

**SPARK ROUND 1 - LOCAL GOVERNMENT  
REIMBURSEMENT & DIRECT AID REVIEW  
MEMORANDUM**

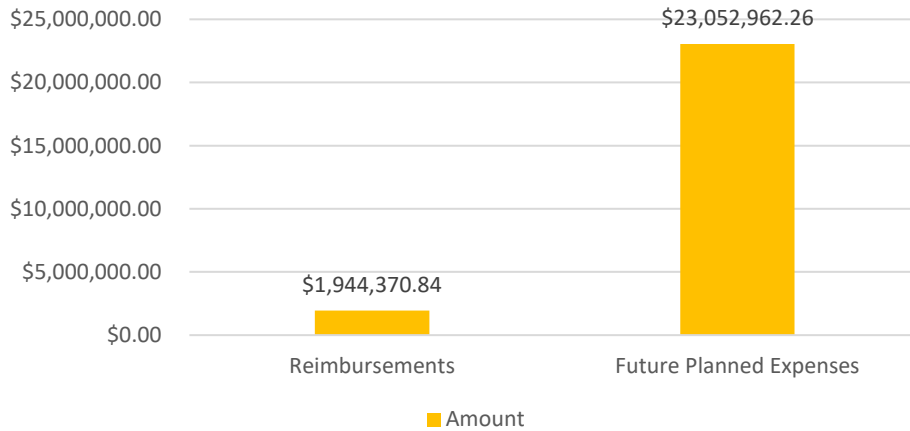
**Date** September 5, 2020  
**Re** Review of Reimbursement and Direct Aid Spending Plan for Douglas County

**General Information**

Population: 122,259  
COVID-19 Cases 08/17/2020: 889

Total Allocation Amount: \$24,997,334  
Total Submitted for Reimbursement: \$1,944,370.84  
Total Submitted for Future Planned Expenditures: \$23,052,962.26  
Total Unreconciled Funds: \$(0.10)

**SPENDING PLAN OVERVIEW**



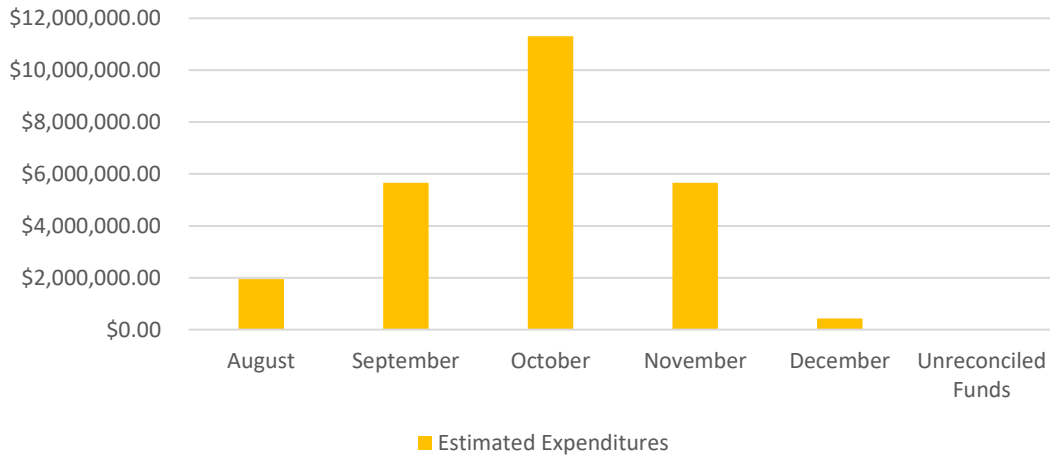
**Reimbursement Request Overview**

Detailed Reimbursement Report documents were not submitted by Douglas County.

**Direct Aid Overview – Future Spending Plan**

Total Amount for County Expenditures: \$2,604,426.00  
Total Amount for Transfers: \$1,627,018.40  
Total Amount for Programs: \$18,821,517.86

### PROJECT SPEND DOWN RATE



### Subrecipients/Transfers and Amounts

Subrecipient	Type	Amount
Baker University	Higher Education	\$32,500.00
Baldwin Public Library	Library	\$11,056.00
City of Baldwin City	City	\$2,400.00
City of Eudora	City	\$90,000.00
City of Lawrence	City	\$1,416,530.40
Eudora Public Library	Library	\$23,212.00
Lawrence Public Library	Library	\$51,320.00
<b>Total</b>		<b>\$1,627,018.40</b>

### Proposed Programs

Program Title	Description	CRF Total
Eudora Small Business Assistance Program	The City of Eudora will administer a program to help our local, small businesses recover some of the losses and expenses they have experienced as a result of COVID-19. The program will make grants available to eligible businesses for COVID-19 related expenses and loses. The City will administer the program through our already established CDBG-CV process and review committee. This program will enable more businesses, who weren't able to qualify under CDBG guidelines, to access needed funds. By the City's count, there are more than 120 small businesses in Eudora that could take advantage of this program.	\$119,500.00

Eudora Utility Assistance & Relief Program	The City of Eudora will administer a program to help our residents get relief on their utility bills. Many Eudora residents have lost their jobs or seen their income reduced due to COVID-19. This has created financial burden across the board. We are proposing this program to provide relief to the residents and offset their utility costs.	\$163,500.00
Community WiFi and Distance Learning Initiative	The City of Eudora, USD 491, and our local internet service provider are collaborating to provide better and more comprehensive broadband internet service to City residents, especially low-income families with school-aged children. The goal of this program is to provide high-speed internet service to more residents, so those students can access internet from home and take full advantage of the distance learning opportunities from USD 491 throughout the COVID-19 pandemic. KWIKcom will be providing the costs for installation and hardware to expand the service. The costs outlined here are for set up of the program, engineering, program management, and to cover the discount for at-risk families. The cost of the program is figured at \$9,000 per month, for 450 families, for 9 months – or until the end of the 2020/2021 school year in May of 2021.	\$103,000.00
ISO GUARD Hand Sanitizer	The scope of this project is to provide hand sanitizer to health care professionals, schools, government entities and the general public. It increases local availability of sanitizing products for various public populations and community service providers to help halt the contraction and spread of COVID-19.	\$80,000.00
Raise Income Security & Equity (RISE) Douglas County	Provide no-cost job training to Douglas County residents who have lost their job due the Covid-19 pandemic, or are from low income households, or are employed in jobs that do not provide a livable wage	\$200,000.00
Support for Arts and Cultural Distance Learning Resulting from School Closures	The project funds a consortium of entities for the development of, and transition to, distance learning for pre-K, K-12, afterschool/out-of-school-time, career & college prep, and adult continuing education in arts and cultural heritage education. The project is a consortium of 5 entities: The Lawrence Arts Center, Theatre Lawrence, The Watkins Museum of History, Freedom Frontiers and Americana Music Academy. The program funds the payroll and benefits for staff developing online learning capabilities due to COVID 19 school closures, as well as costs related to the facilitation of distance learning including technological improvements.	\$300,460.36
Countywide Hotel COVID-19 Response Aid Program	This program will reimburse Lawrence hotels who have applied with expenses related to COVID-19 including PPE, Cleaning Supplies, Labor for enhanced cleaning and training, and food supply expenses incurred due to operational changes. Receipts for expenses incurred March 1, 2020 - August 31, 2020 due to eXplore Lawrence from hotels by September 8, 2020. eXplore Lawrence reimburses hotels for March - August receipts on September 15. Receipts for the following months (September - December) will be due to eXplore Lawrence on the 8th of each following month.	\$200,000.00

eXplore Lawrence reimburses hotels for receipts on the 15th of each following month.

