



CITY COUNCIL PACKET

Supplemental Items for September 3, 2020

Updated Agenda

Agenda items

8.b. Resolution 2020-19 A Resolution of the Dillingham City Council Waiving the Purchase Requirements for Purchasing an Emergency Communication System

10.a. CARES Act Grant Program (previously emailed on Sept. 2, 2020)

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Alice Ruby, **Mayor**

Council Members

- Chris Napoli (Seat A) • Bill Rodawalt (Seat B) • Kaleb Westfall (Seat C)
- Curt Armstrong (Seat D) • Andy Anderson (Seat E) • Gregg Marxmiller (Seat F)

DILLINGHAM CITY COUNCIL

***Participate by dialing 888-392-4560; meeting code 57103
Please MUTE your phone upon entering the call***

WORKSHOP – COVID Plan and CARES Act Grant Program	6:00 P.M.	SEPTEMBER 3, 2020
REGULAR MEETING	7:30 P.M.	SEPTEMBER 3, 2020

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
 - Special Council Meeting, July 31, 2020
 - Special Council Meeting, August 3, 2020
 - Regular Council Meeting, August 6, 2020
 - Special Council Meeting, August 14, 2020
- 4. APPROVAL OF CONSENT AGENDA**
APPROVAL OF AGENDA
- 5. STAFF REPORTS**
 - City Manager and Staff Reports
 - Standing Committee Reports
- 6. PUBLIC HEARINGS**
 - Ordinance No. 2020-18; An Ordinance of the Dillingham City Council Temporarily Extending Absentee Eligibility to All Qualified Voters Voting in the October 6, 2020 City of Dillingham Municipal Election
- 7. CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)**
- 8. ORDINANCES AND RESOLUTIONS**
 - Adopt Ordinance No. 2020-18; An Ordinance of the Dillingham City Council Temporarily Extending Absentee Eligibility to All Qualified Voters Voting in the October 6, 2020 City of Dillingham Municipal Election
 - Adopt Resolution No. 2020-19; A Resolution of the Dillingham City Council Waiving the Purchase Requirements for Purchasing an Emergency Communication System

9. UNFINISHED BUSINESS

- a. Citizen Committee Appointments
 - 1) Library Advisory Board – 1 seat
 - 2) School Facility Committee – 1 seat
 - 3) Port Advisory Committee – 1 seat
 - 4) Senior Advisory Commission – 2 seats

- b. Progress Report
 - 1) Dave Carlson House Property
 - 2) Territorial School

10. NEW BUSINESS

- a. CARES Act Grant Program
(Information to be distributed after the 8/31/2020 Finance & Budget Committee Workshop)

11. CITIZEN'S DISCUSSION (Open to the Public)

12. COUNCIL COMMENTS

13. MAYOR'S COMMENTS

14. ADJOURNMENT

AMENDED

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2020-19

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL WAIVING THE PURCHASE REQUIREMENTS FOR PURCHASING AN EMERGENCY COMMUNICATION SYSTEM

WHEREAS, the City of Dillingham (City) has received funds through the CARES Act for financial assistance of COVID related expenditures; and

WHEREAS, the existing Emergency Communication Systems is not adequate to handle the environment created by COVID-19; and

WHEREAS, the City wishes to utilize CARES Act funding to update the Emergency Communication System needed for increased capability created by the pandemic, and

WHEREAS, there are only two vendors in Alaska that have the capability to furnish the required system; and

WHEREAS, the City will request direct solicitations from both identified vendors; and

WHEREAS, soliciting bids through the normal process will delay the start of the project and jeopardize the opportunity to fund the project using CARES Act funds that must be spent by December 30, 2020; and

WHEREAS, Dillingham Municipal Code (DMC) 4.30.130 allows waiving of purchase restrictions if the City Council finds that it is not in the public interest to follow the procurement procedures for the contracting of professional services, following approval of a resolution stating such; and

WHEREAS, the waiver is based on the criteria outlined in DMC 4.30.130, Exemptions B.1 and B.4, Restrictions and provisions of this chapter shall not apply when, 1. An emergency exists where the delays required for compliance with this section would jeopardize the public health, safety or welfare; and 4. The services are of a professional nature requiring specialized knowledge and judgment.

