

**PREFACE TO REQUEST FOR PROPOSALS - AMERICAN RESCUE PLAN ACT/CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS**

1. Applications will only be accepted from eligible 501c organizations (including public institutions and quasi-government organizations).
2. Applicants must submit through <https://lascruces.smapply.org/prog/ARPA>
3. One copy of each required attachment should accompany the original application.
4. The City will not accept faxed, emailed, incomplete or late applications.
5. Each organization may submit only one (1) application for ARPA funding.
6. Requests must be no less than \$250,000 and no more than \$2,000,000. Applications with funding requests of less than \$250,000 and no more than \$2,000,000 will be disqualified. *\*Agency's that expend more than \$750,000.00 in Federal Funds in a single fiscal year will be subject to a single audit.*

**Tentative Timeline\* for the ARPA Application Process**

September 7, 2021	Approval of ARPA RFP Guide/Application
September 13, 2021	Advertise/Distribute RFP
September 23, 2021	Pre-Proposal Meeting (Voluntary) (2:00 pm) Council chambers
October 14, 2021	Completed applications are due back to City staff by 4:30 pm.
November 3 & 4 2021*	Committee Public Meetings for presentations (Council Chambers)
November 9, 2021	Scoring, Ranking and Recommendation Meeting (Council Chambers)
November 15-26, 2021	Public Comment Period
December 6, 2021	City Council votes on funding recommendations for ARPA Funds
Dec/Jan	Contract Development and Council Approval
Jan/Feb 1, 2022	Project Start Dates

\*Subject to change based on public health orders, meeting space availability, staff capacity, number of applications etc.

**Proposals must be submitted by the due date/time.**

- a. Proposals delivered after the closing date and time will not be accepted.

**The City of Las Cruces reserves the sole right to:**

- a. Determine responsible applicants and responsive proposals.
- b. Determine and waive minor technicalities in the responses from requirements not affecting price, quality, quantity of items, or services sought.
- c. Reject any or all responses/proposals and terminate this solicitation process.

**PUBLIC NOTICE**  
**NOTICE OF FUNDING AVAILABILITY (NOFA) – AMERICAN RESCUE PLAN ACT (ARPA)**  
**CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS**  
**REQUEST FOR PROPOSAL (RFP)**  
**FOR THE CITY OF LAS CRUCES**

In response to the Coronavirus Pandemic (COVID-19) the City of Las Cruces is soliciting proposals for Community and Economic Development initiatives. These federal funds are to be used by the City for programs or services that address or mitigate the negative impacts of the COVID-19 pandemic for households, businesses, or populations disproportionately impacted by the public health emergency.

Applications will only be accepted from eligible 501c organizations at <https://lascruces.smapply.org/prog/ARPA>

Potential priorities include but are not limited to:

- Programs or services that facilitate access to health and social services.
- Programs or services that address housing insecurity, lack of affordable housing, or homelessness.
- Programs or services that address or mitigate the impacts of the COVID-19 public health emergency on education or that promote healthy childhood environments.
- Programs or services that support small businesses or non-profits with loans, grants, in-kind assistance, or counseling programs to mitigate the negative economic impact of the pandemic such as declines in revenues or impacts of periods of business closure.
- Programs or services that support small businesses or non-profits with technical assistance, counseling, or other services to assist with business planning needs.
- Programs or services that speed the recovery of impacted industries, such as tourism, travel, and hospitality that were disproportionately impacted by the pandemic and business closures.
- Programs or services that provide assistance to households to address the negative economic impacts of COVID-19.

Guidance on potential uses can be found in the Interim Final Rule, Section II.2. at: <https://www.regulations.gov/document/TREAS-DO-2021-0008-0002>

**ARPA PROJECT REQUIREMENTS**

**Requirement #1:** Meet the established ARPA eligibility expenditure category criteria; and be used to respond to the public health emergency or its negative economic impacts.

**Requirement #2:** Applicants, must have the organizational capacity to carry out their proposed activities and meet the record keeping and reporting requirements of the City of Las Cruces.

Demonstration of organizational capacity includes:

- (1) A copy of the agency's most recent audit or financial statement (preferably within the past six months);

- (2) Ability to operate on a reimbursement basis for at least two months, if necessary; and
- (3) Must already have an established exemption status and must be able to provide a copy of their most current 501c designation from the Internal Revenue Service.

**Requirement #3:** Provide documented services to residents who live within the City Limits.

**Requirement #4:** Under City regulations, certain requirements must be met in order to negotiate an agreement and disburse funds. Contractor recipients will be required to obtain adequate insurance covering worker's compensation, bodily injury, property damage, or automobile liability, depending on the nature of the project. Contractors will be responsible for obtaining any necessary licenses and for complying with applicable federal, state, and municipal laws, codes and regulations.

