

CITY OF TAKOMA PARK

American Rescue Plan Act (ARPA)  
FY24-FY27

## Spending Plan – Direct Cash Assistance



Presented by:

**Andrew Bolduc**

Acting Deputy City Manager/APRA Manager

November 1, 2023



# Agenda

- **Review: Takoma Park Spending Plan History**
- **Accounting Update: as of Q1 FY24**
- **Direct Cash Assistance Program History**
- **Survey Results**
- **Staff Recommendation**
- **Questions?**

Background



# Review: Takoma Park Spending Plan History

- **March 2021: American Rescue Plan Act signed into law**
  - \$360 billion in pandemic-related aid to state and local governments
- **July 2022: City received final of two \$8.7m installments for a total award of \$17.5m**
- **Decision 1: FY22 Budget included \$1.19m in “revenue loss” to support the general fund**
- **Decision 2: FY22 July budget amendment included \$2,605,600 in initial project funding**
  - Food security grants
  - Rental assistance
  - ARPA admin salaries
- **Decision 3: Adoption of FY23-26 Spending plan codified as Ordinance No. 2022-3 for the remainder of ARPA funds**
  - 23 new programs/initiatives
- **Decision 4: Fiscal year reallocations**

<b>Total ARPA Award</b>	<b>\$17,470,260</b>
FY22 adopted budget	\$1,191,600
FY22 July budget amendment	\$2,605,600
FY23-26 Spending Plan, Ordinance No. 2022-3	\$13,558,824.52
FY23 July budget amendment	<i>FY22 to 23 reallocations</i>
Final installment & interest	\$6,807

# Review: FY24 Budget Amendments to Spending Plan

- **Decision 5: FY24 Amendments - \$1.28m in reallocated spending**

## Review

ARPA/SLFRF Funded Projects	Pre-FY24	FY24 Budget	FY22 (Actual)	FY23 (Projected)	FY24 (Adopted Budget)	FY25	FY26
Administrative Salaries/Benefits	\$2,005,000	\$1,353,984	\$85,104	\$175,727	\$410,629	\$421,710	\$260,814
Document Management Platform	\$100,000	\$238,160	\$8,160	\$0	\$230,000	\$0	\$0
Grants to Non-Profits (Social Services Partnerships)	\$330,000	\$240,000	\$0	\$130,000	\$110,000	\$0	\$0
Community Engagement	\$100,000	\$42,800	\$18,000	\$9,800	\$5,000	\$5,000	\$5,000
Municipal Broadband	\$400,000	\$215,000	\$0	\$30,000	\$185,000	\$0	\$0
Premium Pay for Essential Workers	\$272,000	\$241,400	\$241,400	\$0	\$0	\$0	\$0
Street Rehabilitation	\$273,825	\$523,825	\$0	\$273,825	\$250,000	\$0	\$0
Workforce Development	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0
Finance Software Update	\$165,000	\$0	\$0	\$0	\$0	\$0	\$0
FY24 Add - Sidewalks CIP	\$0	\$650,000	\$0	\$0	\$650,000	\$0	\$0
FY24 Add - 4 Bulletin Boards	\$0	\$20,000	\$0	\$0	\$20,000	\$0	\$0
FY24 Add - Neighborhood Comm Ctr Improvement	\$0	\$57,457	\$0	\$0	\$57,457	\$0	\$0
FY24 Add - Bike Improvement-CIP	\$0	\$40,000	\$0	\$0	\$40,000	\$0	\$0
FY24 Add - Metro Branch Trail City Match 20%-HCD	\$0	\$12,000	\$0	\$0	\$12,000	\$0	\$0
FY24 Add - Maple Ave Connectivity Project City Match 20%-HCD	\$0	\$50,000	\$0	\$0	\$50,000	\$0	\$0
FY24 Add - New Hampshire Ave- City Match Fund-HCD	\$0	\$61,200	\$0	\$0	\$61,200	\$0	\$0

# Accounting Update

- **Treasury Rule: \$10m standard allowance**
- **Or, at least \$7,470,260 must be spent under a specifically eligible ARPA program**
- **Through FY24 Q1:**
  - \$3,825,488.29 on “Non-revenue replacement”
  - \$1,723,959.26 on “Revenue Replacement”
- **Anticipated/Actual Expenditures**
  - \$7,612,384 on “non-revenue replacement”
  - \$142,124 above minimum