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council authorizes the City Manager to waive the purchasing requirements and proceed with direct solicitations and procurement of a new Emergency Communication System.

BE, IT FURTHER RESOLVED that payment of services shall not exceed \$750,000.

PASSED and ADOPTED by the Dillingham City Council on September 3, 2020.

SEAL:

Alice Ruby, Mayor

ATTEST:

Lori Goodell, City Clerk

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CORONAVIRUS RELIEF FUND



COMMUNITY GRANT DISTRIBUTION PROGRAM

City of Dillingham

Narrative

Introduction

On June 4, 2020, the Dillingham City Council adopted Resolution 2020-15, authorizing the City of Dillingham to accept \$3,404,480.51 in Coronavirus Aid, Relief, and Economic Security (CARES) Act funds from the federal government and passed through the State of Alaska. The City Council approved a Grant Disbursement Program Utilizing Fund from the CARES Act on August 6, 2020, for the purpose of distributing \$680,896.10 of these funds to individuals, small businesses and local nonprofits that have been adversely impacted by the public health emergency. In developing grant guidelines, the City strived to balance the urgency of the need in our community, with a process that will ensure transparency, efficiency, and the responsible management of the grant funds.

The grant program was developed by City staff, by the input of the Finance and Budget committee with final approval from the City Council. Surveys were conducted and local agencies were contacted to better understand the local impacts related to the COVID-19 public health emergency, and to target available funds to the areas of greatest need.

Several common themes emerged from local research and have been incorporated into the grant program. The City has also reviewed and learned from similar programs around Alaska, and has put together a program that is in the best interest of both the City and its residents. These programs have been designed to align with directive from the U.S. Treasury for the need to provide timely financial relief to those in our community experiencing financial hardship directly caused by the COVID19 public health emergency. The application process was designed to be simple, with as few restrictions as possible to ensure relief funds are quickly distributed to those who need them.

Allowable Use of Funds

The grant funds must be used solely for expenditures that were necessary due to the COVID-19 public health emergency, and occur between March 1, 2020 and December 30, 2020. Eligible expenditures may include things like payroll, operating expenses, lease or rent, telework equipment costs, inventory acquisition (needed to reopen or maintain open status), personal protective equipment (PPE), and facility readiness (social distancing preparedness, business modifications, etc.).

Applicants must self-certify as an individual, business and nonprofit were financially impacted by the COVID-19 public health emergency, and may be required to provide a brief description of the impacts.

Applicants who have applied and/or secured funding from other local municipal, state, or federal programs under the CARES Act are eligible to apply, but must certify that there is a continued financial need that has not been addressed by the receipt of other funds.

Applicants may be asked to provide a list of expenses for which the grant funds will be utilized, and will be encouraged to spend grant funds locally. All Dillingham CARES grant funds must be expended by December 30, 2020.

The grant program is first come first serve for round one. The CARES Account Technician and Finance Director will determine whether the application is complete and the individual, business or nonprofit organization are eligible under the program requirements. Submission of an incomplete or inaccurate application may result in ineligibility for program funding. The estimated date for releasing verified grant awards begins mid-September 2020. An applicant denied by the review committee during this process may appeal to the City Manager. An appeal must be filed in writing by 5:00 pm within ten (10) business days of the date of the denial notification. If the request for grants exceeds the total available program funds, individual grants may be prorated equally to stay within available funding. If the overall request from qualified applicants is less than the total available funding, individual grants may be increased, provided applicants can demonstrate additional eligible expenses.

The City reserves the right to publish names of individuals, businesses or nonprofits that receive grants and the amount received. Any document deemed a public record by law or by Dillingham Municipal Code is subject to disclosure in response to a records request. Individual sales tax return information and federal income tax information is deemed proprietary and not subject to public disclosure.

The City reserves the right to amend the criteria or procedures of this program as may be required to conform to state and federal guidelines.

The City of Dillingham cannot define the grant awards as taxable income at this time. The City of Dillingham will treat each grant award as taxable income until directed otherwise by the state or federal government. It is in the best interest of the applicant to consider the grant program as taxable income.