Douglas County Countywide Hospitality Industry COVID Assistance Program	To provide reimbursement for necessary expenditures by hospitality businesses to respond to the COVID public health emergency. This grant program will provide for reimbursement of PPE, sanitation, public health measures and/or business interruption related expenses. The program will focus on small, local businesses.	\$1,650,000.00
Mitigating Public Health Risks at Arts and Cultural Heritage Attractions in Douglas County	This program will fund activities and alterations to mitigate public health risks for patrons of the arts and cultural heritage attractions in Douglas County. It will provide PPE for staff, volunteers, and visitors; cleaning and disinfecting of public spaces; public information and wayfinding assistance; public safety and crowd control improvements; and adaptation of facilities, systems, and exhibits that will establish permanently microbe-resistant public spaces. Since March 1, 2020, these seven organizations have expended \$28,567.22 on public safety measures related to COVID-19. They anticipate spending an additional \$100,208.08 by December 30, 2020 to mitigate COVID-19-related threats to public health and safety for patrons of their organizations. Three of these organizations secured PPP loans. These funds were expended only on staffing, for an eight-week period in May and June.	\$128,000.00
Crisis Pet Retention Fund	<p>The Crisis Pet Retention Fund (previously called Project Help) was established to provide resources to help keep people and their pets together. Although the program has traditionally helped people with a variety of challenges that impact pet ownership, funds awarded by CARES would specifically be reserved to provide aid for pet owners in crisis due to COVID19. Funds would be utilized to assist with:</p> <ul style="list-style-type: none"> <li>• Pet deposits and/or pet rent, so that pet owners can distance in a home with their pet, rather than being displaced to a homeless shelter where people are at greater risk of exposure to COVID in group housing. Currently no homeless shelter in Douglas County accepts pets outside of emotional support animals or service animals.</li> <li>• Temporary boarding for pets if they must be separated from their owner due to eviction or displacement, with the goal of reuniting owners with their pets once stable housing is secured.</li> <li>• Essential pet supplies and basic medical care such as vaccines, spay or neuter, and wellness exams for pets whose owners have been financially impacted by COVID19, making it difficult for them to provide routine care. This increases the population of healthy animals in our community and decreases the likelihood that an animal is neglected leading to investigation and possibly citation by Animal Control. Only a few veterinary clinics in Douglas County are accepting new patients due to COVID concerns, which leaves a population of families underserved. Recipients of aid will be identified in 2 ways:             <ol style="list-style-type: none"> <li>1. LHS's Pet Resource Center counselors will screen callers who directly contact the shelter to schedule a surrender appointment or</li> </ol> </li> </ul>	\$50,200.00

	ask for aid. 2. LHS will work with community partners such as Just Food, Kansas Appleseed, Lawrence Mutual Aid Society, Rent Zero, and other social service agencies in Douglas County to proactively identify qualifying recipients for aid. • Emergency medical services for pets whose owners are financially impacted by COVID19 and unable to afford lifesaving medical care.	
Landmark Downtown Lawrence Concert Venues	Downtown Lawrence's key live concert venues and prominent Lawrence promoter seek assistance with costs incurred in the implementation of facility improvements necessary to respond to COVID-19 (e.g. air filtration, contactless security screening) as well as assistance with ongoing rent & mortgage obligations. Description also notes that economic support in the form of reimbursements for business interruption will be part of the program	\$300,000.00
Douglas County Small Business COVID-19 Reimbursement Grants	DLI plans to implement a small business grants program for retail business in Douglas County to reimburse the costs of PPE, sanitation, public health protective measures and business interruption.	\$450,000.00
Responsible Tourism Program	This program will fund technology, PPE, and marketing programs that ensure safe and responsible business and leisure tourism to Lawrence, Kansas. The technologies, PPE, and signage purchased in this program will set Lawrence, KS apart from the competition in the region when it comes to attracting meeting and conferences that fill hotel rooms and provide a boost to the economy. PPE and signage will help protect overnight visitors. Virtual conference technology will provide meeting planners with the much-needed ability to take their in-person conference online, as the hybrid (in person/online) conference is the immediate future of the industry. Other technology, a new meeting planners guide, and marketing will get the word out that Lawrence is prepared to host safe and responsible conferences in our community. This program will be used to promote the Lawrence Promise to residents as well as business and leisure travelers.	\$84,000.00
Local Non-Profit Grant Program due to COVID-19 Public Health Emergency	This program would help to fund \$80K in unemployment costs between now and the end of the year for the layoffs that were made. In addition, Bert Nash is seeking \$405K reimbursement for costs related to business disruption. While this does not restore the estimated loss due to business disruption between March 1, 2020 and July 31, 2020 of \$640K, it would help to provide reimbursement for the business disruption costs we expect to experience between now and the end of the year. Bert Nash was able to secure a \$1.7 million PPP loan towards the end of April which allowed it to continue operations while using loan funds for payroll expenditures. We are hopeful that a significant portion of the PPP loan will qualify for loan forgiveness. Even with this support, the slowness of the state to reopen and restrictions placed on businesses as well as schools continues to disrupt our business allowing us to run at only 75% of our pre-COVID capacity.	\$222,250.00

Local Non-Profit COVID-19 Crisis Stabilization Unit	The Bert Nash CMCH is proposing to open a mental health crisis stabilization unit to assist the community with expanding its mental health capacity in the wake of the COVID-19 pandemic. The Bert Nash crisis stabilization program will operate as an extension of the existing Bert Nash CMHC's crisis and supportive housing programs. The stabilization unit will provide up to 72 hours of crisis stabilization/observation for up to 1 individual at a given time. This unit will be staffed 24/7 with a client to staff ration of one-to-one. To initiate the program, the initial staffing needs will be partially met with existing Bert Nash CMHC staff. At this time Bert Nash is able to provide the staffing required to open one bed at 57% capacity. To open this single bed at 100% capacity additional coverages are needed. To ensure 100% staffing needs for a single bed, the Bert Nash CMHC is seeking funding to hire 2.8 additional FTE. It is expected that this program will be self-sustaining after the first of the year and these 2.8 FTE will be paid through billable services.	\$64,379.16
Local Non-Profit Pandemic Insurance Fund	While businesses within the community have been significantly impacted by COVID-19, the employees of these businesses have been impacted as well. Furloughs, layoffs, loss of insurance have all put a burden on families financially as well as emotionally and physically. This program is designed to provide additional sliding scale/fee waiver funding for county residents whose job, insurance, etc. have been negatively impacted by COVID-19 and who now find themselves in need of mental health services but lack the ability to pay for such services. These critical funds will help ensure that the uninsured/underinsured have access to the care they need to help them cope and prepare for the next steps that need to be taken. Early intervention is key to minimizing the effects that the COVID-19 environment has had on them.	\$125,000.00
Local Non-Profit COVID-19 Telehealth Technology	This program would allow Bert Nash the resources necessary to secure additional technology and software. In particular it would allow us to purchase needed docking stations and monitors. This additional technology would allow our staff to transition more easily between their home office and the Bert Nash Center office while enhancing safety and meeting the delivery channel of service required by our clients. In addition this program would allow us to purchase additional laptops and tablets with webcams to rotate out old outdated technology that was never intended for use in the current teletherapy environment but had to be recommissioned as we had no other technology available. This program would also provide resources for purchasing additional Zoom licenses needed to provide ongoing teletherapy service.	\$60,000.00
Local Non-Profit COVID-19 Awareness Program	There may be sectors of the population who have never sought out mental health services before that now need to. In addition the potential exists for individuals to be suffering from depression as a result of the virus and not realize it or realize where to get help in dealing with it. This program is designed to bring both awareness of the impact COVID-19 is having on mental health as well as provide	\$20,000.00