**Requirement #5:** Projects must be complete by December 31, 2024.

**A pre-proposal meeting will be held on September 23, 2021, at 2:00 p.m. Council Chambers**

For submission questions or assistance please contact:

Natalie Green  
Housing and Neighborhood Services Manager  
Economic Development  
City of Las Cruces  
Physical: City Hall, 700 N. Main Street, Rm. 1132, Las Cruces, NM  
Mailing: P O Box 20000, Las Cruces, NM 88004  
Phone: 575-528-3086  
Email: [ngreen@las-cruces.org](mailto:ngreen@las-cruces.org)

**APPLICATIONS MUST BE SUBMITTED BY THURSDAY OCTOBER 14, 2021 BY 4:30 PM**

<https://lascruces.smapply.org/prog/ARPA>

**Proposals must be submitted by the due date/time.**

Proposals delivered after the closing date and time will not be accepted.

**The City of Las Cruces reserves the sole right to:**

- Determine responsible applicants and responsive proposals.
- Determine and waive minor technicalities in the responses from requirements not affecting price, quality, quantity of items, or services sought.
- Reject any or all responses/proposals and terminate this solicitation process.

## ARPA PROGRAM CONSIDERATIONS:

Proposals should emphasize projects or programs that service to:

1. **Assistance to Households.** Assistance to households or populations facing negative economic impacts due to COVID-19 is also an eligible use. This includes: food assistance; rent, mortgage, or utility assistance; counseling and legal aid to prevent eviction or homelessness; cash assistance<sup>1</sup>; emergency assistance for burials, home repairs, weatherization, or other needs; internet access or digital literacy assistance; or job training to address negative economic or public health impacts experienced due to a worker's occupation or level of training.
2. **Disproportionately Impacted Populations and Communities.** (Appendix B) A program, service, or other assistance that is provided in a Qualified Census Tract, that is provided to households and populations living in a Qualified Census Tract or that is provided to other households, businesses, or populations disproportionately impacted by the COVID-19 public health emergency, such as:
  - (i) Programs or services that facilitate access to health and social services, including:
    - (A) Assistance accessing or applying for public benefits or services;
    - (B) Remediation of lead paint or other lead hazards; and
    - (C) Community violence intervention programs;
  - (ii) Programs or services that address housing insecurity, lack of affordable housing, or homelessness, including:
    - (A) Supportive housing or other programs or services to improve access to stable, affordable housing among individuals who are homeless;
    - (B) Development of affordable housing to increase supply of affordable and high-quality living units; and
    - (C) Housing vouchers and assistance relocating to neighborhoods with higher levels of economic opportunity and to reduce concentrated areas of low economic opportunity;
  - (iii) Programs or services that address or mitigate the impacts of the COVID-19 public health emergency on education, including:
    - (A) New or expanded early learning services;
    - (B) Assistance to high-poverty school districts to advance equitable funding across districts and geographies; and
    - (C) Educational and evidence-based services to address the academic, social, emotional, and mental health needs of students;
  - (iv) Programs or services that address or mitigate the impacts of the COVID-19 public health emergency on childhood health or welfare, including:
    - (A) New or expanded childcare;
    - (B) Programs to provide home visits by health professionals, parent educators, and social service professionals to individuals with young

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<sup>1</sup> Cash assistance programs are defined One-time or short-term (no more than three months) emergency payments **on behalf of** individuals or families, generally for the purpose of preventing homelessness. Examples include utility payments to prevent cutoff of service, and rent/mortgage payments to prevent eviction. They must be reasonably proportional to the negative economic impact they are intended to address.

- children to provide education and assistance for economic support, health needs, or child development; and
- (C) Services for child welfare-involved families and foster youth to provide support and education on child development, positive parenting, coping skills, or recovery for mental health and substance use.
3. ***Assistance to Small Businesses and Non-profits.*** As discussed above, small businesses and non- profits faced significant challenges in covering payroll, mortgages or rent, and other operating costs as a result of the public health emergency and measures taken to contain the spread of the virus. State, local, and Tribal governments may provide assistance to small businesses to adopt safer operating procedures, weather periods of closure, or mitigate financial hardship resulting from the COVID-19 public health emergency, including:
- (i) Loans or grants to mitigate financial hardship such as declines in revenues or impacts of periods of business closure, for example by supporting payroll and benefits costs, costs to retain employees, mortgage, rent, or utilities costs, and other operating costs;
  - (ii) Loans, grants, or in-kind assistance to implement COVID-19 prevention or mitigation tactics, such as physical plant changes to enable social distancing, enhanced cleaning efforts, barriers or partitions, or COVID-19 vaccination, testing, or contact tracing programs; and
  - (iii) Technical assistance, counseling, or other services to assist with business planning needs.