Individual Assistance

Individual grant awards are intended to assist residents of the City of Dillingham that suffered economic hardship due to the COVID-19 public health emergency. Impacts could include, but are not limited to, furlough, layoff, reduction of hours, or job ended. Payments will be directly sent to the utility company, grocery store, heating fuel vendor of the individual's choice to ensure funds are appropriately spent. If the individual choice is a grocery gift card, the purchase of tobacco products are prohibited. The funds must be applied to a current bill or invoice.

Program Guidelines

Purpose: To help residents of Dillingham economically impacted by COVID-19. To be eligible for the grant program, an individual must consider the following:

- Current or imminent individual need. Past due balances incurred before the pandemic are not eligible. Each individual may be awarded up to \$300 individually with a maximum per household of \$1,000.

- To help people economically impacted by the COVID-19 pandemic access housing assistance, childcare, and utilities assistance.
- Current or imminent need for utility assistance. Arrearages are not eligible.
- Funding is for recently unemployment due to lay-offs, furloughs, or loss of income due to closures or shelter in place orders.
- Complete application and provide necessary documentation.
- Rental Assistance: Maximum of one-month rent or mortgage payment, not to exceed \$1,000 per household.
- Must be used to maintain current housing (this is not financial support to get into housing or to sustain housing for someone unemployed before the pandemic-caused employment loss).

Applicant Documentation Required:

- Valid ID
- Completed application

Possible Supporting Documentation based on individual need:

- Rental or lease agreement or mortgage statement
 - Most recent paystub or self-employment documentation
 - Most recent utility bill
 - Most recent childcare invoice or receipt.
 - Statement from Employer Verifying Employment Status PreCovid-19 and current employment Status
- Tobacco purchase with the grocery gift card is prohibited.

Small Business Eligibility & Award Amounts

Business grant awards are intended to assist small businesses located in the City of Dillingham that suffered economic harm due to the COVID-19 public health emergency. Impacts could include, but are not limited to, loss of sales due to mandatory shutdown, inventory loss, additional operating expenses of reopening and protecting staff and customers, including funds already spent for those purposes. The funds may be applied to a current bill or invoice. Another allowable expenditure is a reimbursement of expense incurred from March 01, 2020 to December 30, 2020.

Program Guidelines

Purpose: To help businesses of Dillingham economically impacted by COVID-19. To be eligible for the grant program, a business must consider the following:

- Have a physical place of business located in the City of Dillingham for the sale of goods or the provision of services. This may include a ‘brick and mortar’ storefront, participation in a farmer’s market, or other type of physical space that relies on foot traffic for business.

- If a grant award check is cut directly from the City of Dillingham to a provider an expenditure from the grantee will not be required. A grantee expenditure report will be required when a grantee requests the grant award check.
- Must have a current City of Dillingham business license.
- Upon award of grant, businesses are encouraged to spend funds within Dillingham.
- Be current in sales tax registration with the City of Dillingham, and not be delinquent with the City of Dillingham Tax Department as a result of a lien or violation of a payment plan.
- Not be in bankruptcy proceedings.
- Not be a C corporation traded on a U.S. stock exchange, or a corporate-equivalent entity traded on a foreign stock exchange and owned in whole or majority-owned by such a publicly traded corporation.
- Not be a national chain that owns and operates a premise in the City of Dillingham.
- Individually owned-and-operated local franchises are eligible.
- Not be a marijuana business licensed under Alaska Statute 17.38.

Nonprofit Eligibility & Award Amounts

Purpose: To help nonprofits of Dillingham economically impacted by COVID-19. To be eligible for the grant program, a nonprofit must consider the following:

Nonprofit grant awards are intended to assist nonprofits that regularly serve the residents of the City of Dillingham, and have suffered economic harm due to the COVID-19 public health emergency.

To be eligible for the grant program a nonprofit must:

- Provide regular services to the residents of the City of Dillingham, however nonprofits are not required to have their main office physically located within Dillingham.
- Be in good standing as an IRS certified 501 nonprofit organization.
- Have a board of directors or local advisory board that is comprised of a majority of Alaska residents. A local affiliate of a national organization must have a local advisory or governing board.

All types of IRS-certified 501 nonprofit organizations are eligible, provided there are no federal restrictions on the organization receiving federal grant dollars. Faith-based nonprofits are eligible for the program, as long as the grant funds will be used for services that are made available to Dillingham residents regardless of religious affiliation. Per federal rules, organizations that are primarily engaged in political or lobbying activities, are not eligible to receive these funds.