	county residents at large with where they can turn to get the help they need.	
COVID-19 PPE/Cleaning - Reimbursements	This program will allow Cottonwood to provide/continue to provide the necessary PPE and cleaning (including specialized electrostatic disinfecting treatments) to reduce the risk to the I/DD population we serve, who are at a higher risk of severe illness from COVID-19.	\$12,500.00
COVID-19 PPE/Cleaning - Future Expenditures	This program will allow Cottonwood to provide/continue to provide the necessary PPE and cleaning (including specialized electrostatic disinfecting treatments) to reduce the risk to the I/DD population we serve, who are at a higher risk of severe illness from COVID-19.	\$81,000.00
COVID-19 Building/Environmental Modifications - Reimbursement	This program will allow Cottonwood to offer a safe and healthy environment for staff and the I/DD population we serve, who are at a higher risk of severe illness from COVID-19. This includes altering the workplace, both physically and structurally to mitigate exposure risk according to federal, state, and local guidelines. This will also allow staff and consumers to return to work in a supported environment that puts the individual's safety at top priority. Purchases named include utility carts and portable privacy screens.	\$7,000.00
COVID-19 Building/Environmental Modifications - Future Expenditures	This program will allow Cottonwood to offer a safe and healthy environment for staff and the I/DD population we serve, who are at a higher risk of severe illness from COVID-19. This includes altering the workplace, both physically and structurally to mitigate exposure risk according to federal, state, and local guidelines. This will also allow staff and consumers to return to work in a supported environment that puts the individual's safety at top priority. Purchases named include plexiglass table guards, a lift, wall-mounted changing tables, and a UV air purification system	\$51,250.00
Technology & Telehealth for COVID-19 - Reimbursement	This program will allow Cottonwood to meet the needs of persons served, offer flexibility in work environments, provide necessary access to information, increase personal and social connections, and facilitate telehealth services. This will increase communication/access and facilitate work-from-home scenarios, telemedicine, and psych/counseling. During a time where we're being told to distance from each other, it is essential that we have a means to connect with staff, and to connect our persons served with staff, family, and the medical/behavioral health community. Purchases named include zoom and telehealth licenses.	\$4,150.00
Technology & Telehealth for COVID-19 - Future Expenditures	This program will allow Cottonwood to meet the needs of persons served, offer flexibility in work environments, provide necessary access to information, increase personal and social connections, and facilitate telehealth services. This will increase communication/access and facilitate work-from-home scenarios, telemedicine, and psych/counseling. During a time where we're being told to distance from each other, it is essential that we have a means to connect with staff, and to connect our persons served with staff, family, and the medical/behavioral health community.	\$1,200.00

DCCCA PPE and Cleaning Program	DCCCA is proposing a PPE and Cleaning Program to allow for DCCCA services to continue during the pandemic. In order to safely bring staff and clients together again, DCCCA has had, and must continue to provide PPE for staff and clients, including masks, gowns face shields, eye wear, gloves, and acrylic barriers. Additionally, enhanced cleaning services in each of the three buildings are required, and enhanced cleaning for the six agency vehicles in Douglas County are needed for staff, and vehicles are often used to transport clients. Further, our proposal requests reimbursement for thermometers, sanitizer and wipes, and Iclean cleaner, as well as a Clorox 360 machine, which has been purchased and has an expected delivery date of December, 2020. This comprehensive cleaning and PPE program is needed to ensure that mitigation efforts have been taken to prevent the spread of COVID-19 and allow staff and clients to interact in our buildings and vehicles.	\$48,464.85
DCCCA Technology Enhancement Program	In order to better facilitate telework and telehealth efforts, DCCCA is proposing a technology enhancement program focusing on connectivity to clients in a virtual capacity due to the COVID-19 pandemic. This program involves the use of telehealth technology for treatment programs, additional monitors and laptops for remote work for staff and loaner laptops for families with school-age children, a technology room configured for adequate social distancing at our First Step Lake View location, tablets for clients who are quarantined to their rooms or to access for telehealth services, HIPAA compliant software and device-control software. This program will greatly increase DCCCA's ability to continue to provide services to behavioral health clients, and oversee foster care families and Family Preservation families, even as the pandemic limits our ability to conduct face-to-face meetings.	\$37,505.25
None	Heartland requests funding support to cover the costs of rent for its clinical spaces, associated with the percentage of space utilized for its COVID testing location, at 346 Maine Street (22%). This space is the location of medical care for insured and uninsured populations, curbside COVID screening and testing, and wrap-around services necessary for our community during the public health emergency. Heartland has seen a steady increase of new patients since the COVID outbreak began in March and must maintain its clinical setting and COVID testing abilities.	\$11,274.00
None	Heartland requests funding support to cover the costs of point of care testing and supplies for COVID treatment. Heartland has and will continue to provide COVID testing and treatment for insured and uninsured populations, during the public health emergency. Heartland has seen a steady increase of new patients since the COVID outbreak began in March and must maintain its clinical setting and COVID testing abilities. These supplies include required flu swabs and STREP tests to be completed at time of service.	\$2,500.00