ARPA/SLFRF Funded Projects Spending Projections FY22-FY26	<i>Anticipated Expenditure</i>
Administrative Salaries/Benefits	\$1,353,984
Façade Improvement Grant	\$8,000
Emergency Rental Assistance	\$750,000
Food Insecurity Program	\$250,000
Small Business Grants	\$300,000
Multi-Family Housing Rehabilitation Fund	\$1,000,000
Grants to Non-Profits (Social Services Partnerships)	\$240,000
Community Connectors (Social Services Partnerships)	\$350,000
Direct Cash Assistance (Social Services Partnerships)	\$1,500,000
Energy Efficiency Upgrades: Weatherization, Electrification	\$500,000
Lending Program: Laptops	\$11,000
Lending Program: Wi-Fi Hotspots	\$3,000
Mental Health Crisis Counselors	\$600,000
Recreation Program Scholarships & Tutoring	\$320,000
Municipal Broadband	\$185,000
Premium Pay for Essential Workers	\$241,400
<b>ARPA Fund Total</b>	<b>\$7,612,384</b>



# History: Direct Cash Assistance

- **Contracted with LiveStories/FORWARD September 2022**
  - 1-year Contract, not to exceed \$149,940 in admin fees
  - Approximate 6.5% fee per disbursement
- **Launched October 2022**
- **As of 10/30/23, 2,489 applications submitted and 1,408 approved**
  - 30% of denied applications due to evidence of fraud
  - 55% of denied applications outside of city limits
  - 150 new applications in last two weeks 10/18/23-10/31/23
- **Avg processing time: 16 days**

History

# Outreach: Direct Cash Assistance

- **Public outreach efforts included:**
  - Partnership with FORWARD to craft messaging and outreach plan
  - Partnerships with third-party organizations, school district, and community non-profits to distribute materials and increase awareness
  - Developed and distributed translated informational fliers and application materials
  - City website banners and up-to-date dashboard
  - In-person events
  - Many communications and meetings with property managers and owners of multi-family dwellings
  - Newsletter and radio stories
  - Applicant survey

Outreach

# In-Person Events: Direct Cash Assistance

## Events

- **Tabling at city events**
- **Community Center**
- **Library**
- **On-site:**
  - Colonnade at the Creek
  - Victory Towers
  - Maple Towers



Date	Applications #
November 3, 2022	94
November 5, 2022	52
December 7, 2022	60
December 8, 2022	65
February 9, 2023	12
February 15, 2023	18
February 17, 2023	12
June 3, 2023	9
October 14, 2023	18
October 26, 2023	18

