



Application for Lee's Summit Funds from Coronavirus Relief Fund through Jackson County

Applicants must verify that no other state/federal funding is available to meet these needs in order to avoid duplication. Costs incurred between March 1, 2020 - November 30, 2020 are eligible for reimbursement.

SECTION I --- Summary

The purpose of the Coronavirus Relief Fund is to provide ready funding to address unforeseen financial needs and risks created by the Coronavirus Disease 2019 (COVID-19) public health emergency. Any funds that are granted through this application process cannot be used to supplant expenses already budgeted due to COVID-19. These funds cannot be used to pay for COVID-19 related expenses already paid for by other federal or state funding. To determine awards, these applications will be reviewed for eligibility, accuracy, and completeness within the scoring criteria set forth in this application.

Applicant Agency Name:		Program/Project Title:	
Not-for-profit organization <i>(with active 501(c) status)?</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Location of Program/Project: <i>(Check one)</i>	On Site Off Site Out of Lee's Summit
Agency's Street Address: <i>(PO Box Not Acceptable without City's Consent)</i>		Requested Amount:	
City/State/Zip:		Specifically what will Coronavirus Relief Funds Pay For? <i>Provide brief description of program/project/activity that requested funds will be used for</i>	
Agency's EIN #:		Estimate the Percentage of funds that will be used to assist Lee's Summit citizens and/or businesses within City limits	
Is your Agency receiving any other Federal and/or State funding for the requested costs to be reimbursed?	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please list:	Will your request benefit Lee's Summit residents?	Yes, only Lee's Summit residents Yes, but it will also benefit those outside of Lee's Summit No, it will only benefit non-residents
Are you aware of any other funding to support these costs?	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please list:	Estimate the number of Lee's Summit residents and/or businesses that will benefit from your service or activity.	# residents = # businesses =
Agency Contact:			
E-Mail/Telephone/Fax:	E-Mail: T: F:		

PROJECT DESCRIPTION, NEED & GOALS

Brief Description of the Program/Project, its relation to COVID-19, your need, and the impact it will have on the community, such as the ability to reach a broad group of citizens.

Describe the direct correlation between the planned use of these funds; and how it responds to and prevents COVID-19.

SECTION II --- Program Budget

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

- (1) Are necessary expenditures incurred responding to or mitigating against the impact of to COVID-19;
- (2) Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act);
and
- (3) Were incurred after March 1, 2020 and ends on December 30, 2020.

To allow the City to meet its reporting requirements, awarded entities will only be reimbursed for costs incurred between March 1, 2020 and November 30, 2020. The City of Lee's Summit has the right to inspect documentation and/or actual operations for which funding is being requested and/or utilized.

Please **ATTACH A BUDGET** that (i) details the expenses for your project or activity, (ii) the amount of such expense, and (iii) how the expenses responds to or mitigates against the effect of COVID-19.

If you have questions of whether your expense is eligible review the Coronavirus Relief Fund FAQs and the Treasury's Coronavirus Relief Fund Guidance, or contact Sarah Tilbury at sarah.tilbury@cityofls.net.

A sample budget can be found at <https://cityofls.net/coronavirus/covid-19-relief-fund>.



SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why?</p> <p>(Please indicate a minimum required before the application would be withdrawn)</p>	
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p>Within 1 week</p> <p>Within 2 weeks</p> <p>Within 1 month</p> <p>By November 30, 2020</p> <p>Not sure how soon and how quickly these funds may be expended</p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	

SECTION IV --- Certifications

By signing below, Applicant expressly warrants and attests to the following:

1. The individual signing this application has all necessary authority on behalf of Applicant to request payment from the City from the allocation of funds to the City from the Coronavirus Relief Fund as created in the CARES Act.
2. Recipient understands and agrees that the City will rely on the budget in Section IV (the "Budget") and this Application as material representations in awarding and making a payment of Funds to Applicant. Applicant affirms that the information set forth in the Budget is true, complete, and accurate and affirms the statements made in the Budget as of the date of this Application.
3. Applicant expressly represents and warrants that it is eligible to receive the Funds in accordance with state and federal law and that the Funds will be used exclusively for lawful expenditures pursuant to the CARES Act and specifically as described in the Budget.
4. Applicant represents, warrants, and agrees that the proposed uses of the Funds provided as a payment shall be used only to cover those costs that: (i) are necessary expenditures incurred due to the Coronavirus Disease 2019 (COVID-19); (ii) were not accounted for in its budget most recently approved as of March 27, 2020; and (iii) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.
5. Applicant acknowledges, understands, and agrees that Funds provided as payment from the City to Applicant pursuant to this Agreement must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. Any funds expended by Applicant in any manner that does not adhere to official federal guidance shall be returned to the City.
6. If Applicant is a local government entity, public entity, or political subdivision of the state, Applicant shall not use any funds provided pursuant to this Application as a revenue replacement for lower than expected tax or other revenue collections.
7. Funds received pursuant to this Application shall not be used for expenditures for which Applicant has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same cost or expense, including other CARES Act funds.
8. Applicant may not use funds received pursuant to this Application to make a grant to any other local government, public entity, political subdivision, non-profit corporation, corporation, limited liability company, or other business entity, or individual unless the specific use of funds was expressly described in the Budget, and such grant is used solely for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), that were not accounted for in the budget most recently approved as of March 27, 2020, and that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. In such event, Applicant is responsible for all documentation requirements.
9. Applicant certifies by submitted this Application that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into an agreement by any federal or state department or agency. The term "principal" for purposes of this Application is defined as an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of Applicant.

10. Applicant understands that it must promptly repay all funds paid to it under an agreement should it be finally determined either that it was ineligible to receive the Funds, improperly spent Funds or it made any material misrepresentation on its Application.
11. Applicant certifies that the Funds shall not be used for any unlawful purpose, including but not limited to: (i) as a revenue replacement for lower than expected tax or other revenue collection; (ii) for expenditures for which Applicant is already receiving other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for the same expense; or (iii) to engage in any other activity that is illegal under federal, state or local law.
12. Applicant understands and agrees that the City is under no obligation to distribute any additional funds other than as provided in an agreement, even if Applicant believes circumstances have changed and Applicant requests additional funds.
13. Applicant warrants that it has no current, pending or outstanding criminal, civil, or enforcement actions initiated by any federal, state, or local government, that would affect the proper and agreed upon use of the Funds.

If awarded funds, these warranties and attestations shall be incorporated into the Funding Agreement and a violation of any such warranties or attestations shall be a material breach of the Funding Agreement and cause for loss of funds.

Signature – Person Completing the Application

Title

Date

Signature – President/CEO of the Agency

Title

Date



**CARES ACT:
City of Lee's Summit Appropriation to
Developin Potential
Budget**

<u>Expense</u>			
<u>Category</u>	<u>Description</u>	<u>Amount</u>	<u>Connection to Covid 19</u>
<u>Compliance with Public Health Orders</u>	Business interruption costs due to closing per mandates	\$ 44,000.00	Closed due to county stay-at-home orders
	Remote signature technology for official documents	\$ 480.00	Mandates/safety of individuals served
	Zoom technology	\$ 737.56	Remote technolog1y for socially distanced services
	Computers	\$ 10,000.00	Promotes social distancing
<u>Disinfecting</u>	Protex Discinfectant	\$ 4,879.36	Reduce spread of COVID 19
		\$ 60,096.92	



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SECTION I --- Summary

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Applicant Agency Name:	Lee's Summit Social Services	Program/Project Title:	LSSS Emergency Assistance/Covid-19 Relief Expenses
Not-for-profit organization (with active 501(c) status)?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Location of Program/Project: (Check one)	<input type="checkbox"/> On Site <input type="checkbox"/> Off Site <input type="checkbox"/> Out of Lee's Summit
Agency's Street Address: (PO Box Not Acceptable without City's Consent)	108 SE 4th Street	Requested Amount:	71,436.28
City/State/Zip:	Lee's Summit, MO 64063	Specifically what will Coronavirus Relief Funds Pay For?	Funding will be used specifically for client utility, rental, as well as supportive measures such as remote counseling, budget counseling, and referrals to other programming, as needed. As well as reimbursement for PPE Items that were purchased in order to continue our assistance of clients during the pandemic.
Agency's EIN #:	43-1604974	<i>Provide brief description of program/project/activity that requested funds will be used for</i>	
Is your Agency receiving any other Federal and/or State funding for the requested costs to be reimbursed?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Yes, please list: CDBG-CV 185,000.00 Greater Kansas City Community Foundation - 25,000.00	Estimate the Percentage of funds that will be used to assist Lee's Summit citizens and/or businesses within City limits	95%
Are you aware of any other funding to support these costs?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Yes, please list:	Will your request benefit Lee's Summit residents?	<input checked="" type="checkbox"/> Yes, only Lee's Summit residents <input type="checkbox"/> Yes, but it will also benefit those outside of Lee's Summit <input type="checkbox"/> No, it will only benefit non-residents
Agency Contact:	Megan Salerno	Estimate the number of Lee's Summit residents and/or businesses that will benefit from your service or activity.	# residents = 1,100 # businesses =
E-Mail/Telephone/Fax:	E-Mail: megan@lssocialservices.com T: 816-525-4357 F: 816-525-2909		

PROJECT DESCRIPTION, NEED & GOALS

Brief Description of the Program/Project, its relation to COVID-19, your need, and the impact it will have on the community, such as the ability to reach a broad group of citizens.

This grant would allow us to ensure that we continue to help those in need prior to the pandemic. All proceeds from our Thrift Store provides Emergency Assistance funds we use for our clients who need utility, rental assistance, car repairs, etc. Our ability to provide emergency assistance is heavily reliant on our ability to generate funds from a thrift store. During the quarantine part of the pandemic, we were forced to close our Thrift Store doors for a duration. This is a very challenging situation for us since it is our single largest fundraiser throughout the year, bringing in nearly \$120,000 toward serving our community and even though our thrift store was closed to help flatten the curve, our Emergency Assistance and Food Assistance departments remained open and our typical daily clients' needs carried on as usual. Funds were also depleted due to expenses for PPE and sanitation that were needed. Those expenses also were diverted from directed assistance such as utility, housing, and other emergency assistance.

Describe the direct correlation between the planned use of these funds; and how it responds to and prevents COVID-19.

Our purpose is to ensure that we create support mechanisms, as well as financial support on behalf of these families, ensuring they remain in their homes and have basic needs met, such as food, car repairs, etc. We provide the necessary support to those in the community that have been negatively impacted.

SECTION II --- Program Budget

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Please **ATTACH A BUDGET** that (i) details the expenses for your project or activity, (ii) the amount of such expense, and (iii) how the expenses responds to or mitigates against the effect of COVID-19.

If you have questions of whether your expense is eligible review the Coronavirus Relief Fund FAQs and the Treasury's Coronavirus Relief Fund Guidance, or contact Sarah Tilbury at sarah.tilbury@cityofls.net.

A sample budget can be found at <https://cityofls.net/coronavirus/covid-19-relief-fund>.



SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	<p>Our mission is to assist low-income, elderly and/or disabled persons in the Lee's Summit Social Services service are with emergency needs while enabling them to maintain their dignity and learning to set and meet realistic goals which will lead to greater independence. Lee's Summit Social Services was incorporated in March 1992 as a non-profit agency to benefit low-income families and individuals with basic needs such as food, utility and rent assistance, clothing, medical items, school supplies, holiday needs and car repairs.</p>
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why? (Please indicate a minimum required before the application would be withdrawn)</p>	<p>\$51,436.28</p>
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p> <input type="checkbox"/> Within 1 week <input type="checkbox"/> Within 2 weeks <input type="checkbox"/> Within 1 month <input checked="" type="checkbox"/> By November 30, 2020 <input type="checkbox"/> Not sure how soon and how quickly these funds may be expended </p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	<p>2 case workerws, one dedicated to food and in-kind support for clients, and one that focuses on monetary support, such as rent, utilities, prescriptions, car repairs and budgeting. 1 Volunteer coordinator, 2 warehouse (donation pick-up, and client deliveries) 1 full-time and 1 part-time Thrift Store staff 1 office manager/job counselor 1 Assistant Director (HR administrator, grant writer, event coordinator) 1 Executive Director</p>

SECTION IV --- Certifications

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2. Recipient understands and agrees that the City will rely on the budget in Section IV (the "Budget") and this Application as material representations in awarding and making a payment of Funds to Applicant. Applicant affirms that the information set forth in the Budget is true, complete, and accurate and affirms the statements made in the Budget as of the date of this Application.
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9. Applicant certifies by submitted this Application that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into an agreement by any federal or state department or agency. The term "principal" for purposes of this Application is defined as an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of Applicant.

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If awarded funds, these warranties and attestations shall be incorporated into the Funding Agreement and a violation of any such warranties or attestations shall be a material breach of the Funding Agreement and cause for loss of funds.

Signature – Person Completing the Application

Title

Date

Signature – President/CEO of the Agency

Title

Date



Cares Act:
City of Lee's Summit Appropriation to Lee's Summit Social Services
Budget

Expense Category/Description	Amount	Connection to Covid-19
Compliance with Public Health Orders:		
Business interruption costs due to closure to promote social distancing	\$70,000.00	Closed to county Stay - At-Home Order
PPE and Sanitizing Products		
Face Masks	\$643.32	Reduce spread of COVID-19
Gloves	\$6.99	Reduce spread of COVID-19
Thermometer	\$83.99	Reduce spread of COVID-19
Other PPE	\$451.98	Reduce spread of COVID-19
Disinfecting Materials/Services		
Disinfecting Equipment	\$250.00	Reduce spread of COVID-19
Total	\$71,436.28	



LEE'S SUMMIT MISSOURI

Application for Lee's Summit Funds from Coronavirus Relief Fund through Jackson County

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SECTION I --- Summary

The purpose of the Coronavirus Relief Fund is to provide ready funding to address unforeseen financial needs and risks created by the Coronavirus Disease 2019 (COVID-19) public health emergency. Any funds that are granted through this application process cannot be used to supplant expenses already budgeted due to COVID-19. These funds cannot be used to pay for COVID-19 related expenses already paid for by other federal or state funding. To determine awards, these applications will be reviewed for eligibility, accuracy, and completeness within the scoring criteria set forth in this application.

Application form with fields for Applicant Agency Name, Program/Project Title, Requested Amount (\$2884.60), Agency Contact (Monica Humbard), and various checkboxes for funding status and benefits.

PROJECT DESCRIPTION, NEED & GOALS

<p>Brief Description of the Program/Project, its relation to COVID-19, your need, and the impact it will have on the community, such as the ability to reach a broad group of citizens.</p>	<p>Prior to COVID-19, Coldwater had one full-time executive director and a part-time community director. Volunteers helped staff and run its programs. In 2019 the food pantry distributed over 60,000 pounds of food to over 4,800 individuals, including 35-45 homebound adults. Two Saturdays a month volunteers serve a nutritional lunch at the pantry and the clothes closet is open. The No Hungry Kids! program usually distributes around 195 weekend food packs to food insecure Lee's Summit elementary & preschool children each week during the school year. In the summer, Coldwater has typically distributed sack lunches Monday-Friday for 10 weeks to two low-income Lee's Summit neighborhoods and hosted weekly BBQs for families there. When COVID-19 struck our area, Coldwater immediately had to address an increase in food insecure clients, an increase in food acquisitions and food donations to fulfill increased needs, changes in regular operation procedures to make distribution programs safe for all clients and volunteers, and revamping and rescheduling fundraisers. Due to the increased workload and the loss of many retired and at-risk volunteers because of the COVID-19 crisis, in April 2020 Coldwater added 20 hours to the community director's position. This change has allowed us to meet the growing needs. This summer Coldwater provided around 200 lunches per day and more than 230 BBQ meals one evening a week, a more than 60% increase. The Summer Lunch program also was extended 4 weeks. We are seeking funding for the 20 hours.</p>
<p>Describe the direct correlation between the planned use of these funds; and how it responds to and prevents COVID-19.</p>	<p>The 20 hours these funds would cover were added in April 2020 specifically to address issues that arose due to COVID-19. The tasks those hours are to cover include:</p> <ul style="list-style-type: none"> *the spike in food insecure clients *an increase in food acquisitions and donations to address the increased food needs *the decrease in available volunteers *changes in regular operation procedures for programs to make them safe due to the virus *revamping and rescheduling fundraisers. <p>In addition to the increase in clients at our food pantry, over the past few months we saw a 60% increase in the number of people needing our summer services. We expect this to continue into 2021. Unfortunately, many retired and at-risk volunteers have still not returned and COVID restrictions keep us from bringing in large volunteer groups to help. Therefore, we will continue to keep our community director position at 40 hours into the new year. We are requesting these funds to help with these additional 20 hours mid-Sept. through Nov. 30.</p>

SECTION II --- Program Budget

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Please **ATTACH A BUDGET** that (i) details the expenses for your project or activity, (ii) the amount of such expense, and (iii) how the expenses responds to or mitigates against the effect of COVID-19.

If you have questions of whether your expense is eligible review the Coronavirus Relief Fund FAQs and the Treasury's Coronavirus Relief Fund Guidance, or contact Sarah Tilbury at sarah.tilbury@cityofls.net.

A sample budget can be found at <https://cityofls.net/coronavirus/covid-19-relief-fund>.



SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	<p>Coldwater's mission is to build friendships and foster hope while providing food and clothing for those in need. The organization started with a food pantry and clothes closet in 2008 and later added weekend food packs for the school year and Summer Lunches and BBQs Monday-Friday in low income neighborhoods. COVID Relief funds: \$9,800 from the Paycheck Protection Program - used for salaries April to mid-May and rent April to July. \$23,000 from the Kansas City Regional COVID-19 Response & Recovery Fund including \$5,000 for 20 work hours per week added due to COVID-19 used mid-May to mid-Sept.; \$8,000 used for unbudgeted costs due to COVID for Summer BBQs and Lunches June through the first week of August (originally budgeted time period); \$10,000 currently being used for increased costs of food for the Food Pantry due to COVID.</p>
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why?</p> <p>(Please indicate a minimum required before the application would be withdrawn)</p>	<p>\$1,000</p>
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p> <input type="checkbox"/> Within 1 week <input type="checkbox"/> Within 2 weeks <input type="checkbox"/> Within 1 month <input checked="" type="checkbox"/> By November 30, 2020 <input type="checkbox"/> Not sure how soon and how quickly these funds may be expended </p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	<p>Since it was started in 2008, Coldwater has had one full-time executive director. A part-time community director was added in 2014. Due to increased workload from the COVID-19 crisis, the part-time community director position (20 hours) became a full-time position (adding 20 hours) in April 2020. The Coldwater staff is overseen by an 11-member board of directors.</p>

SECTION IV --- Certifications

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If awarded funds, these warranties and attestations shall be incorporated into the Funding Agreement and a violation of any such warranties or attestations shall be a material breach of the Funding Agreement and cause for loss of funds.

Momni Fubul

Signature – Person Completing the Application

Executive Director 9-3-2020

Title

Date

[Signature]

Signature – President/CEO of the Agency

President 9-3-2020

Title

Date



CARES ACT:

City of Lee's Summit Appropriation to Coldwater of Lee's Summit Budget

Allocated Funding from City: \$2,884.60 requested

Expense Category	Description	Amount	Connection to COVID-19
Community Support Services Compensation for 20 work hours			
20 additional work hours for Community Director due to COVID-19	Additional \$576.92 per pay period for 20 hours added to Community Director position for mid-September through November 30, 2020	2,884.60	Provides the Community Director compensation for 20 additional hours to address the following issues that resulted due to COVID-19: the spike in food insecure clients, an increase in food acquisitions and donations to address the increased food needs, the decrease in available volunteers, changes in regular operation procedures for programs to make them safe for volunteers and clients due to the virus, and revamping and rescheduling fundraisers.