None	Heartland requests funding support to cover the costs of sanitization and infection control by having an available washer and dryer in the permanent health center facility. By having these equipment readily available, health care workers will have direct access and ability to wash reusable PPE, such as protective gowns, required while providing COVID treatment. This equipment will allow Heartland to leverage PPE and maximize usage between patients.	\$2,000.00
None	Heartland requests funding support to cover the costs of purchasing new portable vital machines. At the beginning of the outbreak, Heartland began to provide exterior curbside COVID screening and treatment, causing the usage of our equipment to be outdoors. As such, the humidity and heat has caused wear and tear on existing equipment. Therefore, we wish to purchase new equipment to replace the worn vital machines, as well as, equipped our care teams with the advanced technology that supports high-quality infection control, during the continuation of this public health emergency. No amounts are provided in the budget, however, the additional information seems to indicate that the funds would be for payroll for 4 nurses, 4 medical providers, 3 behavioral health providers, 5 medical assistants, 14 patient service representatives, and 10 dental providers and assistants.	\$8,000.00
None	Heartland requests funding support to help defray the known costs associated with the dilution in our revenues from March 2020 through December 2020. Heartland has seen an average dilution rate in our patient encounters of 34% (projected loss of 9,720 encounters for March 2020 through December 2020) and is asking for funding to help bridge the known and expected losses to revenues directly related to the COVID-19 global pandemic. The requested funding amount was calculated using our average reimbursement rate per encounter of \$104 multiplied by 3/4 of the projected lost encounters (7290) to equal our ask of \$758,160.	\$758,160.00
Personal Protective Equipment (PPE) Supplies	Personal Protective Equipment (PPE) is used for pre-hospital first responders in Douglas County. The use of PPE is vital to keeping first responders safe while having patient contact. PPE in the form of N95/surgical masks, gloves, and gowns.	\$25,888.70
Powered Air Purifying Respirators (PAPR) for Emergency Medical Services (EMS) Response	The addition of the PAPR during EMS response, will provide higher-quality respiratory protection to first responders than the current (N95 mask) level. Additionally, the PAPR's are able to be cleaned and reused for more efficient Personal Protective Equipment (PPE) utilization.	\$43,620.00
Personal Protective Equipment Testing and Respiratory Particulate Protection Equipment	The project will include the purchase of N95 testing kits, particulate protective shields (Techni-Shield) for ambulance cots, and protective goggles for Emergency Medical Services (EMS) first responders.	\$13,781.50

Respiratory Ventilators for Emergency Medical Services (EMS)	Mechanical respiratory ventilators would be deployed to provide ventilatory support to patients during ambulance transportation. The quality of care to patients would be elevated to the current standard of care in EMS.	\$72,030.00
Emergency Medical Services (EMS) Decontamination Sprayers	The project would allow EMS ambulances to decontaminate the patient care compartment following the transportation of COVID-19 infected or potentially infected individuals. The decontamination sprayers will enhance the quality and capacity of cleaning, while reducing risk to first responders and the public.	\$28,861.00
Ultra-Violet (UV) Light Air Cleaning Systems	This project would add a UV air cleaning system to Emergency Medical Services (EMS) vehicles (ambulances) to purify the air system and reduce the spread of the COVID-19 virus.	\$16,082.00
Inpatient COVID Nursing Unit	To add needed clinical equipment to the newly constructed inpatient COVID unit at LMH including but not limited to medicine cabinets to control security access to specialized and other drugs for treatment of COVID patients, beds, a newborn isolette, ventilator/anesthesia cart, emergency room stretchers and ICU monitors.	\$750,412.00
LMH - Improve existing Respiratory Evaluation Clinic (REC)	Improved environmental and physical controls of existing drive-through REC to enable a broad range of safe services and staff support. The existing site requires improvements for staff and patient safety, security and health. Enable long term capacity for testing, vaccination, and other treatments for up to 200 people/day.	\$400,000.00
LMH - Drive-through Access to Safe Health (DASH)	To expand community-wide COVID specimen collection and testing capacity and generate a multi-use space for future vaccinations for Covid19 and Influenza, LMH is proposing to build a drive-thru clinic that will increase capacity by a minimum of 600 patients per day. Project includes adding an additional laboratory testing platform and hood required for program.	\$798,136.25
LMH - Healthcare, Human Services and First Responder Surveillance Testing	Provision of surveillance testing for staff and residents of the Lawrence Shelter, healthcare and other medical providers and First responders, services provided in the DASH	\$297,195.00
LMH/KU - Back to School Baseline COVID Testing	Provision of a temporary site to be available in the month of August for the collection of specimens and/or the performance of COVID testing for approximately 5,000 educators in advance of their return to Douglas County Universities and another 4,000 educators to follow in the fall for Douglas County School Districts.	\$277,976.32
LMH COVID Call Center	Operation of a COVID call center to provide community education and clinical support for community members. Majority of the funds budget are for salaries and wages.	\$140,024.00

LMH Public Safety Measures in Health Care Environments	To protect the community while continuing to provide health care services in all LMH facilities through mitigation processes such as mass temperature monitoring, creating physical barriers at places where social distancing is not possible, providing protective cleanable barriers on public furnishings, UV lighting for disinfection, entrance management/screening and communications for wayfinding and patient visitor/instruction. Improve communication interoperability capabilities to coordinate efforts and create a safer environment.	\$281,500.00
LMH Telehealth	To protect the community while continuing to provide health care services by increasing social distancing and good hygiene through the offering of virtual waiting rooms and contactless payment.	\$60,420.00
LMH Telework	To protect the community while continuing to provide health care services by minimizing the presence of non-clinical personnel in healthcare facilities through Telework. Program includes the cost of providing a secure network for handling healthcare information through VPN.	\$246,800.00
LMH - Category B Expenses (FEMA) match	To reimburse LMH for Category B Expenses qualified for FEMA support with no other funding source	\$233,040.00
LMH Employee Health Quarantine Fund	To provide funding for exposure testing for healthcare workers, to provide supportive funding to said workers when quarantined if in a profession unable to telework, to secure replacement staffing from external sources in the event of staffing shortages in Lawrence due to mass quarantine.	\$356,000.00
Pandemic Uninsured Fund	To provide funding for access to care for Douglas County residents who are uninsured or underinsured due to unemployment or underemployment attributed to the Covid-19 Pandemic. The goal is to proactively reach residents who are postponing needed care interventions for treatment.	\$261,485.00
LMH - Mass Community Testing	Provision of testing for asymptomatic persons who live or work in Douglas County. Service to be provided through the LMH Community Testing Center.	\$2,700,000.00
Marla Quilts Inc.	Programming related to mask-making for Black families, led by a quilter member of the community. This will produce x masks and bring the resources to produce own masks that reinforce self-sufficiency and resiliency. Majority of the budget is for salaries and ages.	\$10,000.00