**Compliance and Reporting Guidance:**

<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>

**City Plans:**

<http://elevatelascrucos.com/>

<https://www.las-cruces.org/DocumentCenter/View/961/Strategic-Plan-PDF>

<https://www.las-cruces.org/2378/Consolidated-PlanAction-Plan>

## STEPS TO THE SELECTION AND EVALUATION PROCESS

1. Applicants must complete and submit the application by the deadline with applicable attachments at <https://lascruces.smapply.org/prog/ARPA>
2. Non-scoring staff will review applications for eligibility determination and full submittal requirements.
3. Copies of all eligible applications are distributed to the Staff Review Committee.
4. Committee members will read all eligible applications and **individually** score all applications. The maximum number of points allowed for each application is 80, and the minimum number of points is 0. Committee members may not score more than a maximum of 80 points nor score less than the minimum number of points of 8 for each eligible application.
5. The Review Committee will hold a public meeting to listen to presentations from all of the eligible applicants. The Committee members may add additional points to the original application score (up to a maximum of 80 points). The Committee members may also deduct points from the original score (down to a minimum of 8 points) previously given if the applicant's presentation does not meet the expected criteria.
6. Applicants will make a presentation of their proposal to the Committee. Presentations by the applicant organizations are limited to three (3) to five (5) minutes, and a one (1) minute response by the Presenter to each Committee member's question. Each Committee member is allowed only one (1) question of each Presenter. Only one (1) presenter is allowed for the presentation. Presentations about the proposed projects should be clear, concise, informative, and accurate. Presenters should not bring their clients to the presentation. No brochures, posters, or PowerPoint presentations are allowed at the presentation to the Committee.
7. The Committee members submit completed score sheets to staff for tabulation at the public meeting after all presentations.
8. Staff tabulates the totals for each application. The staff shall eliminate highest and lowest scored worksheets, then all shall be tabulated. All scores for that application are combined (except for highest and lowest scores giving a total score for each application).
9. The tabulations are then presented to the Committee in public meeting, which are the final rankings.
10. The Committee uses the applicants' final scores, as determined by the application and presentation, to recommended funding amounts for each selected grant award.
11. Rankings and funding recommendations are then sent to City Council for final decision as a separate Resolution.

## ACKNOWLEDGEMENT OF REQUIRED ASSURANCES

This page must be signed and submitted with the application. Applications which do not contain a signed Acknowledgement of Required Assurances are ineligible for consideration.

**By submitting the accompanying application and by my signature on this document, I understand and agree that any funding award resulting from this solicitation will require compliance with the signed agreement and with the regulations, requirements, and policies identified below, including but not limited to:**

- **Compliance with 2 CFR Part 200 - Uniform Administrative Requirements**, Cost Principles, and Audit Requirements for Federal Awards (as appropriate);
- Compliance with the requirements of the Americans with Disabilities Act Accessibility Guidelines;
- Completion of an environmental regulations
- Equal Employment Opportunity Act;
- City of Las Cruces Nondiscrimination policy
- Minority and Women's Business Enterprise (MBE/WBE);
- Lead Based Paint;
- Title VI of the Civil Rights Act of 1964, as amended;
- The Fair Housing Act;
- Equal Opportunity in Housing Act;
- Age Discrimination Act;
- Americans with Disabilities Act;
- Section 504 of the Rehabilitation Act;
- Federal Funding Accountability and Transparency Act (FFATA);
- Hatch Act
- Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
- New Restrictions on Lobbying, 31 C.F.R. Part 21.
- Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
- Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.
- Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.
- Compliance with policies of the City of Las Cruces, NM
- Compliance with federal and state laws requiring the safeguarding and disclosure of confidential information.
- Evidence of comprehensive liability insurance and bonding, as required by the City;
- Completion of an annual financial audit, and/or as applicable, providing the City with a copy of the organization's audited financial statement;
- Completion and subsequent renewal of background checks for all employees, volunteers, or interns who will or may have unsupervised contact with children or vulnerable adults;
- Maintaining program and financial records for audit review, and providing access to documentation upon request by the City;
- Submission of program and financial reports, as required by the City;
- Certification that the firm, association, corporation, or any person in a controlling capacity or any position involving the administration of federal, state, or local funds is not currently under suspension, debarment, voluntary exclusion, or a determination of ineligibility by any agency; has not been suspended, debarred, voluntarily excluded, or determined ineligible by any agency within the past three (3) years; does not have a proposed debarment pending; has not been indicted, convicted, or has not had a civil judgment rendered against said person, firm, association, or corporation by a court of competent jurisdiction in any matter involving fraud or misconduct with the past three (3) years.
- Certification that the firm is not bankrupt or under an administration appointed by the Court, or under proceedings leading to a declaration of bankruptcy; and provide any pending or known legal actions against the company.

