – 12/31/22
Contract Amount: \$150,000

Thanks much,
Michelle

Michelle Goldade
Administrative Manager
Dane County Department of Administration
Room 425, City-County Building
210 Martin Luther King, Jr. Boulevard
Madison, WI 53703
PH: 608/266-4941
Fax: 608/266-4425
TDD: Call WI Relay 711

Please note: I am currently working a modified schedule in accordance with COVID 19 response guidelines. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

2021 RES-206

**AWARDING CONTRACTS TO NON PROFIT ARP GRANT RECIPIENTS
FOR DIRECT CLIENT AND COMMUNITY SERVICE
DCDHS – PEI DIVISION**

Dane County Department of Human Services' (DCDHS) Prevention and Early Intervention Division (PEI) is seeking authority to award contracts in excess of \$100,000 to thirteen (13) non-profit agencies providing services to communities impacted by COVID-19. These one-time grants are the result of a grant-making process using American Rescue Plan (ARP) funds.

PEI has been granted funding authority within 2021 RES-083 to offer and allocate one-time grants to Dane County non-profit agencies to bolster their efforts to meet client and community needs for those most impacted by the COVID-19 pandemic. Only Dane County non-profit agencies providing human service were eligible to apply for this grant opportunity. Eligible non-profits did not need to be current DCDHS purchase of service (POS) providers to qualify as the intent of this initiative was to support emerging organizations doing community based work during the pandemic that had not been reimbursed by existing state and local funding to this point. This funding opportunity was not open to public or private schools, other units of state or local government, private sector business, or individuals. The proposed grant design reflects the need to institute programming and supports quickly, and includes flexibility to address the needs of individual not-for-profit agencies.

Grant activities include the following: 1) Expansion of, or needed adaptation to, any current operating expenses; 2) Permanent housing costs not covered by Emergency Rental Assistance funds; 3) Resource linkage or navigation; 4) Food security activities; 5) Direct service materials and supplies; 6) Basic needs allocations to promote safety and wellbeing.

In compliance with 2021 RES-013, the following is the statement of justification, explanation of expected outcomes, and plan for quarterly data collection:

Justification: The on-going pandemic significantly impacted non-profit agencies across Dane County stretching service delivery resources to meet growing community and client needs. One stated purpose of the American Rescue Plan is to allow local governments to assist non-profits to cope with the negative economic consequences of the pandemic. This initiative specifically targets human service non-profit organizations to bolster their service delivery efforts.

This funding does not expressly leverage or require current partnerships in order to execute the activities. The grant period runs through December 31, 2022.

Guidance regarding the ability to utilize American Rescue Plan Act funding for issuance of the Not for Profit Services to Support Communities Impacted by COVID grants was obtained in review of HR1319 - The American Rescue Plan Act of 2021 by the Dane County Department of Administration.

Eligibility: To be eligible for this funding, an agency must be a registered 501(c)(3) or have applied through a fiscal agent that is a registered 501(c)(3), and provide services in

52 Dane County. The minimum grant award was \$50,000 and the maximum was \$250,301.
53 Agencies receiving awards on average serve a population that is 87% low income.
54 Approximately 125,000 Dane County citizens and their families will receive support
55 through the non-profits receiving funding support. Priority was given to small, emerging
56 agencies serving low-income communities or individuals. The impact ranges from
57 meeting the basic needs of families, ensuring food security and housing support,
58 bolstering mental health and AODA agency capacity, and enhancing programs serving
59 and supporting youth, people with disabilities, BIPOC communities, and older adults.

60
61 Reporting: Grantees shall report implementation progress quarterly using an on-line
62 platform prior to the release of the quarterly payment. Grantees will submit a final report
63 by March 1, 2023 that shall summarize numbers served, program activities and service
64 impact, dollars expended, outcomes or the impact their activities had on the community
65 served by the grant activities including the equity challenge addressed.

66
67 Duplication: Pursuant to ARP federal guidance, funds will not be used for this initiative
68 that are otherwise provided for through other pandemic relief.

69
70 All grant awards are under \$100,000 except for the following agencies:

71
72 The Hmong Institute is receiving funds to address inequities in service access due to
73 language and cultural barriers to the Hmong, Cambodian and Tibetan community by
74 providing case management, housing support, resource navigation, and meeting basic
75 needs such as household supplies and food security. Total \$250,301.