Face Masks for Baldwin City	We seek funding to continue our Face Masks for Baldwin City program that will produce an additional 5,000 face masks for citizens, USD #348 students, faculty and staff and businesses of Baldwin City, free of charge. Funds will be used to purchase mask-making materials and to support staff time to direct the program. Our partners assist in program promotion and site distribution. The face masks are free of charge and made available at key community hubs including the Baldwin City Library, the Lumberyard Arts Center, and the Baldwin City Market. They will also be delivered to the school district for distribution among our Baldwin City primary, intermediate, junior high and high school schools to students, faculty, and staff.	\$8,040.00
None	This project will expand and stabilize the following systems: staff surface pro computers set up, licensure systems, integrated phone system with computer that establishes wireless connect and eliminates dependence upon phone hardware.	\$37,847.00
Public Health Pandemic Management	This payroll will support the deployed core staff of LDCPH and expand with new hired temporary COVID staff to continue the following functions: Disease Investigation, Testing and collaborative system coordination within the broader provider community, data management and reporting, logistics, community education and PIO, public health liaison to other recovery coordination organizations, and vulnerable populations. Additionally, the professional services associated with the expanded demands of the Public Health Officer, Legal counsel, and financial reporting.	\$625,152.00
Public Health Facilities, equipment, PPE, supplies and childcare support	A) These initiative capture the necessary clinic space remodeling necessary to control infectious disease caused with the introduction of COVID patients into the physical environment of the health department that demand different, flooring, counters and separation of well and ill patients. This is further exacerbated with the necessary and community beneficial presence of a Heartland primary care team in the space. B) Additionally, this includes a mobile van service that will provide focused outreach support to conduct outbreak and surveillance testing in congregate living and care environments, schools, community centers and other neighborhood safe environments. In 2021 this becomes a tool for COVID vaccination outreach prioritized for populations with limited transportation, municipalities outside of Lawrence , other important community spaces within which there is a trusted social network and bases of employment. C) Miscellaneous smaller equipment includes fit test equipment and necessary sanitizing equipment along with the supplies to sustain during the grant period. D)PH expenses associated with COVID: PPE expenses, childcare support fund, and Racial Equity Impact Consultant for initial recovery phase.	\$793,047.00

Community COVID Communication Campaign	This entails a comprehensive Media Campaign and relationship initiated in July with Kern to ensure that our Douglas County communications campaign can manage meeting the community's expectations for communication and use media to impact compliance with the behavior changes necessary to mitigate the spread of disease. This effort does not replace the PIO efforts of the Unified Command but brings additional resources to the table.	\$150,000.00
LDCPH - Logistics Section	To provide funding for purchase of personal protective equipment (PPE) -- including N95 masks, surgical masks, face shields, and gowns -- for distribution through the Logistics Section to priority organizations facing PPE supply shortages.	\$207,585.75
Homeless Shelter in Place	While highly vulnerable to COVID-19, homeless individuals being discharged from hospitals, recovery and homeless facilities and jail have extremely limited options for places to shelter in place and recuperate. Even fewer options provide wrap around services to consistently address the multiple issues that led to or resulted from being homeless. Conditions of life on the street are highly conducive to transmission of the disease. The project creates a temporary shelter, staffed 24/7, where homeless people being discharged can shelter and recuperate while working with case managers toward their goals. It replicates AHH's SIP program in Kansas City which in its first 2 months, housed 41 people with 88% of departures having placements. The project provides both basic needs and assistance in addressing medical, legal and employment issues, including transportation. The objective is reducing the risk of this highly vulnerable population contracting and communicating the disease and obtain long term placement.	\$125,000.00
Ballard Center Essential Family Supports	Staffing and operating costs for center that supports low-income families and individuals.	\$44,800.00
Douglas County COVID-19 Relief through Eviction Prevention, Rental and Utility Assistance	Catholic Charities Family Support Programming offers rental and utility assistance to help households obtain or maintain safe, stable housing. We provide services to all people in need, guided by the principles of non-discrimination. In addition to the financial assistance, case managers work with households to establish housing stabilization goal plans, offer financial education and providing individualized budget coaching with the goal of helping households work from crisis to stabilization. The coronavirus pandemic is exponentially increasing the number of vulnerable households in need of rental and utility assistance so they can avoid eviction and obtain/maintain stable housing. Many households owe multiple months of back rent. With the end of enhanced unemployment benefits and federal moratoriums on evictions at the end of July, we anticipate a steep increase in the number of households who will need assistance to stay safe and stably housed.	\$20,000.00

DARE Project	Assistance to the homeless who have been affected by the COVID 19 and long-term societal factors in their search for housing, jobs, and health care. DARE is staffed fully by volunteers so there is no Salaries expenditure. DARE is a permanent project that has been offering a daily refuge with basic services to provide physical and emotional comfort for people who are at homeless or at risk of homelessness since June 2019. The DARE Center operates as a volunteer program of the Coalition for Homeless Concerns, Inc., a 501(c)(3) nonprofit organization.	\$5,000.00
DCCCA Housing Assistance for Discharged Residential Clients Program	This program will support up to 30 clients who are discharged from DCCCA's residential treatment services by aiding with deposit and rent for safe, affordable housing. DCCCA is proposing a program for short-term, safe housing for discharged clients. We prioritize recovery housing, such as Oxford Houses, though we are not limiting funding to those houses only.	\$34,020.00
DCCF Crisis Relief Fund Grants	The DCCF Crisis Response Fund Grants are for 501(c)(3) organizations located in or serving residents of Douglas County, Kansas, and who are providing direct assistance to clients effected by the current COVID-19 pandemic crisis. Specifically, per the Lawrence Chamber's focus, grants will go to 501c3 organizations serving individuals and families working in the food services, arts, entertainment, and recreation industries.	\$200,000.00
Ladybird Community Meals	With many residents of Douglas County experiencing food insecurity, the availability of nutritious meals served daily, free to the public, are necessary to help meet the needs of the community, and to alleviate hunger. Food Resource. We are requesting funds to cover the cost of goods associated with 4 months of daily community meals and pantry boxes of groceries for families in need. We will fundraise through other sources to cover the costs of overhead and labor.	\$48,000.00
The Giving Garden	This expansion of the Eudora Community Garden into a fully functioning nonprofit organization will provide free or low-cost produce to this community. The Giving Garden will also support its staff as employees rather than volunteers.1. The Giving Garden will be managed primarily by the three paid staff members. However, in order to successfully run a garden program of this size, it will be imperative to develop a volunteer corps to assist. The Giving Garden will have a number of volunteers that assist with planting, harvesting, sales at markets, delivery of produce to homebound seniors, and educational programs.	\$31,175.00
Reimbursement for COVID-Related Expenses	Public Health Expenses	\$1,373.40
Reimbursement for COVID-Related Expenses	Expenses of Actions to Facilitate Compliance with COVID-19 Related Public Health Measures. Cost of subscription to Meeting Owl.	\$999.00

Just Food	Douglas County Food Assistance. Just Food orders food supplies in order to supplement donations and food recovery efforts. This food is distributed to Douglas County residents experiencing food insecurity and/or economic and health hardships. Many individuals are experiencing food insecurity because of economic effects caused by the COVID-19 pandemic.	\$97,000.00
Just Food	Expanding Just Food to Meet the Need - Creating a Safer and More Accessible Shopping Experience. Construction/renovation project.	\$304,440.00
Mortgage Assistance Program	Lawrence Habitat, in partnership with Tenants to Homeowners, is proposing the creation of the Mortgage Payment Assistance program. The program will assist low-income families and seniors with a maximum of two months of mortgage payment assistance. In addition to the cash assistance, the program will include a mentor piece, in which each family that applies for the mortgage payment assistance will be paired with a mentor that will work with the family to review all of their options when it comes to mortgage payments and foreclosure avoidance. Lawrence Habitat will collaborate with Housing and Credit Counseling Inc. (HCCI) to refer families to a variety of HUD approved counseling classes and resources on how to avoid foreclosure and losing their homes. The assistance program will provide up to two months of cash assistance in order to allow mortgage holders the opportunity to devise a plan, avoiding possible foreclosure or the on-set of foreclosure proceedings.	\$34,785.00
Lawrence Community Shelter COVID-19 Response Operations	COVID-19 related supplies and equipment. Lawrence Community Shelter must have access to the right supplies and equipment in order to function properly as a COVID-19 response facility. Supplies include: PPE, medical supplies such as thermometers, PPE storage, disposable kitchen supplies, sneeze guards, etc. Lawrence Community Shelter is also requesting funds to purchase a van. LCS staff have to transport individuals to and from the quarantine/isolation site when they are diagnosed with or exposed to COVID19 and symptomatic. We do not have a reliable vehicle in order to perform this essential task. The driver and passenger are not reliably screened out from each other in this vehicle and the vehicle itself has a number of serious mechanical issues.	\$50,000.00