Business and nonprofit grantees will be required to submit a summary of expenditures within 15 days to the City of Dillingham and retain records of expenditures. Grantees will be required to retain records of how grant funds are used, and must be able to produce such records promptly when requested. Applicants who have received funding from other sources (e.g. PPP, EIDL, AK

CARES) must certify that Dillingham CARES funds will be applied to expenses not previously covered by the receipt of other COVID relief funds. A percentage of grant recipients may be audited by the City of Dillingham to verify that funds were used for eligible expenses. If grant funds are spent on ineligible expenses, the full amount of the grant funds must be returned to the City of Dillingham.

Application Process

Round one application period will be open beginning September 7, 2020 and ending on Wednesday, September 30, 2020. Round two will be announced if funds are available.

Applications should be submitted to the CARES Account Technician at City Hall at 141 main street or mailed to PO Box 889 Dillingham, Alaska 99576. This allows the City to email you updates as the application moves through the process. If you cannot hand deliver or fax in an application, you may email the application to Dillingham City Hall. Emailed applications can be sent to chelsey.decker@dillinghamak.us. All applications must be postmarked or received no later than September 30, 2020 in order to be considered.

Applications can be mailed to:

City of Dillingham
ATTN: Dillingham CARES Grant Program
141 Main Street
PO Box 889
Dillingham, AK 99576

Contact us

Information about the program, application forms, FAQs, and contact information will be available on the City's website at dillinghamak.us

For questions about the program, please email chelsey.decker@dillinghamak.us or call 907-842-1823



Individual Assistance Grant Application

City of Dillingham • PO Box 889 • Dillingham, AK 99576 • (907) 842-5211

Section 1 – Applicant Information

Full Legal Name: _____

Mailing address: _____

Phone number: _____

Email address: _____

Physical address: _____
(Resident must be located within the City of Dillingham)

Social security number: _____
(SSN will be kept confidential)

Section 2 – Grant Request Declarations

Initial ____ I reside in the Dillingham city limits.

Initial ____ Grant funds will be used only for expenditures that occurred from the COVID-19 pandemic.

Initial ____ If grant funds are misused I may have to return the full award amount to the City of Dillingham.

Each household may be awarded up to \$300 per member with a household maximum of \$1,000.
Number of members in household: _____

Initial ____ I have been impacted by the COVID-19 public health emergency.
(Impacts may include, but are not limited to, inability to pay for rent or mortgage, inability to pay for utilities, inability to pay for groceries and or additional cleaning supplies.)

Briefly describe how COVID-19 impacted you or your household:

Section 3 – Grant Disbursement Request

Indicate where grant award should be distributed, check all that apply:

Utilities Assistance Rental Assistance Childcare Assistance Grocery Gift Card Other

Utilities Assistance to: _____ Account number: _____

Utilities Assistance to: _____ Account number: _____

Utilities Assistance to: _____ Account number: _____

Rental Assistance: Landlord: _____ Phone: _____

Landlord mailing address: _____

Childcare Assistance: Provider: _____ Phone: _____

Childcare provider mailing address: _____

Preferred local store: _____ Amount: _____

Other: _____

(**Please note: the Individual Assistance grant program is only open to City of Dillingham residents**) City of Dillingham disclaimer: The City of Dillingham recognizes the need to support individual residents within the City of Dillingham as a result of the COVID-19 public health pandemic. The individual grant is aimed to help residents of Dillingham economically impacted by the COVID-19 public health emergency for utility assistance, child care assistance, grocery assistance and rent/mortgage assistance. By applying, there is no guarantee or obligation of award of funds. The application will be kept confidential and remain within the City of Dillingham. Please answer each question to the best of your knowledge. Incomplete applications will be rejected. This program is based on a first come first serve basis upon received completed applicant submission. Applications must be received or postmarked by September 30, 2020 and may be submitted by email to: chelsey.decker@dillinghamak.us or hand-delivered or mailed to City of Dillingham at 141 Main Street, PO Box 889 Dillingham, Alaska 99576 Attn: CARES Grant Program. The application period will be open on September 7, 2020 through Wednesday, September 30, 2020. The will be announced if funds are available. Incomplete applications will be rejected. Applicants will be notified of the status of their application via email to the contact person listed on the application. Questions about the grant program, application process, or application status must be directed to CARES Account Technician, 907-842-1823 or by email at chelsey.decker@dillinghamak.us. It is the sole responsibility of the applicant to determine or to seek independent advice as to the tax implications of receiving the grant funds. The City of Dillingham will treat each grant award as taxable income until directed otherwise by the state or federal government.