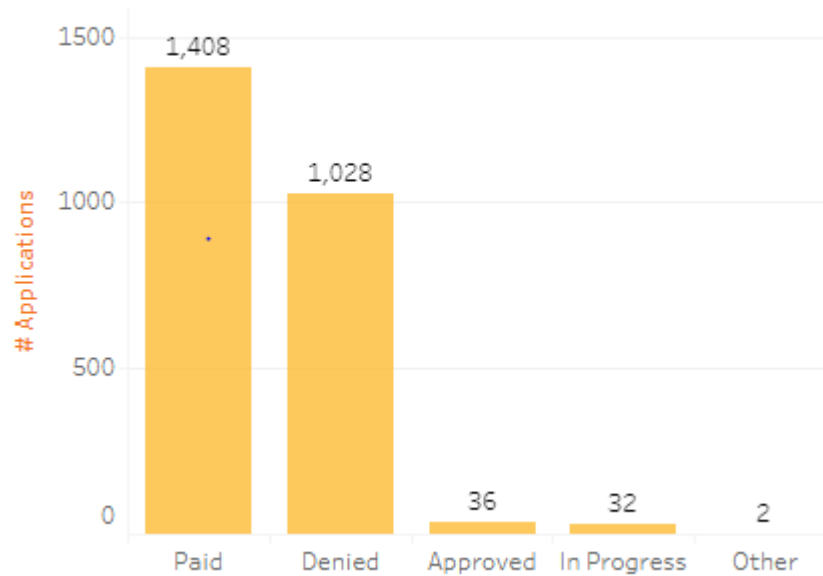


# Results: Direct Cash Assistance

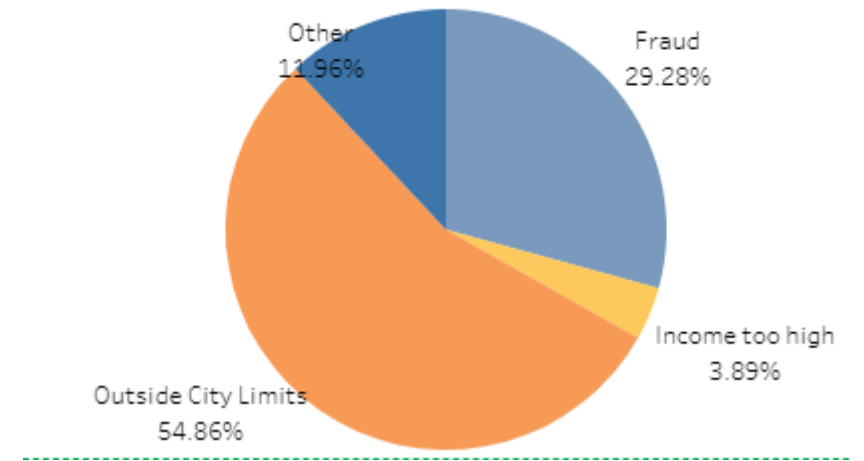
## Results

Total Funds Distributed \$1,408,000.00	Total Funds Remaining \$742,060.00	Percent of Funds Distributed 65.49%
Average Processing Time 16 days	Total Households Served 1,408	

