



Centre County CARES Act COVID-19 County Relief Block Grant (CRBG) Non-Profit FAQ's

CARES Act COVID-19 County Relief Block Grant (CRBG Background):

Where did the money come from for these grants?

The CARES Act was signed into law by the President on March 27, 2020 and provides funding for a variety of programs intended to alleviate the impact of COVID-19. Section 5001 of the CARES Act established the Coronavirus Relief Fund which offsets necessary expenditures incurred due to the COVID-19 public health emergency.

Why is it called a block grant?

Act 24 of 2020 was signed by Governor Wolf on May 29, 2020. This legislation provides \$625 million in CARES Act Coronavirus Relief funding by means of block grants for counties in the commonwealth through the Department of Community and Economic Development (DCED).

What is the total amount that Centre County received?

Centre County received \$14,664,804 million in block grant funding.

How will the total amount be used in Centre County?

The money will be used for a variety of ways to support Centre County organizations that have been impacted by the COVID-19 pandemic. Some funds will be given to:

- Non-profits
- Tourism entities
- Small business grants
- Municipalities
- Internal COVID 19 expenses to ensure safety at Centre County Government
- Educational institutions

Is this considered a grant or a loan?

This is a non-profit grant and does NOT require any pay back. There is no matching-funds requirement for this grant.

Are there any focus or priority areas that will be considered for this non-profit grant?

Organizations engaged in food distribution, behavioral health, county fairs, or tourism will receive a higher priority based on Department of Community and Economic Development (DCED) suggested guidelines.

Who is Eligible to apply?

- Organizations that are and/or were negatively impacted by COVID-19, including loss of revenue.
- Organizations must be physically located in Centre County.
- Organizations must deliver services in Centre County.
- Organizations must be a 501(c) 3 or 501(c) 19 (Per Act 24) in Centre County.
- Organizations that have accepted or received funding from the Paycheck Protection Program or Economic Injury Disaster Loan are eligible, but the level of funding received may impact the applicant's competitiveness. They will not be the first round of checks cut from Centre County Government.
- Organizations that are not delinquent in federal or state taxes.

Who is Ineligible to apply?

- Government-owned entities.
- Organizations **not** physically located in Centre County.
- For-profit businesses.
- Organizations not delivering services in Centre County.
- Organizations primarily engaged in lobbying or political activities.
- Organizations that did not receive revenue loss due to the COVID-19 pandemic and/or organizations that have no additional costs associated with the COVID-19 pandemic.
- Private clubs/organizations that limit membership for reasons other than capacity.
- Organizations NOT compliant with all federal, state & local laws, including taxation.
- Organizations that are delinquent in the payment of real estate taxes.

What is the timeframe for this non-profit grant application process? What are some other details?

Non-profits will have fourteen (14) full days to apply.

Date	Process
September 14 , 2020	Grant application opens at 9:00 am
September 28, 2020	Grant application closes at 5:00 pm
Early to mid-October 2020	Grant awards announced Grants will be offered in priority rounds. <ul style="list-style-type: none">• First round of awards will be to applicants who have NOT received any other CARES Act funding (*).• Second round of awards will be to applicants who have received any other CARES Act funding (*).• Third round of awards will occur if funds are still available.
December 30, 2020	Deadline for spending grant funds

(*) NOTE: Priority for this CARES Act COVID-19 County Relief Block Grant (CRBG) Program will be given to businesses that have not received previous COVID-19 funding grants such as CARES Act Paycheck Protection Program (PPP) or CARES Act Economic Injury Disaster Loan (EIDL)/Advance Program.

If I received other CARES Act funds, am I still eligible to apply?

Yes, if your non-profit received CARES Act Paycheck Protection Program assistance and/or CARES Act Economic Injury Disaster Advance or Loan Program assistance. Unemployment Compensation, or any other federal programs, you are still eligible to apply, but you must identify that you received the funds.

What are the grant application and review procedures?

All applications must be completed online by September 28th, 2020 at 5:00 pm. Data from the application will be used by Centre Foundation to review and assist in the prioritization process. Decisions will be made by the Centre County Commissioners. Applications will be evaluated based upon the applicant's need for funding, community impact, the key focus areas of the CARES Act Funding and the ability to spend program funds within established guidelines.

Why is Centre County Government partnering with the Centre Foundation for this process?

This grant funding is provided through a very short timeframe, the Centre Foundation has had experience in supporting other CARES ACT grant programs. They also have a strong connection with the non-profit organizations in Centre County. Centre Foundation will serve as the point of contact for assistance with this grant application.

- Centre Foundation email is: grants@centre-foundation.org
- Centre Foundation phone number is: 814.237.6229
- Please note, Centre Foundation staff is currently working remotely, so email will be a more efficient and quicker way of receiving help and support.

Do I have to complete the application all at once?

No. You can create an account in order to save the progress of your application as you work. You are not required to set up an account to complete the application, but you will not be able to save your work unless you have an account. Centre Foundation is using [Formsite.com](https://www.formsite.com) to host the application. Formsite.com contains their own privacy policy and terms of use for Formsite.com account holders.

Are all nonprofit organizations eligible for funding? 501c3, 501c4, 501c6?

Per Act 24 of 2020, 501(c)4 and 501(c)6 organizations are not a permitted recipient of the CARES Act funding.

Is a church eligible for reimbursement of its COVID-related costs for cleaning, equipment, and professional service costs to provide virtual worship services?

