COVID-19 Response Program

Program Requirements

1. **What income numbers should be utilized for the COVID-19 program, specifically for Economic Development?**
   a. Applicants will use the same income limits that would be used for an income survey: **Click here**.

2. **How is OCRA defining working capital and how could a business utilize OCRA funds for working capital?**
   a. OCRA defines working capital as funds that a business uses to accomplish its day-to-day operations.

3. **Does the sub-recipient need to be a non-profit?**
   a. Yes, a subrecipient must be a non-profit. Note, businesses receiving grants or loans for LMI job retention are not considered subrecipients.

4. **Is there a minimum local match required?**
   a. No, there is not local match requirement for the Immediate Needs phase of the COVID-19 program.

5. **Is rental of a vacant building for the three months as a testing center an eligible expense?**
   a. Yes, this would be an eligible expense.

6. **Are costs associated with returning the temporary space to its original condition eligible expenses?**
   a. No, those cost are not eligible under the Immediate Needs phase of the COVID-19 program.

7. **Are there minimum licensing requirements such as a CNA, for staff that is being hired?**
   a. OCRA defers to the State Department of Health and the Professional Licensing Agency. If the individual is allowed to practice per guidance from either agency then OCRA will accept it.

8. **Can the new COVID-19 Economic Development grant be used to seed or as matching funds for a crowd funding campaign?**
   a. No. Unfortunately, CDBG grant funds are not able to be used as seed funding or matching funds for a crowd funding campaign."

9. **For the additional requirement in the Economic Development section concerning an "existing Revolving Loan Fund or similar instrument", does OCRA have any examples of revolving loan funds that it can share?**
   a. One such example, is Grant County's RLF for COVID-19. More information can be found at: www.grantcounty.com/covid19-loan-fund.

10. **Is the use of certified GA's being incentivized in any way?**
    a. The COVID-19 program does not require a community use a Grant Administrator, but communities are welcome to use one if they feel it will help.
11. **Are previous Stellar Communities designees eligible to participate?**

a. Yes, Stellar designees are eligible to participate in the program. Please work with Michael Sinnet on your Letter of Need and application.

12. **Are townships eligible to apply?**
    a. No, however counties or incorporated cities/towns can apply using the township as the service area.

Letter of Need

1. **If a County wants to set up a temporary testing center, but the proposed site is located within the city limits of an entitlement, should they submit a Letter of Need?**
   a. Yes, OCRA will work with the community to determine how best to set up such situation. In most cases the applicant will have to "carve out" the portion that should be served by the entitlement community.

Funding Specifics

1. **Can grant funds be used for paying engineering fees?**
   a. Yes, grant funds can be used to pay for engineering fees.

2. **Are these funds being prioritized or is it first come first serve?**
   a. The COVID-19 program will award funds on a first come first serve basis.

3. **Can COVID-19 funds be used to purchase personal protective equipment (PPE), like a self-contained breathing apparatus, for firefighters or trucks?**
   a. PPE can be purchased through OCRA's COVID-19 program. However, there are some limitations. OCRA will work with each community to determine if the limitations apply.

4. **Can COVID-19 funds cover rural school corporations that are providing meals to home bound students whose current funding does not cover all of the program costs?**
   a. No, please contact the Indiana Department of Education's Office of School Nutrition for possible assistance.

5. **Can the transportation costs be covered for a school corporation that is distributing their meal program via school buses?**
   a. No, please contact the Indiana Department of Education's Office of School Nutrition for possible assistance.

Application

1. **Will there be scoring criteria?**
   a. No, there will be no scoring criteria for the COVID-19 Program.

2. **Are the sub-recipients on the application page the companies receiving the grants/loans in the Economic Development program? Or are they the entity running the revolving loan fund?**
    a. If a community's RLF is managed by a non-profit entity then that entity would be a subrecipient. Businesses that receive grants or loans through this program would not be considered subrecipients.

3. **If an appropriate unit of Government applies for assistance from OCRA in order to set up an emergency loan program for businesses, would the applications from employers be subject to Indiana's Open Door Law process?**
    a. Yes, information provided by employers would be subject to Indiana's Public Information laws and policies. Note that Indiana's laws do restrict the sharing of some business information that is viewed as trade secrets by agencies. OCRA has considerable experience in this area.

4. **Could a community apply for a region? For example, if the community already has the mechanisms in place to deal with income limitations and they are the ones receiving the calls from seniors in need of services, could they apply for them to serve the region for those seniors that were maybe working and now need meals? Or that were working some and cannot at all now?**
    a. Yes, applying for a regions is possible. In such a case the applicant community would work closely with OCRA to make sure the service area is well defined and all regulations are met.

5. **For applicants who are interested in the economic development portion of the program, but they do not have a revolving loan fund. The website says a similar instrument to a revolving loan fund may be eligible. What similar instruments could a community have that would allow them to utilize this portion of the program?**
    a. Similar instruments are other type of loan programs that act or are managed in a similar fashion to a RLF.

6. **Do per beneficiary benefits apply for this program? If so, are they $5,000 or $10,000?**
    a. The COVID-19 program does not have a per beneficiary limit.

Procurement

1. **Will procurement for engineers be required?**
    a. Yes, standard procurement protocol still must be followed for engineers.

2. **Are typical procurement procedures for Grant Administrators (GA) required or waived? The information states "procuring a GA is optional." Therefore, if a community chooses to utilize a GA, do they need to follow the procurement procedures?**
    a. While utilizing a Grant Administrator's services is optional for this program, standard procurement protocol still must be followed if a community elects to utilize one.