- Certification that, in the past seven (7) years, the organization has not had any bankruptcy proceedings (closed or not) initiated against the Contractor and that there are no bankruptcy proceedings pending by or against the Contractor regardless of the date of filing;
- All pending or known litigation/court action(s) have been disclosed in the application.
- Certification that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its services hereunder. The Applicant further covenants that in the performance of this project/application, no person having any conflicting interest will be employed.
- Eligibility criteria below:

<b>ARPA Categories: Pick one</b> <b>(If project does not meet a category, it is ineligible for funding)</b>			
<b>Expenditure Category: Public Health/Negative Economic Impacts</b>		<b>Expenditure Category: Services to Disproportionately Impacted Communities</b>	
Mental Health Services		Education Assistance: Early Learning	
Substance Use Services		Education Assistance: Aid to High-Poverty Districts	
Other Public Health Services		Education Assistance: Academic Services	
Household Assistance: Food Programs		Education Assistance: Social, Emotional, and Mental Health Services	
Household Assistance: Rent, Mortgage, and Utility Aid		Education Assistance: Other	
Household Assistance: Cash Transfers		Healthy Childhood Environments: Child Care	
Household Assistance: Internet Access Programs		Healthy Childhood Environments: Home Visiting	
Household Assistance: Eviction Prevention		Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System	
Unemployment Benefits or Cash Assistance to Unemployed Workers		Healthy Childhood Environments: Other	
Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)		Housing Support: Affordable Housing	
Small Business Economic Assistance (General)		Housing Support: Services for Unhoused persons	
Aid to nonprofit organizations		Housing Support: Other Housing Assistance	
Aid to Tourism, Travel, or Hospitality		Social Determinants of Health: Other	
Aid to Other Impacted Industries		Social Determinants of Health: Community Health Workers or Benefits Navigators	
Other Economic Support		Social Determinants of Health: Lead Remediation	
Rehiring Public Sector Staff		Social Determinants of Health: Community Violence Interventions	

**Application Approval and Signature: The signatory declares that he/she is an authorized official of the applicant organization, is authorized to make this application, is authorized to commit the organization in financial matters, and will assure that any funds received because of this application are used for the purposes set forth herein.**

\_\_\_\_\_  
**Printed Name, Title and Agency**

\_\_\_\_\_  
**Signature and Date**



**CITY OF LAS CRUCES  
ARPA FUNDING APPLICATION**

**Application Deadline: Thursday, October 14, 2021 4:30 pm**

Applications must be submitted in person or by mail no later than 4:30 p.m. on October 14, 2021.  
Please Note: No Late Submissions Will Be Accepted.

Applicant Organization Information:	
Name of Organization:	
Address/City/State/Zip:	
Phone:	Fax:
Organization DUNS Number:	

**FOR REFERENCE ONLY**

**APPLICATIONS MUST BE SUBMITTED ONLINE**

Fax:	Fax:
Phone:	Email:

<b>PROJECT NAME:</b>			
<b>PROJECT SUMMARY:</b> Describe the proposed Project. This summary will be used to describe your project in official City documents and media. (Note: The Project Summary is an abstract or summary of your proposal and should be written after completion of the application.)			
Type of Client Populations to be Served	Number of Clients to	Program Type: * (check one only)	
General (Low/Moderate income clients)		Health/Mental Health Programs (includes direct treatment, prevention and intervention, and education)	
Individuals with Disabilities		Food and Nutrition Programs	
Homeless		Education and Youth Programs	
Domestic Violence		Short Term Shelter/Housing Assistance	
Elderly (62+)		Homeless Services	
Children & Youth		Affordable Housing Development	
HIV/AIDS		Small Business/Nonprofit Assistance	
Migrant Workers		SBA Counseling/ Technical Assistance	
Small Business		Direct Assistance to Households	
Other		Other Services (not elsewhere classified)	
Total			

History of your organization's **TOTAL ANNUAL REVENUES** for the past three (3) fiscal years:

2020: \$ \_\_\_\_\_ 2019: \$ \_\_\_\_\_ 2018: \$ \_\_\_\_\_

**APPLICATION INFORMATION**

**Directions: Use 12-point font only, single space and limit answers to the space provided. All questions must be answered, and all forms completed to be eligible for review by staff.**

1. Description and Justification of the Project; Provide a detailed description of the proposed project: Include project objectives, target population, major project characteristics, number and type of units, and how it responds to the public health emergency or its negative economic impacts.

