



Dakota County Administration
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MEMORANDUM

DATE: June 15, 2020
TO: Dakota County Board of Commissioners
FROM: Matt Smith, County Manager
SUBJECT: CARES Act Funding Project Proposals

Attached you will find information staff has put together for your initial consideration on potential spending opportunities for CARES Act Funding. As you will note, the announced legislative agreement, if enacted, would provide about \$52 million of funding to Dakota County. If the county claimed the maximum allowable internal cost reimbursement (estimated at \$26.8 million currently), this would leave approximately \$25 million for distribution to individuals, businesses, and others. Thus far staff have identified the following proposals for Board review and direction at GGP on 6/16. We will continue to develop additional options so that funds will be put completely to good use.

Spending Proposals

Page	Program	Estimated Spending Amount
1	Community Mental Health Care	\$99,000
2	COVID-19 Testing in LTC Sites	\$1,000,000
3	Child Care Funding	\$1,000,000
4	Emergency Shelter	\$1,314,000
5	Eviction Prevention	\$7,685,000
6	Flexible Benefit Set	\$300,000
7	Food and Gas Cards	\$100,000
8	Small Business Grant Program	\$2,000,000
9	Virtual Intake	\$30,000
	Total	\$13,528,000

I hope this information is helpful to the Board's initial discussion on allocating funds we expect to receive by the end of June. This document will also be posted on the external website today, for public review. Please contact me with questions or if you would like additional information.

Attachments: CARES Act Funding Project Proposals

CARES Act Funding Project Proposal

CATEGORY

Response to community mental health needs resulting from the COVID crisis.

SPENDING OPPORTUNITY

Use of CARES Act funding to partner with the community in addressing unmet mental health needs and gaps resulting from the COVID crisis, and individual and community trauma. Funding opportunities include: provide facility-based mental health support to residents, staff and family members; support for co-pays and deductibles to facilitate access to individual care; funding for culturally specific service needs.

IS AUTHORITY CLEAR UNDER THE CARES ACT?

Yes, this proposal is in direct support of the community and the most vulnerable residents in the County.

TOTAL PROGRAM COSTS

The estimated cost for services delivered through contracted mental health providers, providing on-site and community-based services is \$99,000, with additional detail below about how these costs might break-out:

- Contracts with community-based mental health providers, including culturally specific providers, to offer sliding fee services or copay assistance - \$10,000 per site x 5 sites = \$50,000
- Onsite (shelters, assisted living, skilled nursing) mental health support - \$1,500/month per site x 3 months x 5 sites = \$22,500
- Contracts with culturally specific mental health providers to provide non-billable mental health support to residents, including community outreach, webinars or community conversations = \$17,500

TOTAL ADMINISTRATIVE COSTS

10% of total = \$9,000

STAFFING PLAN

Staffing for direct services will be the responsibility of contracted providers. County staff will have a role in facilitating and coordinating service access and contracts for services.

CARES Act Funding Project Proposal

CATEGORY

Rapid COVID – 19 testing in Long-term Care and Congregate settings in Dakota County

SPENDING OPPORTUNITY

Use of CARES Act funding to partner and contract with a health care system/provider located in Dakota County or the Twin Cities to conduct COVID – 19 Community Systemic Testing (CST), laboratory analysis of the specimens and provide just-in-time Personal Protective Equipment (PPE) training for Long-term Care and Congregate settings located in Dakota County. The County would partner and contract with a health system/provider in Dakota County or in the Twin Cities who have staff available to perform the required swabs, have a relationship or connection with a laboratory and have the knowledge to teach proper PPE and infection control techniques. Where possible, the provider will seek reimbursement from through Medicare or a third-party payor. The process would include:

Upon receipt of a request by the site, the following process is initiated:

- Rapid CST based on the Minnesota Department of Health (MDH) and Centers for Disease Control (CDC) guidelines and information established through the REDCap survey and Dakota County Social Services outreach process
- Laboratory analysis of the specimens
- Just in time PPE and Infection Control training for staff and residents at the site
- Provide Social and Essential Services Support in coordination with Dakota County Community Services (Housing, EEA, SW and Mental Health)
- Retesting of the site based on MDH and CDC guidelines

IS AUTHORITY CLEAR UNDER THE CARES ACT?

Yes. The fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. This proposal is in direct support of the community and the most vulnerable residents in the County.

TOTAL PROGRAM COSTS

Estimated cost through a contract with a health system or provider not to exceed \$1M. Estimated breakdown of cost are as follows:

Supplies: Swabs provided by the laboratory or MDH, PPE provided by the Health System or Provider

Coordination:

- Date Entry and reporting - \$1,000 per site x 540 sites = \$540,000
- Onsite Coordination-Day - \$ 300 per site x 540 sites = \$162,000
- Staff conducting the swabbing - \$10.00 per swab x 6,200 residents = \$62,000
- LTC staff swabbing
 - Insured-\$25.00 per swab, billed to their insurance or paid for by the CARES Act funds
 - Uninsured-\$25.00 per swab + per test cost paid for by the CARES Act funds

- Transportation cost \$.50 x mile

TOTAL ADMINISTRATIVE COSTS

\$245.00 per site x 540 sites = \$132,300

STAFFING PLAN

Staffing will be the responsibility of the health system/provider which will be most of the cost of the contract.