76
77 Community Agency Bridging the Gap is receiving funds to build resident leadership in
78 the Allied Drive neighborhood to improve community well-being and connect residents to
79 resources to improve life quality, promote safe and affordable housing, and provide
80 resources to address basic needs during the pandemic. Total of \$150,000. The Center
81 for Community Stewardship will serve as fiscal agent.

82
83 Connecting the Dots with Mattie is receiving funds for street outreach, navigation and
84 support to Dane County's homeless population to "connect the dots" between needs and
85 community resources. The funds will support hotel housing, transportation vouchers,
86 basic need supplies, and food. Total of \$150,000. South Metropolitan Planning Council
87 will serve as the fiscal agent

88
89 EOTO Culturally Rooted is receiving funds for a Peer Support Warmline & Bridging
90 services to allow people experiencing challenges due to COVID-19, mental health,
91 trauma, and/or substance use issues to access professional support in a quick, low
92 barrier manner, and providing peer-to-peer outreach support for Black youth and young
93 adults. Total of \$150,000. The Center for Community Stewardship will serve as fiscal
94 agent.

95
96 Families Back to the Table, Inc. is receiving funds to deliver direct services by volunteers
97 with lived experience to families who need immediate resources to promote stability and
98 address issues of food insecurities, housing set-up, and linkage to resources. Total of
99 \$150,000.

100
101 JFMJ Academy Inc. is receiving funds for utility bill support and food security for low-
102 income women, men, and children by maintaining a tally of parishioner's and other

103 community members who need help with their bills and food. The majority of these
104 individuals hold low-paying jobs or lost employment during the pandemic. Total of
105 \$150,000.

106
107 Vera Court Neighborhood Center/Latino Academy of Workforce Development is
108 receiving funds to address basic needs, food security, and resource navigation for the
109 Latinx population, where 85% of those served by the agency lost employment and were
110 ineligible for most relief funding. This effort will also meet the growing demand for
111 language and skills training needed to regain employment. Total of \$150,000.

112
113 MACH OneHealth is receiving funds to provide outreach and resource linkage for
114 medical, mental health, and AODA services for the unsheltered, homeless population
115 through nurse and street outreach efforts. Total of \$150,000.

116
117 Madison Area Community Land Trust is receiving funds that will help defray ongoing
118 housing costs and improve the quality of life for our low-income residents by connecting
119 them to grants, low interest loans, and affordable repair services. A large percentage of
120 MACLT homeowners have endured economic challenges from COVID-19 including
121 female heads-of-household with children. Total of \$150,000.

122
123 Occupy Madison, Inc. is receiving funds that will create housing stability for over 60
124 people by building additional tiny houses thereby freeing up 23 Conestoga huts. The
125 funds will support operating costs for the first two villages. These funds will stabilize
126 Occupy during a huge growth period. Total of \$150,000

127
128 Progress Center for Black Women is receiving funds to provide basic need, housing,
129 emotional, health and mental health support for BIPOC women with children. The Center
130 addresses these needs by providing a “Black woman centered approach” to providing
131 direct support, education, case management, financial support and help accessing
132 additional resources. Total of \$150,000. The Center for Community Stewardship will
133 serve as fiscal agent.

134
135 Root to Rise, Inc. is receiving funds to provide academic support to BIPOC students to
136 address the educational success gap between white students and students of color that
137 has widened during the COVID-19 pandemic. The initiative will also provide financial
138 literacy training and employability skills. Total of \$150,000.

139
140 Southeast Asian Healing Center is receiving funds to provide in-person group wellness
141 services, case management, transportation and accompaniment to medical and other
142 appointments, health information classes on diabetes, hypertension, and COVID-19
143 precautions, and supportive counseling to the Hmong and Cambodian communities.
144 Total of \$150,000.

145
146 **NOW, THEREFORE, BE IT RESOLVED** that the following contracts be awarded and
147 that the County Executive and the County Clerk are hereby authorized and directed to
148 sign the agreement on behalf of Dane County, and that the Controller is authorized to
149 issue checks for grant issuance to all qualified agencies identified by the Department to
150 receive funding under this initiative.