I certify the information provided in this application is true and accurate and acknowledge the funds will be spent by December 30, 2020. I agree to verify the information provided in this application and to provide additional information to the city, if requested.

Signed: _____ Date: _____

Print Name: _____



Business Assistance Grant Application

City of Dillingham • PO Box 889 • Dillingham, AK 99576 • (907) 842-5211

Section 1 – Applicant Information

Business name: _____

Dillingham license number: _____

Contact name: _____

Mailing address: _____

Business phone number: _____

Business email address: _____

Physical address of business: _____
(Business must be located within the city of Dillingham)

IRS Tax Identification Number: _____

OR proprietor's Social Security Number: _____
(SSN will be kept confidential)

Section 2 – Grant Request Declarations

Please answer the following eligibility questions:

Initial ____ My business is not a C Corporation traded on a U.S. stock exchange or a corporate-equivalent entity traded on a foreign stock exchange, and owned in whole or majority-owned by such a publicly traded corporation.

Initial ____ My business is not a national chain that owns and operates a premise in the City of Dillingham. (Individually owned-and-operated local franchises are eligible).

Initial ____ My business has obtained a City of Dillingham 2020 business license and is in good standing. (Good standing may include payment agreements).

Initial ____ My business is not currently in bankruptcy proceedings.

Initial ____ My business has a permanent physical presence in the City of Dillingham for the sale of goods or provision of services, with at least one worker assigned to that facility.

Initial ____ My business is not a marijuana business licensed under Alaska Statute 17.38.

Section 3 – Grant Request Information

Initial ____ My business was impacted by the COVID-19 public health emergency.
(Impacts may include, but are not limited to, loss of sales due to mandatory shutdown, inventory loss, additional operating expenses of reopening and protecting staff and customers, including funds already spent for those purposes.)

How will the grant funds be used? Please explain the revenue loss and relation to COVID-19 pandemic.

Initial ____ I certify the funds will be used for expenditures that occurred from the COVID-19 pandemic.

Initial ____ If the funds are misused I may have to return the full award amount to the City of Dillingham.

Initial ____ I will submit an expenditure report to the City of Dillingham before December 30, 2020.

Amount of requested award may not exceed \$5,000. Amount requested: _____

Indicate where grant award should be distributed, check all that apply:

- To Business Utilities Assistance Lease Assistance Other

Business: _____

Utilities Assistance to: _____ Account number: _____

Utilities Assistance to: _____ Account number: _____

Utilities Assistance to: _____ Account number: _____

Lease Assistance: Landlord: _____ Phone: _____

Mailing address: _____

Other: _____

Please note, if a grant award goes directly from the City of Dillingham to a provider an expenditure report will not be required.

City of Dillingham Disclaimer: *If an expenditure report is required, you may have to pay back full grant award amount if not submitted in a timely manner * Applications must be received or postmarked by Wednesday, September 30, 2020 and may be submitted by email to: CARES Grant Program or hand-delivered or mailed to City of Dillingham at 141 Main Street, PO Box 889 Dillingham, Alaska 99576 Attn: CARES Grant Program. Application period will be open September 7, 2020 through Wednesday, September 30, 2020. A second application period will be announced if funds are available. Incomplete applications will be rejected. Applicants will be notified of the status of their application via email or letter to the contact person listed on the application. Questions about the grant program, application process, or application status must be directed to CARES Account Technician, by email chelsey.decker@dillinghamak.us. It is the sole responsibility of the applicant to determine or to seek independent advice as to the tax implications of receiving the grant funds. The City of Dillingham will treat each grant award as taxable income until directed otherwise by the state or federal government.

I certify the information provided in this application is true and accurate and acknowledge the funds will be spent by the required deadline of December 30, 2020. I agree to verify the information provided in this application and to provide additional information to the city, if requested.