### Application Status



### Denial Reason



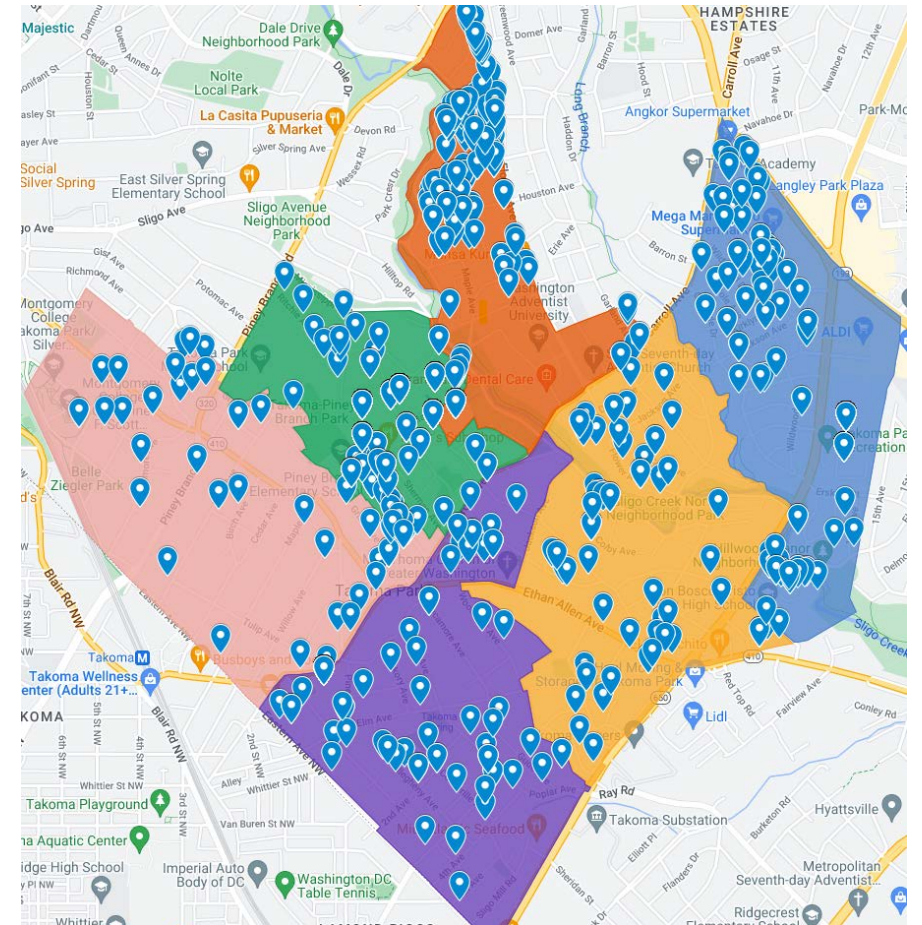
# Results: Direct Cash Assistance

- **Demographic data can be found on the City's website:**

<https://public.tableau.com/app/profile/livestories/viz/TakomaPark/km>

## Results

Ward	#Grantees
1	81
2	89
3	206
4	542
5	303
6	188

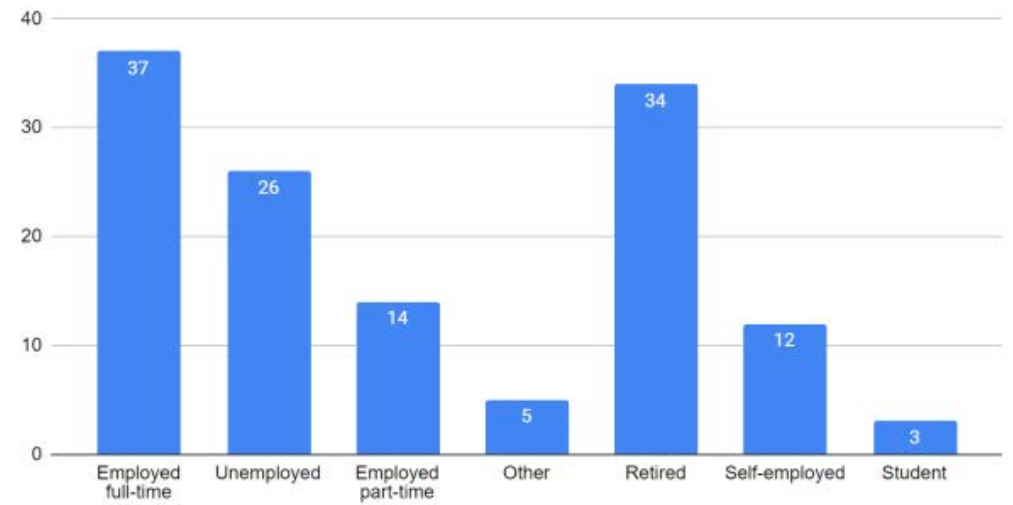


# Survey Results

## Survey Results

- **Email to all approved grantees in September**
- **132 responses**
- **Demographics of respondents**
  - 51% Black/African American
  - 15% Hispanic/Latino
  - 24% White/Caucasian
  - 67% Female
  - 37% 65+

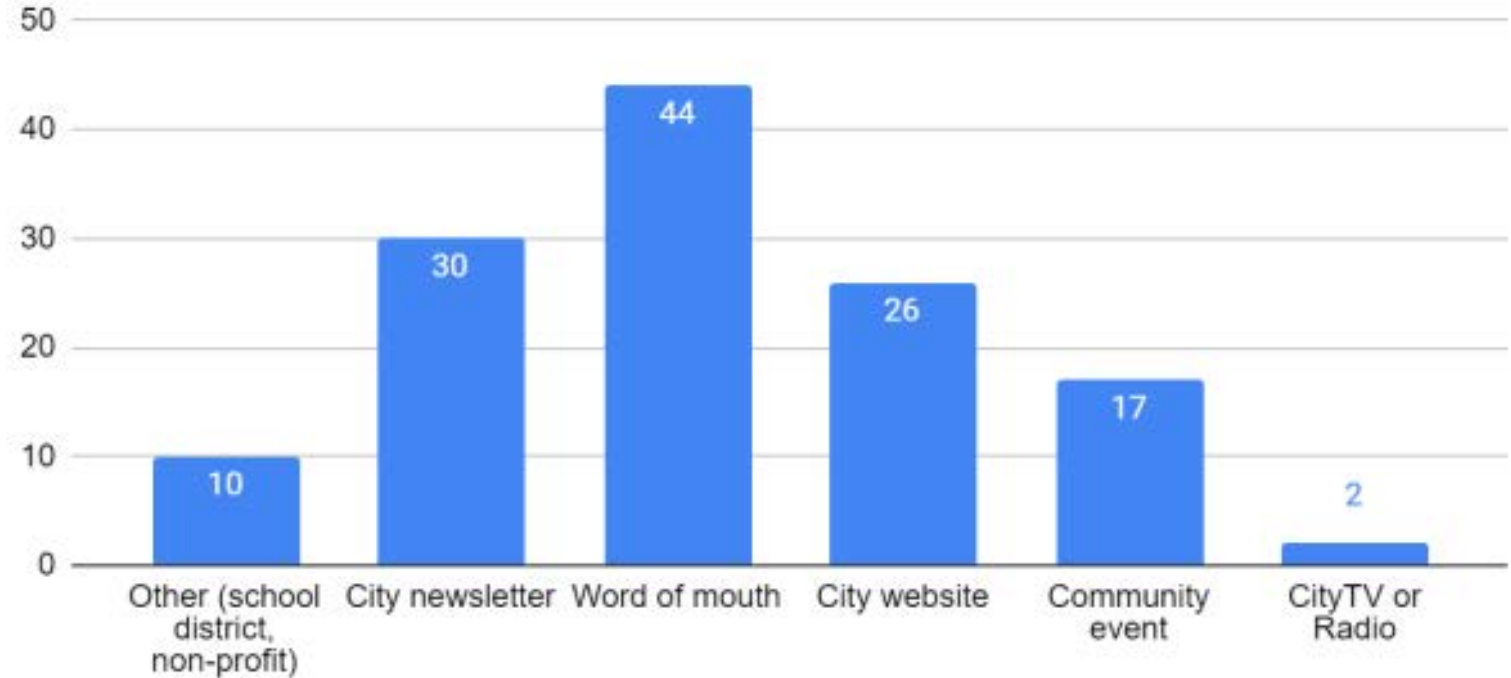
Count of What is your current employment status?