LEE'S SUMMIT
MISSOURI

Application for Lee's Summit Funds from Coronavirus Relief Fund through Jackson County

Applicants must verify that no other state/federal funding is available to meet these needs in order to avoid duplication. Costs incurred between March 1, 2020 - November 30, 2020 are eligible for reimbursement.

SECTION I --- Summary

The purpose of the Coronavirus Relief Fund is to provide ready funding to address unforeseen financial needs and risks created by the Coronavirus Disease 2019 (COVID-19) public health emergency. Any funds that are granted through this application process cannot be used to supplant expenses already budgeted due to COVID-19. These funds cannot be used to pay for COVID-19 related expenses already paid for by other federal or state funding. To determine awards, these applications will be reviewed for eligibility, accuracy, and completeness within the scoring criteria set forth in this application.

Applicant Agency Name:	Coldwater of Lee's Summit	Program/Project Title:	No Hungry Kids! Summer Lunches
Not-for-profit organization (with active 501(c) status)?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Location of Program/Project: <i>(Check one)</i>	<input type="checkbox"/> On Site <input checked="" type="checkbox"/> Off Site <input type="checkbox"/> Out of Lee's Summit
Agency's Street Address: <i>(PO Box Not Acceptable without City's Consent)</i>	1800 NE Independence Ave.	Requested Amount:	\$2,500
City/State/Zip:	Lee's Summit, MO 64086	Specifically what will Coronavirus Relief Funds Pay For? <i>Provide brief description of program/project/activity that requested funds will be used for</i>	The No Hungry Kids! Program delivered approximately 200 lunches Monday-Friday to two Lee's Summit low income neighborhoods. Lunches included a sandwich, fresh cut vegetables, and fruit. Typically the program is 10 weeks, but due to schools starting later because of COVID-19, we extended the program four weeks. These funds would cover the food and supply costs for for the extra four weeks.
Agency's EIN #:	13-4306668	Estimate the Percentage of funds that will be used to assist Lee's Summit citizens and/or businesses within City limits	100% Lee's Summit citizens
Is your Agency receiving any other Federal and/or State funding for the requested costs to be reimbursed?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>If Yes, please list:</i>	Will your request benefit Lee's Summit residents?	<input checked="" type="checkbox"/> Yes, only Lee's Summit residents <input type="checkbox"/> Yes, but it will also benefit those outside of Lee's Summit <input type="checkbox"/> No, it will only benefit non-residents
Are you aware of any other funding to support these costs?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>If Yes, please list:</i>	Estimate the number of Lee's Summit residents and/or businesses that will benefit from your service or activity.	# residents = 200 daily Mon-Fri # businesses =
Agency Contact:	Monica Humbard		
E-Mail/Telephone/Fax:	E-Mail: director@coldwater.me T: 816-786-0758 F:		

PROJECT DESCRIPTION, NEED & GOALS

Brief Description of the Program/Project, its relation to COVID-19, your need, and the impact it will have on the community, such as the ability to reach a broad group of citizens.

Prior to COVID-19, the No Hungry Kids! Summer Lunch program delivered an average of 120 lunches Monday through Friday to children in two Lee's Summit low income neighborhoods. This summer the program experienced a 67% increase in the number of lunches served. The program is designed to make sure that children continue to have a healthy lunch Monday through Friday after school is out for the summer. The children in these neighborhoods qualify for the Free & Reduced Lunch and Breakfast programs at school but their families struggle to provide the same quality meals during the summer months. Coldwater's Summer Lunches include a sandwich, fresh cut vegetables, and fruit. In addition to the nutritional benefits of this Summer Lunches program, it also helps families stretch their food budget further during the summer months when children are home more. Typically the program is 10 weeks (ending the first week in August), but when we learned that the schools were starting September 8 because of COVID-19, we extended the program four weeks. We are currently seeking funding to cover the costs of the additional four weeks. The families we serve with this program are some of the most at-risk citizens in our community for COVID-19. Many of them were already struggling with health issues and they typically do not have the necessary funds to make healthier food choices and maintain proper health care, let alone purchase items such as masks, hand sanitizer, and other cleaning supplies that reduce the risk of COVID-19.

Describe the direct correlation between the planned use of these funds; and how it responds to and prevents COVID-19.

The Coldwater No Hungry Kids! Summer Lunch program has typically been a 10-week program that starts in June in low income Lee's Summit neighborhoods. These neighborhoods are either Secion 8 or subsidized housing. The program is designed to deliver healthy lunches each day Monday through Friday to children who usually receive a free or reduced-cost lunch at school each day. Lunches include a sandwich, fresh cut vegetables, and a fruit. Coldwater's goal is to make sure children have at least one healthy meal each day during the week and to help these families expand their food budget during the summer when kids are home more. When Coldwater learned that the children would not go back to school until September 8 due to COVID-19, the decision was made to expand the lunch program by 4 weeks so that these children would have nutritional lunches the entire summer. This decision not only provided a well-balanced lunch each day for an additional four weeks, which increases the children's chances of staying healthy, but also helped families who are struggling more financially right now due to lost wages or lost jobs resulting from the COVID crisis.

SECTION II --- Program Budget

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

- (1) Are necessary expenditures incurred responding to or mitigating against the impact of to COVID-19;
- (2) Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act); and
- (3) Were incurred after March 1, 2020 and ends on December 30, 2020.

To allow the City to meet its reporting requirements, awarded entities will only be reimbursed for costs incurred between March 1, 2020 and November 30, 2020. The City of Lee's Summit has the right to inspect documentation and/or actual operations for which funding is being requested and/or utilized.

Please **ATTACH A BUDGET** that (i) details the expenses for your project or activity, (ii) the amount of such expense, and (iii) how the expenses responds to or mitigates against the effect of COVID-19.

If you have questions of whether your expense is eligible review the Coronavirus Relief Fund FAQs and the Treasury's Coronavirus Relief Fund Guidance, or contact Sarah Tilbury at sarah.tilbury@cityofls.net.

A sample budget can be found at <https://cityofls.net/coronavirus/covid-19-relief-fund>.



SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	<p>Coldwater's mission is to build friendships and foster hope while providing food and clothing for those in need. The organization started with a food pantry and clothes closet in 2008 and later added weekend food packs for the school year and Summer Lunches and BBQs Monday-Friday in low income neighborhoods. COVID Relief funds: \$9,800 from the Paycheck Protection Program - used for salaries April to mid-May and rent April to July. \$23,000 from the Kansas City Regional COVID-19 Response & Recovery Fund including \$5000 for 20 work hours per week added due to COVID-19 used mid-May to mid-Sept.; \$8,000 used for unbudgeted costs due to COVID for Summer BBQs and Lunches June through the first week of August (originally budgeted time period); \$10,000 currently being used for increased costs of food for the food pantry due to COVID.</p>
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why?</p> <p>(Please indicate a minimum required before the application would be withdrawn)</p>	<p>\$1,000</p>
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p><input checked="" type="checkbox"/> Within 1 week</p> <p><input type="checkbox"/> Within 2 weeks</p> <p><input type="checkbox"/> Within 1 month</p> <p><input type="checkbox"/> By November 30, 2020</p> <p><input type="checkbox"/> Not sure how soon and how quickly these funds may be expended</p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	<p>Since it was started in 2008, Coldwater has had one full-time executive director. A part-time community director was added in 2014. Due to increased workload from the COVID-19 crisis, the part-time community director position (20 hours) became a full-time position (adding 20 hours) in April 2020. The Coldwater staff is overseen by an 11-member board of directors.</p>

SECTION IV --- Certifications

By signing below, Applicant expressly warrants and attests to the following:

1. The individual signing this application has all necessary authority on behalf of Applicant to request payment from the City from the allocation of funds to the City from the Coronavirus Relief Fund as created in the CARES Act.
2. Recipient understands and agrees that the City will rely on the budget in Section IV (the "Budget") and this Application as material representations in awarding and making a payment of Funds to Applicant. Applicant affirms that the information set forth in the Budget is true, complete, and accurate and affirms the statements made in the Budget as of the date of this Application.
3. Applicant expressly represents and warrants that it is eligible to receive the Funds in accordance with state and federal law and that the Funds will be used exclusively for lawful expenditures pursuant to the CARES Act and specifically as described in the Budget.
4. Applicant represents, warrants, and agrees that the proposed uses of the Funds provided as a payment shall be used only to cover those costs that: (i) are necessary expenditures incurred due to the Coronavirus Disease 2019 (COVID-19); (ii) were not accounted for in its budget most recently approved as of March 27, 2020; and (iii) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.
5. Applicant acknowledges, understands, and agrees that Funds provided as payment from the City to Applicant pursuant to this Agreement must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. Any funds expended by Applicant in any manner that does not adhere to official federal guidance shall be returned to the City.
6. If Applicant is a local government entity, public entity, or political subdivision of the state, Applicant shall not use any funds provided pursuant to this Application as a revenue replacement for lower than expected tax or other revenue collections.
7. Funds received pursuant to this Application shall not be used for expenditures for which Applicant has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same cost or expense, including other CARES Act funds.
8. Applicant may not use funds received pursuant to this Application to make a grant to any other local government, public entity, political subdivision, non-profit corporation, corporation, limited liability company, or other business entity, or individual unless the specific use of funds was expressly described in the Budget, and such grant is used solely for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), that were not accounted for in the budget most recently approved as of March 27, 2020, and that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. In such event, Applicant is responsible for all documentation requirements.
9. Applicant certifies by submitted this Application that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into an agreement by any federal or state department or agency. The term "principal" for purposes of this Application is defined as an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of Applicant.

10. Applicant understands that it must promptly repay all funds paid to it under an agreement should it be finally determined either that it was ineligible to receive the Funds, improperly spent Funds or it made any material misrepresentation on its Application.
11. Applicant certifies that the Funds shall not be used for any unlawful purpose, including but not limited to: (i) as a revenue replacement for lower than expected tax or other revenue collection; (ii) for expenditures for which Applicant is already receiving other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for the same expense; or (iii) to engage in any other activity that is illegal under federal, state or local law.
12. Applicant understands and agrees that the City is under no obligation to distribute any additional funds other than as provided in an agreement, even if Applicant believes circumstances have changed and Applicant requests additional funds.
13. Applicant warrants that it has no current, pending or outstanding criminal, civil, or enforcement actions initiated by any federal, state, or local government, that would affect the proper and agreed upon use of the Funds.

If awarded funds, these warranties and attestations shall be incorporated into the Funding Agreement and a violation of any such warranties or attestations shall be a material breach of the Funding Agreement and cause for loss of funds.

Miriam Fuchs
 Signature – Person Completing the Application

Executive Director *9-3-2020*
 Title Date

[Signature]
 Signature – President/CEO of the Agency

President *9-3-2020*
 Title Date



City of Lee's Summit Appropriation to Coldwater of Lee's Summit Budget

Allocated Funding from City: \$2,500 requested

Expense Category	Community Support Services	Description	Amount	Connection to COVID-19
Summer Lunches				
Additional food & supply expenses for 4-week extension of Summer Lunches program due to COVID-19		Bread, buns, cheese, peanut butter, jelly, chicken, mayo, relish, carrots, celery, cucumbers, oranges, grapes, bananas, fruit cups, apple sauce, lunch sacks, etc., for 200 lunches daily for 20 additional days (4 weeks)	\$2,900	Lunches for low income children for an additional 4 weeks due to school starting later as a result of COVID-19

Application for Lee's Summit Funds from Coronavirus Relief Fund through Jackson County

Applicants must verify that no other state/federal funding is available to meet these needs in order to avoid duplication. Costs incurred between March 1, 2020 - November 30, 2020 are eligible for reimbursement.

SECTION I --- Summary

The purpose of the Coronavirus Relief Fund is to provide ready funding to address unforeseen financial needs and risks created by the Coronavirus Disease 2019 (COVID-19) public health emergency. Any funds that are granted through this application process cannot be used to supplant expenses already budgeted due to COVID-19. These funds cannot be used to pay for COVID-19 related expenses already paid for by other federal or state funding. To determine awards, these applications will be reviewed for eligibility, accuracy, and completeness within the scoring criteria set forth in this application.

Applicant Agency Name:	Downtown Lee's Summit Main Street	Program/Project Title:	Downtown Lee's Summit COVID Relief Request
Not-for-profit organization <i>(with active 501(c) status)?</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Location of Program/Project: <i>(Check one)</i>	<input type="checkbox"/> On Site <input checked="" type="checkbox"/> Off Site <input type="checkbox"/> Out of Lee's Summit
Agency's Street Address: <i>(PO Box Not Acceptable without City's Consent)</i>	13 SE Third St.	Requested Amount:	\$121,093.64
City/State/Zip:	Lee's Summit, MO 64063	Specifically what will Coronavirus Relief Funds Pay For?	See attachment.
Agency's EIN #:	43-1541808	<i>Provide brief description of program/project/activity that requested funds will be used for</i>	
Is your Agency receiving any other Federal and/or State funding for the requested costs to be reimbursed?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please list:	Estimate the Percentage of funds that will be used to assist Lee's Summit citizens and/or businesses within City limits	100%
Are you aware of any other funding to support these costs?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please list:	Will your request benefit Lee's Summit residents?	<input type="checkbox"/> Yes, only Lee's Summit residents <input checked="" type="checkbox"/> Yes, but it will also benefit those outside of Lee's Summit <input type="checkbox"/> No, it will only benefit non-residents
Agency Contact:	Donnie Rodgers, Jr.	Estimate the number of Lee's Summit residents and/or businesses that will benefit from your service or activity.	# residents = 5,000+ # businesses = 150
E-Mail/Telephone/Fax:	E-Mail: donnie@downtownls.org T: 816-246-6598 F: 816-246-7433		

PROJECT DESCRIPTION, NEED & GOALS

Brief Description of the Program/Project, its relation to COVID-19, your need, and the impact it will have on the community, such as the ability to reach a broad group of citizens.

See attachment.

Describe the direct correlation between the planned use of these funds; and how it responds to and prevents COVID-19.

See attachment.

SECTION II --- Program Budget

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

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SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	<p>See attachment.</p>
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why?</p> <p>(Please indicate a minimum required before the application would be withdrawn)</p>	<p>Downtown Lee's Summit Main Street has lost more than \$160,000 in funding since the beginning of the pandemic. Any amount of funding would be appreciated and go to help support the mission of our 30+ year community organization.</p>
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p> <input type="checkbox"/> Within 1 week <input type="checkbox"/> Within 2 weeks <input type="checkbox"/> Within 1 month <input checked="" type="checkbox"/> By November 30, 2020 <input type="checkbox"/> Not sure how soon and how quickly these funds may be expended </p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	<p>Downtown Lee's Summit Main Street is led by its Board of Directors and Executive Director, Donnie Rodgers, Jr. Its staff includes Ashley Nowell, Assistant Director and Farmers Market Manager, Julie Cook, Events and Promotions Director, and Rachael Fitch, Creative Content and Design Coordinator.</p>



SECTION IV --- Certifications

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1. The individual signing this application has all necessary authority on behalf of Applicant to request payment from the City from the allocation of funds to the City from the Coronavirus Relief Fund as created in the CARES Act.
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8. Applicant may not use funds received pursuant to this Application to make a grant to any other local government, public entity, political subdivision, non-profit corporation, corporation, limited liability company, or other business entity, or individual unless the specific use of funds was expressly described in the Budget, and such grant is used solely for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), that were not accounted for in the budget most recently approved as of March 27, 2020, and that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. In such event, Applicant is responsible for all documentation requirements.
9. Applicant certifies by submitted this Application that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into an agreement by any federal or state department or agency. The term "principal" for purposes of this Application is defined as an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of Applicant.

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13. Applicant warrants that it has no current, pending or outstanding criminal, civil, or enforcement actions initiated by any federal, state, or local government, that would affect the proper and agreed upon use of the Funds.

If awarded funds, these warranties and attestations shall be incorporated into the Funding Agreement and a violation of any such warranties or attestations shall be a material breach of the Funding Agreement and cause for loss of funds.

Amy Howell
 Signature – Person Completing the Application

Assistant Director
 Title

9/8/2020
 Date

DRF
 Signature – President/CEO of the Agency

Executive Director
 Title

9/8/20
 Date



Program/Project Title: Downtown Lee's Summit COVID-Relief Request

Requested Amount: \$121,093.64

What will the Coronavirus Relief Funds Pay For? Provide brief description of program/project/activity that requested funds will be used for

The Coronavirus Relief Funds will pay for lost revenue and additional expenses that Downtown Lee's Summit Main Street incurred due to the pandemic and county safety guidelines. Our largest loss was the yearly Downtown Days Festival, an event that contributes the largest portion of funding to support our mission of promoting, enhancing, and preserving the heart of our city. County safety guidelines dictated that large events like this were not able to occur.

The Downtown Lee's Summit Farmers Market, originally set to open on April 4, was allowed to open as a drive-thru on May 30 and then as a socially distanced walk-up market on June 20. Nearly \$9,300 of the funds requested will cover expenses such as signage, supplies, refunds, and additional staff time incurred in order to operate the farmers market.

Additional relief funds, \$8,000, will be used to purchase masks for the employees of Downtown Lee's Summit businesses. These funds will allow each employee in downtown to receive two reusable masks. Another \$2,000 will be used to purchase hand sanitizer with the farmers market logo to hand out to customers at the market.

The stay at home order required all staff of Downtown Lee's Summit Main Street to work from home. All committee meetings and board meetings were moved online to Zoom. Relief funds would also cover DLSMS Zoom account from March to December.

Brief Description of the program/project, its relation to COVID-19, your need, and the impact it will have on the community, such as the ability to reach a broad group of citizens.

Downtown Lee's Summit Main Street was hit hard with the COVID-19 pandemic. The largest hit was to our largest fundraiser, the Downtown Days Festival. Over the last three years, the festival made an average net revenue of \$101,79.61. These funds represent 35% of our overall revenue each year and would typically be used to plan events, promote Downtown Lee's Summit, and benefit the small businesses in downtown. Events made possible by Downtown Days include the Sidewalk Sale, Fall Open House, Boos Barks & Badges Parade, Mayors Tree Lighting, Holiday Open House, Small Business Saturday, Chocolate Crawl for a Cause, Spring Open House, Fourth Fridays Art Walk, Music in the Park and more. These events bring a strong sense of pride and community to those who live in the city. These events are planned at no cost to the attendee, made possible by the revenue raised during Downtown Days. During the pandemic, our staff continued to promote downtown, support our small businesses, and encourage customers to shop and dine safely. Our work did not stop due to the loss of Downtown Days income. This has led to a huge budget shortfall – over \$160,000 due to cancelled events and loss of sponsorship dollars.

