

## STAFF REPORT

---

**Date:** October 25, 2023

**To:** Mayor and City Council

**Thru:** Doug Thornley, City Manager

**Subject:** Staff Report (For Possible Action): Approval of Agreement with Bristlecone, a 501(c)(3) non-profit organization, to support the recovery center's capital campaign to expand services in the amount of \$200,000. (American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds)

**From:** Cynthia Esparza, Chief Equity & Community Relations Officer

**Department:** City Manager's Office

---

### **Summary:**

Council previously approved a \$1,000,000 allocation for distribution to non-profits from the American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Fund (SLFRF) received by the City of Reno. An open application process was led by staff for non-profits to apply for funding. Applications were scored based on adherence to Federal compliance, Reno City Council priorities, and the efficacy of the project. Bristlecone was one of four non-profit projects approved for funding at the October 11, 2023 Council meeting in the amount of \$200,000. Staff is seeking approval of the Subrecipient Agreement with Bristlecone to support their capital campaign.

### **Alignment with Strategic Plan:**

Fiscal Sustainability

Economic Opportunity, Homelessness, and Affordable Housing

### **Previous Council Action:**

October 11, 2023 – Council approved recommended \$200,000 allocation to support the Bristlecone Recovery Center Capital Campaign to expand services.

January 26, 2022 – Council allocated \$24,499,998.50 to seven priority categories, including \$1,000,000 to non-profit community projects.

August 25, 2021 – Council accepted the SLFRF allocated through ARPA, allocated \$1,260,000 to urgent projects, and directed staff to begin a public engagement process to identify potential uses of remaining funds to support pandemic response and relief.

**Background:**

On March 11, 2021, President Biden signed the American Rescue Plan Act (ARPA) establishing the Coronavirus State and Local Fiscal Recovery Fund (SLFRF). The SLFRF allocates funding to state, county, and local governments to support efforts to recover from the impacts of the COVID-19 pandemic. Reno City Council approved priority categories based on Treasury requirements, community input, City of Reno Strategic Plan, and Reno City Council priorities. Community projects were included among the priorities and \$1,000,000 was allocated to be distributed to non-profits serving Reno.

After the SLFRF Final Rule was distributed on January 27, 2022, staff led an open application process for non-profits to apply for the funding. Non-profits had to meet the following requirements:

- Uniform Administrative Requirements: SLFRF funds are subject to the requirements of Uniform Administrative Requirements, Cost Principles, and Audit Requirements for federal awards per 2 CFR 200 Uniform Guidance.
- SAM.gov Requirements: All eligible recipients are required to have an active registration with the System for Award Management (SAM) (<https://www.sam.gov>). Please register for SAM and obtain a Unique Entity Identifier prior to applying to the grant program. Your organization must be actively registered on SAM.gov in order to be eligible for ARPA-SLFRF funds.
- Single-Audit Requirements: Recipients and subrecipients that expend more than \$750,000 in Federal awards during their fiscal year will be subject to an audit under the Single Audit Act and its implementing regulation at 2 CFR Part 200, Subpart F regarding audit requirements. Recipients and subrecipients may also refer to the Office of Management and Budget (OMB) Compliance Supplements for audits of federal funds and related guidance and the Federal Audit Clearinghouse to see examples and single audit submissions.

The application included:

- Non-profit organization information
- Project description
- Alignment with Treasury eligible use categories
- Alignment with City of Reno Council priorities
- Impact on community
- Project milestones
- Budget

Non-profit applications were scored based on:

- Nevada Nonprofit certificate 501(c)(3) or 501(c)(19) certification
- Ability to provide direct services to the Reno community
- Familiarity with 2 CFR 200 uniform guidance
- Subjectivity to single audit requirements
- Experience with federal award dollars
- Active SAM.gov registration and Unique Entity Identifier (UEI)
- Project Scalability
- Previous ARPA funding received by City of Reno or Washoe County
- Currently providing services to the City of Reno
- Community needs addressed through the project
- The project scope and execution
- Eligible use category fit
- City of Reno priority category fit
- Collaboration with community partners
- COVID-19 community recovery
- Individual/unit/household impact
- Project milestones/major expenditures
- Budget/budget narrative

**Discussion:**

In total, 18 non-profits submitted applications and after thorough review and scoring, Bristlecone was among the four non-profits recommended and approved for funding at the October 11, 2023 Council meeting.

The \$200,000 City of Reno's ARPA-SLFRF funds allocation for Bristlecone will support their Recovery Center Capital Campaign. The campaign includes critical capital improvements and renovations of the Main Building (704 Mill St), which includes revitalizing a Veteran's Dorm and Natal Unit, and building a Medical Detox Center (196 S. Wells) and a Women's Residential Dorm (130 S. Wells), all next-door to one another. Funding will support a capital campaign to provide desperately needed treatment opportunities to northern Nevadans who need this life-saving care. This allocation will specifically support the Medical Detox Center and add more treatment beds to Reno.

**Financial Implications:**

The funds have been allocated from the City of Reno's ARPA-SLFRF funds and will follow standard City purchasing and contracting policies and procedures. Approval of the \$200,000 Subrecipient Agreement has no impact on the General Fund.

**Legal Implications:**

Funds will be allocated and spent in compliance with the American Rescue Plan Act, Department of Treasury Final Rule, and City purchasing policies and procedures.

**Recommendation:**

Staff recommends Council approve the Subrecipient Agreement with Bristlecone in the amount of \$200,000 in State and Local Fiscal Relief Funds received through the American Rescue Plan Act.

**Proposed Motion:**

I move to approve staff recommendation.

**Attachments:**

Bristlecone American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds  
Subrecipient Agreement