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CARES Act Funding Project Proposal

CATEGORY

Child Care Funding

SPENDING OPPORTUNITY

We propose to create an interim childcare assistance program to meet the needs of families currently on our Basic Sliding Fee waitlist and to cover any overspending within the Basic Sliding Fee budget. The Basic Sliding Fee program is an option for low income individuals which has consistently had a waitlist. Our strategy is to fully utilize all child care subsidy programs and the CARES Act funding to provide child care assistance for families until we can remove them from the waitlist queue for the Basic Sliding Fee program. Prior to COVID, families reported they could not find or retain employment due to high expense of and lack of access to childcare assistance. This is an even larger challenge currently due to COVID. This proposed interim program would fill a needed gap; get families back to work sooner and provide seamless supports to employment and stability.

IS AUTHORITY CLEAR UNDER THE CARES ACT?

Yes.

These funds are allowable under the authority for these funds is 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”); 601(b) of the Social Security Act which allows funds to be used to provide emergency financial assistance to individuals and families directly impacted by a loss of income and facing economic hardship due to the COVID emergency.

TOTAL PROGRAM COSTS

\$1,000,000 in payments for childcare assistance

TOTAL ADMINISTRATIVE COSTS

None.

STAFFING PLAN

We would utilize existing staff: FASII and Sr. PA in E&EA

CARES Act Funding Project Proposal

CATEGORY

Housing Assistance – Emergency Sheltering

SPENDING OPPORTUNITY

Provide 90 units of emergency sheltering for persons experiencing homelessness via hotels. These beds are currently online and supported through state grant funds. By funding this activity through CARES funds in 2020, we preserve existing grant funding and ensure continuity of shelter services into 2021.

IS AUTHORITY CLEAR UNDER THE CARES ACT?

Yes

TOTAL PROGRAM COSTS

\$1,314,000 – supporting four sheltering agencies.

TOTAL ADMINISTRATIVE COSTS

None

STAFFING PLAN

All staffing through contracted agencies.

CARES Act Funding Project Proposal

CATEGORY

Housing Assistance – Eviction Prevention Assistance

SPENDING OPPORTUNITY

Provide eviction prevention assistance to residents of Dakota County impacted by COVID. Payments can include rent arrears and ongoing rental assistance, utility arrears and ongoing utility assistance. Consider adding mortgage payments (will require additional need analysis).

IS AUTHORITY CLEAR UNDER THE CARES ACT?

Yes

TOTAL PROGRAM COSTS

\$7,685,000

- \$7.2 million in direct assistance to assist 600 households/month for 6 months.
- \$500,000 for staffing (see below)

TOTAL ADMINISTRATIVE COSTS

\$85,000 for one staff person x 50% of a year = \$42,500 * 10 staff = \$425,000

\$100,000 for one supervisor x 50% of a year = \$50,000

TOTAL \$425,000+\$50,000 = \$475,000 (this is an estimate – round up to \$500,000)

STAFFING PLAN

Redeployment of staff from throughout Dakota County.

Possible contracting to specific agencies to ensure access to all populations.

Notes/Assumptions:

- Each staff person assisting 60 households per month
- Each household need \$2000 per month
- Additional eviction prevention dollars are available during the same period via FHPAP

CARES Act Funding Project Proposal

CATEGORY

Emergency Financial Assistance to Families

SPENDING OPPORTUNITY

We propose to create a Flexible Benefit Set for essential daily living costs for families that are involved in the Pathways to Prosperity and Wellbeing (P2PW) program to offset the financial instability impacts of COVID.

We know that the current public benefit system is inadequate and inflexible; the pandemic has exacerbated the poverty conditions we are attempting to address with the Pathways initiative. We know that low income workers have disproportionately been impacted economically by COVID. To address these situational impacts, we propose providing supplemental supports to families. A secondary benefit would occur when these families spend this money in our local economy adding to the economic wellbeing and health of the community.

The approximate standard benefit proposed is \$3,000 per family, per month, up to four months. Families would be supported by the Financial Worker, Social Worker, and Financial Empowerment Specialist who work with them to determine their needs and the impact COVID has had on the financial stability of the family. Eligible expenses include but are not limited to:

- Shelter costs (rent, mortgage, association fees, utilities, late fees, etc.)
- Food
- Healthcare costs not covered by insurance, Medical Assistance or MinnesotaCare
- Work related expenses (transportation, uniforms, tools, etc.)

IS AUTHORITY CLEAR UNDER THE CARES ACT?

The authority for these funds is 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid Relief and Economic Security Act (“CARES Act”); and 601(d) of the Social Security Act which allows funds to be used to provide emergency financial assistance to individuals and families directly impacted by a loss of income and facing economic hardship due to the COVID emergency.

TOTAL PROGRAM COSTS

\$300,000. (\$250,000 in payments for up to 20 families, plus administrative costs).