151
152 Vendor Amount
153 The Hmong Institute Incorporated \$250,301

154		
155	Center for Community Stewardship/Community Agency Bridging the Gap LLC	\$150,000
156	South Metropolitan Planning Council/Connecting the Dots with Mattie, Inc.	\$150,000
157	Center for Community Stewardship/EOTO, LLC	\$150,000
158	Families Back to the Table, Inc.	\$150,000
159	JFMJ Academy, Inc.	\$150,000
160	Vera Court Neighborhood Center, Inc./Latino Academy of Workforce	
161	Development, Inc.	\$150,000
162	Madison Area Care for the Homeless (MACH) OneHealth, Inc.	\$150,000
163	Madison Area Community Land Trust	\$150,000
164	Occupy Madison, Inc.	\$150,000
165	Center for Community Stewardship/Progress Center for Black Women	\$150,000
166	Root to Rise, Inc.	\$150,000
167	Southeast Asian Healing Center, Incorporated	\$150,000
168		

American Rescue Plan Not For Profit Grant Agreement
between
Dane County Department of Human Services and
Center for Community Stewardship, Inc.

I. Overview:

The ongoing COVID-19 pandemic has significantly affected non-profit agencies across Dane County, stretching service delivery resources to meet growing community and client needs. One purpose of the American Rescue Plan is to allow local governments to assist non-profits to bolster their service delivery efforts to low-income communities and clients most affected by the pandemic.

The Prevention and Early Intervention (PEI) Division of Dane County Dept of Human (DCDHS) shall manage and oversee reporting for this one-time grant to be delivered by the agency listed above, hereto referred to as PROVIDER.

II. Service Delivery:

PROVIDER for this Grant Agreement is a fiscal agent working with *EOTO, LLC Culturally Rooted* to deliver the services outlined in this section. PROVIDER is responsible for the terms herein:

A) PROVIDER shall address the following COVID related need and equity opportunity:

COVID-19 exacerbated existing needs and inequities within local disenfranchised communities. Grassroots organizations, like EOTO, quickly pivoted to fill urgent requests for assistance ranging from basic needs to mental health/substance use support. EOTO focuses on supporting Black youth, young adults, families, and men. EOTO provides compassionate and nonjudgmental support from individuals with shared cultural identities and lived experiences. EOTO promotes equity by uplifting the voice of lived experience and investing in the communities most impacted by issues to create equitable and culturally informed solutions.

B) PROVIDER shall deliver the following services:

Peer Support Warmline & Bridging services allow people experiencing challenges due to COVID-19, mental health, trauma, and/or substance use issues to access professional support in a quick, low barrier manner. The Warmline service provides telehealth peer support (including crisis stabilization, social-emotional support, resource & system navigation, etc.) Peers are able to access support with no prior contact or referral.

Bridging Service assists peers who are on enrollment waitlists or otherwise waiting to be connected to long-term therapeutic services. Certified Peer Specialists provide immediate support in the interim. Peers connect to Bridging Services via self and agency/program referrals.

BYAYA! Street Team provides peer-led outreach and engagement, basic needs & wellness resource request intake and distribution, and referrals to Peer Support Warmline services. BYAYA! Program participants will provide direct outreach and resource support to our target demographic while gaining valuable education and professional experience that will increase their own level of employability. In addition to basic needs, EOTO offers youth employment and life readiness skill development for Black youth and young adults such as organizing and prioritizing tasks, problem-solving, developing a better understanding of current situations and how to respond, stress management, and developing plans to address unmet needs.

Collaborative Learning/Uplifting the Voices of Lived Experience participant stipends. EOTO Culturally Rooted will participate in two (2) highly impactful learning communities. EOTO will support participant engagement and inclusion of authentic youth and young adult voices and experiences in our program development process.

YouthMOVE National will participate in a six (6) month national cohort to work plan and implement a Youth Peer Support program curriculum and model of service. Stipends will offset costs of participation for cohort members.

C) The PROVIDER services shall have the following impact on the community served:

Impacts include ongoing engagement with BYAYA! (Black Youth & Young Adults) street team members. This engagement includes life and job readiness skills, social-emotional learning, involvement in peer-to-peer supportive community and activities.

Peer Warmline & Bridging serve impacts include maintenance of current and development of new referral channels with long-term service providers/programs & community members with the highest level of needs.

Local community members who self-identify as Black/BIPOC reporting continued or increased feelings of trust, connection, and belonging within EOTO services and program offerings.

D) Number of individuals to be served: 1000

III. Program Reporting Requirements:

PROVIDER shall report quarterly service activities using an online platform. DCDHS will send a link to the PROVIDER agency contact by the 1st day of the month following the end of the quarter. The report will be due the 15th day of the month. The reporting schedule is outlined in section IV. E. below. In addition, PROVIDER shall summarize service impact and outcomes in the final report due March 1, 2023.