**FOR REFERENCE ONLY**

**APPLICATIONS MUST BE SUBMITTED ONLINE**

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2. What specific priorities in the City's Strategic Plan, Elevate Las Cruces and/or 2021-2025 Consolidated Plan?

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3. What is the anticipated impact of your program on the Las Cruces community? How will you measure the expected outcomes?

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4. Instructions: Please complete the budget summary. Indicate the amount ARPA funds needed for each expenditure classification. Also include other funds for the project from federal, state and private sources. Columns A, B, C & D must add up to Column E (Total Budget) needed for the project.

Project:		A	B	C	D	E
Line Item	EXPENDITURE CLASSIFICATION	ARPA FUNDING	OTHER FEDERAL FUNDS	STATE FUNDS	PRIVATE FUNDS	TOTAL BUDGET**
501-001	Permanent Position, Full Time					
501-101	Permanent Position, Part Time					
501-003	Temporary Positions					
502-006	Employment Liability Insurance					
502-007	Other Employee Benefits *					
602-001	Office Supplies					
602-002	Operating Supplies					
602-003	Repair & Maintenance Supplies					
602-004	Small Tools					
602-005	Motor Oil and Fuel					
602-006	Library Books and Periodicals					
602-007	Magazines and Periodicals					
602-008	Audio Visual Aids					
602-009	Wearing Apparel					
603-001	Post:					
604-001	City :					
604-002	Elect					
604-003	Telej					
604-004	Utilit					
605-001	Lega					
605-002	Auditing Services					
605-003	Engineering Services					
605-004	Architectural Services					
605-005	Maintenance Agreements					
605-006	Fees or Service Charges					
605-007	Advertising					
701-001	Landscape Maintenance					
701-002	Required Building Repair & Maintenance					
701-003	Auto or Truck Repair					
701-004	Equipment Repair					
702-001	Building or Land Rental					
702-003	Vehicle Rental					
702-004	Equipment Rental					
704-001	Liability Insurance					
704-002	Property Insurance					
704-003	Fidelity Insurance					
708-001	Transportation (in-state only)					
708-002	Per Diem (in-state only)					
708-003	Registration Fees					
708-004	Miscellaneous Costs					
708-005	Training and Education					
801-001	Land-Vacant					
801-002	Land-Buildings or Other					
801-003	Land-Right of Way					
802-001	Land Improvements					
804-004	Furniture and Fixtures					
803-001	Building Improvements					
804-001	Automobiles					
804-002	Trucks and Vans					
804-003	Heavy Equipment					
804-004	Furniture and Fixtures					
804-005	Office Equipment					
804-006	Data Processing					
804-007	Shop Equipment					
900-001	Client Housing (rent, mortgage, utilities, deposit)					
900-002	Client Support (medical, classes)					
	<b>TOTAL</b>					

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\* Other Employee Benefits may include costs of health insurance, workers' compensation, FICA, unemployment insurance

**Part B – BUDGET JUSTIFICATION**

Briefly and specifically describe each line item listed on Part A in a separate paragraph below (limit to the space provided):

**FOR REFERENCE ONLY**  
**APPLICATIONS MUST BE SUBMITTED ONLINE**

5. Is this a new or existing program in the Community? How do ARPA funds makes this project feasible? If existing, describe additional efforts to prevent duplication of services.

**FOR REFERENCE ONLY**  
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6. Please provide a detailed timeline or work schedule for implementing this project including anticipated milestone dates.

**FOR REFERENCE ONLY**  
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7. Is this project dependent on future funding to fully complete this project? Include specific timelines/dates and funding commitments needed to complete the project and have it fully operational for public benefit. Can this project be phased? Can this project be partially funded?

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8. If funded, it is expected that the project will begin within ninety (90) days of being issued a fully executed contract. What potential or known barriers exist to beginning the project within ninety (90) days and completing the project within twenty-four (24) months of being issued a Notice to Proceed from City Staff? Please describe in detail your plan for overcoming the barriers identified and achieving a timely and successful completion of the project.

**FOR REFERENCE ONLY**

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## APPLICATION SUBMISSION CHECKLIST

All applications must include the following documents to be considered for processing. Do not submit in spiral covers, binders, folders or plastic covers. Use binder clips only. Submit in the following order:

7.  SUBMIT APPLICATION THROUGH <https://lascruces.smapply.org/prog/ARPA>

Required Attachments include:

- Proof of 501c Status – IRS Tax Exemption Determination Letter
- Most Recent Independent Audit or Financial Statements
- List of Current Board Members’ names, physical addresses, mailing addresses, phone numbers, and email addresses
- Articles of Incorporation and By-Laws
- Statement of Insurance
- Signed letter from the Board of Directors or designated authorized official authorizing submission of the application
- One (1) page (maximum) Resume(s) of executive director, fiscal officer, project manager and any employees to be funded by the project.