Another major event, the Downtown Lee's Summit Farmers Market was shut down for 8 weeks, causing severe decreases in income for vendors and removing an essential service for those in our community. The farmers market was allowed to reopen as a drive-thru market beginning on Saturday, May 30, and then as a socially distanced walk-up market on Saturday, June 20. This posed challenges as DLSMS had

to purchase additional signage and supplies that were not included in the yearly budget. Previously, the market had been self-sustaining – staff did not have to be on site at all times. However, DLSMS incurred cost for additional staff time as someone had to be on site to set up and promote safe shopping. As farmers market vendors continued to see a decrease in their income, many requested refunds. DLSMS refunded \$4,000 to market vendors. This allowed vendors to recoup some of the cost to attend the market and allowed DLSMS to reduce vendors numbers and open a safe, socially-distant market. These additional expenses, while unexpected, did help in promoting social distancing and reducing the spread of COVID-19. It also allowed the market to operate an essential service to kids, families, and seniors in our community by offering access to locally-sourced foods.

DLSMS will also use a portion of the Coronavirus Relief Funds to purchase masks for each employee working at a Downtown Lee's Summit business. With 26 bars and restaurants, 35 retail shops, and more than 90 service businesses, reusable cloth masks will help reduce the spread of COVID-19 while keeping businesses open. Businesses will receive two masks per employee. The masks will not only affect downtown employees, it also benefits all those eating, drinking, shopping, and doing business in Downtown Lee's Summit.

Hand sanitizer with the Downtown Lee's Summit Farmers Market logo will be purchased to distribute to customers and vendors. This will allow for sanitization throughout the market, not just at our sanitizing stations.

Due to the county-wide stay at home order, Downtown Lee's Summit Main Street staff worked from home. All committee meetings and board meetings were moved online. DLSMS is also requesting funds for the cost of Zoom Meetings. During the stay-at-home order, Zoom was used weekly for staff check-in calls. The platform is still used multiple times a week to host committee meetings and board meetings. It has become essential in running the administrative side of the organization.

Over 5,000 residents will directly benefit from this support. This includes 1,000 downtown employees and business owners, 43 farmers market vendors, and over 4,000 farmers market customers, in addition to all those who live in the community and benefit from Downtown Lee's Summit events.

Describe the direct correlation between the planned use of these funds; and how it responds to and prevents COVID-19.

Downtown Lee's Summit Main Street lost over \$100,000 from the cancellation of Downtown Days. While a tough decision to make, county guidelines would not allow an event of that size and we prioritized the safety our community. Not having the event greatly decreased the spread of COVID-19 in our community by not gathering large crowds together. Those funds would normally be used to support our efforts to promote downtown throughout the year. Recouping these costs will allow DLSMS to continue to encourage shoppers to shop and dine safely in Downtown Lee's Summit.

The additional signage and supplies allowed the farmers market to operate safely for its vendors and customers. Signage promotes social distancing, mask wearing, and sanitizing. The supplies purchased included sanitizing stations placed throughout the market. These supplies and signage were necessary in offering safe access to locally-sourced foods. The market could not safely open for business at its usual capacity. DLSMS issued refunds to vendors, which reduced our numbers and allowed for social distancing at the market.

Face coverings for Downtown Lee's Summit business employees helps reduce the spread of COVID-19. Offering employees two reusable masks allows employees to sanitize masks between shifts. Hand sanitizer will allow farmers market customers to continuously sanitize hands while walking throughout the market, not just stopping at a sanitizer station.

Zoom Meetings have allowed our staff, board, committee, and volunteers to still accomplish the work of the organization while meeting safely. Each of our five main committees meets via Zoom, as well as our Board of Directors, reducing the spread among these groups.

Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds.

Downtown Lee's Summit Main Street's mission is to promote, enhance, and preserve the heart of our city by cultivating a diverse mix of businesses, cultural and family-friendly events, unique housing options, and inclusive public spaces. DLSMS has planned the farmers market for nearly 30 years and is very experienced in organizing the logistics and details of events. This strength was evident as the farmers market and its logistics had to be completely reimaged.

DLSMS has built strong relationships with business owners in Downtown Lee's Summit and often sends updates, organizes events, and communicates with its businesses. This will be crucial in distributing PPE to each business and employee. This project, led by our events and promotions director, will seamlessly fit into our fall and winter event planning.

Downtown Lee's Summit Main Street has received numerous grants before and is confident in its ability to expend the relief funds responsibly.

Budget for 2020 COVID-19 Relief Funds for Downtown Lee's Summit Main Street

3/1/2020 - 12/30/2020

Expense	Amount	Description	Connection to COVID-19
Compliance with Public Health Orders & Community Support	\$111,093.64		
Loss of Income due to Downtown Days Festival Cancellation	\$101,797.61	average net revenue from previous 3 years of festival	Promote social distancing, large events not allowed under county orders
Farmers Market Signage	\$872.00	signage for drive-thru and socially distanced market	Promote social distancing, reduce spread of COVID-19, provide essential food service to community
Farmers Market Supplies	\$304.03	items to operate a drive-thru and socially distanced market	Promote social distancing, reduce spread of COVID-19, provide essential food service to community
Farmers Market Vendor Refunds	\$4,000.00	refunds given to maintain low numbers and allow for social distancing at farmers market	Closed due to county stay-at home order, Promote social distancing, reduce spread of COVID-19, provide essential food service to community
Staff Salaries	\$4,120.00	additional staff time to operate drive-thru and socially distanced market; hourly rate at \$20/hr	Promote social distancing, reduce spread of COVID-19, provide essential food service to community
Zoom Meetings	\$149.90	Zoom Meetings to allow staff to work from home	reduce spread of COVID-19
PPE & Sanitizing Products	\$10,000.00		
Masks for Downtown Employees & Shoppers	\$8,000.00	Downtown LS Masks for all employees in DTLs	reduce spread of COVID-19
Farmers Market Hand Sanitizer	\$2,000.00	individual hand sanitizers for market customers	reduce spread of COVID-19
TOTAL	\$121,093.64		



Application for Lee's Summit Funds from Coronavirus Relief Fund through Jackson County

Applicants must verify that no other state/federal funding is available to meet these needs in order to avoid duplication. Costs incurred between March 1, 2020 - November 30, 2020 are eligible for reimbursement.

SECTION I --- Summary

The purpose of the Coronavirus Relief Fund is to provide ready funding to address unforeseen financial needs and risks created by the Coronavirus Disease 2019 (COVID-19) public health emergency. Any funds that are granted through this application process cannot be used to supplant expenses already budgeted due to COVID-19. These funds cannot be used to pay for COVID-19 related expenses already paid for by other federal or state funding. To determine awards, these applications will be reviewed for eligibility, accuracy, and completeness within the scoring criteria set forth in this application.

Applicant Agency Name:		Program/Project Title:	
Not-for-profit organization <i>(with active 501(c) status)?</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Location of Program/Project: <i>(Check one)</i>	On Site Off Site Out of Lee's Summit
Agency's Street Address: <i>(PO Box Not Acceptable without City's Consent)</i>		Requested Amount:	
City/State/Zip:		Specifically what will Coronavirus Relief Funds Pay For? <i>Provide brief description of program/project/activity that requested funds will be used for</i>	
Agency's EIN #:		Estimate the Percentage of funds that will be used to assist Lee's Summit citizens and/or businesses within City limits	
Is your Agency receiving any other Federal and/or State funding for the requested costs to be reimbursed?	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please list:	Will your request benefit Lee's Summit residents?	Yes, only Lee's Summit residents Yes, but it will also benefit those outside of Lee's Summit No, it will only benefit non-residents
Are you aware of any other funding to support these costs?	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please list:	Estimate the number of Lee's Summit residents and/or businesses that will benefit from your service or activity.	# residents = # businesses =
Agency Contact:			
E-Mail/Telephone/Fax:	E-Mail: T: F:		

PROJECT DESCRIPTION, NEED & GOALS

Brief Description of the Program/Project, its relation to COVID-19, your need, and the impact it will have on the community, such as the ability to reach a broad group of citizens.

Describe the direct correlation between the planned use of these funds; and how it responds to and prevents COVID-19.

SECTION II --- Program Budget

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

- (1) Are necessary expenditures incurred responding to or mitigating against the impact of to COVID-19;
- (2) Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act);
and
- (3) Were incurred after March 1, 2020 and ends on December 30, 2020.

To allow the City to meet its reporting requirements, awarded entities will only be reimbursed for costs incurred between March 1, 2020 and November 30, 2020. The City of Lee's Summit has the right to inspect documentation and/or actual operations for which funding is being requested and/or utilized.

Please **ATTACH A BUDGET** that (i) details the expenses for your project or activity, (ii) the amount of such expense, and (iii) how the expenses responds to or mitigates against the effect of COVID-19.

If you have questions of whether your expense is eligible review the Coronavirus Relief Fund FAQs and the Treasury's Coronavirus Relief Fund Guidance, or contact Sarah Tilbury at sarah.tilbury@cityofls.net.

A sample budget can be found at <https://cityofls.net/coronavirus/covid-19-relief-fund>.



SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why?</p> <p>(Please indicate a minimum required before the application would be withdrawn)</p>	
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p>Within 1 week</p> <p>Within 2 weeks</p> <p>Within 1 month</p> <p>By November 30, 2020</p> <p>Not sure how soon and how quickly these funds may be expended</p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	



SECTION IV --- Certifications

By signing below, Applicant expressly warrants and attests to the following:

1. The individual signing this application has all necessary authority on behalf of Applicant to request payment from the City from the allocation of funds to the City from the Coronavirus Relief Fund as created in the CARES Act.
2. Recipient understands and agrees that the City will rely on the budget in Section IV (the "Budget") and this Application as material representations in awarding and making a payment of Funds to Applicant. Applicant affirms that the information set forth in the Budget is true, complete, and accurate and affirms the statements made in the Budget as of the date of this Application.
3. Applicant expressly represents and warrants that it is eligible to receive the Funds in accordance with state and federal law and that the Funds will be used exclusively for lawful expenditures pursuant to the CARES Act and specifically as described in the Budget.
4. Applicant represents, warrants, and agrees that the proposed uses of the Funds provided as a payment shall be used only to cover those costs that: (i) are necessary expenditures incurred due to the Coronavirus Disease 2019 (COVID-19); (ii) were not accounted for in its budget most recently approved as of March 27, 2020; and (iii) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.
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7. Funds received pursuant to this Application shall not be used for expenditures for which Applicant has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same cost or expense, including other CARES Act funds.
8. Applicant may not use funds received pursuant to this Application to make a grant to any other local government, public entity, political subdivision, non-profit corporation, corporation, limited liability company, or other business entity, or individual unless the specific use of funds was expressly described in the Budget, and such grant is used solely for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), that were not accounted for in the budget most recently approved as of March 27, 2020, and that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. In such event, Applicant is responsible for all documentation requirements.
9. Applicant certifies by submitted this Application that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into an agreement by any federal or state department or agency. The term "principal" for purposes of this Application is defined as an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of Applicant.

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Tricia Bohle

Signature – Person Completing the Application

Title

Date

Jennifer Craig

Signature – President/CEO of the Agency

Title

Date



**City of Lee's Summit Appropriation to ReDiscover
Budget**

Allocated Funding from City	\$ 40,000
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Expense Category	Description	Amount	Connection to COVID-19
Compliance with Public Health Orders		\$ -	
PPE and Sanitizing Products		\$ -	
Disinfecting Materials/Services		\$ 20,000	
	Disinfecting Equipment	20,000	Sterilize facility to prevent infection and spread of COVID-19
Community Support Services		\$ 20,000	
	Subsidy for people to purchase computer equipment and software to allow for telework	20,000	Allows for telehealth services and telework for staff



Application for Lee's Summit Funds from Coronavirus Relief Fund through Jackson County

Applicants must verify that no other state/federal funding is available to meet these needs in order to avoid duplication. Costs incurred between March 1, 2020 - November 30, 2020 are eligible for reimbursement.

SECTION I --- Summary

The purpose of the Coronavirus Relief Fund is to provide ready funding to address unforeseen financial needs and risks created by the Coronavirus Disease 2019 (COVID-19) public health emergency. Any funds that are granted through this application process cannot be used to supplant expenses already budgeted due to COVID-19. These funds cannot be used to pay for COVID-19 related expenses already paid for by other federal or state funding. To determine awards, these applications will be reviewed for eligibility, accuracy, and completeness within the scoring criteria set forth in this application.

Applicant Agency Name:		Program/Project Title:	
Not-for-profit organization <i>(with active 501(c) status)?</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Location of Program/Project: <i>(Check one)</i>	On Site Off Site Out of Lee's Summit
Agency's Street Address: <i>(PO Box Not Acceptable without City's Consent)</i>		Requested Amount:	
City/State/Zip:		Specifically what will Coronavirus Relief Funds Pay For? <i>Provide brief description of program/project/activity that requested funds will be used for</i>	
Agency's EIN #:		Estimate the Percentage of funds that will be used to assist Lee's Summit citizens and/or businesses within City limits	
Is your Agency receiving any other Federal and/or State funding for the requested costs to be reimbursed?	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please list:	Will your request benefit Lee's Summit residents?	Yes, only Lee's Summit residents Yes, but it will also benefit those outside of Lee's Summit No, it will only benefit non-residents
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Agency Contact:			
E-Mail/Telephone/Fax:	E-Mail: T: F:		

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SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why?</p> <p>(Please indicate a minimum required before the application would be withdrawn)</p>	
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p>Within 1 week</p> <p>Within 2 weeks</p> <p>Within 1 month</p> <p>By November 30, 2020</p> <p>Not sure how soon and how quickly these funds may be expended</p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	



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Signature – Person Completing the Application

Title

Date

Signature – President/CEO of the Agency

Title

Date



**CARES ACT:
City of Lee's Summit Appropriation to
Historical Society of Lee's Summit Budget**

Expense Category/Description	Amount	Connection to COVID-19
Losses Due to Compliance with Public Health Orders	\$7,850.00	
Loss of income due to closure – entry fees to museum April - August	\$750.00	Closure due to Ja. Co. Health Dept. Stay-at-Home order
Loss of income due to cancellation of gatherings- spring and summer fundraising events	\$7,100.00	Ban on large group gatherings by Ja. Co. Health Dept. order
PPE and Sanitizing Products	\$222.89	
Face Masks	\$79.98	Reduce spread of COVID-19
Hand Sanitizer	\$71.37	Reduce spread of COVID-19
Non-touch Thermometer	\$45.77	Reduce spread of COVID-19
Desk protector	\$9.99	Reduce spread of COVID-19
Disposable Gloves	\$8.99	Reduce spread of COVID-19
Alcohol Wipes	\$6.79	Reduce spread of COVID-19



Application for Lee's Summit Funds from Coronavirus Relief Fund through Jackson County

Applicants must verify that no other state/federal funding is available to meet these needs in order to avoid duplication. Costs incurred between March 1, 2020 - November 30, 2020 are eligible for reimbursement.

SECTION I --- Summary

The purpose of the Coronavirus Relief Fund is to provide ready funding to address unforeseen financial needs and risks created by the Coronavirus Disease 2019 (COVID-19) public health emergency. Any funds that are granted through this application process cannot be used to supplant expenses already budgeted due to COVID-19. These funds cannot be used to pay for COVID-19 related expenses already paid for by other federal or state funding. To determine awards, these applications will be reviewed for eligibility, accuracy, and completeness within the scoring criteria set forth in this application.

Applicant Agency Name:	Summit Art	Program/Project Title:	Programs Pandemic Revenue Recovery
Not-for-profit organization (with active 501(c) status)?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Location of Program/Project: (Check one)	<input type="checkbox"/> On Site <input checked="" type="checkbox"/> Off Site <input type="checkbox"/> Out of Lee's Summit
Agency's Street Address: (PO Box Not Acceptable without City's Consent)	c/o Abacus Accounting LLC, 210 SW Market Street #128	Requested Amount:	\$4431.26
City/State/Zip:	Lee's Summit, MO 64063	Specifically what will Coronavirus Relief Funds Pay For?	Summit Art projects an annual level of revenue to fund specific cultural arts educational programming in support of its mission. Funds were spent in preparation of activities, projects and programs which usually also provide necessary funds to sustain the organization. Money recovered by this relief fund will enable us to replace losses so that we can also replace our ability to deliver our mission to the
Agency's EIN #:	41-2147766	<i>Provide brief description of program/project/activity that requested funds will be used for</i>	
Is your Agency receiving any other Federal and/or State funding for the requested costs to be reimbursed?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please list:	Estimate the Percentage of funds that will be used to assist Lee's Summit citizens and/or businesses within City limits	90%
Are you aware of any other funding to support these costs?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please list:	Will your request benefit Lee's Summit residents?	<input type="checkbox"/> Yes, only Lee's Summit residents <input checked="" type="checkbox"/> Yes, but it will also benefit those outside of Lee's Summit <input type="checkbox"/> No, it will only benefit non-residents
Agency Contact:		Estimate the number of Lee's Summit residents and/or businesses that will benefit from your service or activity.	# residents = 25000 # businesses = 50
E-Mail/Telephone/Fax:	E-Mail: jodyfristoe@hotmail.com T: 8068050114 F: n/a		

PROJECT DESCRIPTION, NEED & GOALS

<p>Brief Description of the Program/Project, its relation to COVID-19, your need, and the impact it will have on the community, such as the ability to reach a broad group of citizens.</p>	<p>Our mission is to encourage and promote artists and visual arts in Lee's Summit and beyond. To accomplish this, we provide opportunities for networking among artists, education, exhibitions and recognition for the local art community. Among the principle activities that had to be canceled due to the ongoing pandemic was our annual, signature event, the Summit Art Festival, held in downtown Lee's Summit, which typically draws over 100 professional artists from all across the country, over 50 musicians from across the region, and over 20,000 visiting patrons from all across the four-state area. In addition, this event hosts the Student Art Pavilion, which allows over 200 area high school and middle school students to experience a professional exhibition of their artwork. Also, Summit Art experienced the closing of our two local art galleries, the Summit Art Gallery at Saint Luke's East Hospital and the Summit Art Gallery at Unity Village Chapel Art Gallery. A workshop featuring renowned artist, Ken Hosmer, was also canceled. This watercolor painting workshop had 24 local artists registered for the four-day event. In addition to providing funding for our extended educational programming, proceeds from all of these activities help fund the Summit Art Scholarship Program, which awards scholarships to area high school graduates pursuing degrees in visual arts-related studies.</p>
<p>Describe the direct correlation between the planned use of these funds; and how it responds to and prevents COVID-19.</p>	<p>By canceling the annual Summit Art Festival, we avoided the further spread of the COVID-19 coronavirus, as overall attendance including patrons, volunteers, students, artists and musicians usually numbers over 20,000 people. By contacting all these groups, and the community at large, we were also able to convey the important inherent dangers to personal exposure to the virus, and to share steps to prevent individual safety measures.</p>

SECTION II --- Program Budget

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

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SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	<p>n/a</p>
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why? (Please indicate a minimum required before the application would be withdrawn)</p>	<p>Our request covers the amount that would be needed to create and organize activities that would effectively replace funds that would not otherwise be available to us to fund our projected mission; therefore, our minimum amount would be the same as that which was spent and/or lost through our inability to conduct the specific activities/programming on which our budget for this request is based.</p>
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p> <input type="checkbox"/> Within 1 week <input type="checkbox"/> Within 2 weeks <input type="checkbox"/> Within 1 month <input type="checkbox"/> By November 30, 2020 <input checked="" type="checkbox"/> Not sure how soon and how quickly these funds may be expended </p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	<p>Summit Art has historically been a volunteer led and managed nonprofit organization. Our only staff employee is the festival director who oversees the management of that annual event. All other programming is managed by committee and/or board volunteers. Recently a consultant has been contracted with to help facilitate development programs. This consultant is funded through grants from the Truman Heartland Community Foundation and holders of their donor-advised funds. Attached is our current board roster, which also indicates their committee participation.</p>

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Jody Fristoe

Signature – Person Completing the Application

Director

Title

09/08/2020

Date

Jody Fristoe

Signature – President/CEO of the Agency

Director

Title

09/08/2020

Date





City of Lee's Summit, Missouri
COVID-19 Relief Fund
Community Development Block Grant
Application Request

PROGRAM

Hosmer Workshop
Zapp Contract Renewal Fee
FestivalNet weblink fee
ArtFair Calendar event listing and email blast fee \$275.00
Facebook sponsored ad 'Call for Artists'
Zapp Eblast fee
Sales Loss due to closing of SLE Gallery
Canva event postcards printing

LOSS

\$1,072.26
\$1,100.00
\$57.00
\$10.00
\$325.00
\$1,550.00
\$42.00

TOTAL LOSS AS OF 07/31/2020

\$4,431.26



LEE'S SUMMIT
MISSOURI

**Application for Lee's Summit Funds from
Coronavirus Relief Fund through Jackson County**

Applicants must verify that no other state/federal funding is available to meet these needs in order to avoid duplication. Costs incurred between March 1, 2020 - November 30, 2020 are eligible for reimbursement.