Lawrence Community Shelter Capital Improvements	Working in collaboration with the Douglas County Director of Capital Improvements and the Lawrence Douglas County Public Health Department, Lawrence Community Shelter has identified a number of urgent COVID-19 related capital improvements that would support a healthy congregate shelter in the pandemic context. The projected cost of all of these needed renovations is just under a million dollars. LCS has secured HUD CDBG funds for \$478,000 of the initial renovations and will use CARES funding to complete the remainder of the projects. Planned Renovations include: a. Development of a Quarantine/Isolation Space in the facility - to allow onsite medical examination, onsite quarantine and isolation. b. Remodel and Renovation of Dorm Bathrooms c. HVAC and ductwork repair and re-work d. Install drop ceilings throughout the building e. Re-organize Building Public Access/Security Improvements f. Kitchen Equipment Replacement and Repair	\$367,400.00
Motel Vouchers for Individuals And Families Experiencing Homelessness	Motel Vouchers for individuals or families seeking access to emergency shelter. With no other emergency shelter readily available in the community due to limitations caused by COVID-19, we are requesting funds to expand access to hotels via the use of 30 day motel vouchers to additional households experiencing homelessness. LCS will make vouchers available to other partners such as Willow and Family Promise by accepting referrals. Through its existing partnership with the HRADAC Intensive Care Coordination program, LCS will connect individuals placed in hotels to HRADAC ICC for care coordination and supportive services while they are in hotel shelter. Bert Nash and LCS will continue to focus on connecting all individuals experiencing homelessness in the community to permanent housing, utilizing HSC, HUMI, and Rapid Re-Housing funds to facilitate this. However, it typically takes at least 30 days to activate this assistance and secure housing for our clients. More access to hotel shelter is needed to keep individuals safe and limit their exposure to COVID-19 while they await housing or access to LCS.	\$100,000.00
Staffing	To safely re-open and maintain safe and sanitary facilities for the public and operate food pantry and emergency assistance programming.	\$16,457.00
Emergency Assistance	To better serve individuals and families who are experiencing economic hardships brought on by the COVID-19 pandemic. This includes rent, mortgage, food, and utilities. The goal is to help those on the brink of homelessness due to evictions, stabilize housing, reduce increased balances due to utility costs. This is critical support for those in crisis by providing continual emergency assistance to make sure individuals and families receive and have access to the food they need.	\$45,000.00
COVID-19 Reimbursement	Reimbursement for PPE, cleaning supplies, rent, utility, and food pantry assistance, temporary staffing expenses related to provision	\$11,883.18



	of services in response to the COVID-19 pandemic. These are expenses from March 01, 2020 to date.	
Capital improvements to food pantry	To better serve individuals and families who are experiencing economic hardships brought on by the COVID-19 pandemic. By providing a conveyor belt, two 8 feet tables and a pallet jack for food pantry efficiency. This will help in providing assistance to those in need of food due to COVID-19. Request also includes replacement of two window air conditioning units that no longer work in pantry space.	\$2,275.00
3 Rental Units in Rehab able to Home Affordable Program	To address this new reality, Tenants to Homeowners has initiated the Rehab able to Home Affordable housing Program. Through this COVID-responsive Program, TTH has partnered with private landlords to acquire three previously unoccupied, single-family homes in need of basic repairs. With a pre-COVID deficit of 6,000 affordable homes and a drastic spike in evictions across the County, these homes provide a significant opportunity in a time of dire need. With \$15,000 of support, TTH will make basic repairs and upgrades to three vacant single-family homes allowing them to enter the affordable rental market. These homes will provide affordable housing for Douglas County residents who are currently homeless, precariously housed, or experiencing a COVID-affected income.	\$15,000.00
Housing Stabilization Collaborative Rental Assistance	HSC works with tenants and landlords to create payment plans and provide navigation and resources to sustain housing. By maintaining current housing and preventing additional homelessness or overcrowded living situations, HSC greatly decreases the health risk to those who would become unhoused as well as the larger community. By providing deposits and rental assistance it also houses those already displaced by COVID. TTH and FP will review applications, sign landlord agreements, and administer funds for all participants, but will provide case management for 115 households and contract with partnering agencies, who know their clients best, to provide the rest. This outreach through partnering organizations is intentional to increase administrative capacity quickly and lower barriers to access.	\$850,000.00
DGCO United for COVID Response & Recovery	COVID19 has had a significant impact on individuals ability to access basic needs and PPE supplies, which is further compounded by existing inequities of poverty, homelessness, rural isolation, and lack of transportation. To meet this need, we propose investing in community volunteer capacity supports to enable this work to continue in the months ahead. With support, we will be able to implement our proposal to (1) distribute by mail or pick-up free masks to all Douglas County residents in need (2) distribute by car or pick-up additional medical supplies or PPE (3) coordinate, train, track, and deploy community volunteers to immediately respond to covid19 response and recovery efforts; and (4) coordinate and distribute emergency in-kind donations. To achieve these goals, we propose (1) increasing the Volunteer Coordinator position to full-time for 4 months to enable the same level of coordination and response	\$25,200.00