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**All Applications must be submitted by:**  
**Thursday OCTOBER 14, 2021, 4:30 pm**

Applications submitted after the 4:30 pm deadline will not be accepted.

APPENDIX A: Scoring Matrix

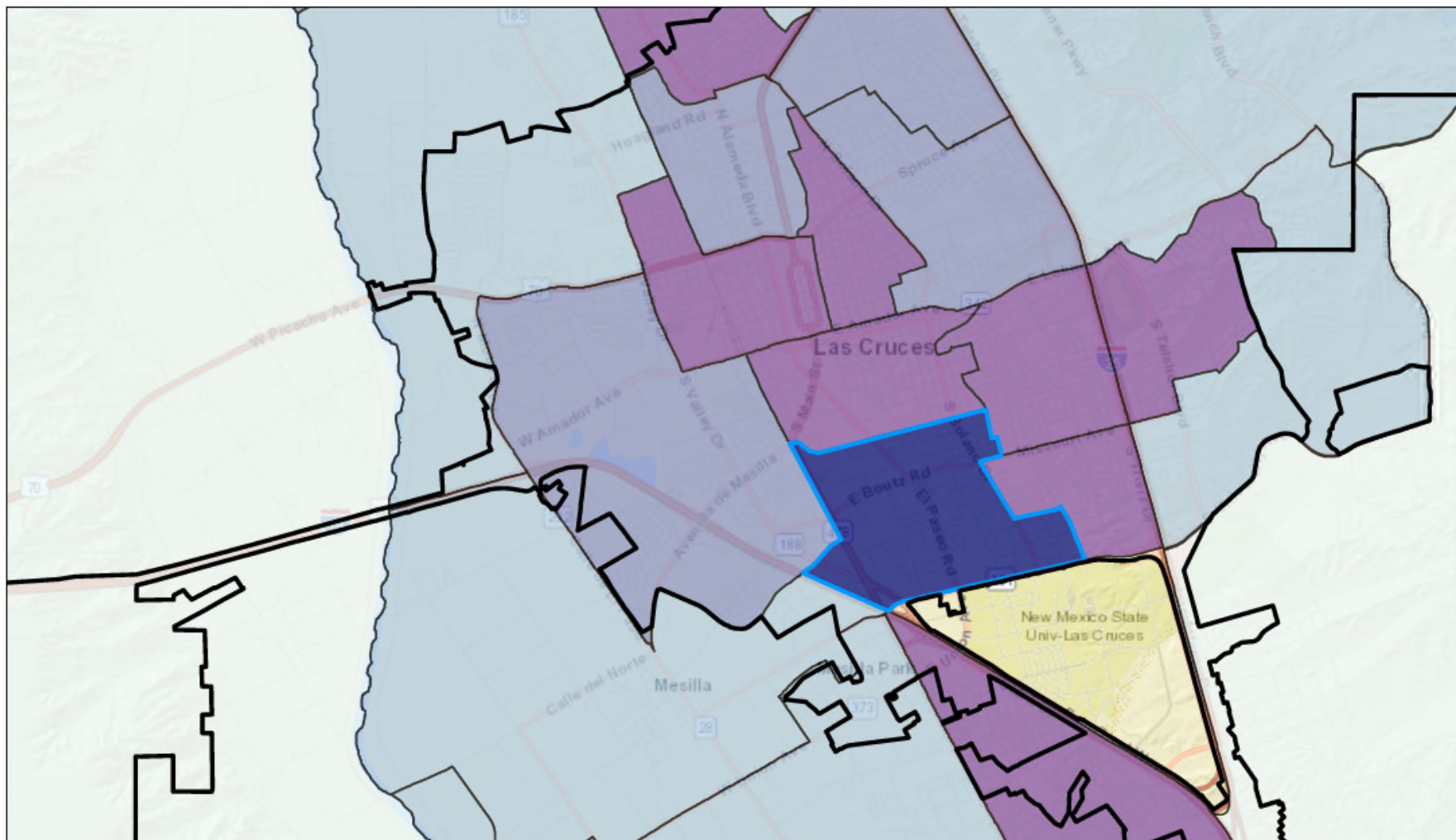
<b>SCORING MATRIX</b>	<b>SCORE</b>	<b>9-10</b>	<b>6-8</b>	<b>3-5</b>	<b>1-2</b>
<b>Project Justification</b>		<ul style="list-style-type: none"> <li>• <b>Specific</b> with <b>significant</b> detailed information to support the proposal</li> <li>• <b>Highly</b> creative, unique and/or innovative. May establish a new model or best practice for others. Proposal are <b>best practice</b> and/or <b>research/data driven</b></li> <li>• Strong rationale and significance of need(s) and <b>clearly</b> responds to the public health emergency or its negative economic impacts</li> </ul>	<ul style="list-style-type: none"> <li>• Specific with <b>some</b> detailed information to support the proposal</li> <li>• <b>Somewhat</b> creative, unique and/or innovative. May be something done before but contains some originality</li> <li>• Rationale or significance of need(s) is too general; Proposal <b>somewhat</b> responds to the public health emergency or its negative economic impacts</li> </ul>	<ul style="list-style-type: none"> <li>• <b>General</b> statement of need, but includes no supporting information; Provides information on Proposal only</li> <li>• <b>Few</b> components contain creative, unique or innovative approaches</li> <li>• Proposal is <b>unclear</b> if it responds to the public health emergency or its negative economic impacts</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No</b> description of need or supporting information provided</li> <li>• <b>Lacks</b> creativity or innovation.</li> <li>• Proposal <b>does not</b> respond to the public health emergency or its negative economic impacts</li> </ul>
<b>Meets City Goals/priorities established in City's Strategic Plan, Elevate Las Cruces and/or 2021-2025 Consolidated Plan</b>		<ul style="list-style-type: none"> <li>• Proposal outcomes or activities align with both organizational vision and goals of greater community</li> <li>• Applicant documented a need for the Proposal consistent with all <b>3</b> Council