# Survey Results

## Survey Results

Count of How did you learn about the City of Takoma Park Direct Cash Assistance Program?



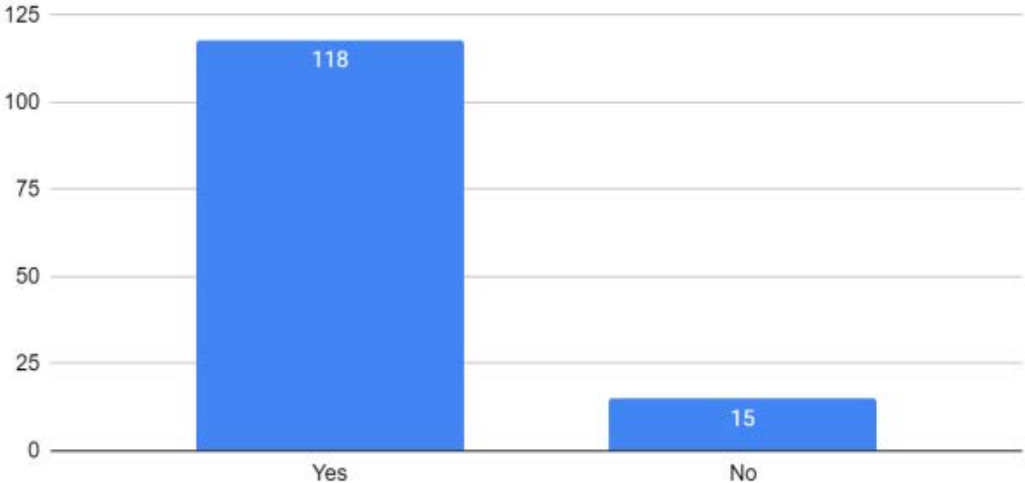
# Survey Results

## Survey Results

- **How did you utilize the \$1,000 cash assistance (127 responses)?**

- Food and Groceries: 68
- Housing Payments: 58
- Utility Bills: 46
- Debt Repayment: 27
- Health care: 21
- Education: 4
- Other: 19
  - ✓ Technology upgrades
  - ✓ Transportation
  - ✓ E-bike
  - ✓ Property Taxes

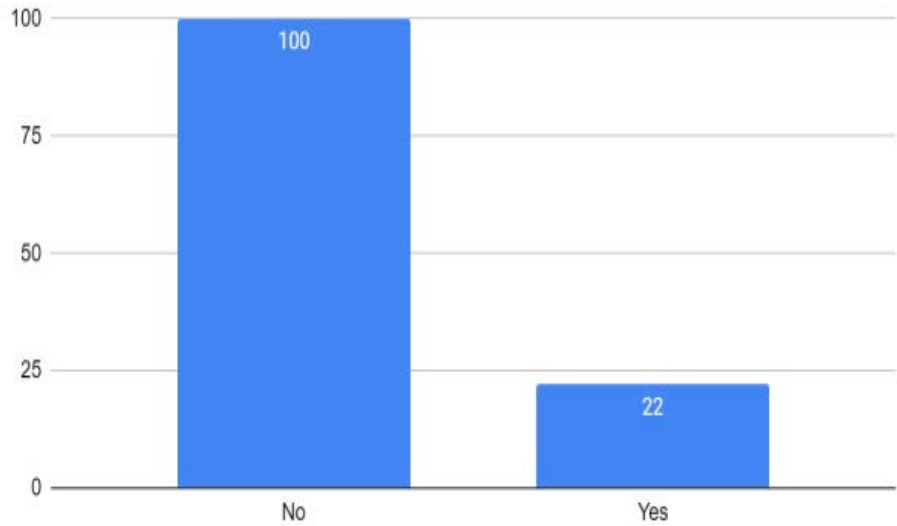
Count of Has the cash assistance helped alleviate any financial stress or burden caused by the pandemic?