SECTION I --- Summary

The purpose of the Coronavirus Relief Fund is to provide ready funding to address unforeseen financial needs and risks created by the Coronavirus Disease 2019 (COVID-19) public health emergency. Any funds that are granted through this application process cannot be used to supplant expenses already budgeted due to COVID-19. These funds cannot be used to pay for COVID-19 related expenses already paid for by other federal or state funding. To determine awards, these applications will be reviewed for eligibility, accuracy, and completeness within the scoring criteria set forth in this application.

Applicant Agency Name:	Lee's Summit Girls Softball Association	Program/Project Title:	Lee's Summit Girls Softball Association Spring/Summer 2020 Season
Not-for-profit organization (with active 501(c) status)?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Location of Program/Project: (Check one)	<input checked="" type="checkbox"/> On Site <input type="checkbox"/> Off Site <input type="checkbox"/> Out of Lee's Summit
Agency's Street Address: (PO Box Not Acceptable without City's Consent)	24 NW Chipman Rd. A	Requested Amount:	\$2503.27
City/State/Zip:	Lee's Summit, MO 64063	Specifically what will Coronavirus Relief Funds Pay For?	Lee's Summit Girls Softball Association required additional items and personnel to effectively oversee their 2020 Spring/Summer season in compliance with Jackson County and CDC Directives and to reduce the spread of COVID-19 and allow a safe and healthy environment for Lee's Summit youth to participate in this activity.
Agency's EIN #:	43-1269881	<i>Provide brief description of program/project/activity that requested funds will be used for</i>	
Is your Agency receiving any other Federal and/or State funding for the requested costs to be reimbursed?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please list:	Estimate the Percentage of funds that will be used to assist Lee's Summit citizens and/or businesses within City limits	100%
Are you aware of any other funding to support these costs?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please list:	Will your request benefit Lee's Summit residents?	<input checked="" type="checkbox"/> Yes, only Lee's Summit residents <input type="checkbox"/> Yes, but it will also benefit those outside of Lee's Summit <input type="checkbox"/> No, it will only benefit non-residents
Agency Contact:	Jamie Taylor	Estimate the number of Lee's Summit residents and/or businesses that will benefit from your service or activity.	# residents = 640 # businesses = 5
E-Mail/Telephone/Fax:	E-Mail: attorneyjamietailor@gmail.com T: 816-307-7324 F: 816-927-1621		

PROJECT DESCRIPTION, NEED & GOALS

<p>Brief Description of the Program/Project, its relation to COVID-19, your need, and the impact it will have on the community, such as the ability to reach a broad group of citizens.</p>	<p>The Lee's Summit Girls Softball Association (LSGSA) is a group organized and operating to fulfill a need in the City of Lee's Summit to accomplish a public purpose by providing youth athletic opportunities to young ladies in Lee's Summit. The Association is authorized by Lee's Summit Parks and Recreation to be the primary provider of recreational girls softball in Lee's Summit.</p>
<p>Describe the direct correlation between the planned use of these funds; and how it responds to and prevents COVID-19.</p>	<p>LSGSA has incurred additional operating costs as a result of operating its season under a Pandemic Plan of Jackson County guidelines Phase 2 and 2.5. This includes implementation of additional health and safety measures as well as hiring additional personnel and expending funds for sanitizing and personal protective equipment. Specifically, LSGSA purchased and provided sanitizing wipes and hand sanitizers to coaches for coaches and players to disinfect and clean playing equipment, dugout benches, dugouts, and for use by players and coaches. These items were implemented to reduce the spread of COVID-19 during these athletic events. Additionally, LSGSA purchased disinfectant and equipment for use by hired personnel to disinfect dugouts, common areas, and restrooms after games. This new requirement to maintain compliance with Jackson County Phase guidelines required hiring and retaining new independent contractors.</p>

SECTION II --- Program Budget

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

- (1) Are necessary expenditures incurred responding to or mitigating against the Impact of to COVID-19;
- (2) Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act); and
- (3) Were Incurred after March 1, 2020 and ends on December 30, 2020.

To allow the City to meet its reporting requirements, awarded entities will only be reimbursed for costs incurred between March 1, 2020 and November 30, 2020. The City of Lee's Summit has the right to inspect documentation and/or actual operations for which funding is being requested and/or utilized.

Please **ATTACH A BUDGET** that (i) details the expenses for your project or activity, (ii) the amount of such expense, and (iii) how the expenses responds to or mitigates against the effect of COVID-19.

If you have questions of whether your expense is eligible review the Coronavirus Relief Fund FAQs and the Treasury's Coronavirus Relief Fund Guidance, or contact Sarah Tilbury at sarah.tilbury@cityofls.net.

A sample budget can be found at <https://cityofls.net/coronavirus/covid-19-relief-fund>.



SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	<p>This is the agency's first application for Coronavirus Relief Funds.</p>
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why? (Please indicate a minimum required before the application would be withdrawn)</p>	<p>LSGSA incurred most of these expenses from June, 2020 - present date. LSGSA does expect to operate the 2020 season with an estimated deficit of approximately \$10,000.00. These funds would alleviate some of the financial strain in place as a result of COVID-19 pandemic.</p>
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p> <input checked="" type="checkbox"/> Within 1 week <input type="checkbox"/> Within 2 weeks <input type="checkbox"/> Within 1 month <input type="checkbox"/> By November 30, 2020 <input type="checkbox"/> Not sure how soon and how quickly these funds may be expended </p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	<p>LSGSA operates as a volunteer organization consisting of 18 board members, including four executive officers. No board members are financially compensated for their work.</p>



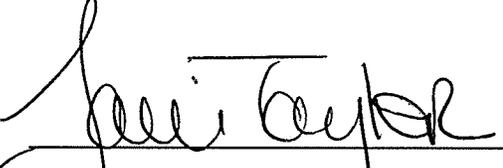
SECTION IV --- Certifications

By signing below, Applicant expressly warrants and attests to the following:

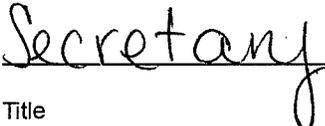
1. The individual signing this application has all necessary authority on behalf of Applicant to request payment from the City from the allocation of funds to the City from the Coronavirus Relief Fund as created in the CARES Act.
2. Recipient understands and agrees that the City will rely on the budget in Section IV (the "Budget") and this Application as material representations in awarding and making a payment of Funds to Applicant. Applicant affirms that the information set forth in the Budget is true, complete, and accurate and affirms the statements made in the Budget as of the date of this Application.
3. Applicant expressly represents and warrants that it is eligible to receive the Funds in accordance with state and federal law and that the Funds will be used exclusively for lawful expenditures pursuant to the CARES Act and specifically as described in the Budget.
4. Applicant represents, warrants, and agrees that the proposed uses of the Funds provided as a payment shall be used only to cover those costs that: (i) are necessary expenditures incurred due to the Coronavirus Disease 2019 (COVID-19); (ii) were not accounted for in its budget most recently approved as of March 27, 2020; and (iii) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.
5. Applicant acknowledges, understands, and agrees that Funds provided as payment from the City to Applicant pursuant to this Agreement must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. Any funds expended by Applicant in any manner that does not adhere to official federal guidance shall be returned to the City.
6. If Applicant is a local government entity, public entity, or political subdivision of the state, Applicant shall not use any funds provided pursuant to this Application as a revenue replacement for lower than expected tax or other revenue collections.
7. Funds received pursuant to this Application shall not be used for expenditures for which Applicant has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same cost or expense, including other CARES Act funds.
8. Applicant may not use funds received pursuant to this Application to make a grant to any other local government, public entity, political subdivision, non-profit corporation, corporation, limited liability company, or other business entity, or individual unless the specific use of funds was expressly described in the Budget, and such grant is used solely for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), that were not accounted for in the budget most recently approved as of March 27, 2020, and that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. In such event, Applicant is responsible for all documentation requirements.
9. Applicant certifies by submitted this Application that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into an agreement by any federal or state department or agency. The term "principal" for purposes of this Application is defined as an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of Applicant.

10. Applicant understands that it must promptly repay all funds paid to it under an agreement should it be finally determined either that it was ineligible to receive the Funds, improperly spent Funds or it made any material misrepresentation on its Application.
11. Applicant certifies that the Funds shall not be used for any unlawful purpose, including but not limited to: (i) as a revenue replacement for lower than expected tax or other revenue collection; (ii) for expenditures for which Applicant is already receiving other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for the same expense; or (iii) to engage in any other activity that is illegal under federal, state or local law.
12. Applicant understands and agrees that the City is under no obligation to distribute any additional funds other than as provided in an agreement, even if Applicant believes circumstances have changed and Applicant requests additional funds.
13. Applicant warrants that it has no current, pending or outstanding criminal, civil, or enforcement actions initiated by any federal, state, or local government, that would affect the proper and agreed upon use of the Funds.

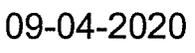
If awarded funds, these warranties and attestations shall be incorporated into the Funding Agreement and a violation of any such warranties or attestations shall be a material breach of the Funding Agreement and cause for loss of funds.



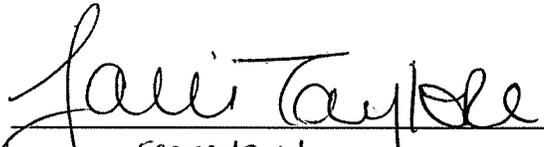
 Signature – Person Completing the Application



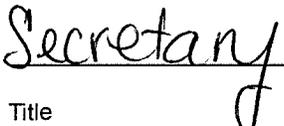
 Title



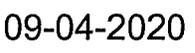
 Date



 Signature – ~~President/CEO~~ ^{Secretary} of the Agency



 Title



 Date



Expense Category	Description	Amount	Connection to COVID-19
PPE and Sanitizing Products			
	Cloth Masks	\$50.00	Reduce Spread of COVID-19
	Gloves	\$134.66	Reduce Spread of COVID-19
	Eye Protection	\$19.39	Reduce Spread of COVID-19
	ZEP Hand Sanitizer	\$1,034.16	Reduce Spread of COVID-19
	GSD Alcohol Hand Sanitizer	\$129.27	Reduce Spread of COVID-19
		\$1,367.48	
Disinfecting Materials/Services			
	Disinfecting Equipment	\$316.27	Reduce Spread of COVID-19
	Disinfectant Cleaner	\$99.52	Reduce Spread of COVID-19
	Sanitize Dugouts, Fences, and and bathrooms (applications)	\$720.00	Reduce Spread of COVID-19
		\$1,135.79	
	TOTAL	\$2,503.27	



LEE'S SUMMIT
MISSOURI

**Application for Lee's Summit Funds from
Coronavirus Relief Fund through Jackson County**

Applicants must verify that no other state/federal funding is available to meet these needs in order to avoid duplication. Costs incurred between March 1, 2020 - November 30, 2020 are eligible for reimbursement.

SECTION I --- Summary

The purpose of the Coronavirus Relief Fund is to provide ready funding to address unforeseen financial needs and risks created by the Coronavirus Disease 2019 (COVID-19) public health emergency. Any funds that are granted through this application process cannot be used to supplant expenses already budgeted due to COVID-19. These funds cannot be used to pay for COVID-19 related expenses already paid for by other federal or state funding. To determine awards, these applications will be reviewed for eligibility, accuracy, and completeness within the scoring criteria set forth in this application.

Applicant Agency Name:	Lee's Summit CARES	Program/Project Title:	Managing Family Stressors During COVID-19
Not-for-profit organization (with active 501(c) status)?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Location of Program/Project: (Check one)	<input type="checkbox"/> On Site <input checked="" type="checkbox"/> Off Site <input type="checkbox"/> Out of Lee's Summit
Agency's Street Address: (PO Box Not Acceptable without City's Consent)	Mailing: 1555 NE Rice Road	Requested Amount:	\$10,000
City/State/Zip:	Lee's Summit, MO 64086	Specifically what will Coronavirus Relief Funds Pay For?	Increased programming focused on "Quarantine Parenting" to provide online supports for parents to address prolonged effects of stress overload during the pandemic.
Agency's EIN #:	43-1301288	<i>Provide brief description of program/project/activity that requested funds will be used for</i>	
Is your Agency receiving any other Federal and/or State funding for the requested costs to be reimbursed?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please list:	Estimate the Percentage of funds that will be used to assist Lee's Summit citizens and/or businesses within City limits	90%
Are you aware of any other funding to support these costs?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please list: Requests have been made, but there are no commitments, especially this late in the year.	Will your request benefit Lee's Summit residents?	<input type="checkbox"/> Yes, only Lee's Summit residents <input checked="" type="checkbox"/> Yes, but it will also benefit those outside of Lee's Summit <input type="checkbox"/> No, it will only benefit non-residents
Agency Contact:	Rachel Segobia, Director	Estimate the number of Lee's Summit residents and/or businesses that will benefit from your service or activity.	# residents = 400 # businesses = 30
E-Mail/Telephone/Fax:	E-Mail: RSegobia@rediscovermh.org T: 816-347-3298 F:		

Development Services

PROJECT DESCRIPTION, NEED & GOALS

<p>Brief Description of the Program/Project, its relation to COVID-19, your need, and the impact it will have on the community, such as the ability to reach a broad group of citizens.</p>	<p>Lee's Summit CARES (LSC) serves 18,000+ local students and their parents with programs that reduce family discord, discipline issues, substance use and suicide. LSC is responding to the COVID-19 crisis with increased online programming for parents during the pandemic. Technology has been deployed via use of online classes and connectivity activities that promote mental well-being during this time of stress and uncertainty, which can lead to increased family conflict, increased substance use, and increased needs for mental health supports—all focuses of LSC's programs.</p>
<p>Describe the direct correlation between the planned use of these funds; and how it responds to and prevents COVID-19.</p>	<p>During the pandemic, LSC's parenting classes have been adapted to focus on "Quarantine Parenting" to provide online support to address prolonged effects of stress overload during the pandemic. Live webinars have focused on "Flattening the COVID Stress Curve," "Family Teamwork," "Keeping the Peace," "Motivation during Times of Ongoing Stress and Uncertainty," and "Creative Ways to Respond to "I'm Bored". Resources to access local mental health and suicide prevention supports are provided. More than 300 parents have participated so far.</p>
	<p>In addition to online parent supports, LSC's Youth Mental Health Task Force updated its Symptoms of anxiety disorder and depressive disorder increased considerably in the United States during April–June of 2020, compared with the same period in 2019 (CDC, Aug 2020). For the month of June, the CDC reported that 41% of respondents surveyed reported at least one adverse mental or behavioral health condition, including symptoms of anxiety disorder or depressive disorder (30.9%), symptoms of a trauma- and stressor-related disorder related to the pandemic (26.3%), and having started or increased substance use to cope with stress or emotions related to COVID-19 (13.3%). Researchers recommended community-level intervention and prevention efforts, including health communication strategies, designed to reach these groups could help address various mental health conditions associated with the COVID-19 pandemic.</p>

SECTION II --- Program Budget

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

- (1) Are necessary expenditures incurred responding to or mitigating against the impact of to COVID-19;
- (2) Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act); and
- (3) Were incurred after March 1, 2020 and ends on December 30, 2020.

To allow the City to meet its reporting requirements, awarded entities will only be reimbursed for costs incurred between March 1, 2020 and November 30, 2020. The City of Lee's Summit has the right to inspect documentation and/or actual operations for which funding is being requested and/or utilized.

Please **ATTACH A BUDGET** that (i) details the expenses for your project or activity, (ii) the amount of such expense, and (iii) how the expenses responds to or mitigates against the effect of COVID-19.

If you have questions of whether your expense is eligible review the Coronavirus Relief Fund FAQs and the Treasury's Coronavirus Relief Fund Guidance, or contact Sarah Tilbury at sarah.tilbury@cityofls.net.

A sample budget can be found at <https://cityofls.net/coronavirus/covid-19-relief-fund>.



SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	<p>Lee's Summit CARES (LSC) serves as the only Lee's Summit community coalition addressing youth health and safety. Its mission is to mobilize community partners to develop a culture of physical and mental wellness for Lee's Summit youth and families that inspires positive, healthy choices. Programs focus on reducing risky behaviors and increasing healthy developmental supports. The agency has provided prevention programming since its inception. During the last 35 years, LSC has worked to surround youth with protective factors—upstander education to prevent bullying, healthy coping skills to promote mental well-being, drug and alcohol diversion programs to discourage risky behaviors, and parenting programs that develop strong families.</p>
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why? (Please indicate a minimum required before the application would be withdrawn)</p>	<p>\$10,000 for parenting programs to respond to the pandemic unfunded by other sources. Programming for parents during 2020 was significantly increased and offered to parents at no cost to allow for the greatest outreach to families during the pandemic. The unprecedented nature of the pandemic and the agency's pivot to increased, free online programming for parents was not included in the 2020 budget.</p>
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p> <input type="checkbox"/> Within 1 week <input type="checkbox"/> Within 2 weeks <input type="checkbox"/> Within 1 month <input checked="" type="checkbox"/> By November 30, 2020 <input type="checkbox"/> Not sure how soon and how quickly these funds may be expended </p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	<p>LSC has four staff. Staff are supplemented by contractors at an annual expense of more than \$30,000 incurred by LSC that allows the agency to work efficiently with four highly qualified professionals in their fields, including a licensed marriage and family therapist who teaches parenting classes and convenes the LSC Youth Mental Health Task Force.</p>



SECTION IV --- Certifications

By signing below, Applicant expressly warrants and attests to the following:

1. The individual signing this application has all necessary authority on behalf of Applicant to request payment from the City from the allocation of funds to the City from the Coronavirus Relief Fund as created in the CARES Act.
2. Recipient understands and agrees that the City will rely on the budget in Section IV (the "Budget") and this Application as material representations in awarding and making a payment of Funds to Applicant. Applicant affirms that the information set forth in the Budget is true, complete, and accurate and affirms the statements made in the Budget as of the date of this Application.
3. Applicant expressly represents and warrants that it is eligible to receive the Funds in accordance with state and federal law and that the Funds will be used exclusively for lawful expenditures pursuant to the CARES Act and specifically as described in the Budget.
4. Applicant represents, warrants, and agrees that the proposed uses of the Funds provided as a payment shall be used only to cover those costs that: (i) are necessary expenditures incurred due to the Coronavirus Disease 2019 (COVID-19); (ii) were not accounted for in its budget most recently approved as of March 27, 2020; and (iii) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.
5. Applicant acknowledges, understands, and agrees that Funds provided as payment from the City to Applicant pursuant to this Agreement must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. Any funds expended by Applicant in any manner that does not adhere to official federal guidance shall be returned to the City.
6. If Applicant is a local government entity, public entity, or political subdivision of the state, Applicant shall not use any funds provided pursuant to this Application as a revenue replacement for lower than expected tax or other revenue collections.
7. Funds received pursuant to this Application shall not be used for expenditures for which Applicant has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same cost or expense, including other CARES Act funds.
8. Applicant may not use funds received pursuant to this Application to make a grant to any other local government, public entity, political subdivision, non-profit corporation, corporation, limited liability company, or other business entity, or individual unless the specific use of funds was expressly described in the Budget, and such grant is used solely for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), that were not accounted for in the budget most recently approved as of March 27, 2020, and that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. In such event, Applicant is responsible for all documentation requirements.
9. Applicant certifies by submitted this Application that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into an agreement by any federal or state department or agency. The term "principal" for purposes of this Application is defined as an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of Applicant.