TOTAL ADMINISTRATIVE COSTS

\$50,000. (\$35,000 for staffing costs and \$15,000 for payment issuance).

STAFFING PLAN

We would utilize existing staff; the Pathways Core Team and Financial Empowerment Specialists.

CARES Act Funding Project Proposal

CATEGORY

Broad category – Emergency Economic Impact Assistance to Individuals

SPENDING OPPORTUNITY

Provide food and/or gas cards for immediate support to individuals and families impacted by lost income due to COVID-19.

IS AUTHORITY CLEAR UNDER THE CARES ACT?

601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”); 601 (d) of the Social Security Act.

- Funds may be used to provide emergency financial assistance to individuals and families directly impacted by a loss of income and facing economic hardship due to the COVID emergency if deemed to be a necessary expenditure.
- Fund payments can be used on necessary administrative expenses incurred with respect to a new grant program established to disburse amounts received from the Fund.

TOTAL PROGRAM COSTS

\$50,000 - \$100,000

TOTAL ADMINISTRATIVE COSTS

“There are already card distribution processes in place that will minimize additional administrative costs. However, depending on the distribution game plan, new work flows may need to be developed in order to track card distribution. Estimated staff cost to develop these workflows is \$5,000.”

STAFFING PLAN

There are existing processes in place for ordering and distributing these cards for clients in programs such as the Diversionary Work Program. There is also a checks and balances process in place relative to card issuance. The distribution could be via the Intake team. During their phone calls, if they feel like there is a need for one of these cards they could allocate them to an individual. This can be done via mail or scheduled card pick-up at NSC. Staff can develop a work flow (or modify an existing version) to make sure cards are tracked.

**The key variable to determine is who would be eligible to receive the cards and what if any verifications would we require?

CARES Act Funding Project Proposal

CATEGORY

Small Business Financial Assistance

SPENDING OPPORTUNITY

Provide a one-time emergency grant, up to \$9500, to businesses with 20 or fewer employees that have been adversely impacted by COVID-19 pandemic and the COVID-19 peacetime emergency.

Proposed program guidelines have been drafted for the Board's consideration with specifics on eligibility, application processes, use of lottery system, and timeframes (see attached).

Demand/target: In 2017, there were 8,912 businesses in Dakota County with 20 or few employees (source: MN Department of Employment and Economic Development (DEED)). To fund all these businesses, the total program cost would be \$84,664,000.

IS AUTHORITY CLEAR UNDER THE CARES ACT?

Yes

TOTAL PROGRAM COSTS

Up to \$2,000,000

TOTAL ADMINISTRATIVE COSTS

Up to \$50,000

STAFFING PLAN

With a program cost of \$2 million, the CDA is confident we can internally staff a small business relief program, with the award of approximately 200 grants at \$9500/grant. We have a potential contractor to assist with anything from program set-up (developing application, randomization process, etc.) to entire program delivery.

If program is scaled to more than \$2 million, CDA staff will need outside contractor assistance to implement the program in the required timeframe.

Partners: Cities and Chambers will be vital partners to market a small business relief program and reach as many eligible applicants as possible. In addition, given the urgency of expending these dollars, a collaborative effort with our city partners (to funnel their CARES money to this small business relief program) may be of interest financial assistance more businesses. If that occurs, staff proposes to have a committee of city, county, and CDA staff to review and underwrite applications.

CARES Act Funding Project Proposal

CATEGORY

Emergency Financial Assistance

SPENDING OPPORTUNITY

We are proposing the ability to provide virtual Public Assistance Intake appointments (Medical Assistance and other health care programs, Supplemental Nutrition Assistance Program (SNAP/Food Support), Cash programs for families and single adults, and Emergency Assistance benefits for housing or utilities) at our current community partner sites as well as within our Dakota County Libraries. Prior to COVID these appointments were available in person on a limited basis throughout the month at Hastings Family Service, Neighbors in South St. Paul, and 360 Communities in Burnsville and Rosemount.

By setting up computers at each location we can virtually meet with clients, via Skype or Zoom to complete mandatory Public Assistance interviews and answer questions for customers.

Virtual is an acceptable way of conducting business under federal and state guidelines. During this time, it provides a broader and safer access to Public Assistance programs. Allowing staff and customers to do business more efficiently and within their own community.

IS AUTHORITY CLEAR UNDER THE CARES ACT?

Yes

- These funds are allowable under the authority for these funds is 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"); 601(b) of the Social Security Act which allows funds to be used to provide emergency financial assistance to individuals and families directly impacted by a loss of income and facing economic hardship due to the COVID emergency.
- Fund payments can be used on necessary administrative expenses incurred with respect to a new grant program established to disburse amounts received from the Fund.

TOTAL PROGRAM COSTS

\$30,000 to be used for purchase of up to 12 laptops with camera, docking station and warranty, 6 scanners, 12 mouse pads, 12 keyboards, 36 locks, and 12 power adaptors.

TOTAL ADMINISTRATIVE COSTS

0 - None (We will contract with community partner, using Space Rental funds used for space and administrative costs; cleaning and setting up appointments)

STAFFING PLAN

We would utilize existing staff: FASII's, Library and Community Partner staff.