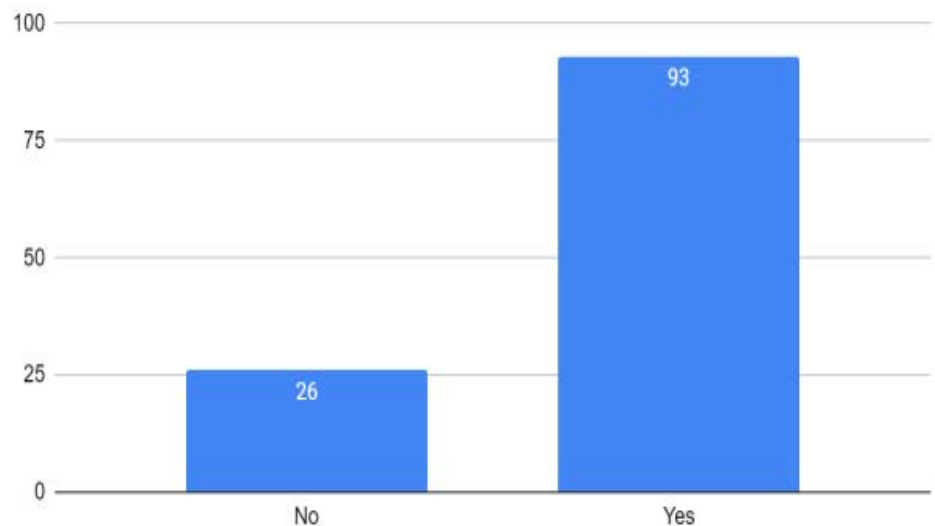
# Survey Results

## Survey Results

Count of Have you been able to save any portion of the cash assistance for future use or emergencies?



Count of Do you feel more empowered to face economic challenges after receiving the cash assistance?

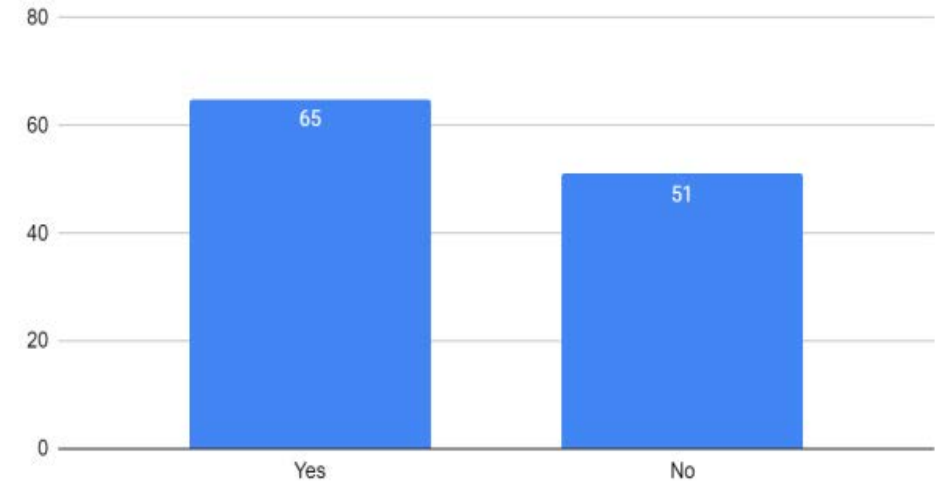




# Survey Results

- **Financial Stability & Relief**
  - Avoiding late fees
  - Pay off debt
  - Renewed vehicle tags
- **Assistance & Well-being**
  - Reduced financial stress
  - Support from the community
- **Support for Dependents & Family**
  - Children's expenses
- **Technology & Education**
  - Purchased new tablet for school
  - Enrichment through classes
- **Mobility & Transport**