PROVIDER shall report on a quarterly basis:

- A. Number of individuals served that quarter
- B. Summary of service grant activities delivered thus far

IV. Fund Distribution:

- A. PROVIDER award amount is \$150,000
- B. Payments will be distributed quarterly for providers in lump sum amounts dependent on the total grant award.
 - a. Grant awardees receiving awards \$100,000 and above will be paid an initial 25% funds distribution and qualify for additional quarterly distributions, at the 25% distribution level, based on successful completion of quarterly reporting. Quarterly distributions will be paid until the total grant award is met but no later than for service delivery ending December 31, 2022.
 - b. Grant awardees receiving awards below \$100,000 will be paid an initial 50% funds distribution and qualify for an additional 50% distribution to equal the grant total upon completion of quarterly reporting. The covered service period for this grant award is for service delivery ending no later than December 31, 2022.
 - c. The quarterly payment schedule will apply to all grant awardees who will receive grants in the fourth calendar quarter of 2021. After the first lump sum payment, funding will be distributed to eligible awardees based on successful program reporting according to the following quarterly payment processing schedule. Payments will be received by awardees within 10 days of payment processing.
 - d. The first distribution will be processed on or around December 1, 2021.
 - e. Payment schedule:

Service Report Period	Service Report Due Date	Payment Process Date
Q1: 12/1/2021 – 3/31/2022	4/15/2022	5/1/2022 (if qualified)
Q2: 4/1/2022 – 6/30/2022	7/15/2022	8/1/2022 (if qualified)
Q3: 7/1/2022 – 9/30/2022	10/15/2022	11/1/2022 (if qualified)
Q4: 10/1/2022 – 12/31/2022	1/15/2023	2/1/2023 (if qualified)
Final Summary report	3/1/2023	

V. Commencement Date

PROVIDER shall commence services upon execution of the contract and receipt of first payment.

VI. End Date

PROVIDER shall render all services by 12/31/2022. This is a one-time grant and is not subject for renewal.

VII. Non-Discrimination

During the term of this Agreement, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person,

whether a recipient of services (actual or potential) or an employee or applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s).

PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this paragraph. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.

VIII. Contacts

Direct questions regarding programming to Connie Bettin, PEI Division Administrator at bettin@countyofdane.com.

Direct questions regarding fund distribution to Lisa Breunig, Accountant at Breunig.Lisa@countyofdane.com.

IN WITNESS WHEREOF, DCDHS and PROVIDER, by their respective authorized agents, have caused this Agreement to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

FOR PROVIDER:

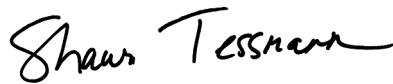
Date Signed: 10/27/21 Signature: 

Print Name and Title of Authorized Agent: Lisa Dugdale, Executive Director

Date Signed: _____ Signature: _____

Print Name and Title of Authorized Agent: _____

FOR DCDHS:

Date Signed: 10/28/2021 
SHAWN TESSMANN, Director of Human Services
(when applicable)

Date Signed: _____

JOE PARISI, County Executive
(when applicable)

Date Signed: _____

SCOTT MCDONELL, County Clerk
(when applicable)

Additional PROVIDER Information for Federal Reporting

Please respond to the two questions below. Responses are for reporting purposes only.

- 1. Location (address) of service delivery, if different than PROVIDER address.

N/A

- 2. PROVIDER eligibility criteria is such that the primary intended beneficiaries earn less than 60% of the average median income for Dane County. See table for assistance with this question.

Household size	60% of Median Income of Dane County
1	\$43,320
2	\$49,500
3	\$55,680
4	\$61,860
5	\$66,840
6	\$71,760

(Check yes or no)

YES NO

Dane County Contract Cover Sheet

Revised 06/2021

Res 206
Significant

BAF # _____
Acct: Breunig
Mgr: Bettin
Budget Y/N: n

Dept./Division	Human Services / PEI		
Vendor Name	Center for Community Stewardship, Inc. fiscal agent for Community Agency Bridging the Gap LLC	MUNIS #	18010
Brief Contract Title/Description	New Grant Agreement for ARP - NFP		
Contract Term	12/1/2021 - 12/31/2022		
Contract Amount	\$ 150,000.00		

Contract # Admin will assign	14515
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input checked="" type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Spring Larson, Contract Coordination Assistant	Name	Lisa Dugdale
Phone #	608-242-6391	Phone #	608-212-2451
Email	dcdhscontracts@countyofdane.com	Email	ldugdale@community-stewardship.org
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$11,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$11,000 – \$37,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$37,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$37,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$37,000 (N/A to Public Works)	
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	