Signed: _____ Date: _____

Print Name: _____ Title: _____

DRAFT



Nonprofit Assistance Grant Application

City of Dillingham • PO Box 889 • Dillingham, AK 99576 • (907) 842-5211

Section 1 – Applicant Information

Nonprofit name: _____

Nonprofit mailing address: _____

Phone number: _____

Email address: _____

Physical address of nonprofit: _____
(Nonprofit must be located within the City of Dillingham)

IRS Tax Identification Number (TIN): _____

Section 2 – Grant Request Declarations

Initial ____ This nonprofit provide services to residents of the City of Dillingham in 2020.

Initial ____ Grant funds will be used for expenditures that occurred from the COVID-19 pandemic.

Initial ____ If the funds are misused you may have to return full award amount to the City of Dillingham.

Initial ____ An expenditure report will be submitted to the City of Dillingham before December 30, 2020.

Initial ____ Services provided by your nonprofit impacted by the COVID-19 public health emergency.

Initial ____ I certify the funds will be used for expenditures that occurred from the COVID-19 pandemic.

Initial ____ If the funds are misused I may have to return the full award amount to the City of Dillingham.

Initial ____ I will submit an expenditure report to the City of Dillingham before December 30, 2020.

Identify which type of IRS certification your nonprofit holds:

- | | |
|--|---|
| <input type="checkbox"/> 501(c) (3) charitable organization | <input type="checkbox"/> 501(c) (4) social welfare |
| <input type="checkbox"/> 501(c) (5) labor, agricultural/horticultural org. | <input type="checkbox"/> 501(c) (6) trade or professional organization |
| <input type="checkbox"/> 501(c) (19) or (23) Veterans organization | <input type="checkbox"/> 501(e) cooperative hospital service organization |
| <input type="checkbox"/> 501(k) child care organization | <input type="checkbox"/> Other (please specify): <input type="text"/> |

(Faith-based nonprofits are eligible, so long as they provide services that are promoted and available to the general public without regard to religious affiliation. Nonprofit organizations "that are principally engaged in teaching, instructing, counseling, or indoctrinating religion or religious beliefs, whether in a religious or secular setting, or primarily engaged in political or lobbying activities" are not eligible (as per 13 CFR § 120.110(k) in the Code of Federal Regulations.

Section 3 – Grant Request Information

The nonprofit was impacted by the COVID-19 public health emergency. (Impacts may include, but are not limited to, loss of sales due to mandatory shutdown, inventory loss, additional operating expenses of reopening and protecting staff and customers, including funds already spent for those purposes.)

How will the grant funds be used? Please explain the revenue loss and relation to COVID-19 pandemic.

Amount of requested award may not exceed \$5,000. Amount requested: _____

Indicate where grant award should be distributed, check all that apply:

- To NonProfit Utilities Assistance Lease Assistance Other

NonProfit: _____

Utilities Assistance to: _____ Account number: _____

Utilities Assistance to: _____ Account number: _____

Utilities Assistance to: _____ Account number: _____

Lease Assistance: Landlord: _____ Phone: _____

Mailing address: _____

Other: _____

Please note, if a grant award goes directly from the City of Dillingham to a provider an expenditure report will not be required.

City of Dillingham Disclaimer: *If an expenditure report is required, you may have to pay back full grant award amount if not submitted in a timely manner * Applications must be received or postmarked by Wednesday, September 30, 2020 and may be submitted by email to: CARES Grant Program or hand-delivered or mailed to City of Dillingham at 141 Main Street, PO Box 889 Dillingham, Alaska 99576 Attn: CARES Grant Program. Application period will be open September 7, 2020 through Wednesday, September 30, 2020. A second application period will be announced if funds are available. Incomplete applications will be rejected. Applicants will be notified of the status of their application via email or letter to the contact person listed on the application. Questions about the grant program, application process, or application status must be directed to CARES Account Technician, by email chelsey.decker@dillinghamak.us. It is the sole responsibility of the applicant to determine or to seek independent advice as to the tax implications of receiving the grant funds. The City of Dillingham will treat each grant award as taxable income until directed otherwise by the state or federal government.

I certify the information provided in this application is true and accurate and acknowledge the funds will be spent by the required deadline of December 30, 2020. I agree to verify the information provided in this application and to provide additional information to the city, if requested.

Signed: _____ Date: _____

Print Name: _____ Title: _____

DRAFT