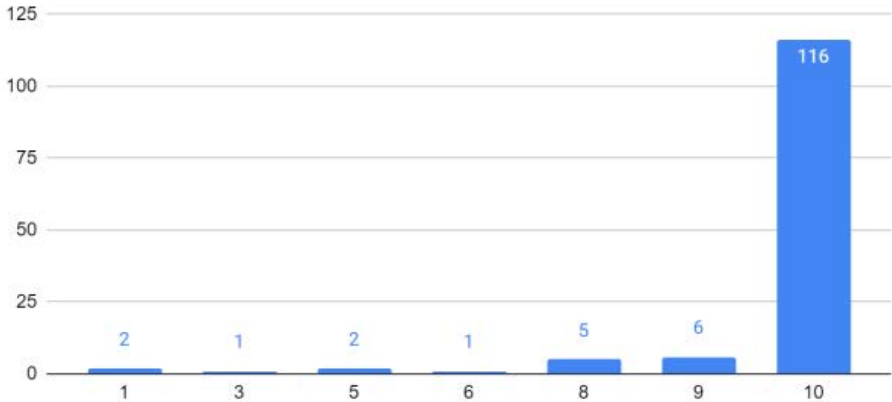
Count of Have you experienced any lasting positive impacts on your life as a result of the cash assistance?



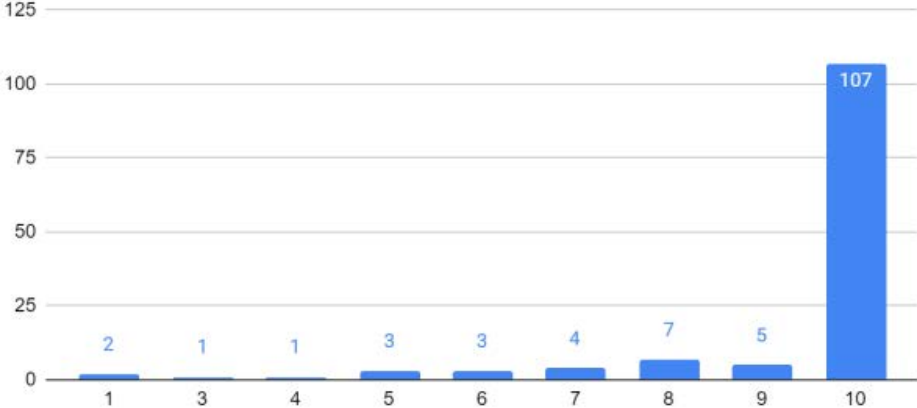
# Survey Results

## Survey Results

Count of On a scale of 1 to 10, how satisfied are you with the Direct Cash Assistance program?



Count of How satisfied were you with the communication and support provided throughout the program?



# Next Steps & Staff Recommendations

- **Pending final processing and accounting, balance: \$700,000**
- **Option #1 – Redistribution**
  - Redistribute balance funds to prior approved or a sub-set of approved grantees
    - ✓ Each would receive approximately: \$575
    - ✓ Those who reported under \$40K: \$650
    - ✓ Under 30K: \$760
- **Option #2 – Re-open**
  - Open another round of relief
    - ✓ First come first served
- **Option #3 – Repurpose to other expenditures**
  - Several ARPA social service program grant funding ends after FY24
  - Emergency rental assistance; Recreation scholarships; Multi-family housing rehab grants; Quality of Life Grants
  - FY25-26 Budget Priorities



# Questions & Answers

Appendix:

Adopted  
Five-Year  
Spending Plan

ARPA/SLFRF Funded Projects Spending Projections FY22-FY26	Pre-FY24	FY24 Change	FY22 (Actual)	FY23 (Projected)	FY24 (Adopted Budget)	FY25	FY26
Administrative Salaries/Benefits	\$2,005,000	\$1,353,984	\$85,104	\$175,727	\$410,629	\$421,710	\$260,814
Façade Improvement Grant	\$8,000	\$8,000	\$0	\$8,000	\$0	\$0	\$0
Emergency Rental Assistance	\$750,000	\$750,000	\$286,599	\$213,401	\$250,000	\$0	\$0
Document Management Platform	\$100,000	\$238,160	\$8,160	\$0	\$230,000	\$0	\$0
Food Insecurity Program	\$250,000	\$250,000	\$0	\$90,000	\$90,000	\$70,000	\$0
Small Business Grants	\$300,000	\$300,000	\$149,400	\$112,600	\$38,000	\$0	\$0
Multi-Family Housing Rehabilitation Fund	\$1,000,000	\$1,000,000	\$0	\$500,000	\$500,000	\$0	\$0
Grants to Non-Profits (Social Services Partne	\$330,000	\$240,000	\$0	\$130,000	\$110,000	\$0	\$0
Community Connectors (Social Services Part	\$350,000	\$350,000	\$0	\$0	\$0	\$0	\$0
Direct Cash Assistance (Social Services Partn	\$2,300,000	\$2,300,000	\$0	\$1,310,000	\$120,000	\$0	\$0
Takoma-Langley Crossroads Business Incuba	\$500,000	\$500,000	\$0	\$100,000	\$300,000	\$100,000	\$0
Energy Efficiency Upgrades: Weatherization,	\$500,000	\$500,000	\$0	\$150,000	\$350,000	\$0	\$0
Lending Program: Laptops	\$11,000	\$11,000	\$0	\$6,835	\$4,165	\$0	\$0
Lending Program: Wi-Fi Hotspots	\$3,000	\$3,000	\$3,000	\$0	\$0	\$0	\$0
Mental Health Crisis Counselors	\$600,000	\$600,000	\$0	\$102,500	\$275,000	\$222,500	\$0
Recreation Program Scholarships & Tutoring	\$320,000	\$320,000	\$0	\$170,000	\$150,000	\$0	\$0
Interactive Online Budget Tool	\$124,000	\$124,000	\$0	\$0	\$124,000	\$0	\$0
Community Engagement	\$100,000	\$42,800	\$18,000	\$9,800	\$5,000	\$5,000	\$5,000
Municipal Broadband	\$400,000	\$215,000	\$0	\$30,000	\$185,000	\$0	\$0
Library Expansion	\$4,000,000	\$4,000,000	\$0	\$0	\$3,500,000	\$500,000	\$0
Recreation Center Redevelopment	\$320,000	\$320,000	\$0	\$160,000	\$160,000	\$0	\$0
Community Center Renovation	\$1,000,000	\$1,000,000	\$0	\$1,000,000	\$0	\$0	\$0
Premium Pay for Essential Workers	\$272,000	\$241,400	\$241,400	\$0	\$0	\$0	\$0
Public Space Management (from contingenc	\$90,000	\$90,000	\$0	\$90,000	\$0	\$0	\$0
Neighborhood Community Connectors (from	\$100,000	\$100,000	\$0	\$100,000	\$0	\$0	\$0
Street Rehabilitation	\$273,825	\$523,825	\$0	\$273,825	\$250,000	\$0	\$0
Workforce Development	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0
Finance Software Update	\$165,000	\$0	\$0	\$0	\$0	\$0	\$0
FY24 Add - Sidewalks CIP	\$0	\$650,000	\$0	\$0	\$650,000	\$0	\$0
FY24 Add - 4 Bulletin Boards	\$0	\$20,000	\$0	\$0	\$20,000	\$0	\$0
FY24 Add - Neighborhood Comm Ctr Improv	\$0	\$57,457	\$0	\$0	\$57,457	\$0	\$0
FY24 Add - Bike Improvement-CIP	\$0	\$40,000	\$0	\$0	\$40,000	\$0	\$0
FY24 Add - Metro Branch Trail City Match 20	\$0	\$12,000	\$0	\$0	\$12,000	\$0	\$0
FY24 Add - Maple Ave Connectivity Project C	\$0	\$50,000	\$0	\$0	\$50,000	\$0	\$0
FY24 Add - New Hampshire Ave- City Match	\$0	\$61,200	\$0	\$0	\$61,200	\$0	\$0
<b>ARPA Fund Total</b>	<b>\$16,271,825</b>	<b>\$16,271,826</b>	<b>\$791,663</b>	<b>\$4,732,688</b>	<b>\$7,942,451</b>	<b>\$1,319,210</b>	<b>\$265,814</b>
General Fund Revenue Loss Reimbursement	\$1,191,900	\$1,191,900	\$1,191,900	\$0	\$0	\$0	\$0
Unencumbered	\$6,535	\$6,535	\$0	\$0	\$0	\$0	\$0