MUNIS Req.	Req #	Org:	Obj:	Proj:
	Year	Org:	Obj:	Proj:

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000 (\$40,000 PW)	<input type="checkbox"/> Contract does not exceed \$100,000 (\$40,000 Public Works)	Res #	206
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 (\$40,000 Public Works) – resolution required.	Year	2021
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL
Dept. Head / Authorized Designee
<i>Shawn Tessmer</i>

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel
<i>Greg Brockmeyer</i>	Dh 10/18/21

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached		
DOA:	Date In: 11/4/21	Date Out: _____
<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management		

Goldade, Michelle

From: Goldade, Michelle
Sent: Monday, November 8, 2021 12:38 PM
To: Hicklin, Charles; Rogan, Megan; Lowndes, Daniel
Cc: Oby, Joe
Subject: Contract #14515
Attachments: 14515.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 11/8/2021 2:06 PM	Approve: 11/8/2021 2:06 PM
	Rogan, Megan	Read: 11/8/2021 12:44 PM	Approve: 11/8/2021 12:44 PM
	Lowndes, Daniel	Read: 11/8/2021 3:15 PM	Approve: 11/8/2021 3:15 PM
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #14515
Department: Human Services
Vendor: Center for Community Stewardship (fiscal agent for Community Agency Bridging the Gap LLC)
Contract Description: One-time grant using ARP funds (Res 206)
Contract Term: 12/1/21 – 12/31/22
Contract Amount: \$150,000

Thanks much,
Michelle

Michelle Goldade
Administrative Manager
Dane County Department of Administration
Room 425, City-County Building
210 Martin Luther King, Jr. Boulevard
Madison, WI 53703
PH: 608/266-4941
Fax: 608/266-4425
TDD: Call WI Relay 711

Please note: I am currently working a modified schedule in accordance with COVID 19 response guidelines. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

2021 RES-206

**AWARDING CONTRACTS TO NON PROFIT ARP GRANT RECIPIENTS
FOR DIRECT CLIENT AND COMMUNITY SERVICE
DCDHS – PEI DIVISION**

Dane County Department of Human Services' (DCDHS) Prevention and Early Intervention Division (PEI) is seeking authority to award contracts in excess of \$100,000 to thirteen (13) non-profit agencies providing services to communities impacted by COVID-19. These one-time grants are the result of a grant-making process using American Rescue Plan (ARP) funds.

PEI has been granted funding authority within 2021 RES-083 to offer and allocate one-time grants to Dane County non-profit agencies to bolster their efforts to meet client and community needs for those most impacted by the COVID-19 pandemic. Only Dane County non-profit agencies providing human service were eligible to apply for this grant opportunity. Eligible non-profits did not need to be current DCDHS purchase of service (POS) providers to qualify as the intent of this initiative was to support emerging organizations doing community based work during the pandemic that had not been reimbursed by existing state and local funding to this point. This funding opportunity was not open to public or private schools, other units of state or local government, private sector business, or individuals. The proposed grant design reflects the need to institute programming and supports quickly, and includes flexibility to address the needs of individual not-for-profit agencies.

Grant activities include the following: 1) Expansion of, or needed adaptation to, any current operating expenses; 2) Permanent housing costs not covered by Emergency Rental Assistance funds; 3) Resource linkage or navigation; 4) Food security activities; 5) Direct service materials and supplies; 6) Basic needs allocations to promote safety and wellbeing.

In compliance with 2021 RES-013, the following is the statement of justification, explanation of expected outcomes, and plan for quarterly data collection:

Justification: The on-going pandemic significantly impacted non-profit agencies across Dane County stretching service delivery resources to meet growing community and client needs. One stated purpose of the American Rescue Plan is to allow local governments to assist non-profits to cope with the negative economic consequences of the pandemic. This initiative specifically targets human service non-profit organizations to bolster their service delivery efforts.

This funding does not expressly leverage or require current partnerships in order to execute the activities. The grant period runs through December 31, 2022.

Guidance regarding the ability to utilize American Rescue Plan Act funding for issuance of the Not for Profit Services to Support Communities Impacted by COVID grants was obtained in review of HR1319 - The American Rescue Plan Act of 2021 by the Dane County Department of Administration.