If a church is organized as a 501c3 nonprofit, and has eligible expenditures associated with the pandemic, per the federal and state guidance, they would be eligible.

If I receive a grant, what are the procedures for accessing the funds?

1. Successful applicants will be notified of their grant and will be expected to sign a contract with Centre County Government committing to the proper expenditure of funds. All funds must be fully expended by Wednesday, December 30, 2020.
2. You will receive a physical check to the address you provide on the application. There will not be ACH or other payment options available.

Is this considered taxable income?

Generally any entity that has IRS tax exempt status, will not be required to treat the grant as taxable income. You will need to complete a W-9 during the application process. Entities should consult with their tax advisors on any questions. You will receive a 1099 for this income.

Can businesses apply during this application process?

No, currently that application process closed on 9/11/2020 at 5:00 pm. We are uncertain if there will be another application process open for small businesses.

Do Municipalities apply during this application process?

No, Centre County municipalities should not apply during this application process. You will be notified through a separate process.

Uses of this Grant Funding:

Eligibility:

Per current statutory provisions and federal and Commonwealth guidance relating to Pennsylvania Act 24 of 2020 (“Act 24”), the Pennsylvania COVID-19 – County Relief Block Grant Program, and the federal Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) Coronavirus Relief Fund provisions, funds can be used to cover working capital costs necessary to maintain operations during the COVID-19 public health crisis. Applicants are required to provide details as to how it will use the award. In addition, grant funding can be used by the nonprofit for costs of items needed to operate safely during COVID-19 and meet public health requirements (masks, barriers, signage, gloves, etc.) to the extent not compensated by another funding program. The money awarded will go to non-profits who have been negatively affected by COVID-19. Money from the grants can be used for a number of approved uses.

What are eligible expenses?

- Offsetting the cost of COVID-19 direct response, planning and outreach efforts, including the purchase of Personal Protective Equipment (PPE).
- Lost Revenue
- Rent
- Mortgage Interest
- Utility Bills
- Cable
- Internet
- Phone
- Spoilage-any materials that could not be used due to closures, etc.
- Personal Protective Equipment (PPE) purchases
- Cleaning Supplies
- Unemployment Compensation costs
- Any cost associated with the preparation of the non-profit to mitigate the spread of COVID-19.

What are ineligible expenses?

Ineligible expenses include but are not limited to the following:

- Expenses not related to the COVID-19 public emergency.
- Expenses incurred outside of the March 1 to December 30, 2020 timeframe.

Do the Centre County Commissioners have the authority to ask for the funding back if they have knowledge the funds were not used for the intended purposes? What happens if I use the grant money for ineligible expenses?

The Treasury Department would seek to recoup the funds from the government that received the payment directly from the Treasury Department. State, territorial, local, and Tribal governments receiving funds from Treasury should ensure that funds transferred to other entities, whether pursuant to a grant program or otherwise, are

used in accordance with section 601(d) of the Social Security Act as implemented in the Guidance. The Commonwealth would seek repayment from the County and the County would seek repayment from its sub-recipients. If the funds are used for ineligible expenses, Centre County Government has the right to ask for the monies to be returned along potential fines/charges that we receive from the Department of Community and Economic Development (DCED) and or the U.S. Treasury

Are technology purchases for teleworking eligible expenses?

Yes, as long as the teleworking was to mitigate or assist with the COVID-19 outbreak.

Behavioral Health Considerations:

Does this grant allow non-profits to assist in improving behavioral health services? For example, are tele-health or physical structure changes included to provide services?

Fund payments may be used only for expenditures necessary to address the current COVID-19 public health emergency. For example, it could be used for treatment, current safety measures to mitigate the spread of the COVID-19 virus, or to increase the organization's ability to provide tele-health during the current COVID 19 Pandemic.

County Fairs:

Our County Fair was cancelled this year due to COVID-19. The fairgrounds also operate our Convention Center which had to cancel most, if not all, venues. Would a grant to the fairgrounds qualify under these?

Yes, per Act 24 of 2020, it would qualify as an entity eligible for funding.

Records, Record Keeping and Documentation:

Will I have to submit any follow-up records of how I spent the funds from this non-profit grant?

We are not requiring any follow-up documentation from this grant.

What documentation do I need to submit with this application?

- General non-profit information (EIN, type of non-profit entity, other non-profit related information.)
- Income statement for March 1, 2019 through July 31, 2019 and also from March 1, 2020 through July 31, 2020.
- If you expect future loss from August 1, 2020 through December 30, 2020.
- Your latest 990 tax return.
- [Form W-9](#)
- IRS Letter of Determination for your organization
- Explanation of the impact of COVID-19 on your non-profit.

Will the information about who receives this grant funding and amount be public?

Yes, it will be available on Centre County Government's website.

Is the information that I provide subject to Right to Know Requests?

Yes the information may be subject to Right to Know Requests.

What are the Compliance, Reporting, Right to Know and Auditing Standards applicable for this grant?

Fund payments are subject to the requirements in the Uniform Guidance (2 C.F.R. Part 200) applicable to federal financial assistance, including 2 C.F.R. § 200.303 regarding internal controls, 2 C.F.R. §§ 200.330 through 200.332 regarding sub recipient monitoring and management, and Subpart F regarding audit requirements.

Will I have to submit additional records in the future?

Please retain all business records for five (5) years regarding this grant. Although we do not anticipate that you will need to supply additional records, if Centre County is audited by the U.S. Treasury or others, there may be a need to request additional information.