10. Applicant understands that it must promptly repay all funds paid to it under an agreement should it be finally determined either that it was ineligible to receive the Funds, improperly spent Funds or it made any material misrepresentation on its Application.
11. Applicant certifies that the Funds shall not be used for any unlawful purpose, including but not limited to: (i) as a revenue replacement for lower than expected tax or other revenue collection; (ii) for expenditures for which Applicant is already receiving other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for the same expense; or (iii) to engage in any other activity that is illegal under federal, state or local law.
12. Applicant understands and agrees that the City is under no obligation to distribute any additional funds other than as provided in an agreement, even if Applicant believes circumstances have changed and Applicant requests additional funds.
13. Applicant warrants that it has no current, pending or outstanding criminal, civil, or enforcement actions initiated by any federal, state, or local government, that would affect the proper and agreed upon use of the Funds.

If awarded funds, these warranties and attestations shall be incorporated into the Funding Agreement and a violation of any such warranties or attestations shall be a material breach of the Funding Agreement and cause for loss of funds.

Monica Meeks (electronic signature)

Director, Grants-Management and Evaluation

9/8/2020

Signature – Person Completing the Application

Title

Date

Executive Director

9/8/2020

Signature – President/CEO of the Agency

Title

Date



Selection Criteria

The City must distribute funds in accordance with the CARES Act and U.S. Dept. of Treasury Guidance and FAQ documents. The City will review and score applications according to the following criteria to determine which entities shall receive funds and the amount of funds to be awarded.

Category	Score
Access to and receipt of other funding sources to respond to and mitigate against COVID-19; Percent of other funds received that will be used to provide specified service (less access to funds results in a higher score)	15
Clear and specific correlation between planned use of funds and how such service/activity responds to and mitigates against COVID-19	25
Estimated number of Lee's Summit citizens and/or businesses that will benefit from services/activity	20
Demonstrated ability and plan to reach and assist a broad group of Lee's Summit citizens and/or businesses	10
Percentage of funds that will spent within the City of Lee's Summit boundaries and be used to directly benefit Lee's Summit citizens and/or businesses	20
Experience in providing assistance to public	10
Total	100

Signature: Rachel Segobia
Rachel Segobia (Sep 8, 2020 15:05 CDT)

Email: rsegobia@rediscovermh.org

Lees Summit Coronavirus-Relief-Fund-Applicati on Sept 2020

Final Audit Report

2020-09-08

Created:	2020-09-08
By:	Rachel Segobia (mmeeks@rediscovermh.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAJUyKbT12B26S5Lxqv0tXnKfpNLuAMy5s

"Lees Summit Coronavirus-Relief-Fund-Application Sept 2020" History

-  Document created by Rachel Segobia (mmeeks@rediscovermh.org)
2020-09-08 - 7:11:39 PM GMT - IP address: 136.32.21.191
-  Document emailed to Rachel Segobia (rsegobia@rediscovermh.org) for signature
2020-09-08 - 7:12:25 PM GMT
-  Email viewed by Rachel Segobia (rsegobia@rediscovermh.org)
2020-09-08 - 7:18:17 PM GMT - IP address: 64.233.172.7
-  Document e-signed by Rachel Segobia (rsegobia@rediscovermh.org)
Signature Date: 2020-09-08 - 8:05:28 PM GMT - Time Source: server- IP address: 136.32.57.72
-  Signed document emailed to Rachel Segobia (rsegobia@rediscovermh.org) and Rachel Segobia (mmeeks@rediscovermh.org)
2020-09-08 - 8:05:28 PM GMT



Application for Lee's Summit Funds from Coronavirus Relief Fund through Jackson County

Applicants must verify that no other state/federal funding is available to meet these needs in order to avoid duplication. Costs incurred between March 1, 2020 - November 30, 2020 are eligible for reimbursement.

SECTION I --- Summary

The purpose of the Coronavirus Relief Fund is to provide ready funding to address unforeseen financial needs and risks created by the Coronavirus Disease 2019 (COVID-19) public health emergency. Any funds that are granted through this application process cannot be used to supplant expenses already budgeted due to COVID-19. These funds cannot be used to pay for COVID-19 related expenses already paid for by other federal or state funding. To determine awards, these applications will be reviewed for eligibility, accuracy, and completeness within the scoring criteria set forth in this application.

Applicant Agency Name:		Program/Project Title:	
Not-for-profit organization <i>(with active 501(c) status)?</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Location of Program/Project: <i>(Check one)</i>	On Site Off Site Out of Lee's Summit
Agency's Street Address: <i>(PO Box Not Acceptable without City's Consent)</i>		Requested Amount:	
City/State/Zip:		Specifically what will Coronavirus Relief Funds Pay For? <i>Provide brief description of program/project/activity that requested funds will be used for</i>	
Agency's EIN #:		Estimate the Percentage of funds that will be used to assist Lee's Summit citizens and/or businesses within City limits	
Is your Agency receiving any other Federal and/or State funding for the requested costs to be reimbursed?	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please list:	Will your request benefit Lee's Summit residents?	Yes, only Lee's Summit residents Yes, but it will also benefit those outside of Lee's Summit No, it will only benefit non-residents
Are you aware of any other funding to support these costs?	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please list:	Estimate the number of Lee's Summit residents and/or businesses that will benefit from your service or activity.	# residents = # businesses =
Agency Contact:			
E-Mail/Telephone/Fax:	E-Mail: T: F:		

PROJECT DESCRIPTION, NEED & GOALS

Brief Description of the Program/Project, its relation to COVID-19, your need, and the impact it will have on the community, such as the ability to reach a broad group of citizens.

Describe the direct correlation between the planned use of these funds; and how it responds to and prevents COVID-19.

SECTION II --- Program Budget

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

- (1) Are necessary expenditures incurred responding to or mitigating against the impact of to COVID-19;
- (2) Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act); and
- (3) Were incurred after March 1, 2020 and ends on December 30, 2020.

To allow the City to meet its reporting requirements, awarded entities will only be reimbursed for costs incurred between March 1, 2020 and November 30, 2020. The City of Lee's Summit has the right to inspect documentation and/or actual operations for which funding is being requested and/or utilized.

Please **ATTACH A BUDGET** that (i) details the expenses for your project or activity, (ii) the amount of such expense, and (iii) how the expenses responds to or mitigates against the effect of COVID-19.

If you have questions of whether your expense is eligible review the Coronavirus Relief Fund FAQs and the Treasury's Coronavirus Relief Fund Guidance, or contact Sarah Tilbury at sarah.tilbury@cityofls.net.

A sample budget can be found at <https://cityofls.net/coronavirus/covid-19-relief-fund>.



SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why?</p> <p>(Please indicate a minimum required before the application would be withdrawn)</p>	
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p>Within 1 week</p> <p>Within 2 weeks</p> <p>Within 1 month</p> <p>By November 30, 2020</p> <p>Not sure how soon and how quickly these funds may be expended</p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	



SECTION IV --- Certifications

By signing below, Applicant expressly warrants and attests to the following:

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6. If Applicant is a local government entity, public entity, or political subdivision of the state, Applicant shall not use any funds provided pursuant to this Application as a revenue replacement for lower than expected tax or other revenue collections.
7. Funds received pursuant to this Application shall not be used for expenditures for which Applicant has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same cost or expense, including other CARES Act funds.
8. Applicant may not use funds received pursuant to this Application to make a grant to any other local government, public entity, political subdivision, non-profit corporation, corporation, limited liability company, or other business entity, or individual unless the specific use of funds was expressly described in the Budget, and such grant is used solely for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), that were not accounted for in the budget most recently approved as of March 27, 2020, and that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. In such event, Applicant is responsible for all documentation requirements.
9. Applicant certifies by submitted this Application that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into an agreement by any federal or state department or agency. The term "principal" for purposes of this Application is defined as an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of Applicant.

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If awarded funds, these warranties and attestations shall be incorporated into the Funding Agreement and a violation of any such warranties or attestations shall be a material breach of the Funding Agreement and cause for loss of funds.

Signature – Person Completing the Application	Title	Date
	Executive Director	9/8/2020
Signature – President/CEO of the Agency	Title	Date



Lee's Summit Housing Authority - 2020 City of Lee's Summit Appropriation Request - CDBG-CV Grant Request Budget

Expense Category	Amount	Connection to COVID-19
Physical Office - Compliance with Public Health Orders)		
Automatic doors (sliding, bifold, balanced, FRP)	\$18,000.00	Promote social distancing
Dutch Doors - limit access within offices	\$3,900.00	Promote social distancing
Plexiglass shields for frontline staff desks	\$516.00	Reduce spread of COVID-19
Interior door - lobby to kitchen	\$227.00	Promote social distancing
Hands free door openers - bathrooms	\$103.20	Reduce spread of COVID-19
Bathrooms - touchless toilets	\$2,341.80	Reduce spread of COVID-19
Bathrooms - touchless faucets	\$2,038.92	Reduce spread of COVID-19
PPE (Masks, Gloves, Disinfectant)	\$2,000.00	Reduce spread of COVID-19
(Subtotal)	\$29,126.92	
Technology/Program Operations		
Ring Camera/Intercom in entryways	\$498.00	Reduce spread of COVID-19
Lobby/Duncan Estates Office Cameras	\$2,200.00	Reduce spread of COVID-19
Lobby computer station - residents	\$1,500.00	Assist people affected by COVID-19
Duncan Estates computer workstation	\$1,500.00	Promote social distancing - staff
Website Upgrades, Scanning, Adobe/Forms, Portal	\$10,000.00	Reduce spread of COVID-19
(Subtotal)	\$15,698.00	
Personnel/Staff		
Staffing - Temporary skilled Maintenance Professional	\$40,000.00	Closed to County stay-at-home order
(Subtotal)	\$40,000.00	
Resident Services/Other		
Residential Cleaning @ \$70 per hour	\$13,224.00	Assist people affected by COVID-19
	\$13,224.00	
Total Project Cost	\$98,048.92	



LEE'S SUMMIT
MISSOURI

Application for Lee's Summit Funds from Coronavirus Relief Fund through Jackson County

Applicants must verify that no other state/federal funding is available to meet these needs in order to avoid duplication. Costs incurred between March 1, 2020 - November 30, 2020 are eligible for reimbursement.

SECTION I --- Summary

The purpose of the Coronavirus Relief Fund is to provide ready funding to address unforeseen financial needs and risks created by the Coronavirus Disease 2019 (COVID-19) public health emergency. Any funds that are granted through this application process cannot be used to supplant expenses already budgeted due to COVID-19. These funds cannot be used to pay for COVID-19 related expenses already paid for by other federal or state funding. To determine awards, these applications will be reviewed for eligibility, accuracy, and completeness within the scoring criteria set forth in this application.

Applicant Agency Name:	Lee's Summit Jazz Orchestra		Program/Project Title:	Lee's Summit Jazz Orchestra Winter Concert	
Not-for-profit organization (with active 501(c) status)?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Location of Program/Project: (Check one)	<input checked="" type="checkbox"/> On Site <input type="checkbox"/> Off Site <input type="checkbox"/> Out of Lee's Summit	
Agency's Street Address: (PO Box Not Acceptable without City's Consent)	210 SW Market Street		Requested Amount:	\$3,125	
City/State/Zip:	Lee's Summit, MO 64063		Specifically what will Coronavirus Relief Funds Pay For?	The funds from Coronavirus Relief Fund will be used to provide a community concert for local residents and community members. The funds will be used to pay for the venue, refreshments, and musicians.	
Agency's EIN #:	84-2677227		<i>Provide brief description of program/project/activity that requested funds will be used for</i>		
Is your Agency receiving any other Federal and/or State funding for the requested costs to be reimbursed?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Estimate the Percentage of funds that will be used to assist Lee's Summit citizens and/or businesses within City limits	100%	
<i>If Yes, please list:</i>					
Are you aware of any other funding to support these costs?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Will your request benefit Lee's Summit residents?	<input type="checkbox"/> Yes, only Lee's Summit residents <input checked="" type="checkbox"/> Yes, but it will also benefit those outside of Lee's Summit <input type="checkbox"/> No, it will only benefit non-residents	
<i>If Yes, please list:</i>			Estimate the number of Lee's Summit residents and/or businesses that will benefit from your service or activity.	# residents = 200 # businesses = 75	
Agency Contact:	BEN RAO				
E-Mail/Telephone/Fax:	E-Mail: brao@bridgespace.us T: 816-585-7027 F:				

PROJECT DESCRIPTION, NEED & GOALS

Brief Description of the Program/Project, its relation to COVID-19, your need, and the impact it will have on the community, such as the ability to reach a broad group of citizens.

Lee's Summit Jazz Orchestra will provide a community event that is free for all Lee's Summit residents and community members to attend. The orchestra was created to enrich local art community and perform music in Downtown Lee's Summit Community Improvement district.

Lee's Summit Jazz Orchestra will positively impact the community by providing a free event that appeals to people of all ages, walks of life, income level, and musical background. An event like this will help bring our community together while maintaining social distancing, something we have all missed over the past 6+ months, as COVID-19 has impacted every single citizen. The Lee's Summit Jazz Orchestra believes music brings people together, and this will be great opportunity to safely bring our community together.

Lee's Summit Jazz Orchestra needs funds to be able to host a concert to pay for the venue, refreshments, and musicians.

Describe the direct correlation between the planned use of these funds; and how it responds to and prevents COVID-19.

The use of these funds will allow Lee's Summit Jazz Orchestra to rent a very spacious event venue that will allow social distancing and accommodate all reasonable precautions to prevent COVID-19 while allowing our community to share in a musical experience.

Lee's Summit Jazz Orchestra is a necessary expenditure in response to the need for community members to meet in a safe way yet still promoting community and mental and emotional wellbeing.

SECTION II --- Program Budget

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

- (1) Are necessary expenditures incurred responding to or mitigating against the impact of to COVID-19;
- (2) Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act);
and
- (3) Were incurred after March 1, 2020 and ends on December 30, 2020.

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Please **ATTACH A BUDGET** that (i) details the expenses for your project or activity, (ii) the amount of such expense, and (iii) how the expenses responds to or mitigates against the effect of COVID-19.

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A sample budget can be found at <https://cityofls.net/coronavirus/covid-19-relief-fund>.



SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	<p>Since its inception in 2018, Lee's Summit Jazz Orchestra has provided free concerts to the community, bringing awareness to the interest and passion around jazz music. Hundreds of people attend these concerts each year, bringing in thousands of dollars and awareness to the Community Improvement District</p> <p>This will be the first time the Lee' s Summit Jazz Orchestra has applied for coronavirus relief. The executive director and main musicians are quite experienced in managing grant funding and and other investments.</p>
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why? (Please indicate a minimum required before the application would be withdrawn)</p>	<p>The minimum amount of Coronavirus Relief Funds needed to operate is \$3,125. Venue 6 hours - \$1,125 Musicians - 1500 Refreshments - \$500</p> <p>The minimum required to fund this event is \$2000.</p>
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p><input type="checkbox"/> Within 1 week <input type="checkbox"/> Within 2 weeks <input type="checkbox"/> Within 1 month <input checked="" type="checkbox"/> By November 30, 2020 <input type="checkbox"/> Not sure how soon and how quickly these funds may be expended</p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	<p>The Executive Director reports to the Board of Directors. The musicians play in the Lee's Summit Jazz Orchestra. There is a group of volunteers to make the event run smoothly on the day of.</p>



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<u>Amber M. Macos</u>	<u>LSJO VOLUNTEER COMMUNITY MANAGER</u>	<u>Sept 8, 2020</u>
Signature – Person Completing the Application	Title	Date

<u>[Signature]</u>	<u>EXECUTIVE DIRECTOR</u>	<u>Sept 8, 2020</u>
Signature – President/CEO of the Agency	Title	Date



EXPENSE	AMOUNT OF EXPENSE	RESPONSE TO OR MITIGAGES AGAINST EFFECTS OF COVID-19
Venue	\$1,125.00	Renting a spacious venue will allow community members, as well as musicians, to maintain appropriate social distance while enjoying a community event that promotes overall mental, emotional, and social health and well-being.
Musicians	\$1,500.00	A group of 15 local musicians, many of whom teach in area schools, come together to share their talents and discipline with residents, supporting a sense of community and mental, emotional, and social well-being.
Refreshments	\$500.00	We will provide refreshments in individual, non-communal, servings, sourced from a local vendor. This will allow all residents to enjoy an evening of jazz music and refreshments in a manner that promotes and honors all social distancing guidelines while nourishing a sense of community.



Application for Lee's Summit Funds from Coronavirus Relief Fund through Jackson County

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Applicant Agency Name:		Program/Project Title:	
Not-for-profit organization <i>(with active 501(c) status)?</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Location of Program/Project: <i>(Check one)</i>	On Site Off Site Out of Lee's Summit
Agency's Street Address: <i>(PO Box Not Acceptable without City's Consent)</i>		Requested Amount:	
City/State/Zip:		Specifically what will Coronavirus Relief Funds Pay For? <i>Provide brief description of program/project/activity that requested funds will be used for</i>	
Agency's EIN #:		Estimate the Percentage of funds that will be used to assist Lee's Summit citizens and/or businesses within City limits	
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Agency Contact:			
E-Mail/Telephone/Fax:	E-Mail: T: F:		

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Signature – Person Completing the Application

Title

Date

Signature – President/CEO of the Agency

Title

Date



City of Lee's Summit Coronavirus Relief Fund Questions – Lee's Summit Symphony Orchestra

Brief Description of the Program/Project, its relation to COVID-19, your need, and the impact it will have on the community, such as the ability to reach a broad group of citizens.

