

Town of Underhill

ARPA Funds Use Proposal – PHASE 1

In January 2022, the U.S. Department of Treasury issued an Overview of the Final Rule for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF), a part of the American Rescue Plan Act (ARPA). These federal funds were extended to state and local municipalities to address impacts of the pandemic with substantial flexibility on how the funds can be allocated based on the local need to help us build a strong, resilient community and support long-term growth and opportunity.

The Final Rule provides extensive information about allowable spending with greater simplicity and the Town of Underhill took the on time permitted “Standard Allowance”, the most flexible choice; allowing us utilize the funds for “government services.” Unless the treasury has stated otherwise government services are any services traditionally provided by the recipient government.

The Town of Underhill has \$696,228.55 remaining in ARPA funds to spend on eligible activities. These funds must be obligated by December 31, 2024 and spent by December 31, 2026.

Information and Instructions:

The Town of Underhill has formed an [ARPA Advisory Committee](#) to review and recommend projects to the Selectboard for consideration. The Selectboard of Underhill will consider the recommended projects and authorize spending. Submission of a completed Phase 1 Proposal is your first step to get your project, concept, or idea in front of the ARPA Advisory Committee. This process is intended to be simple and allow for those requesting funds to do so without providing extensive information initially. The first review of Phase 1 Proposal will be November 14, 2022 and after the meeting you will hear from the Committee on the next steps. Only complete applications will be reviewed. They must be received by email, mail or in person (see Links and More Information) and all applications must be type written and not hand written. Assistance is available if necessary.

We encourage you send in the completed Phase 1 Proposal as soon as possible so we can work with you and make recommendations or provide feedback prior to completing a complete **Phase 2 Application**. We will respond to completed proposals as we review them in committee. **The deadline to submit Phase 1 Proposal is 1/31/2023**. Final recommendations will be forwarded to the Selectboard by 5/31 2023. The Selectboard then has the authority to decide which projects will ultimately be funded. This timeline is subject to change; however, we would like to have the funds obligated as soon as possible so there is a longer period of time for the projects to come to fruition and to ensure that the money is spent by 12/31/2026.

Submit this completed document by:

Email to: jsilpe-katz@underhillvt.gov

Mail to: Town of Underhill PO BOX 120 Underhill, VT 05489

In Person to: Underhill Town Hall, 12 Pleasant Valley Rd. Underhill

Questions or Assistance: Jennifer Silpe-Katz, 802-899-4434 x 2 or at above email

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Committee/Group/Individual Requesting Funding:

Contact Name:

Phone Number:

Email:

Date:

Proposal Name/Brief Description:

Estimated Cost/Description of Estimate Process (use the space here and attach additional pages and any supporting documents):

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Please Answer the following questions by marking the answer in the space provided.

Benefit to Town of Underhill

Does this proposal	YES	NO	Not Sure
Invest in the town without creating a need for additional or ongoing revenue or expenses? Is this a one-time expense?			
Benefit a population that was disproportionately impacted by the pandemic?			
Benefit a population underserved prior to the pandemic?			
Mitigate and/or help the Town adapt to the effects of climate change?			
Improve or create infrastructure for Underhill? Ex. Natural resources, pedestrian access, transportation but not limited to			
Align with or impact the goals and priorities of the Town Plan? LINK			

Comments:

Feasibility of Project

Can this proposal	YES	NO	Not Sure
Be fully planned, estimated and obligated to the Town by December 31, 2024?			
Be fully completed and paid for by the end of 2026?			
Be used to leverage or match other grants, funds or projects?			

Please attach estimates, quotes, drawings, or supporting documents or elaborate in any way you would like. Please note that the ARPA Advisory Committee only recommends projects to the Selectboard and the Selectboard has the ultimate authority to allocate the funds. [17 V.S.A. § 2664](#)

Links and More Information:

Final Rule – Overview at <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-Overview.pdf>

Final Rule – FAQ’s at <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf>

Specific Information for Town of Underhill at https://www.underhillvt.gov/vertical/sites/%7B4E962BB9-B4BB-4504-A3EE-ED54521A1BCE%7D/uploads/Coronavirus_Local_Fiscal_Recovery_Fund_Overview_Presentation_06092022.pdf