	for the county while continuing to meet internal organizational outcomes, and (2) hiring a full-time AmeriCorps member that would be dedicated exclusively to meeting the holistic community health and human service needs and response to COVID in response and recovery.	
Community Resource Navigators	Community Resource Navigators is an evidence-based solution that has been shown to successfully fill service gaps with marginalized communities in particularly. It is a model that has been implemented in cities across the U.S. to remove barriers to access. The United Way, in support with our collaborative partners, propose piloting a Community Navigator program, in response to the covid19 crisis. We propose hiring 3 full time community navigators, with one each placed at the Eudora Library, the Baldwin City Library, and a mobile downtown Lawrence navigator. In addition, we propose 2 contract-based peer navigators, to begin immediately while training is being developed and delivered for full-time navigators.	\$53,750.00
Van Go - A Safely Distanced Satellite Location	In order to safely serve the 10-12 young adults in this program Van Go plans to serve half at our location (715 New Jersey) and the other half at the White Schoolhouse, an event venue owned and generously donated by a Van GO Board member. We are requesting funds to set up this satellite location, which is necessitated due to COVID. Programming at the satellite location will be substantively different than what will be offered onsite, as the White Schoolhouse lacks the same access to a digital lab, kiln, woodshop, laser cutter, and other materials. We are in the process of program development which will depend on the contract artists talents/specialty areas--some might include jewelry, music, textiles.	\$6,700.00
Housing Placement and Shelter-in-Place	The Willow has spent funds to place survivors and their children in housing (rent and utility payments) as well as in hotels for short-term stays so that they can safely shelter in place. The Willow proposes to continue utility payments to remove a financial barrier for survivors who are moving into new rentals during the pandemic, and to continue hotel stays for those not yet ready to move into a rental.	\$22,836.00
Shelter Capacity, PPE, and Cleaning Supplies	The Willow has decreased its emergency shelter capacity in order to reduce the likelihood of COVID-19 transmission. This project will allow the agency to complete necessary repairs and upgrades to open its second shelter location earlier than planned in order to increase capacity while ensuring that social distancing and self-isolation are possible for residents. In addition, The Willow has been purchasing PPE (masks, gloves, etc.) for staff and clients and will continue to do so. To make common living areas in the agency's shelter safe, the agency has also experienced increased cleaning supply costs.	\$10,426.00

Boys & Girls Club of Lawrence - PPE & Cleaning Plan	Boys & Girls Club of Lawrence has been affected by COVID-19. This funding will purchase needed PPE and cleaning supplies to ensure a safe afterschool environment for all Lawrence youth. The Club will operate 17 locations during Fall 2020 and need the necessary PPE supplies to operate all programs.	\$7,790.00
Boys & Girls Club of Lawrence - Gap Childcare to support distance learning	The Club is proposing a gap childcare learning environment that will support Lawrence Public Schools during the distance learning experience. The Club will provide an all-day program to assist youth with their distance learning and offer academic and enriching activities. This programming will be essential for families that need safe, educational, and affordable childcare from September-December 2020.	\$193,240.00
COVID 19 Child Care Financial Aid Fund	This fund provides a dedicated source of funds for residents who need part time and full-time care for their infants, toddlers, and preschoolers. Residents can use financial aid vouchers in any licensed early care and education program participating in the Douglas County Hero Relief program. This fund is administered by Positive Bright Start based on this agency's existing program. Voucher amounts are on a sliding scale depending on family income up to 240 percent of the Federal Poverty Level and on market rates for preschool age tuition in Douglas County. Infant and toddler tuition rates set at rates sufficient to induce the supply needed to meet the demand for low-income workers' childcare needs.	\$364,800.00
Douglas County Hero Relief Program – Supply Grants & Sustainability Grants	The Hero Relief Program provides financial support directly to licensed care centers and family childcare programs. The Department for Children and Families (DCF) provides the funding and Child Care Aware® of Kansas administers the grants. There are two types of grants available: Supply Grant: These funds will provide financial assistance for open licensed child care providers for the purposes of cleaning and sanitation, and other activities necessary to maintain a healthy and safe operation of the child care program. This grant recognizes the rapid change in recommendations by the CDC and local health departments to include a more rigorous cleaning regimen and assessing for wellness that has led to an increased need for supplies in the childcare settings.	\$397,595.00
COVID-19 Remote Learning & Technology Support Grants	Many students will need to attend childcare facilities throughout the day, and it would be expected that they will need time to participate in virtual learning. Any facility with an enterprise network (i.e. schools and universities) would likely be able to handle the additional traffic. However, most early childhood facilities will not be able to meet the wireless connectivity requirements that will be needed to provide a quality connection. Facilities may likely need to install additional lines and routers to meet these needs. We have identified two companies that have experience connecting educational facilities properly and could do so in an economical manner.	\$19,440.00

Personal Protective Equipment	Purchase of PAPR for instructors to allow for in person instruction.	\$200,000.00
Installation of protective barriers in classrooms and workstations	Purchase of prefabricated mobile plexiglass barriers for installation in teaching spaces and materials to fabricate barriers for other spaces including offices, libraries, and other study spaces.	\$107,607.14
Health Monitoring	Installation of 266 kiosks in academic buildings to enable health monitoring app usage.	\$309,905.00
Naismith Hall--support for Isolation Rooms for KU Students	Operational support for the lease of Naismith Hall to have additional supply of single bedrooms to isolate and/or quarantine KU community who are symptomatic awaiting test results or positive for COVID-19 and cannot safely stay in their current residence due to isolation requirements. Cohorting these individuals in this off-campus, private residence facility immediately adjacent to KU will assist in monitoring them while isolating and in getting them basic needs (food) to keep them from further exposure to the Lawrence community.	\$102,404.00
Scholarship Hall Student-meal plan support	Due to COVID-19, KU leadership is closing the cooperative, student managed scholarship hall kitchen for the fall semester and instead requiring the students to get their food from a KU Dining facility. This action is to reduce risk of the students preparing food and then eating together in close corridors of the existing kitchens and dining rooms. The cost differential in the scholarship hall meal plan price and KU Dining meal plan is \$843.	\$350,000.00
Internet Services for the young men at O'Connell Youth Ranch	We currently have antiquated internet infrastructure. All of our hardware on the ranch is over 5 years old and now that we have to contemplate schooling young men with extensive needs on campus perhaps for several months we are extremely worried about our lack of broadband internet services impacting their learning. We have worked to increase the speed of the internet, on an interim basis but we don't have a long-term solution. We have been exploring options with a vendor and we really need the infrastructure of this service brought to the ranch.	\$65,000.00
<b>Total</b>		<b>\$18,821,517.86</b>

## Definitions

General Considerations – Summarizes county expenditure data.

Technical Understanding of SPARK Process – Assesses compliance of applicant expenditure information with SPARK guidance.

Identified Compliance Considerations – Highlights requested items that may present potential complications for CRF support eligibility.

Spending Plan Request for Additional Information – Specifies what information is still needed from the recipients.

Modifications Required – Requests any changes still needed to a Reimbursement or Direct Aid plan for proper review.

**Conclusion** – Gauges whether the county’s plan has sufficient information to move forward in the eligibility review process and highlights any remaining concerns.

## General Considerations

Douglas County’s Direct Aid Plan includes 95 programs, many of which would be managed by partners in the community. The County should ensure that it has the administrative capacity to oversee these sub-recipients, as well as manage the 5 programs which the Lawrence-Douglas County Health Department is slated to operate. Several proposed programs plan to distribute funding through grants. It is recommended that the County document a clear process for how applicants will apply and be selected for this funding. Also, Douglas County’s direct aid plan includes many programs that aim to address housing and homelessness needs in the community. It will be important for the County to monitor for potential duplication of efforts across its programs.

Douglas County’s reimbursement report does not include required information regarding detailed expenditures by the County or transfers to other entities. The County should ensure that all expenses respond clearly to purpose and intent of CRF funding, meet all eligibility criteria and will be documented to the county file to support the expenses will be incurred before December 30, 2020.