Our proposal is to help realize specific lost revenue for the LSSO's 2020-21 concert season due to canceling our fall concert and reductions in revenue for business sponsorships and fundraising events. This lost revenue is in direct correlation to the impact of COVID-19. Throughout this COVID-19 crisis, the Lee's Summit Symphony (LSSO) has seen how symphonic music can provide a moment of healing in a world of uncertainty. Our in-person and online performances last spring and summer have reached nearly 40,000 people and received nothing but praise and gratitude. As one board member and patron stated, "During the pandemic when live performance has been impossible, the Symphony has met the challenge of how to stay relevant and visible to patrons by producing virtual performances. The willingness of our volunteer musicians to give their time and talents continues to make this symphony a treasure". LSSO will continue to provide quality musical experiences because now more than ever, our community needs the healing power of symphonic music. But we cannot do it alone. We rely on the support of those who believe in our mission to help fund our efforts. Prior to COVID-19, we were experiencing record audiences, ticket revenue, and contributed revenue. Due to the current and unforeseen future impact of COVID-19, funding sources for the arts are diminishing. We are anticipating a reduction in all funding including ticket revenue, business sponsorships, individual donors, federal funding, and event fundraising. Though we reduced our approved budget to accommodate some of these changes, new rules and challenges are enacted every day that continue to impact our performance and revenue opportunities. Our focus is to retain our current donors and seek new organizations that believe in the power of the arts to help us not only sustain through these times but also use this moment to find new and creative ways to reach our community through online platforms and small in-person performances. Currently, the LSSO has been fortunate to retain its staff and the orchestra members have continued to volunteer their time and talent to provide music for our patrons. The potential impact of not meeting our revenue goals for this season would result in lost jobs for Lee's Summit residents, lost opportunities for musicians to perform leading to further reduction in revenue sources, and loss of musicians as they move away from LSSO and onto other arts organizations. Most importantly, it would result in less musical performances for our city. However, reaching our revenue goals will be instrumental to sustaining an important institution for our city. This grant would be a key factor in helping us relieve the burden of lost income through our fall concert and lost income through business sponsorships and event fundraising. The LSSO is an economic driver of our city and has helped define our cultural landscape. As stated by Rick McDowell, President and CEO of the Lee's Summit EDC, "Arts and culture help influence local and regional policies including economic development, rural development, tourism, diversity education and youth development. The Lee's Summit Symphony provides...a high-quality, affordable arts experience to all generations of local and regional attendees." We are uncertain as to what the future may hold but are indeed certain of the significance of preserving the LSSO, an important cultural and economic organization for our community.

Describe the direct correlation between the planned use of these funds; and how it responds to and prevents COVID-19.

Ticketing and table sponsor revenue are directly related to the LSSO's fall concert. Without this concert, these funds cannot be realized. LSSO utilizes third-party ticket vendors such as Hy-Vee and Price Chopper to sell our tickets and have not received ticket buyer information from these sources in the past. This leaves us without an option to contact past ticket buyers and ask for their

support in donating to LSSO to help cover this loss of income. We do plan to begin enacting new protocols to ensure that we receive ticket buyer information for future concerts.

Another area of requested funds is to help realize lost income in our business sponsorships this season. Most of our business sponsors are small business owners who are dealing with shut-downs, layoffs, reduced revenue, and the like. This results in smaller budgets for non-profit sponsorships. Additionally, many businesses use budgeted marketing funds for their business donations due to the amount of advertising and marketing associated with their sponsorship. Since we will not have concerts this calendar year, our marketing benefits are limited for our business sponsors. Additionally, we will not realize any ad sales for our concerts.

Finally, we are requesting funding to help cover lost income in our fundraising events. Due to social distancing protocols and event venue closures, we are unable to hold large fundraising events. This year, we anticipated a cruise fundraiser, and a large concert fundraiser, both of which must be moved to opportunities for next season. Though we will be able to hold smaller fundraisers, we anticipate a shortfall of budgeted income for this area.

Income in all areas mentioned above help keep the Lee's Summit Symphony alive and able to produce symphonic concerts for our Lee's Summit community.

Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)

For 18 years, the Lee's Summit Symphony Orchestra has performed its mission to provide excellent musical experiences that enhance the quality of life for our community. Each season, over 200 musicians and volunteers share their talents, passion of music, and time by producing and performing live, symphonic concerts for thousands of patrons to enjoy at John Knox Pavilion in Lee's Summit. The Symphony has been recognized as a premier arts organization and integral part of the cultural arts in our region. Each year, LSSO partners with MCC-Longview College to offer students the opportunity to participate in the orchestra for college credit and provides free tickets to the LSR7 school district's music program and students. Additionally, the Symphony gives back to our community by supporting our Chamber of Commerce, EDC, schools, and various service organizations. In 2018, the LSSO was named one of the three top Not-For-Profit businesses in Lee's Summit by the Chamber and was recognized by the League of American Orchestras as a Gold Book Volunteer Organization. In 2018, the Symphony moved its concerts to John Knox Village, allowing for a larger space and enhanced concert experience. The change in venue, along with exceptional programming, allowed LSSO to boast its biggest season to date with over 4,000 concertgoers at our four concerts. We are proud of our continued partnership with John Knox Village as we are also helping increase the quality of life for their senior residents by offering 200 complimentary tickets per concert to their community. The 2019-20 season was proving to be another strong season with over 2,300 attendees at our fall and holiday concerts. Prior to the unfortunate canceling of half of our season, we were on track for another record-breaking year in attendance. We were fortunate to receive a PPP loan for \$12,500 and an EIDL grant of \$5,000 which was used to help cover expenses in the 2019-2020 season ending June 30, 2020. We also received an EIDL loan of \$25,000 to help with general operating expenses, though this loan must be repaid to the government. Our goal is to raise enough funds to cover our general operating expenses this season so as to not incur a loan that must be repaid; however, if we need the loan we will utilize the funds by the end of our 2020-21 season in June 2021.

Minimum amount of Coronavirus Relief Funds needed to operate and why? (Please indicate a minimum required before the application would be withdrawn)

Any amount of relief funds would be greatly appreciated and will help the LSSO weather the storm this season to remain an important cultural institution for our community. However, the most urgent funds right now are funds to help cover the loss in ticket and table sponsor revenue from our fall concert since this concert has been canceled. The total amount for this lost income is \$13,169.

Briefly describe the staffing structure of the organization and/or include an organizational chart:

LSSO executive directors, Bob and Candy White, oversee financial management, ticketing, and production. Marketing efforts are overseen by Creative Director Kim Cook and sponsorship and donor relations are overseen by LSSO development director, Amy Henderson. Our Board of Directors oversee the financial solvency of the organization and assist in an advisory and fundraising capacity. The Lee's Summit Symphony is comprised of 70 dedicated area musicians who provide high-quality symphonic performances at every concert. Each musician must audition for their position in the orchestra by performing a piece of music for our conductor and principal musicians. Our conductor, Russell E. Berlin, Jr., founded the LSSO in 2003. In 2017, Kirt Mosier joined the LSSO as our associate conductor. Together, Mr. Berlin and Mr. Mosier lead our orchestra and determine concert programming for the season. Our concert master, John Rutland, helps the conductors provide artistic excellence from our semi-professional orchestra.

City of Lee's Summit Appropriation to Lee's Summit Symphony

Budget for Grant Application

Category	Description	Amount	Connection to COVID-19
Lost Income	Fall Concert Budgeted Ticket Sales Revenue	\$12,000	No large events allowed in city. John Knox Village closed. Fall concert will be a free online concert.
Lost Income	Fall Concert Budgeted Table Sponsor Revenue	\$1,167	No large events allowed in city. John Knox Village closed. Cannot obtain table sponsors.
Lost Income	Projected Business Sponsor Revenue Shortfall	\$2,500	Due to downturn of businesses, sponsorships are down. Businesses also use marketing dollars and we are unable to market their businesses due to no large events (concerts) allowed in city.
Lost Income	Projected Event Fundraising Revenue Shortfall	\$2,500	Due to social distancing protocols, anticipated fundraising events are canceled and replaced with smaller fundraising opportunities.
Total		<u>\$18,167</u>	



LEE'S SUMMIT
MISSOURI

Application for Lee's Summit Funds from Coronavirus Relief Fund through Jackson County

Applicants must verify that no other state/federal funding is available to meet these needs in order to avoid duplication. Costs incurred between March 1, 2020 - November 30, 2020 are eligible for reimbursement.

SECTION I --- Summary

The purpose of the Coronavirus Relief Fund is to provide ready funding to address unforeseen financial needs and risks created by the Coronavirus Disease 2019 (COVID-19) public health emergency. Any funds that are granted through this application process cannot be used to supplant expenses already budgeted due to COVID-19. These funds cannot be used to pay for COVID-19 related expenses already paid for by other federal or state funding. To determine awards, these applications will be reviewed for eligibility, accuracy, and completeness within the scoring criteria set forth in this application.

Applicant Agency Name:	Summit Theatre Group	Program/Project Title:	STG 2020 Covid Theatre Response
Not-for-profit organization (with active 501(c) status)?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Location of Program/Project: (Check one)	<input checked="" type="checkbox"/> On Site <input type="checkbox"/> Off Site <input type="checkbox"/> Out of Lee's Summit
Agency's Street Address: (PO Box Not Acceptable without City's Consent)	PO Box 1736 (We do not have a physical address at this time)	Requested Amount:	\$20,000
City/State/Zip:	Lee's Summit, MO 64063	Specifically what will Coronavirus Relief Funds Pay For?	The funds will pay for the income lost due to the cancellation of our productions of Ordinary Days (second weekend), STG Studio Descendants musical camp, and Matilda and added expenses of socially-distanced STG Studio workshops & outdoor production of Into the Woods, which were unplanned events, the only way we could offer education & productions. Receiving this will cover our fall 20-21 needs.
Agency's EIN #:	45-0887750	<i>Provide brief description of program/project/activity that requested funds will be used for</i>	
Is your Agency receiving any other Federal and/or State funding for the requested costs to be reimbursed?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please list:	Estimate the Percentage of funds that will be used to assist Lee's Summit citizens and/or businesses within City limits	100%
Are you aware of any other funding to support these costs?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please list:	Will your request benefit Lee's Summit residents?	<input type="checkbox"/> Yes, only Lee's Summit residents <input checked="" type="checkbox"/> Yes, but it will also benefit those outside of Lee's Summit <input type="checkbox"/> No, it will only benefit non-residents
Agency Contact:	Ginger Birch	Estimate the number of Lee's Summit residents and/or businesses that will benefit from your service or activity.	# residents = 500-700 # businesses =
E-Mail/Telephone/Fax:	E-Mail: ginger@summittheatre.org T: 816-824-0758 F:		

Development Services

City of Lee's Summit Appropriation to Summit Theatre Group Budget

Total Allocated Funding Requested From City \$ 20,000.00

Expense Category/Description	Amount	Connection to COVID-19
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Compliance with Public Health Orders

Business Interruption Costs Due to Closure to Promote Social Distancing		
Tickets sales lost to second weekend closure of <i>Ordinary Days</i> (Mar 2020)	\$ 1,500.00	Closed Due to County Stay-At-Home Order
Income lost due to cancellation of 20-21 Season Announcement Fundraising Event (Apr 2020)	\$ 1,000.00	Closed Due to County Stay-At-Home Order
Ticket sales lost due to cancellation of <i>Hands On A Hardbody</i> production (June 2020)	\$ 2,800.00	Closed Due to Social Distancing Requirements
Ticket sales lost due to cancellation of STG Studio Descendants Summer Camp (June 2020)	\$ 6,000.00	Closed Due to Social Distancing Requirements
Tickets sales lost due to cancellation of <i>Matilda the Musical</i> performances (Aug 2020)	\$ 12,000.00	Closed Due to Social Distancing Requirements
Show Sponsorships lost due to cancellation of <i>Matilda the Musical</i> performances (Aug 2020)	\$ 2,500.00	Closed Due to Social Distancing Requirements

Creation of New Events Following Public Health Guidelines

Facility Rental of Unity Village for 2 weeks of STG Studio Workshops	\$ 1,350.00	Promote Social Distancing
Materials, Supplies, & Personnel for 2 weeks of STG Studio Workshops	\$ 1,371.76	Promote Social Distancing
Facility Rental of Unity Village for 2 outdoor performances of <i>Into the Woods</i>	\$ 1,200.00	Promote Social Distancing
Materials & Supplies for 2 performances of <i>Into the Woods</i>	\$ 2,886.44	Promote Social Distancing

Purchase of PPE & Sanitizing/Disinfecting Products

Disposable Masks	\$ 74.49	Reduce Spread of COVID-19
Face Shields	\$ 179.88	Reduce Spread of COVID-19
Disposable Cleaning Gloves	\$ 7.04	Reduce Spread of COVID-19
Thermometers	\$ 139.98	Reduce Spread of COVID-19
Hand Sanitizer	\$ 39.99	Reduce Spread of COVID-19
Cleaning Cloths, Wipes, Disinfectant Spray	\$ 40.44	Reduce Spread of COVID-19

Total \$ 33,090.02

SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	<p>It is the mission of Summit Theatre Group to engage our community through live entertainment and education. The need for this still stands regardless of COVID affecting our world. It is necessary for STG to provide socially-distanced classes and productions, live and streamed, for our community as things cannot continue as normal for the time being. STG needs a space and equipment to make our mission possible. Providing opportunities for students in particular and their parents with opportunities that are no longer available as well as a place to go on days where there is no school instruction is also something STG desires to do for our community. STG has been providing live productions to the community since 2012 and STG Studio opportunities since 2017.</p>
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why? (Please indicate a minimum required before the application would be withdrawn)</p>	<p>The minimum amount of Coronavirus Relief Funds needed to operate is \$10,000. This will cover a minimal amount of expenses related to a space needed to make this programming happen for our community as well as material and supplies for classes and productions.</p>
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p> <input type="checkbox"/> Within 1 week <input type="checkbox"/> Within 2 weeks <input type="checkbox"/> Within 1 month <input checked="" type="checkbox"/> By November 30, 2020 <input type="checkbox"/> Not sure how soon and how quickly these funds may be expended </p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	<p>We have a board of directors, one part-time employee, and a group of volunteers ready to reach our community through the arts!</p>



SECTION IV --- Certifications

By signing below, Applicant expressly warrants and attests to the following:

1. The individual signing this application has all necessary authority on behalf of Applicant to request payment from the City from the allocation of funds to the City from the Coronavirus Relief Fund as created in the CARES Act.
2. Recipient understands and agrees that the City will rely on the budget in Section IV (the "Budget") and this Application as material representations in awarding and making a payment of Funds to Applicant. Applicant affirms that the information set forth in the Budget is true, complete, and accurate and affirms the statements made in the Budget as of the date of this Application.
3. Applicant expressly represents and warrants that it is eligible to receive the Funds in accordance with state and federal law and that the Funds will be used exclusively for lawful expenditures pursuant to the CARES Act and specifically as described in the Budget.
4. Applicant represents, warrants, and agrees that the proposed uses of the Funds provided as a payment shall be used only to cover those costs that: (i) are necessary expenditures incurred due to the Coronavirus Disease 2019 (COVID-19); (ii) were not accounted for in its budget most recently approved as of March 27, 2020; and (iii) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.
5. Applicant acknowledges, understands, and agrees that Funds provided as payment from the City to Applicant pursuant to this Agreement must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. Any funds expended by Applicant in any manner that does not adhere to official federal guidance shall be returned to the City.
6. If Applicant is a local government entity, public entity, or political subdivision of the state, Applicant shall not use any funds provided pursuant to this Application as a revenue replacement for lower than expected tax or other revenue collections.
7. Funds received pursuant to this Application shall not be used for expenditures for which Applicant has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same cost or expense, including other CARES Act funds.
8. Applicant may not use funds received pursuant to this Application to make a grant to any other local government, public entity, political subdivision, non-profit corporation, corporation, limited liability company, or other business entity, or individual unless the specific use of funds was expressly described in the Budget, and such grant is used solely for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), that were not accounted for in the budget most recently approved as of March 27, 2020, and that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. In such event, Applicant is responsible for all documentation requirements.
9. Applicant certifies by submitted this Application that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into an agreement by any federal or state department or agency. The term "principal" for purposes of this Application is defined as an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of Applicant.

10. Applicant understands that it must promptly repay all funds paid to it under an agreement should it be finally determined either that it was ineligible to receive the Funds, improperly spent Funds or it made any material misrepresentation on its Application.
11. Applicant certifies that the Funds shall not be used for any unlawful purpose, including but not limited to: (i) as a revenue replacement for lower than expected tax or other revenue collection; (ii) for expenditures for which Applicant is already receiving other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for the same expense; or (iii) to engage in any other activity that is illegal under federal, state or local law.
12. Applicant understands and agrees that the City is under no obligation to distribute any additional funds other than as provided in an agreement, even if Applicant believes circumstances have changed and Applicant requests additional funds.
13. Applicant warrants that it has no current, pending or outstanding criminal, civil, or enforcement actions initiated by any federal, state, or local government, that would affect the proper and agreed upon use of the Funds.

If awarded funds, these warranties and attestations shall be incorporated into the Funding Agreement and a violation of any such warranties or attestations shall be a material breach of the Funding Agreement and cause for loss of funds.

Gringer C Brich
Signature – Person Completing the Application

Company Manager
Title

9-3-20
Date

Rebecca K. Stabno
Signature – President/CEO of the Agency

President
Title

9-3-20
Date





LEE'S SUMMIT
MISSOURI

Application for Lee's Summit Funds from Coronavirus Relief Fund through Jackson County

Applicants must verify that no other state/federal funding is available to meet these needs in order to avoid duplication. Costs incurred between March 1, 2020 - November 30, 2020 are eligible for reimbursement.

SECTION I --- Summary

The purpose of the Coronavirus Relief Fund is to provide ready funding to address unforeseen financial needs and risks created by the Coronavirus Disease 2019 (COVID-19) public health emergency. Any funds that are granted through this application process cannot be used to supplant expenses already budgeted due to COVID-19. These funds cannot be used to pay for COVID-19 related expenses already paid for by other federal or state funding. To determine awards, these applications will be reviewed for eligibility, accuracy, and completeness within the scoring criteria set forth in this application.