Eligibility: To be eligible for this funding, an agency must be a registered 501(c)(3) or have applied through a fiscal agent that is a registered 501(c)(3), and provide services in

52 Dane County. The minimum grant award was \$50,000 and the maximum was \$250,301.
53 Agencies receiving awards on average serve a population that is 87% low income.
54 Approximately 125,000 Dane County citizens and their families will receive support
55 through the non-profits receiving funding support. Priority was given to small, emerging
56 agencies serving low-income communities or individuals. The impact ranges from
57 meeting the basic needs of families, ensuring food security and housing support,
58 bolstering mental health and AODA agency capacity, and enhancing programs serving
59 and supporting youth, people with disabilities, BIPOC communities, and older adults.

60
61 Reporting: Grantees shall report implementation progress quarterly using an on-line
62 platform prior to the release of the quarterly payment. Grantees will submit a final report
63 by March 1, 2023 that shall summarize numbers served, program activities and service
64 impact, dollars expended, outcomes or the impact their activities had on the community
65 served by the grant activities including the equity challenge addressed.

66
67 Duplication: Pursuant to ARP federal guidance, funds will not be used for this initiative
68 that are otherwise provided for through other pandemic relief.

69
70 All grant awards are under \$100,000 except for the following agencies:

71
72 The Hmong Institute is receiving funds to address inequities in service access due to
73 language and cultural barriers to the Hmong, Cambodian and Tibetan community by
74 providing case management, housing support, resource navigation, and meeting basic
75 needs such as household supplies and food security. Total \$250,301.

76
77 Community Agency Bridging the Gap is receiving funds to build resident leadership in
78 the Allied Drive neighborhood to improve community well-being and connect residents to
79 resources to improve life quality, promote safe and affordable housing, and provide
80 resources to address basic needs during the pandemic. Total of \$150,000. The Center
81 for Community Stewardship will serve as fiscal agent.

82
83 Connecting the Dots with Mattie is receiving funds for street outreach, navigation and
84 support to Dane County's homeless population to "connect the dots" between needs and
85 community resources. The funds will support hotel housing, transportation vouchers,
86 basic need supplies, and food. Total of \$150,000. South Metropolitan Planning Council
87 will serve as the fiscal agent

88
89 EOTO Culturally Rooted is receiving funds for a Peer Support Warmline & Bridging
90 services to allow people experiencing challenges due to COVID-19, mental health,
91 trauma, and/or substance use issues to access professional support in a quick, low
92 barrier manner, and providing peer-to-peer outreach support for Black youth and young
93 adults. Total of \$150,000. The Center for Community Stewardship will serve as fiscal
94 agent.

95
96 Families Back to the Table, Inc. is receiving funds to deliver direct services by volunteers
97 with lived experience to families who need immediate resources to promote stability and
98 address issues of food insecurities, housing set-up, and linkage to resources. Total of
99 \$150,000.

100
101 JFMJ Academy Inc. is receiving funds for utility bill support and food security for low-
102 income women, men, and children by maintaining a tally of parishioner's and other

103 community members who need help with their bills and food. The majority of these
104 individuals hold low-paying jobs or lost employment during the pandemic. Total of
105 \$150,000.

106
107 Vera Court Neighborhood Center/Latino Academy of Workforce Development is
108 receiving funds to address basic needs, food security, and resource navigation for the
109 Latinx population, where 85% of those served by the agency lost employment and were
110 ineligible for most relief funding. This effort will also meet the growing demand for
111 language and skills training needed to regain employment. Total of \$150,000.

112
113 MACH OneHealth is receiving funds to provide outreach and resource linkage for
114 medical, mental health, and AODA services for the unsheltered, homeless population
115 through nurse and street outreach efforts. Total of \$150,000.

116
117 Madison Area Community Land Trust is receiving funds that will help defray ongoing
118 housing costs and improve the quality of life for our low-income residents by connecting
119 them to grants, low interest loans, and affordable repair services. A large percentage of
120 MACLT homeowners have endured economic challenges from COVID-19 including
121 female heads-of-household with children. Total of \$150,000.

122
123 Occupy Madison, Inc. is receiving funds that will create housing stability for over 60
124 people by building additional tiny houses thereby freeing up 23 Conestoga huts. The
125 funds will support operating costs for the first two villages. These funds will stabilize
126 Occupy during a huge growth period. Total of \$150,000

127
128 Progress Center for Black Women is receiving funds to provide basic need, housing,
129 emotional, health and mental health support for BIPOC women with children. The Center
130 addresses these needs by providing a "Black woman centered approach" to providing
131 direct support, education, case management, financial support and help accessing
132 additional resources. Total of \$150,000. The Center for Community Stewardship will
133 serve as fiscal agent.