adopted plans</li> </ul>	<ul style="list-style-type: none"> <li>• Proposal elements align with goals of either the organization or its greater community, but not both</li> <li>• Applicant documented a need for the Proposal consistent with all <b>2</b> Council adopted plans</li> </ul>	<ul style="list-style-type: none"> <li>• Proposal tangentially but not directly related to organizational strategic vision or community goals</li> <li>• Applicant documented a need for the Proposal consistent with all <b>1</b> Council adopted plans</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No</b> explicit relationship between Proposal and the agenda of its organization or community</li> <li>• <b>No</b> documented need/nor consistency with Council adopted Plans</li> </ul>
<b>Community Impact</b>		<ul style="list-style-type: none"> <li>• The Proposal demonstrates a <b>clear</b> and <b>significant</b> impact that describes a <b>specific</b> and <b>measurable</b> evaluation plan. Proposed impact on community is quantifiable and substantial</li> </ul>	<ul style="list-style-type: none"> <li>• The Proposal includes <b>some</b> quantifiable results to show impact. Describes <b>some</b> measurable value to community.</li> </ul>	<ul style="list-style-type: none"> <li>• The Proposal includes <b>few</b> quantifiable results to show impact. Proposed impact does not fully align with need or activities</li> </ul>	<ul style="list-style-type: none"> <li>• Impact on community is <b>minimal</b>; <b>Does not</b> demonstrate value to community</li> </ul>
<b>Budget</b>		<ul style="list-style-type: none"> <li>• Budget is <b>reasonable</b> and consistent with the proposal</li> <li>• Proposal budget <b>has 15% or more</b> matching funds/in-kind services</li> </ul>	<ul style="list-style-type: none"> <li>• Budget is not reasonable but <b>consistent</b> with proposal</li> <li>• Proposal budget has <b>5% -10%</b> matching funds/in-kind services</li> </ul>	<ul style="list-style-type: none"> <li>• Budget is <b>neither</b> reasonable nor consistent with the proposal</li> <li>• Proposal budget has <b>1% - 4%</b> matching funds/in-kind services</li> </ul>	<ul style="list-style-type: none"> <li>• Proposal budget has <b>no</b> matching funds/in-kind services</li> </ul>