Applicant Agency Name:	Lee's Summit Economic Development Council	Program/Project Title:	COVID-19 Outreach and Operations
Not-for-profit organization (with active 501(c) status)?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Location of Program/Project: <i>(Check one)</i>	<input checked="" type="checkbox"/> On Site <input type="checkbox"/> Off Site <input type="checkbox"/> Out of Lee's Summit
Agency's Street Address: (PO Box Not Acceptable without City's Consent)	218 SE Main Street	Requested Amount:	\$136,263.63
City/State/Zip:	Lee's Summit, MO 64063	Specifically what will Coronavirus Relief Funds Pay For?	Offset lost revenue & expenses incurred including:
Agency's EIN #:	43-1386718	<i>Provide brief description of program/project/activity that requested funds will be used for</i>	CV-19, Estimated Lost Revenue Public Investor Dues - \$30,000. Private Investor Dues - \$25,813. Investor Events - \$36,950. CV-19, Estimated Expenses Technology Upgrades - \$6,764.30 PPE Supplies/Misc. - \$11,736.33 Data/Studies, etc. - \$25,000.00
Is your Agency receiving any other Federal and/or State funding for the requested costs to be reimbursed?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please list:	Estimate the Percentage of funds that will be used to assist Lee's Summit citizens and/or businesses within City limits	95% (some private investors do business in the region)
Are you aware of any other funding to support these costs?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please list:	Will your request benefit Lee's Summit residents?	<input type="checkbox"/> Yes, only Lee's Summit residents <input checked="" type="checkbox"/> Yes, but it will also benefit those outside of Lee's Summit <input type="checkbox"/> No, it will only benefit non-residents
Agency Contact:		Estimate the number of Lee's Summit residents and/or businesses that will benefit from your service or activity.	# residents = 100% # businesses = 126 Investor businesses, 100-200 non investor businesses within the city of Lee's Summit.
E-Mail/Telephone/Fax:	E-Mail: rmcadowell@leessummit.org T: 816-525-6617 F: N/A		

SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	<p>Vision - To promote and enhance the City of Lee's Summit as a model community for economic innovation and growth fueled by a pro-business environment, diverse economic base and a commitment to strong relationships and work ethic.</p> <p>Mission - To improve the quality of life for our citizens by creating new jobs and capital investments.</p>
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why?</p> <p>(Please indicate a minimum required before the application would be withdrawn)</p>	<p>\$100,000.00 - To improve the quality of life for our citizens, business owners, partners and investors by creating new jobs and capital investments within the City of Lee's Summit.</p>
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p><input type="checkbox"/> Within 1 week</p> <p><input type="checkbox"/> Within 2 weeks</p> <p><input type="checkbox"/> Within 1 month</p> <p><input type="checkbox"/> By November 30, 2020</p> <p><input checked="" type="checkbox"/> Not sure how soon and how quickly these funds may be expended</p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	<p>Private and Public paying Investors Board of Directors Executive Committee President & CEO Director of Business Development Operations Manager Marketing & Communications Coordinator</p>



SECTION IV --- Certifications

By signing below, Applicant expressly warrants and attests to the following:

1. The individual signing this application has all necessary authority on behalf of Applicant to request payment from the City from the allocation of funds to the City from the Coronavirus Relief Fund as created in the CARES Act.
2. Recipient understands and agrees that the City will rely on the budget in Section IV (the "Budget") and this Application as material representations in awarding and making a payment of Funds to Applicant. Applicant affirms that the information set forth in the Budget is true, complete, and accurate and affirms the statements made in the Budget as of the date of this Application.
3. Applicant expressly represents and warrants that it is eligible to receive the Funds in accordance with state and federal law and that the Funds will be used exclusively for lawful expenditures pursuant to the CARES Act and specifically as described in the Budget.
4. Applicant represents, warrants, and agrees that the proposed uses of the Funds provided as a payment shall be used only to cover those costs that: (i) are necessary expenditures incurred due to the Coronavirus Disease 2019 (COVID-19); (ii) were not accounted for in its budget most recently approved as of March 27, 2020; and (iii) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.
5. Applicant acknowledges, understands, and agrees that Funds provided as payment from the City to Applicant pursuant to this Agreement must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. Any funds expended by Applicant in any manner that does not adhere to official federal guidance shall be returned to the City.
6. If Applicant is a local government entity, public entity, or political subdivision of the state, Applicant shall not use any funds provided pursuant to this Application as a revenue replacement for lower than expected tax or other revenue collections.
7. Funds received pursuant to this Application shall not be used for expenditures for which Applicant has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same cost or expense, including other CARES Act funds.
8. Applicant may not use funds received pursuant to this Application to make a grant to any other local government, public entity, political subdivision, non-profit corporation, corporation, limited liability company, or other business entity, or individual unless the specific use of funds was expressly described in the Budget, and such grant is used solely for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), that were not accounted for in the budget most recently approved as of March 27, 2020, and that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. In such event, Applicant is responsible for all documentation requirements.
9. Applicant certifies by submitted this Application that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into an agreement by any federal or state department or agency. The term "principal" for purposes of this Application is defined as an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of Applicant.

10. Applicant understands that it must promptly repay all funds paid to it under an agreement should it be finally determined either that it was ineligible to receive the Funds, improperly spent Funds or it made any material misrepresentation on its Application.
11. Applicant certifies that the Funds shall not be used for any unlawful purpose, including but not limited to: (i) as a revenue replacement for lower than expected tax or other revenue collection; (ii) for expenditures for which Applicant is already receiving other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for the same expense; or (iii) to engage in any other activity that is illegal under federal, state or local law.
12. Applicant understands and agrees that the City is under no obligation to distribute any additional funds other than as provided in an agreement, even if Applicant believes circumstances have changed and Applicant requests additional funds.
13. Applicant warrants that it has no current, pending or outstanding criminal, civil, or enforcement actions initiated by any federal, state, or local government, that would affect the proper and agreed upon use of the Funds.

If awarded funds, these warranties and attestations shall be incorporated into the Funding Agreement and a violation of any such warranties or attestations shall be a material breach of the Funding Agreement and cause for loss of funds.

Stephani Bordner

Signature – Person Completing the Application

Operation Manager

Title

9/8/20

Date

Rick McNeill

Signature – President/CEO of the Agency

President & CEO

Title

9/8/20

Date



Lee's Summit Economic Development Council
FY - 2020-21 (6 month budget)
(officer approved 7.23.20)

		18/19 Budget	19/20 Budget	Variance	20/21 Budget	Notes
Ordinary Income/Expense						
Income						
4000	Revenue					
4102	Investors - Renewal	\$245,623.00	\$248,658.00	-3,035.00	\$77,437.00	\$103,250.00 dues projected for billing from 7/1/20-12/31/20. Budget based on 25% drop rate. -\$77,437.00
4302	Increased investment	\$5,000.00	\$5,000.00	0.00	\$1,000.00	
4202	Investors - New	\$12,500.00	\$15,000.00	-2,500.00	\$3,750.00	
4300	Investor Meetings	\$14,000.00	\$16,500.00	-2,500.00	\$1,000.00	All investor meetings.
4500	Board Meetings	\$5,000.00	\$5,500.00	-500.00	\$1,000.00	Advisory Level and above
4400	Hotel/Motel Tax	\$275,000.00	\$275,000.00	0.00	\$137,500.00	100% funding July - Dec
4600	School Grant	\$30,000.00	\$30,000.00	0.00	\$0.00	
4700	Withholding Commission	\$150.00	\$150.00	0.00	\$150.00	
4900	Interest Income	\$2,500.00	\$2,500.00	0.00	\$1,250.00	
4950	Other Income/Grants	\$5,000.00	\$5,000.00	0.00	\$7,000.00	2020 Hometown - Every (\$7000 Organizational Dev - Janet Ady)
4650	Revenue - Other/Reimbursed Expense	\$32,700.00	\$25,200.00	7,500.00	\$0.00	
Total Revenue		\$627,473.00	\$628,508.00	-1,035.00	\$230,087.00	
Total Income		\$627,473.00	\$628,508.00	-1,035.00	\$230,087.00	
Gross Profit		\$627,473.00	\$628,508.00	-1,035.00	\$230,087.00	
Expense						
6000	Overhead			0.00		
6001	Accounting	\$18,000.00	\$19,000.00	-1,000.00	\$6,250.00	Spilker Monthly, no annual review
6005	Bank Charges	\$4,300.00	\$5,000.00	-700.00	\$2,500.00	Credit Card and Bank Fees
6007	Cloud Computer Services	\$11,700.00	\$16,000.00	-4,300.00	\$7,500.00	BerganKDV, Spectrum, Adobe, Constant Contact, ISSUU
6011	Donations	\$7,000.00	\$4,000.00	3,000.00	\$0.00	Hawthorn Foundation \$1000, Chamber \$150 and DLSMS Gala's \$150
6012	Dues & Subscriptions	\$8,000.00	\$6,000.00	2,000.00	\$1,000.00	Synchronist \$3000, CCAssist \$1320, QB \$1430, Tribune, KCStar, KCBI, Blue Ocean
6015	Equipment Rental/Lease/Purchase	\$5,200.00	\$5,700.00	-500.00	\$2,850.00	Postage, Pure Water, Richo Printer, Toshiba Printer
6017	Interest Expense	\$500.00	\$1,000.00	-500.00	\$250.00	
6025	Office Supplies & Janitor	\$4,000.00	\$4,000.00	0.00	\$1,000.00	Fish Windows, Computer, Supplies (office and restrooms)
6026	Organization/Staff Development	\$2,000.00	\$4,000.00	-2,000.00	\$8,500.00	\$7000.00 - Hire ED consultant for 3-5 yr. strategic plan, \$1500.00 - ED 101 for Council and School Board.
6027	Permits & Licenses	\$100.00	\$100.00	0.00	\$50.00	
6029	Postage/Delivery	\$550.00	\$1,000.00	-450.00	\$250.00	
6030	Printing	\$600.00	\$800.00	-200.00	\$0.00	Beacon Press publications
6034	Rent - Storage	\$750.00	\$800.00	-50.00	\$0.00	Storage unit
6035	Repairs & Maint - Building	\$1,000.00	\$1,000.00	0.00	\$0.00	
6040	Telephone	\$4,800.00	\$4,800.00	0.00	\$2,450.00	\$1550.00 Spectrum, \$900.00 - phone allowance
6045	Utilities	\$7,000.00	\$7,500.00	-500.00	\$3,500.00	Sharing with CofC
6070	Insurance					
6071	D & O Insurance	\$1,900.00	\$2,000.00	-100.00	\$1,542.00	Hartford
6075	Employee Insurance	\$42,000.00	\$38,302.00	3,698.00	\$14,321.00	Life/STD/LTD-\$6422.62, UHC-\$47615.29, Dental-\$2558.15, Vision-\$481.42 (6% increase on 1/1/21, minus family cost)
6077	Worker's Comp & Liability Ins	\$3,850.00	\$3,000.00	850.00	\$2,164.00	Crane, ARCH
Total Insurance		\$47,750.00	\$43,302.00	4,448.00	\$18,027.00	
6080	Employees			0.00		
6081	Salaries	\$304,923.00	\$301,106.00	3,817.00	\$147,900.00	Current salaries with freeze through 12/31/20
6083	FICA/Medicare Tax	\$20,600.00	\$20,000.00	600.00	\$10,000.00	
6085	Unemployment Taxes	\$500.00	\$500.00	0.00	\$250.00	
6087	Employee Retirement	\$12,000.00	\$11,000.00	1,000.00	\$5,350.00	Compensation Benefit, 401 Matching at 4%
Total Employees		\$338,023.00	\$332,606.00	5,417.00	\$163,500.00	
Total Overhead		461,273.00	456,608.00	4,665.00	217,627.00	
6200	Total Professional Developmen			0.00		
6206	Computer Training	\$800.00	\$3,000.00	-2,200.00	\$0.00	Synchronist tranning, Event Pro Apps, etc.
6220	Professional Development	\$4,000.00	\$4,000.00	0.00	\$2,000.00	Education, Conferences
Total Total Professional Developmen		\$4,800.00	\$7,000.00	-2,200.00	\$2,000.00	
6300	Total Existing Business			0.00		
6303	Existing Business	\$3,000.00	\$2,000.00	1,000.00	\$1,000.00	BRE visits and data, Manufacturing and Signing day events.

Lee's Summit Economic Development Council
FY - 2020-21 (6 month budget)
(officer approved 7.23.20)

		18/19 Budget	19/20 Budget	Variance	20/21 Budget	Notes
6320	Workforce Development	\$5,000.00	\$4,000.00	1,000.00	\$1,000.00	HR Roundtable, CEO Luncheon, Industry Sub-Committees, Education EcoSystem
6350	Contract Labor	\$38,400.00	\$38,400.00	0.00	\$10,000.00	Legal Fees
	Total Total Existing Business	\$46,400.00	\$44,400.00	2,000.00	\$12,000.00	
6400	Image Enhancement			0.00		
6405	Local Advertising	\$7,500.00	\$12,000.00	-4,500.00	\$2,500.00	Local Ads
6406	Branding	\$18,000.00	\$18,000.00	0.00	\$9,000.00	\$1500.00 Monthly
6410	Target Marketing - Regional	\$7,000.00	\$5,000.00	2,000.00	\$0.00	\$9000.00 requested from Evergy for - Target small/medium employers for scale=up, identify needs of prospective businesses, Market PRI land
6466	Web Site/E News	\$6,500.00	\$4,000.00	2,500.00	\$500.00	
6430	Promotional Materials	\$1,000.00	\$1,000.00	0.00	\$0.00	
	Total Image Enhancement	40,000.00	40,000.00	0.00	12,000.00	
6500	Investor Relations			0.00		
6503	Board Meetings	\$2,500.00	\$3,300.00	-800.00	\$1,000.00	Advisory Board meetings
6504	Civic Roundtable	\$200.00	\$200.00	0.00	\$0.00	
6507	Investor Relations	\$10,000.00	\$8,000.00	2,000.00	\$2,000.00	Current Investors, Prospecting (office meetings, coffee, Hump Day HH)
6510	Annual Meeting & Report	\$5,000.00	\$5,000.00	0.00	\$0.00	Includes AV and production cost for Annual Meeting
6512	Membership Dues	\$3,000.00	\$4,000.00	-1,000.00	\$500.00	Rotary \$500, MEDC \$500, ED Alliance \$500
6530	Quarterly Investor Meetings	\$8,000.00	\$9,500.00	-1,500.00	\$1,000.00	
6531	Speaker Series	\$3,500.00	\$3,500.00	0.00	\$0.00	
	Total Investor Relations	\$32,200.00	\$33,500.00	-1,300.00	\$4,500.00	
6700	Total Product Improvement			0.00		
6703	Event Marketing	\$8,000.00	\$8,000.00	0.00	\$0.00	No KCADC event this year.
6708	Meals & Entertainment	\$2,000.00	\$2,000.00	0.00	\$250.00	Event support
6725	Economic Impact Studies	\$4,000.00	\$4,000.00	0.00	\$0.00	\$9000.00 requested from Evergy for - Establish the community's economic profile, Conduct market demand study to identify targeted business/industry.
	Total Total Product Improvement	\$14,000.00	\$14,000.00	0.00	\$250.00	
6900	Target Marketing			0.00		
6903	Auto Allowances	\$7,800.00	\$7,200.00	600.00	\$4,100.00	Auto allowance/milage
6912	Dues to KC Area Dev Council	\$10,000.00	\$12,000.00	-2,000.00	\$10,000.00	KCADC Annual Dues
6922	E. Jack. Co. Mktg. Alliance	\$1,000.00	\$2,800.00	-1,800.00	\$0.00	2020/21 No Dues
6930	Marketing Materials	\$2,000.00	\$2,000.00	0.00	\$500.00	
6945	Travel Expense	\$8,000.00	\$9,000.00	-1,000.00	\$1,000.00	Cancellation fees or travel for previously booked education classes.
	Total Target Marketing	\$28,800.00	\$33,000.00	-4,200.00	\$15,600.00	
	Total Expense	627,473.00	628,508.00	-1,035.00	263,977.00	
	Net Ordinary Income	0.00	0.00	0.00	\$230,087.00	
	Total Other Expense			#REF!		
	Net Other Income			#REF!		
	Net Income			#REF!	-\$33,890.00	
				#REF!		
				#REF!		



LEE'S SUMMIT MISSOURI

Application for Lee's Summit Funds from Coronavirus Relief Fund through Jackson County

Applicants must verify that no other state/federal funding is available to meet these needs in order to avoid duplication. Costs incurred between March 1, 2020 - November 30, 2020 are eligible for reimbursement.

SECTION I --- Summary

The purpose of the Coronavirus Relief Fund is to provide ready funding to address unforeseen financial needs and risks created by the Coronavirus Disease 2019 (COVID-19) public health emergency. Any funds that are granted through this application process cannot be used to supplant expenses already budgeted due to COVID-19. These funds cannot be used to pay for COVID-19 related expenses already paid for by other federal or state funding. To determine awards, these applications will be reviewed for eligibility, accuracy, and completeness within the scoring criteria set forth in this application.

Application form with fields for Applicant Agency Name, Program/Project Title, Location of Program/Project, Requested Amount, Agency Contact, and funding details.

Development Services

PROJECT DESCRIPTION, NEED & GOALS

Brief Description of the Program/Project, its relation to COVID-19, your need, and the impact it will have on the community, such as the ability to reach a broad group of citizens.

The Lee's Summit Chamber's annual Oktoberfest event attracts over 80,000 visitors and attendees to the Lee's Summit community over a two day period. The revenue the LS Chamber generates, on average, is 100,000, that goes directly into funding programs and business and community events for Lee's Summit. The money raised also benefits tourism in Lee's Summit through the visitors guide publication that is utilized to promote the tourism industry as well as the business community in Lee's Summit.

Describe the direct correlation between the planned use of these funds; and how it responds to and prevents COVID-19.

The planned use for these funds will go to enhance the main business organization in the Lee's Summit community, the LS Chamber of Commerce. By upgrading the phone system, the website, a new server, technology upgrade to allow the staff to work from home during the regional wide shutdown as well as now. These are greatly needed upgrades that will play a vital role in the Chamber assisting and promoting the local business community as well as the LS community.

SECTION II --- Program Budget

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

- (1) Are necessary expenditures incurred responding to or mitigating against the impact of to COVID-19;
- (2) Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act); and
- (3) Were incurred after March 1, 2020 and ends on December 30, 2020.

To allow the City to meet its reporting requirements, awarded entities will only be reimbursed for costs incurred between March 1, 2020 and November 30, 2020. The City of Lee's Summit has the right to inspect documentation and/or actual operations for which funding is being requested and/or utilized.

Please **ATTACH A BUDGET** that (i) details the expenses for your project or activity, (ii) the amount of such expense, and (iii) how the expenses responds to or mitigates against the effect of COVID-19.

If you have questions of whether your expense is eligible review the Coronavirus Relief Fund FAQs and the Treasury's Coronavirus Relief Fund Guidance, or contact Sarah Tilbury at sarah.tilbury@cityofls.net.

A sample budget can be found at <https://cityofls.net/coronavirus/covid-19-relief-fund>.



SECTION III --- Agency Capacity Assessment & Project Readiness

<p>Briefly describe the agency's mission statement/history, experience and capacity in receiving and expending Coronavirus Relief Funds (if applicable)</p>	<p>The Lee's Summit Chamber aims to be the champion of regional business by creating opportunities for our members personal and business growth while providing influence to the communities we serve. We were incorporated in 1968 as a C6 Non-Profit organization. We serve a total of 960 members throughout the KC region but more importantly we represent the community of Lee's Summit for small, medium and large businesses.</p>
<p>Minimum amount of Coronavirus Relief Funds needed to operate and why? (Please indicate a minimum required before the application would be withdrawn)</p>	<p>\$25,000</p>
<p>Please indicate your realistic expectations for expending the funds as requested, if granted:</p>	<p> <input type="checkbox"/> Within 1 week <input type="checkbox"/> Within 2 weeks <input type="checkbox"/> Within 1 month <input checked="" type="checkbox"/> By November 30, 2020 <input type="checkbox"/> Not sure how soon and how quickly these funds may be expended </p>
<p>Briefly describe the staffing structure of the organization and/or include an organizational chart:</p>	<p>The staff is currently made up of a President who oversees the organization. A Director of Member Services works with our new members and renewals as well as recruits for the organization. Director of Events oversees all events and the Director of Marketing and Communications oversees all of the marketing, technology, emails, etc... A part-time graphic designer creates the layout and art for the 7 different publications the Chamber does in-house.</p>



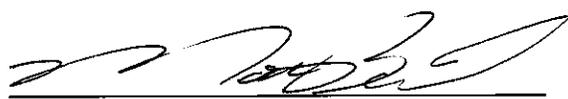
SECTION IV --- Certifications

By signing below, Applicant expressly warrants and attests to the following:

1. The individual signing this application has all necessary authority on behalf of Applicant to request payment from the City from the allocation of funds to the City from the Coronavirus Relief Fund as created in the CARES Act.
2. Recipient understands and agrees that the City will rely on the budget in Section IV (the "Budget") and this Application as material representations in awarding and making a payment of Funds to Applicant. Applicant affirms that the information set forth in the Budget is true, complete, and accurate and affirms the statements made in the Budget as of the date of this Application.
3. Applicant expressly represents and warrants that it is eligible to receive the Funds in accordance with state and federal law and that the Funds will be used exclusively for lawful expenditures pursuant to the CARES Act and specifically as described in the Budget.
4. Applicant represents, warrants, and agrees that the proposed uses of the Funds provided as a payment shall be used only to cover those costs that: (i) are necessary expenditures incurred due to the Coronavirus Disease 2019 (COVID-19); (ii) were not accounted for in its budget most recently approved as of March 27, 2020; and (iii) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.
5. Applicant acknowledges, understands, and agrees that Funds provided as payment from the City to Applicant pursuant to this Agreement must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure. Any funds expended by Applicant in any manner that does not adhere to official federal guidance shall be returned to the City.
6. If Applicant is a local government entity, public entity, or political subdivision of the state, Applicant shall not use any funds provided pursuant to this Application as a revenue replacement for lower than expected tax or other revenue collections.
7. Funds received pursuant to this Application shall not be used for expenditures for which Applicant has received any other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for that same cost or expense, including other CARES Act funds.
8. Applicant may not use funds received pursuant to this Application to make a grant to any other local government, public entity, political subdivision, non-profit corporation, corporation, limited liability company, or other business entity, or individual unless the specific use of funds was expressly described in the Budget, and such grant is used solely for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), that were not accounted for in the budget most recently approved as of March 27, 2020, and that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. In such event, Applicant is responsible for all documentation requirements.
9. Applicant certifies by submitted this Application that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into an agreement by any federal or state department or agency. The term "principal" for purposes of this Application is defined as an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of Applicant.