134
135 Root to Rise, Inc. is receiving funds to provide academic support to BIPOC students to
136 address the educational success gap between white students and students of color that
137 has widened during the COVID-19 pandemic. The initiative will also provide financial
138 literacy training and employability skills. Total of \$150,000.

139
140 Southeast Asian Healing Center is receiving funds to provide in-person group wellness
141 services, case management, transportation and accompaniment to medical and other
142 appointments, health information classes on diabetes, hypertension, and COVID-19
143 precautions, and supportive counseling to the Hmong and Cambodian communities.
144 Total of \$150,000.

145
146 **NOW, THEREFORE, BE IT RESOLVED** that the following contracts be awarded and
147 that the County Executive and the County Clerk are hereby authorized and directed to
148 sign the agreement on behalf of Dane County, and that the Controller is authorized to
149 issue checks for grant issuance to all qualified agencies identified by the Department to
150 receive funding under this initiative.

151
152 Vendor Amount
153 The Hmong Institute Incorporated \$250,301

154		
155	Center for Community Stewardship/Community Agency Bridging the Gap LLC	\$150,000
156	South Metropolitan Planning Council/Connecting the Dots with Mattie, Inc.	\$150,000
157	Center for Community Stewardship/EOTO, LLC	\$150,000
158	Families Back to the Table, Inc.	\$150,000
159	JFMJ Academy, Inc.	\$150,000
160	Vera Court Neighborhood Center, Inc./Latino Academy of Workforce	
161	Development, Inc.	\$150,000
162	Madison Area Care for the Homeless (MACH) OneHealth, Inc.	\$150,000
163	Madison Area Community Land Trust	\$150,000
164	Occupy Madison, Inc.	\$150,000
165	Center for Community Stewardship/Progress Center for Black Women	\$150,000
166	Root to Rise, Inc.	\$150,000
167	Southeast Asian Healing Center, Incorporated	\$150,000
168		

American Rescue Plan Not For Profit Grant Agreement
between
Dane County Department of Human Services and
Center for Community Stewardship, Inc.

I. Overview:

The ongoing COVID-19 pandemic has significantly affected non-profit agencies across Dane County, stretching service delivery resources to meet growing community and client needs. One purpose of the American Rescue Plan is to allow local governments to assist non-profits to bolster their service delivery efforts to low-income communities and clients most affected by the pandemic.

The Prevention and Early Intervention (PEI) Division of Dane County Dept of Human (DCDHS) shall manage and oversee reporting for this one-time grant to be delivered by the agency listed above, hereto referred to as PROVIDER.

II. Service Delivery:

PROVIDER for this Grant Agreement is a fiscal agent working with *Community Agency Bridging the Gap LLC (CABG)* to deliver the services outlined in this section. PROVIDER is responsible for the terms herein:

A) PROVIDER shall address the following COVID related need and equity opportunity:

CABG addresses community economic and health stressors related to COVID-19. The current mental and emotional health challenges in the community are increasingly leading to individuals and families in crisis. Families lack access to mental health services due to long waiting periods and a lack of trust or connection. Those served within the targeted population are dealing with various health inequities including poverty, food and housing insecurities, racism and other poignant social and emotional challenges and are either hesitant to seek support, and/or discontinue after the initial intake session. There is a need to offer accessible, free, timely, neighborhood-based, culturally responsive crisis support in order to prevent subsequent homelessness, unemployment, violence, and psychological trauma.

CABG builds resident leadership and collective action to improve community well-being through a resident-lead Crisis Support Service by training and hiring Allied neighborhood residents to engage in outreach work. This program offers emotional support, connecting residents to resources to improve their quality of life including safe and affordable housing and resources to address basic needs. The program improves cultural responsiveness by supporting cultural identity of community members through developing relationships to trusted community resources.

B) PROVIDER shall deliver the following services:

CABG serves more than 150 families, helping to keep them out of crisis by preventing hunger, homelessness, unemployment, illness due to COVID 19, violence and emotional support to mitigate mental health crises. PROVIDER will maintain and increase services utilizing additional peer support specialists that reflect the community. Staffing consists of a full-time Executive Director who is also a Peer Support Specialist, Community Health Worker and Alcohol and Substance abuse counselor providing direct service, a part-time Clinical Director who is a PhD Psychologist providing short-term mental health counseling, and two half-time Outreach Workers who are Community Health Workers or Peer Support Specialists. All staff are engaged in direct service work. CABG hires culturally competent outreach workers that live and work in the community they are serving. CABG will provide emotional support, critical short-term basic and household needs, bilingual printed educational materials and access to trusted resources helping to keep our community members out of crisis and strengthen the community as a whole.

