

**Faulkner County
American Rescue Plan Application**

Organizational information:

Name or organization: Community Action Program for Central Arkansas
Physical address: 707 Robins St. Suite 118, Conway, AR 72034
Mailing address: 707 Robins St. Suite 118, Conway, AR 72034
Email: jennifer.welter@capcainc.org
Phone: 501-329-0977 ext. 2105

CEO or Executive Director information:

Name: Jennifer Welter
Email: jennifer.welter@capcainc.org
Phone: 501-329-0977 ext. 2105
Brief qualifications statement: BA in Business Administration. 12 yrs experience in Comr

Financial Officer or Director information:

Name: Elizabeth Dunlap
Email: elizabeth.dunlap@capcainc.org
Phone: 501-329-0977 ext. 2114
Brief qualifications statement: BA in Business Admin. and Accounting, Masters in Accou

Who is the contact person for this application:

Name: Jennifer Welter
Email: jennifer.welter@capcainc.org
Phone: 501-329-0977 ext. 2105

Entity type or IRS registration: (501(c)3, LLC, sole proprietorship, etc)

501 (c) 3

Brief history of the organization:

The Community Action Program for Central AR. (referred to as CAPCA) is a private 501(c)3 non-profit Community Action Agency which began on May 18, 1965 in Conway, AR. CAPCA (and all Community Action Agencies(CAA's)), were born out of the Economic Opportunity Act of 1964, and charged with waging the War on Poverty. Each program operated by the agency is designed to help reduce the barriers of poverty, educate, empower and promote the self sufficiency of our low income neighbors. CAPCA seeks and receives state, federal, local, and donated funds to serve this mission. A key component of CAA's, is that we do not seek to do so in a silo, we depend heavily on our well established community partnerships. We do not aim to duplicate services, instead we conduct an annual community assessment to determine the needs

Financial information:

Have you received other state or federal grant funds in the past three years? If so, list the grant name, the organization from whom it was received, the amount of funding received, and the status of the grant expenditure.

Please see attachment titled: Attachment 1 CAPCA Funding Resources 2019-2022

Attach your organization's audits from 2019 and 2020 if available.

Please see attachments titled: Attachment 2 CAPCA audit 3.31.19, Attachment 3 CAPCA audit 3.31.20. In addition we have included Attachment 4 CAPCA audit 3.31.21.

What is your organization's annual budget? Please attach a copy of your 2020 and 2021 budgets.

Please see attachment titled: Attachment 5 CAPCA FY 2020-2021 Budget, Attachment 6 CAPCA FY 2021-2022 Budget

The applicant certifies that any funds received through this Faulkner County granting program are fully subject to federal regulations and affirms that the funds will be properly spent in compliance with the American Rescue Plan Act of 2021. The applicant further affirms that financial controls are in place such that each expenditure under the grant will be fully documented and that such documentation will be open to the public and submitted to the County for audit. The applicant understands that all aspects of their use of the grant are open to the public and subject to the Freedom of Information Act.

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About your request:

Please indicate under which category of eligibility under ARPA your organization is applying:

- Public Health and Economic Impacts – Responding to COVID-19
- Public Health and Economic Impacts – Responding to Negative Economic Impacts
- Premium Pay
- Revenue Loss
- Investments in Infrastructure – Water and Sewer
- Investments in Infrastructure – Broadband

Briefly and clearly state how your project responds to the COVID-19 crisis:

CAPCA will respond to the public health and negative economic impacts experienced by residents in Faulkner County in the areas of food security, rental assistance, emergency shelter, homelessness, utility assistance, and through provisions of household items such as toilet paper, laundry soap, and personal hygiene items.

Does your project have a county-wide impact? If so, describe.

Yes. Our project will impact eligible residents county wide.

Please describe your project including the following information (in any order): What will this project accomplish? How will those goals be measured? How to these goals relate to the goals of the American Rescue Plan Act (ARPA)?

Funds will provide food boxes, rental assistance, emergency hotel stays, support the emergency homeless shelter, provide utility assistance, and provide household items such as toilet paper, laundry soap, and personal hygiene items to individuals and families affected by COVID. We will quantify each service to measure our goal. These goals relate to the ARPA by addressing the negative economic impacts of our clients. The homeless shelter will address the health impacts of our community members by providing a safe shelter for our homeless population.

Please attach a project budget. If the project includes construction or third-party services, please provide their estimates.

Please see attached titled: Attachment 7 CAPCA Project Budget

Are other funds part of the budget besides ARPA funds? If so, please list other sources of funding and a copy of their funding commitment, if available.

Each budget item will also be supported in part by another funding source. Only a portion of the additional funding sources total grant will be dedicated to this project. The Student Market utilizes CSBG funds. Rental Assistance utilizes United Way funding and ESG funds. The Homeless Shelter will utilize the Emergency Solutions Grant (ESG) and the Community Services Block Grant (CSBG). Head Start funds support each Head Start Program. Please see attachments 8a through 8i.

Please describe the organization's financial management practices that will ensure audit compliance.

CAPCA follows all state, local, and federal funding source requirements to receive grant funding. We are versed and have been successful in this practice for over 56 years. CAPCA's Fiscal Officer has a BA in Accounting and a Masters in Accountancy. Our Accounting Policies and Procedures have been reviewed by an attorney and meet the needs of each funding source. CAPCA ensures segregation of duties, has policies and procedure in place to prevent waste, fraud, and abuse, and provides detailed financial reports to our Governing Board monthly, including all credit card expenditures. CAPCA uses a chart of accounts as the frame work for our general ledger and the basis for our accounting system. This system assigns a general ledger code, program code and function code. CAPCA utilizes an electronic accounting system which is backed up daily. Our policies and procedure ensure that data is secure and personally identifiable information is protected. Please see attachment 9 titled CAPCA's Accounting Policies and Procedures.

What is the total dollar amount that is being requested from Faulkner County?


\$415,332.00

Have you received other ARPA funds? If so, how much have you received?

CAPCA has received a total of 1, 423, 506.91 through ARPA Funds. Please see Attachment 10 for a breakdown of funding.

Authorized Representative: The signature indicates that I have been authorized to submit an application requesting funding for the proposed project and to the best of my knowledge and belief, all data contained in this application is true and correct. If the application is approved for funding, I am authorized to sign any applicable documents on behalf of the applicant.

Jennifer Welter

Type Name


Signature

Executive Director

Title
April 11, 2022

Date

When completed return by mail or drop-off
to: Faulkner County Judge's Office
801 Locust Street
Conway, AR 72034