APPENDIX A: Scoring Matrix

<b>Duplication</b>		<ul style="list-style-type: none"> <li>• <b>New</b> project or program/ Existing program with <b>71-100% service increase</b></li> </ul>	<ul style="list-style-type: none"> <li>• Existing program with <b>31-70% service increase</b></li> </ul>	<ul style="list-style-type: none"> <li>• Existing program with up to <b>30% service increase</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Existing</b> program, <b>No</b> increase in services</li> </ul>
<b>Feasibility/Timeline</b>		<ul style="list-style-type: none"> <li>• Personnel, project activities timeline, and budget expenditures congruent with project description and outcomes</li> <li>• Timelines for grant period are clearly stated</li> </ul>	<ul style="list-style-type: none"> <li>• Deficiencies or overestimations exist in personnel, timeline, or budget within tolerable range, outcomes appear achievable despite gaps or leaps</li> </ul>	<ul style="list-style-type: none"> <li>• Project’s assembled personnel, timeline, or budget expose weaknesses in plan design. Outcomes unlikely to be achieved in project’s current form</li> </ul>	<ul style="list-style-type: none"> <li>• Insufficient information about personnel, project activities timeline, or budget expenditures to gauge feasibility</li> </ul>
<b>Organization Capacity /History</b>		<ul style="list-style-type: none"> <li>• Applicant demonstrates <b>HIGH</b> capacity/ability to implement and oversee the proposed Proposal</li> <li>• <b>One</b> or more Proposals completed, <b>high</b> compliance or <b>new organization</b> with <b>extensive</b> experience in service provision</li> </ul>	<ul style="list-style-type: none"> <li>• Applicant demonstrates <b>ACCEPTABLE</b> capacity/ability to implement and oversee the proposed Proposal</li> <li>• <b>One</b> or more Proposal completed, <b>satisfactory</b> compliance or <b>new organization</b> with <b>satisfactory</b> experience in service provision</li> </ul>	<ul style="list-style-type: none"> <li>• Applicant demonstrates <b>LOW</b> capacity/ability to implement and oversee the proposed Proposal</li> <li>• <b>One</b> or more Proposal completed, <b>limited</b> compliance or <b>new organization</b> with <b>limited</b> experience in service provision</li> </ul>	<ul style="list-style-type: none"> <li>• Applicant demonstrates <b>NO</b> capacity/ability to implement and oversee the proposed Proposal</li> <li>• No Proposals completed last three years, <b>no</b> compliance record or <b>new organization</b> with <b>no</b> experience in service provision</li> </ul>
<b>Clarity/Quality of Proposal</b>		<ul style="list-style-type: none"> <li>• Proposal is <b>clearly</b> written; <b>Logical</b> alignment between needs, goals and activities</li> </ul>	<ul style="list-style-type: none"> <li>• Proposal is <b>somewhat</b> clear; <b>Some</b> alignment between needs, goals and activities</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Parts</b> of proposal are <b>unclear</b>; <b>Minimal</b> alignment between needs, goals and activities</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Entire</b> proposal is <b>unclear</b>; <b>No</b> alignment between needs, goals and activities</li> </ul>
<b>SUBTOTAL (Must be scored Prior to Presentations)</b>					
<b>PRESENTATION (Add/Deduct based on clarifying points)</b>					
<b>TOTAL SCORE Min 8; Max 80</b>					

- I would definitely recommend funding this Proposal.
- I would recommend partial funding. Amount \$ \_\_\_\_\_
- I would not recommend funding this Proposal.

### Qualified Census Tracts - Poverty Map & QCTs



August 16, 2021

City Limits

Qualified Census Tracts

PovertyRate

0-9.21% Poverty

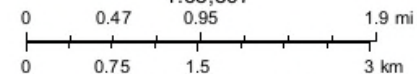
9.21-17.64% Poverty

17.64-28.17% Poverty

28.17-43.06% Poverty

>43.06% Poverty

1:65,507



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

APPENDIX C: INCOME LIMITS

HUD INCOME GUIDELINES				
LAS CRUCES MSA INCOME LIMITS				
Income Levels by Family Size				
HOME INCOME LIMITS				
EFFECTIVE DATE, June 1, 2021				
MEDIAN FAMILY INCOME (MFI): \$50,000				
FAMILY SIZE * # OF PERSONS	EXTREMELY LOW INCOME (30% of Median)	VERY LOW INCOME (50% of Median)	LOW INCOME (80% of Median)	MODERATE INCOME (100% of Median)
1	\$11,500	\$19,150	\$30,600	\$35,000
2	\$13,150	\$21,850	\$35,000	\$40,000
3	\$14,800	\$24,600	\$39,350	\$45,000
4	\$16,400	\$27,300	\$43,700	\$50,000
5	\$17,750	\$29,500	\$47,200	\$54,000
6	\$19,050	\$31,700	\$50,700	\$58,000
7	\$20,350	\$33,900	\$54,200	\$62,000
8	\$21,650	\$36,050	\$57,700	\$66,000
<p>Source: The US department of Housing and Urban Development (HUD) Office of Policy Development and Research (PD&amp;R), FY 2021 Income limits from website at <a href="https://files.hudexchange.info/reports/published/HOME_IncomeLmts_State_NM_2021.pdf">https://files.hudexchange.info/reports/published/HOME_IncomeLmts_State_NM_2021.pdf</a></p> <p>Income limits for families with more than eight-persons, 8% of the four person base should be added to the either person income limit.</p> <p>Income limits are rounded to the nearest \$50. For simplicity, this is optional for income limits for nine-plus person families.</p>				