10. Applicant understands that it must promptly repay all funds paid to it under an agreement should it be finally determined either that it was ineligible to receive the Funds, improperly spent Funds or it made any material misrepresentation on its Application.
11. Applicant certifies that the Funds shall not be used for any unlawful purpose, including but not limited to: (i) as a revenue replacement for lower than expected tax or other revenue collection; (ii) for expenditures for which Applicant is already receiving other emergency COVID-19 supplemental funding (whether state, federal or private in nature) for the same expense; or (iii) to engage in any other activity that is illegal under federal, state or local law.
12. Applicant understands and agrees that the City is under no obligation to distribute any additional funds other than as provided in an agreement, even if Applicant believes circumstances have changed and Applicant requests additional funds.
13. Applicant warrants that it has no current, pending or outstanding criminal, civil, or enforcement actions initiated by any federal, state, or local government, that would affect the proper and agreed upon use of the Funds.

If awarded funds, these warranties and attestations shall be incorporated into the Funding Agreement and a violation of any such warranties or attestations shall be a material breach of the Funding Agreement and cause for loss of funds.



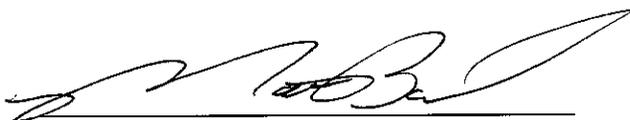
Signature – Person Completing the Application



Title



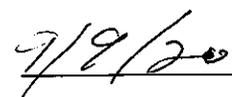
Date



Signature – President/CEO of the Agency



Title



Date



LEE'S SUMMIT CHAMBER OF COMMERCE, INC
Profit & Loss Budget Performance-Oktoberfest
August 2020

6:04 PM
 09/03/20
 Cash Basis

	Aug 20	Budget	\$ Over Budget	Jan - Aug 20	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
Oktoberfest Revenue							
3020901 - Crafter Booth	0.00	9,500.00	-9,500.00	0.00	11,800.00	-11,800.00	14,500.00
3020902 - Kids Street Booth	0.00	4,000.00	-4,000.00	75.00	5,500.00	-5,425.00	8,000.00
3020903 - Food Vendor Booth	0.00	1,000.00	-1,000.00	0.00	1,000.00	-1,000.00	1,000.00
Total 30209 - Booth Sales-Okt	0.00	14,500.00	-14,500.00	75.00	18,300.00	-18,225.00	23,500.00
30409 - Carnival-Okt	0.00	0.00	0.00	0.00	0.00	0.00	18,000.00
31409 - Meals-Okt	0.00	0.00	0.00	0.00	0.00	0.00	120,000.00
31609 - Misc. Revenue-Okt	0.00	500.00	-500.00	0.00	500.00	-500.00	4,500.00
3160901 - Home Brew	0.00	0.00	0.00	0.00	0.00	0.00	200.00
3160902 - Baby Contest	484.00	0.00	0.00	484.00	0.00	0.00	
31609 - Misc. Revenue-Okt - Other	484.00	0.00	0.00	484.00	0.00	0.00	
Total 31609 - Misc. Revenue-Okt	484.00	500.00	-16.00	484.00	500.00	-16.00	4,700.00
32409 - Sponsors-Okt	0.00	4,800.00	-4,800.00	20,150.00	41,250.00	-21,100.00	46,500.00
33000 - In-Kind	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Oktoberfest Revenue	484.00	19,800.00	-19,316.00	20,709.00	60,050.00	-39,341.00	212,700.00
Total Income	484.00	19,800.00	-19,316.00	20,709.00	60,050.00	-39,341.00	212,700.00
Gross Profit	484.00	19,800.00	-19,316.00	20,709.00	60,050.00	-39,341.00	212,700.00
Expense							
Oktoberfest Expenses							
51609 - Advertising-Okt	0.00	1,500.00	-1,500.00	0.00	1,500.00	-1,500.00	7,000.00
52409 - Booth Expense-Okt	0.00	1,500.00	-1,500.00	0.00	1,500.00	-1,500.00	2,500.00
54209 - Entertainment Expense-Okt	0.00	0.00	0.00	0.00	0.00	0.00	13,000.00
54809 - Event Equip Rental-Okt	0.00	0.00	0.00	0.00	0.00	0.00	36,000.00
56209 - Meals Expense-Okt	0.00	0.00	0.00	0.00	0.00	0.00	36,000.00
56509 - Misc. Expense-Okt	0.00	1,500.00	-1,500.00	480.34	1,500.00	-1,019.66	2,500.00
57009 - Permits	0.00	50.00	-50.00	0.00	1,950.00	-1,950.00	2,200.00
57609 - Printing-Okt	0.00	0.00	0.00	0.00	0.00	0.00	8,000.00
58009 - Security-Okt	0.00	0.00	0.00	0.00	0.00	0.00	1,300.00
58809 - Utilities-Okt	0.00	0.00	0.00	0.00	0.00	0.00	0.00
58810 - In-Kind	0.00	0.00	0.00	0.00	0.00	0.00	700.00
Total Oktoberfest Expenses	0.00	4,550.00	-4,550.00	480.34	6,450.00	-5,969.66	111,200.00
Total Expense	0.00	4,550.00	-4,550.00	480.34	6,450.00	-5,969.66	111,200.00
Net Ordinary Income	484.00	15,250.00	-14,766.00	20,228.66	53,600.00	-33,371.34	101,500.00
Net Income	484.00	15,250.00	-14,766.00	20,228.66	53,600.00	-33,371.34	101,500.00

LEE'S SUMMIT CHAMBER OF COMMERCE, INC
Profit & Loss Budget Performance-Oktoberfest
October 2019

	Oct 19	Budget	\$ Over Bu...	Jan - Oct 19	YTD Budget	\$ Over Bu...	Annual Bu...
Ordinary Income/Expense							
Income							
Oktoberfest Revenue							
30209 · Booth Sales-Okt	0.00	0.00	0.00	12,442.50	14,500.00	-2,057.50	14,500.00
3020901 · Crafter Booth	0.00	0.00	0.00	4,895.00	8,000.00	-3,105.00	8,000.00
3020902 · Kids Street Booth	0.00	0.00	0.00	810.00	1,000.00	-190.00	1,000.00
3020903 · Food Vendor Booth							
Total 30209 · Booth Sales-Okt	0.00	0.00	0.00	18,147.50	23,500.00	-5,352.50	23,500.00
30409 · Carnival-Okt	0.00	18,000.00	-18,000.00	20,503.65	18,000.00	2,503.65	18,000.00
31409 · Meals-Okt	861.28	120,000.00	-119,138.72	42,879.12	120,000.00	-77,120.88	120,000.00
31609 · Misc. Revenue-Okt							
3160901 · Home Brew	0.00	2,500.00	-2,500.00	4,525.00	2,900.00	1,625.00	4,000.00
3160902 · Baby Contest	10.00	200.00	-190.00	90.00	200.00	-110.00	200.00
31609 · Misc. Revenue-Okt - Other	40.00			-272.00			
Total 31609 · Misc. Revenue-Okt	50.00	2,700.00	-2,650.00	4,343.00	3,100.00	1,243.00	4,200.00
32409 · Sponsors-Okt	0.00	0.00	0.00	46,968.00	46,500.00	468.00	46,500.00
33000 · In-Kind	0.00	2,900.00	-2,900.00	0.00	2,900.00	-2,900.00	2,900.00
Total Oktoberfest Revenue	911.28	143,600.00	-142,688.72	132,841.27	214,000.00	-81,158.73	215,100.00
Total Income	911.28	143,600.00	-142,688.72	132,841.27	214,000.00	-81,158.73	215,100.00
Gross Profit	911.28	143,600.00	-142,688.72	132,841.27	214,000.00	-81,158.73	215,100.00
Expense							
Oktoberfest Expenses							
51609 · Advertising-Okt	3,525.00	4,000.00	-475.00	5,088.51	7,000.00	-1,911.49	7,000.00
52409 · Booth Expense-Okt	398.97	2,750.00	-2,351.03	2,007.09	2,750.00	-742.91	2,750.00
54209 · Entertainment Expense-Okt	0.00	13,000.00	-13,000.00	12,975.00	13,000.00	-25.00	13,000.00
54809 · Event Equip Rental-Okt	28,499.82	27,000.00	1,499.82	32,464.30	33,000.00	-535.70	33,000.00
56209 · Meals Expense-Okt	26,510.92	35,000.00	-8,489.08	25,624.38	38,000.00	-12,375.62	38,000.00
56609 · Misc. Expense-Okt	1,845.09	450.00	1,395.09	6,248.85	1,500.00	4,748.85	1,500.00
57009 · Permits	150.00	1,500.00	-1,350.00	2,117.50	2,000.00	117.50	2,000.00
57609 · Printing-Okt	7,154.04	6,600.00	554.04	7,154.04	7,200.00	-45.96	8,000.00
58009 · Security-Okt	0.00	1,300.00	-1,300.00	1,280.00	1,300.00	-20.00	1,300.00
58809 · Utilities-Okt	591.94	700.00	-108.06	591.94	700.00	-108.06	700.00
59810 · In-Kind	0.00	2,900.00	-2,900.00	0.00	2,900.00	-2,900.00	2,900.00
Oktoberfest Expenses - Other	325.67			325.67			
Total Oktoberfest Expenses	69,001.45	95,200.00	-26,198.55	95,877.28	109,350.00	-13,472.72	110,150.00
Total Expense	69,001.45	95,200.00	-26,198.55	95,877.28	109,350.00	-13,472.72	110,150.00
Net Ordinary Income	-68,090.17	48,400.00	-116,490.17	36,963.99	104,650.00	-67,686.01	104,950.00
Net Income	-68,090.17	48,400.00	-116,490.17	36,963.99	104,650.00	-67,686.01	104,950.00

34

LEE'S SUMMIT CHAMBER OF COMMERCE, INC
Profit & Loss Budget Performance-Oktoberfest
October 2018

	Oct 18	Budget	\$ Over Bu...	Jan - Oct 18	YTD Budget	\$ Over Bu...	Annual Bu...
Ordinary Income/Expense							
Income							
Oktoberfest Revenue							
30209 · Booth Sales-Okt	0.00	0.00	0.00	13,487.50	18,500.00	-5,012.50	18,500.00
3020901 · Crafter Booth	0.00	0.00	0.00	6,825.00	3,000.00	3,825.00	3,000.00
3020902 · Kids Street Booth	0.00	0.00	0.00	810.00	2,500.00	-1,690.00	2,500.00
3020903 · Food Vendor Booth	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	1,000.00
30209 · Booth Sales-Okt - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 30209 · Booth Sales-Okt	0.00	0.00	0.00	21,122.50	25,000.00	-3,877.50	25,000.00
30409 · Carnival-Okt	18,046.00	0.00	18,046.00	19,046.00	17,000.00	1,046.00	17,000.00
31409 · Meals-Okt	125,465.40	0.00	125,465.40	125,465.40	117,000.00	8,465.40	117,000.00
31609 · Misc. Revenue-Okt	0.00	0.00	0.00	2,240.00	4,000.00	-1,760.00	4,000.00
3160901 · Home Brew	15.00	0.00	15.00	20.00	200.00	-180.00	200.00
3160902 · Baby Contest	0.00	0.00	0.00	170.00	300.00	-130.00	300.00
31609 · Misc. Revenue-Okt - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 31609 · Misc. Revenue-Okt	15.00	0.00	15.00	2,430.00	4,500.00	-2,070.00	4,500.00
32409 · Sponsors-Okt	0.00	2,000.00	-2,000.00	48,170.00	45,000.00	3,170.00	45,000.00
33000 · In-Kind	2,900.00	0.00	2,900.00	2,900.00	2,900.00	0.00	2,900.00
Total Oktoberfest Revenue	146,426.40	2,000.00	144,426.40	218,133.90	211,400.00	6,733.90	211,400.00
Total Income	146,426.40	2,000.00	144,426.40	218,133.90	211,400.00	6,733.90	211,400.00
Gross Profit	146,426.40	2,000.00	144,426.40	218,133.90	211,400.00	6,733.90	211,400.00
Expense							
Oktoberfest Expenses							
51609 · Advertising-Okt	3,800.00	4,000.00	-200.00	5,625.78	7,500.00	-1,874.22	7,500.00
52409 · Booth Expense-Okt	1,988.33	750.00	1,238.33	1,988.33	3,500.00	-1,511.67	3,500.00
54209 · Entertainment Expense-Okt	125.00	0.00	125.00	11,200.00	13,000.00	-1,800.00	13,000.00
54809 · Event Equip Rental-Okt	27,028.57	23,000.00	4,028.57	32,346.73	33,000.00	-653.27	33,000.00
56209 · Meals Expense-Okt	33,908.94	25,000.00	8,908.94	34,477.05	29,000.00	5,477.05	35,000.00
58809 · Misc. Expense-Okt	352.50	800.00	-447.50	1,271.33	1,500.00	-228.67	1,500.00
57009 · Permits	1,550.00	0.00	1,550.00	2,013.10	2,000.00	13.10	2,000.00
57609 · Printing-Okt	6,530.17	2,000.00	4,530.17	7,026.76	8,000.00	-973.24	8,000.00
58009 · Security-Okt	1,072.00	0.00	1,072.00	1,072.00	1,300.00	-228.00	1,300.00
58809 · Utilities-Okt	467.77	700.00	-232.23	467.77	700.00	-232.23	700.00
58810 · In-Kind	2,900.00	0.00	2,900.00	2,900.00	2,900.00	0.00	2,900.00
Total Oktoberfest Expenses	79,724.28	56,250.00	23,474.28	100,387.84	102,400.00	-2,012.16	108,400.00
Total Expense	79,724.28	56,250.00	23,474.28	100,387.84	102,400.00	-2,012.16	108,400.00
Net Ordinary Income	66,702.12	-54,250.00	120,952.12	117,746.06	109,000.00	8,746.06	103,000.00
Net Income	66,702.12	-54,250.00	120,952.12	117,746.06	109,000.00	8,746.06	103,000.00

LEE'S SUMMIT CHAMBER OF COMMERCE, INC
Profit & Loss Budget Performance-Oktoberfest
October 2017

Ordinary Income/Expense	Oct 17	Budget	\$ Over Bu...	Jan - Oct 17	YTD Budget	\$ Over Bu...	Annual Bu...
Income							
Oktoberfest Revenue							
30209 · Booth Sales-Okt	75.00			8,995.00			20,000.00
3020902 · Kids Street Booth	0.00			750.00			20,000.00
3020903 · Food Vendor Booth	0.00	0.00	0.00	13,975.00	20,000.00	-6,025.00	20,000.00
30209 · Booth Sales-Okt - Other							
Total 30209 · Booth Sales-Okt	75.00	0.00	75.00	23,720.00	20,000.00	3,720.00	20,000.00
30409 · Carnival-Okt	0.00	0.00	0.00	16,381.60	17,000.00	-618.40	17,000.00
31409 · Meals-Okt	1,578.83	0.00	1,578.83	111,532.94	117,000.00	-5,467.06	117,000.00
31609 · Misc. Revenue-Okt	0.00			4,975.00			
3160901 · Home Brew	0.00			95.00			
3160902 · Baby Contest	0.00	3,000.00	-3,000.00	25.00	4,000.00	-3,975.00	4,000.00
31609 · Misc. Revenue-Okt - Other							
Total 31609 · Misc. Revenue-Okt	0.00	3,000.00	-3,000.00	5,095.00	4,000.00	1,095.00	4,000.00
32409 · Sponsors-Okt	250.00	2,000.00	-1,750.00	43,675.00	40,000.00	3,675.00	40,000.00
Total Oktoberfest Revenue	1,903.83	5,000.00	-3,096.17	200,404.54	198,000.00	2,404.54	198,000.00
Total Income	1,903.83	5,000.00	-3,096.17	200,404.54	198,000.00	2,404.54	198,000.00
Gross Profit	1,903.83	5,000.00	-3,096.17	200,404.54	198,000.00	2,404.54	198,000.00
Expense							
Oktoberfest Expenses							
51609 · Advertising-Okt	4,317.43	3,500.00	817.43	8,159.43	7,000.00	1,159.43	7,000.00
52409 · Booth Expense-Okt	1,687.50	0.00	1,687.50	2,194.95	2,500.00	-305.05	2,500.00
54209 · Entertainment Expense-Okt	0.00	0.00	0.00	10,932.00	10,000.00	932.00	10,000.00
54809 · Event Equip Rental-Okt	15,190.14	23,000.00	-7,809.86	20,251.61	33,000.00	-12,748.39	33,000.00
56209 · Meals Expense-Okt	1,316.16	25,000.00	-23,683.84	21,832.27	30,000.00	-8,167.73	36,000.00
56609 · Misc. Expense-Okt	394.85	900.00	-505.15	698.52	1,800.00	-1,101.48	1,800.00
57009 · Permits	38.72	0.00	38.72	1,901.97	2,000.00	-98.03	2,000.00
57609 · Printing-Okt	6,386.00	2,500.00	3,886.00	7,410.64	9,500.00	-2,089.36	9,500.00
58009 · Security-Okt	0.00	0.00	0.00	1,280.00	1,300.00	-20.00	1,300.00
58809 · Utilities-Okt	662.13	700.00	-37.87	662.13	700.00	-37.87	700.00
Total Oktoberfest Expenses	29,992.93	55,600.00	-25,607.07	75,323.52	97,800.00	-22,476.48	105,800.00
Total Expense	29,992.93	55,600.00	-25,607.07	75,323.52	97,800.00	-22,476.48	105,800.00
Net Ordinary Income	-28,089.10	-50,600.00	22,510.90	125,081.02	100,200.00	24,881.02	92,200.00
Net Income	-28,089.10	-50,600.00	22,510.90	125,081.02	100,200.00	24,881.02	92,200.00