



**Coronavirus Relief Fund (CVRF)
Reserve Fund Set-Aside
Notice of Funding Availability**

Amount Available

\$28,890,000

(Original Reserve set-aside of \$27,390,000 plus approximately \$1.5 million remaining from the special district set-aside)

Purpose

Title V, Section 5001(d) of the CARES Act provides the eligible purposes for which Coronavirus Relief Fund payments may be used. Specifically, it allows local governments to request reimbursement for program payments that:

- 1) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- 2) were not accounted for in the budget most recently approved as of the date of enactment [March 27, 2020] of this section for the local government; and
- 3) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

Eligible expenditure guidance is provided by the U.S. Treasury and can be found on the program website at cdola.colorado.gov/cvrf under “Eligible Spending Resources”.

Eligible Entities

Colorado Counties, Municipalities, and Special Districts with the exception of the five counties that received a direct distribution from the US Treasury and the municipalities within those counties will be eligible to apply for the Reserve Funds set-aside.

Application Timeline

- October 1, 2020: Application open through the online grants portal
- October 15, 2020: Application due date
- October 23, 2020: Funding Recommendations prepared for DOLA executive director
- November 2, 2020: Awarded applicants begin to receive allocation agreements

Process to Apply for Reserve Funds

- Complete an online application through the DOLA grants portal.
- Applications will be reviewed and rated based on priorities identified in the rating criteria established for the CVRF Reserve Fund:
 - a. Urgent need directly related to the COVID-19 public health emergency (i.e. financial hardship, increased cases, capacity building for on-going impacts, etc.);
 - b. Economic support to businesses (i.e. costs due to interruption caused by required closures, etc.)

- Local governments who are awarded funds from the Reserve Fund will receive an **allocation agreement** to proceed with reimbursement requests.
- All eligible reimbursement requests must be accompanied by the Request for Reimbursement (RFR) form provided by DOLA.
- All **allocation** agreements will expire by January 31, 2021, for expenses incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

Online Application Process

The grant application is available electronically. All applications must be submitted using the online grants portal to be considered for an award. Please allow yourself plenty of time to become familiar with the grants portal. Local governments will need to create an account, log into the system, and complete each section of the application for electronic submittal. You will be able to save and close a completed page of your online application and return to complete at a later time.

Application Overview:

- A. Applicant/Contact Information
 1. Local Government/Organization name
 2. Principal Representative (i.e. Mayor, County Commission Chair)
 3. Responsible Administrator/Designated Contact for the application
- B. Additional Contact Information - As Applicable
- C. Amount Requested and Prior Assistance
 1. Amount of Reserve Funds requested
 2. Amount of CVRF dollars received to date directly from DOLA OR through a county collaboration agreement
 3. Do you anticipate receiving any funds from other jurisdictions within your boundaries?
- D. Description of Project/Use of Reserve Funds
- E. Demonstration of Urgent Need (0-10 pts for rating criteria)
 1. Detail the urgent need related to the COVID-19 public health emergency
 2. Provide clear data that justifies the need for reserve funds related to an urgent need
 3. If the local government received funds in the first cycle, detail why the first allocation was not sufficient to respond to the urgent need, or if the jurisdiction did not receive an initial allocation, why is it necessary now.
- F. Economic Support for Businesses (0-5 pts for rating criteria)
 1. Detail the plans for economic support to businesses within the community
 2. Provide clear data the justifies the need for reserve funds related to economic support to businesses
 3. If the local government received funds in the first cycle, detail why the first allocation was not sufficient to provide necessary economic support to businesses
- G. Demonstration of Ability to Spend Funds (0-5 pts for rating criteria)

1. Detail how the local government plans to spend these requested CVRF Reserve funds by December 30, 2020
 2. If the local government received funds in the first cycle, have they spent their entire allocation
 - i. If not, why not and how will these additional funds from the CVRF Reserve Fund be spent by December 30, 2020
 - ii. If yes, how will these additional funds from the CVRF Reserve Fund be spent by December 30, 2020
- H. Acknowledge Compliance with Federal funding regulations
- I. State Acceptance of the Application

Contact

For questions and technical assistance please call:

CVRF Program Staff

Ernie Duff: ernest.duff@state.co.us

Mitchell Craddock: mitchell.craddock@state.co.us

Terri Alexander: terri.alexander@state.co.us

~ OR ~

The DOLA Regional Manager in your region:

<https://cdola.colorado.gov/regional-managers>