## Technical Understanding of SPARK Process

Douglas County provided a comprehensive overview of proposed use of funds, as demonstrated in the numerous programs and grants outlined in their direct aid plan. Some programs in the direct aid plan seem to represent reimbursements or specified a timeline that overlapped between the reimbursement and future spending periods. However, since the County did not provide detailed information regarding their reimbursement expenditures, it is unclear what time period these expenses appear to cover.

## Identified Considerations

### 1. Payroll Expenses

The matter of reimbursement for previously budgeted but substantially dedicated public safety, public health and human services staff to COVID-19 related responsibilities remains an item of subjective interpretation. The Office of Recovery understands that many Counties and Cities are intending to utilize funding provided through CRF to account for this staff time. To mitigate the risk of potential financial modifications should the Treasury’s guidance present more restrictive criteria than currently outlined, the Office of Recovery has determined that the County should only proceed with reimbursing the following payroll expenses:

- Overtime cost burden associated with public safety, public health, health care, human services, or other employees experienced by the County, Cities or Schools as a result of increased workload associated with mitigating or responding to COVID-19 -or- backfill coverage as a result of staffing shortages tied to COVID-19 (including as a result of staff out due to a qualifying FFRCA or FMLA leave).
- COVID-19 related FFCRA and FMLA leave costs
- Payroll for budgeted personnel and services diverted to a substantially different use than previously budgeted position (example: utility clerk re-assigned to support contact tracing)
- Previously unbudgeted staff hired to assist with COVID-19 related response or mitigation
- Payroll for budgeted personnel and services that are considered substantially dedicated to preparing for, mitigating against or responding to COVID-19, and whose actions can be clearly documented. The County should also ensure that all payroll records reflect this

commitment of time and the tasks performed and/or responsibilities related to COVID-19 are clearly noted in documents supporting the expense.

The U.S. Treasury's Office of Inspector General recently released additional guidance on how payroll expenses should be documented (OIG-CA-20-028; #62, 69-71). The County should ensure that all payroll expenses are compliant to the OIG Guidance.

## 2. Reimbursement Items Submitted as Programs

**\$4,220,478.93**  
Direct Aid

Some planned programs actually reflect reimbursements from March 1st until July 31<sup>st</sup> or specified a timeline that overlapped between the reimbursement and future spending period. From the information provided, it is not apparent if any of these expenditures were included in the County's total reimbursements listed in the direct aid summary which total \$1,944,370.84.

## 3. Direct Aid Grant Programs

**\$3,036,535**  
Direct Aid

The County is proposing numerous grant programs. The County should have a well-qualified plan for how applicants will apply and be selected. Additionally, the County should ensure they have the appropriate level of administrative capacity to effectively administer the program and/or monitor any 3<sup>rd</sup> party entity responsible for administering the grant program.

- Eudora Small Business Assistance Program
- Douglas County Countywide Hospitality Industry COVID Assistance Program
- Douglas County Small Business COVID-19 Reimbursement Grants
- DCCF Crisis Relief Fund Grants
- Douglas County Hero Relief Program – Supply Grants & Sustainability Grants
- COVID-19 Remote Learning Technology and Support Grants
- Countywide Hotel COVID-19 Response Aid Program

## 4. Area Business Direct Payments

Direct Aid

Douglas County has indicated that they intend to make direct payments to area businesses to for various costs related to the COVID-19 pandemic. It is not clear what the process was for businesses to request and then receive approval for these funds. Should the county choose to continue participating in direct payments to area businesses, a formal grant program with an application process and review committee is recommended.

## 5. City of Lawrence Utility Assistance Program

**\$500,000**  
Direct Aid

This program seeks funds to begin a utility assistance program for residential and commercial customers. However, the program description indicates that the utilities supported through this program are city-owned. The City should ensure that the program is administered in a way that is consistent with Treasury guidance and does not serve as revenue replacement.

**6. City of Eudora Utility Assistance Program**

\$163,500  
Direct Aid

This program seeks funds to begin a utility assistance program for residential and commercial customers. However, the program description indicates that the utilities supported through this program are city-owned. The City should ensure that the program is administered in a way that is consistent with Treasury guidance and does not serve as revenue replacement.

**7. Douglas County Historical Society**

\$128,000  
Direct Aid

The description for this program noted that the Arts and Cultural Heritage attractions have already spent \$28,567.22 on public safety measures related to COVID-19 and anticipate spending an additional \$100,208.08. This total would be \$128,775.30, however, the total provided in the program budget is \$128,000. Additionally, some of the entities involved in this program may be recipients of other COVID-19 relief programs, including SBA's PPP. The County should ensure that any CRF funds provided will produce a duplication of benefits.

**8. Downtown Lawrence Concert Venue Program**

\$300,000  
Direct Aid

This program supports four facilities: The Granada Theater, Liberty Hall, The Bottleneck, and Mammoth Live. The budget includes both past expenses and future reimbursements. The description of the program also includes potential economic support in the form of reimbursement for business interruption. The process for identifying businesses to receive this support is not described. Should the county choose to continue participating in direct payments to similar entities, a formal grant program with an application process and review committee is recommended.

**9. Bert Nash Community Mental Health Center**

\$222,250  
Direct Aid

Bert Nash is requesting funds for the costs of unemployment from their layoffs, as well as funds for revenue replacement due to business interruption. Should the entity receive funding from SPARK Round 2 initiatives, the County should ensure that its payment to Bert Nash does not create a duplication of benefits or assistance.

**Spending Plan Request for Additional Information**

The following items require additional information for the State to feel comfortable with proceeding

## Modifications Required

The following modifications are requested to the provided Reimbursement or Direct Aid plan in future reporting:

- In the Direct Aid Plan, total planned expenditures for transfers and programs need to be reconciled with detailed information provided in the tabs of the Plan. Currently, all programs and transfers are aggregated into one single line items in the summary (Program 1; Transfer

## Conclusion

1. Douglas County provided a comprehensive but robust direct aid plan. The Office of Recovery may seek assurances that the County has the appropriate level of administrative capacity to administer the scale of programs outlined in the direct aid plan.
2. Douglas County has an appropriate Project Spend Down Rate representing a low risk of funds not being expended on or before December 30, 2020.
3. Douglas County has proposed many potential subrecipient arrangements. The County should ensure they have the appropriate level of administrative capacity to effectively monitor these subrecipients.
4. Douglas County should consider developing a templated sub-recipient monitoring plan to ensure consistent monitoring of subrecipients (cities, schools, non-profits) for compliance use of funds.
5. For the multiple Grant Programs, if not already in place, Douglas County should consider development of an application process and establish a review committee to ensure equal access to funds from potential qualified applications. The County should also appropriately advertise the program within the community.
6. The County should ensure that all expenses respond clearly to purpose and intent of CRF funding, meet all eligibility criteria and will be documented to the county file to support the expense incurred before December 30, 2020.

Subject to review of all considerations noted in this memo Douglas County may proceed with implementation of its CARES Act funding allocation as outlined in its provided reimbursement and direct aid plan. However, a member of the Office of Recovery may seek consultation with the County to ensure it has the appropriate level of administrative capacity to administer the scale of programs outlined in the direct aid plan.