



# LEON CARES

## LOCAL HUMAN SERVICES ASSISTANCE GRANT PROGRAM

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# CARES ACT

- Coronavirus Relief Funds – may only cover costs that:
  - Were necessary expenditures incurred due to the public health emergency with respect to COVID-19
  - Were not budgeted (unanticipated expenses)
  - Were incurred between March 1, 2020 and December 30, 2020
- Leon County - \$51.2 million



# LOCAL HUMAN SERVICES ASSISTANCE GRANT PROGRAM

- \$2 million allocated by the Leon County Commission
- Up to \$20,000
  - one time assistance to local not-profit organizations
  - to support unanticipated programmatic and operational expenses incurred due to COVID-19
- Agency must be a 501(c)(3) organization
- Agency must be registered with the State of Florida



# ELIGIBLE EXPENSES

- Unanticipated programmatic and operational expenses incurred due to COVID-19
- Enhancement of programs or service delivery to address increase needs of Leon County residents due to COVID-19

**Expenses must occur between March 1, 2020 and December 30, 2020**



# EXAMPLES OF ELIGIBLE & NON-ELIGIBLE EXPENSES

## Eligible:

- Personal Protection Equipment
- Personnel cost not already budgeted & incurred due to COVID-19
- Computer & technology purchases or leases
- Service assistance to individuals and/or families impacted by COVID-19 (hotels, legal services, etc.)

## **NOT** Eligible:

- Expenses incurred before March 1, 2020 OR after December 30, 2020
- Expenses already budgeted prior to March 27, 2020
- Expenses already or will be reimbursed through other programs (PPP, LEAN, CHSP, etc.)
- Revenue replacement/losses
- Programs or services that do not assist individuals/families impacted by COVID-19



# HOW TO APPLY

- **Online Application (through Leon CARES Portal)**
  - Brief explanation on how operation has been impacted by COVID-19 (1,000 character limit) and/or
  - Brief explanation on proposed enhancement of programs or service delivery (1,000 character limit)
  - Must upload 501(c)(3) and State of Florida documentation
  - Funding Request Excel Spreadsheet: Past and/or Future (can not exceed \$20,000)
    - Personnel – salary, wages, compensation and/or benefits expended that were unanticipated and incurred between March 1, 2020 and December 30, 2020
    - Supplies/Equipment – items that individually cost \$250 or less (face shields, gloves, touchless thermometers, etc.)
    - Capital – items that individually cost more than \$250 or projects that require labor or construction (i.e. computer leases or purchases, installation of plexiglass, etc.)
    - Rent/Utilities – rent or utilities cost NOT budgeted and expended between March 1, 2020 and December 30, 2020
- **Application Window: Monday, August 17, 2020 (GOAL)**
  - Register: Wednesday, August 12, 2020
- **Two-week Application window**
- **Technical Support: Leon County HSCP Staff and UPHS**



# REVIEW & FUNDING PROCESS

- Applications will be reviewed by Leon County staff
- Awardees will be notified a week later and all other applicants at a later date
- County will enter into an agreement with awarded organizations on a reimbursement basis
- Reimbursement forms would be submitted via the CARES Portal along with supporting documentation (paid invoices, timesheets, etc.)



# NOTIFICATION

- News Release
- Social Media
- CHSP Portal
- UPHS
- Sign-up with Malinda Harris ([HarrisMa@LeoncountyFl.gov](mailto:HarrisMa@LeoncountyFl.gov))
  - Name & Email Address





# RESOURCES & CONTACTS

- FAQ GUIDE
- Shington Lamy, [LamyS@leoncountyfl.gov](mailto:LamyS@leoncountyfl.gov), 850-606-1900
- Malinda Harris, [HarrisMa@leoncountyfl.gov](mailto:HarrisMa@leoncountyfl.gov), 850-606-1900
- Tiffany Harris, [HarrisT@leoncountyfl.gov](mailto:HarrisT@leoncountyfl.gov), 850-606-1900
- Amber R. Tynan, [Amber@uphsfl.org](mailto:Amber@uphsfl.org), 850-590-3439



# QUESTIONS?

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