C) The PROVIDER services shall have the following impact on the community served:

1. To provide support and resources in order to stabilize at least 250 individuals/families between December 2021 and December 2022.
2. To enable individuals to learn new skills and behaviors and how to access resources in order to prevent future crisis and maintain stability in their lives and more optimal mental health.
3. To establish a partnership with accessible, trusted and culturally competent resources in the areas of mental health, basic needs (food security, housing) in addition to other resources such as utilities, employment, respite care etc.
4. Decrease in self harm, domestic abuse and overdose incidents in the community

D) Number of individuals to be served: 250

III. Program Reporting Requirements:

PROVIDER shall report quarterly service activities using an online platform. DCDHS will send a link to the PROVIDER agency contact by the 1st day of the month following the end of the quarter. The report will be due the 15th day of the month. The reporting schedule is outlined in section IV. E. below. In addition, PROVIDER shall summarize service impact and outcomes in the final report due March 1, 2023.

PROVIDER shall report on a quarterly basis:

- A. Number of individuals served that quarter
- B. Summary of service grant activities delivered thus far

IV. Fund Distribution:

- A. PROVIDER award amount is \$150,000
- B. Payments will be distributed quarterly for providers in lump sum amounts dependent on the total grant award.
 - a. Grant awardees receiving awards \$100,000 and above will be paid an initial 25% funds distribution and qualify for additional quarterly distributions, at the 25% distribution level, based on successful completion of quarterly reporting. Quarterly distributions will be paid until the total grant award is met but no later than for service delivery ending December 31, 2022.
 - b. Grant awardees receiving awards below \$100,000 will be paid an initial 50% funds distribution and qualify for an additional 50% distribution to equal the grant total upon completion of quarterly reporting. The covered service period for this grant award is for service delivery ending no later than December 31, 2022.
 - c. The quarterly payment schedule will apply to all grant awardees who will receive grants in the fourth calendar quarter of 2021. After the first lump sum payment, funding will be distributed to eligible awardees based on successful program reporting according to the following quarterly payment processing schedule. Payments will be received by awardees within 10 days of payment processing.
 - d. The first distribution will be processed on or around December 1, 2021.
 - e. Payment schedule:

Service Report Period	Service Report Due Date	Payment Process Date
Q1: 12/1/2021 – 3/31/2022	4/15/2022	5/1/2022 (if qualified)
Q2: 4/1/2022 – 6/30/2022	7/15/2022	8/1/2022 (if qualified)
Q3: 7/1/2022 – 9/30/2022	10/15/2022	11/1/2022 (if qualified)
Q4: 10/1/2022 – 12/31/2022	1/15/2023	2/1/2023 (if qualified)
Final Summary report	3/1/2023	

V. Commencement Date

PROVIDER shall commence services upon execution of the contract and receipt of first payment.

VI. End Date

PROVIDER shall render all services by 12/31/2022. This is a one-time grant and is not subject for renewal.

VII. Non-Discrimination

During the term of this Agreement, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s).

PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this paragraph. The listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.


VIII. Contacts

Direct questions regarding programming to Connie Bettin, PEI Division Administrator at bettin@countyofdane.com.

Direct questions regarding fund distribution to Lisa Breunig, Accountant at Breunig.Lisa@countyofdane.com.

IN WITNESS WHEREOF, DCDHS and PROVIDER, by their respective authorized agents, have caused this Agreement to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

FOR PROVIDER:


Date Signed: 10/27/21 Signature: 

Print Name and Title of Authorized Agent: Lisa Dugdale, Executive Director

Date Signed: _____ Signature: _____

Print Name and Title of Authorized Agent: _____

FOR DCDHS:

Date Signed: 10/28/2021 
SHAWN TESSMANN, Director of Human Services
(when applicable)

Date Signed: _____

JOE PARISI, County Executive
(when applicable)

Date Signed: _____

SCOTT MCDONELL, County Clerk
(when applicable)

Additional PROVIDER Information for Federal Reporting

Please respond to the two questions below. Responses are for reporting purposes only.

1. Location (address) of service delivery, if different than PROVIDER address.

N/A

2. PROVIDER eligibility criteria is such that the primary intended beneficiaries earn less than 60% of the average median income for Dane County. See table for assistance with this question.

(Check yes or no)

YES NO

Household size	60% of Median Income of Dane County
1	\$43,320
2	\$49,500
3	\$55,680
4	\$61,860
5	\$66,840
6	\$71,760