



COVID-19 COUNTY RELIEF BLOCK GRANT PROGRAM MUNICIPAL ASSISTANCE APPLICATION

FULLY COMPLETE ALL SECTIONS

Project Overview

Organization Name:

One-line Description of Project:

Address of Project Site:

Chief Official's Name and Title:

Grant Administrator/Project Contact (must be employed by the applying organization)

Contact Name and Title:

Organization Name:

Address:

City, State, Zip code:

Phone:

Email:

Budget Overview

a. COVID-19 County Relief Block Grant Program Request:

b. Federal funds committed to project

c. State funds committed to project

d. Local funds committed to project

e. Private/other funds committed to project

f. Subtotal of non-County funds committed to project (lines b+c+d+e)

g. Please indicate if other County funds are committed to the project:

Source

h. Total Project Cost:

Has this project received past Northampton County funds? Yes No Amount:
Year:

Will you accept an award less than the amount requested? Yes No

Have you received any COVID-19 relief funding from federal, state, or local sources for this project? Yes No

If yes, from what program did you receive funds?
How much?

The grant contract will run until December 30, 2020.

1. Project Narrative

Describe the project concisely. Include the scope of work, how the funds will be spent, and the time frame of the project. Identify the need, describe how this project meets the need, and the benefit to the community. Use 500 words or less in the space below.

2. Project Budget, Budget Narrative and Attachments

Use the space below to provide the budget narrative. Please complete and attach the COVID-19 County Relief Block Grant Sources and Uses Budget spreadsheet (separate excel document). Your written narrative should be concise and fully explain each budget line item relative to the project.

3. Required Attachments:

Attach a project time line tracking key activities and dates of the project and outcomes.

Attach copies of the organization's previous year's audited or accountant-prepared financial statements.

Attach a brief description of your organization including the mission statement, population served, accomplishments and any other relevant information.

Attach the COVID-19 County Relief Block Grant Program Sources and Uses budget Spreadsheet

Certifications and Official Authorization

I, _____, hereby certify that all parts of this application and all required attached documents are accurate to the best of my knowledge. I also certify that:

I understand all grant funding is provided through the CARES Act of 2020 (Act 24 of 2020) by means of block grants for counties in the Commonwealth through the Pennsylvania Department of Community and Economic Development. Therefore, all projects must comply with applicable PA laws with regard to grant funding. This includes competitive procurement practices.

If selected to receive COVID-19 County Relief Block Grant Program funds, the project will be operated in accordance with all applicable laws and regulations.

I have read this Application and Application Guidelines in its entirety.

I am authorized by the organization identified within to submit this application.

By submitting this application, our organization agrees to reimburse the County of Northampton for any expenditures paid by the County that are determined by NC DCED to be ineligible under the COVID-19 County Relief Block Grant guidelines.

Signature of Chief Official

Date

Print or type name

Title

Application Procedure:

1. Please register on our CRM system if you have not previously done so (<https://web.northamptoncounty.org/DCEDForms/views/Login.html>). Click on "Register". You only need to register one time. You will receive an email within 48 hours confirming your registration.
2. Visit the County website to download required documents (application, budget spreadsheet, program guidelines at (<https://www.northamptoncounty.org/CMTYECDV/Pages/Apply-for-Funding.aspx>).
3. Once all documents are filled out completely, return to the CRM website and log in.
4. Choose "Apply for Funding".
5. Fill in all required information.
6. Click "Browse" under Attachments and upload all required documents.
7. When all documents are uploaded, click on Submit.
8. You will receive a confirmation email containing your Application ID number.
- 9.

The deadline for submitting a full application is Friday, August 7, 2020 @ 4:00 P.M