



LEE'S SUMMIT MISSOURI

September 16, 2020

Dear Applicants,

Thank you for applying to receive funds granted through the CARES Act. We understand these are unusual circumstances and appreciate your efforts to provide services to the Community.

At the City Council meeting held on September 14, 2020, the City Council authorized an additional \$150,000 to be awarded to non-profit agencies that have currently applied to receive funding through this program. City staff has been directed to provide technical assistance to each of the applicants in an effort to ensure all funds awarded are compliant with the regulations set forth in the CARES Act. The following steps are being taken to award the additional funds that have been allocated:

- A mandatory informational zoom meeting will be held on September 23rd. This meeting will be open to all applicants. Staff will provide examples of eligible expenses and be available to answer questions during this meeting.
- Modified applications will be accepted until 5:00 pm on September 30th.
- Individual discussions with each applicant will occur on October 5th and October 6th. City staff will coordinate specific times with each applicant.
- Final funding recommendations for City Council consideration will be available on October 9th.
- City staff will present the funding recommendations to the Finance and Budget Committee at their meeting on October 12th.
- City staff will present the funding recommendations for approval by the full City Council at their meeting on October 13th.

If an entity is awarded additional funds over what was previously awarded, an amendment to the original agreement will be sent to the entity. We are looking forward to working with you throughout this process.

Yours Truly,

Ryan A. Elam, P.E.
Director of Development Services