

**NOTICE OF SPECIAL MEETING
CITY OF DELAWARE
CITY COUNCIL
MEETING TO BE HELD VIRTUALLY VIA CISCO Webex **
6:30 P.M. MEETING**

AGENDA

6:30 P.M.

October 21, 2020

1. ROLL CALL
2. PUBLIC COMMENTS
Due to the meeting being held virtually, written public comment, maximum 500 words, is requested to be received before 3p.m. the date of the meeting through email at emccloskey@delawareohio.net. To provide live public comment please email emccloskey@delawareohio.net to sign up by 3 p.m. the date of the meeting. Name and address are required for public comment. Comments received on Facebook may have to be addressed by staff subsequent to the meeting.
3. CONSIDERATION of Ordinance No. 20-25, an ordinance appropriating the City's Coronavirus Relief Fund Payment to the City's COVID-19 response, directing the City Manager to establish certain human services and education grant programs with Delaware Human Service Agencies and the Delaware City School System, and declaring an emergency.
4. CITY MANAGER COMMENTS
5. COUNCIL COMMENTS
6. EXECUTIVE SESSION: pursuant to Ohio Revised Code Section 121.22 (G) (3) pending or imminent court action, Section 121.22 (G) (1) personnel, Section 121.22 (G) (5) matters required to be kept confidential by State statute, Section 121.22 (G) (2) acquisition of property for public purpose and 121.22(G) (8) consideration of confidential information related to a request for economic development assistance.
7. ADJOURNMENT

** This meeting will be a virtual meeting. Residents are encouraged to view online through the City of Delaware Facebook page.

To comply with the CDC recommendation prohibiting group meetings, no in person attendance by Council, staff, or the public will be available.



FACT SHEET

AGENDA ITEM NO: 3

DATE: 10/21/2020

ORDINANCE NO: 20-70

RESOLUTION NO:

READING: FIRST

PUBLIC HEARING: NO

TO: Mayor and Members of City Council

FROM: R. Thomas Homan, City Manager

VIA: Kyle M. Kridler, Assistant City Manager

TITLE OF PROPOSED ORDINANCE/RESOLUTION:

AN ORDINANCE APPROPRIATING THE CITY'S CORONAVIRUS RELIEF FUND PAYMENT TO THE CITY'S COVID-19 RESPONSE, DIRECTING THE CITY MANAGER TO ESTABLISH CERTAIN HUMAN SERVICES AND EDUCATION GRANT PROGRAMS WITH DELAWARE HUMAN SERVICE AGENCIES AND THE DELAWARE CITY SCHOOL SYSTEM, AND DECLARING AN EMERGENCY.

BACKGROUND:

Council was briefed last week at the October 12th meeting and received presentations from local external partner agencies regarding their needs as a result of the COVID-19 pandemic. These agencies include the Delaware City Schools, Main Street Delaware, Delaware County Convention and Visitors Bureau, the United Way of Delaware and the Second Ward Community Initiative. This piece of legislation addresses a portion of the remaining funds as a result of the third round of CARES Act funding.

Ordinance No. 20-70 proposes consideration and action on the third round of CARES Act Funds. The Ordinance allocates funds to cover expenses that have and/or will be incurred by external partner agencies as a result of the COVID-19 pandemic to assist these organizations and mission throughout the pandemic.

A balance of CARES Act funds (\$145,881) will remain after monies for these external partner agencies are fully allocated.

The balance of the funds are anticipated to be available for City use should there be additional needs from the community, Delaware businesses, or unforeseen expenses that arise as a result of the pandemic.

REASON WHY LEGISLATION IS NEEDED:

COMMITTEE RECOMMENDATION:

N/A

FISCAL IMPACT(S):

N/A

POLICY CHANGES:

N/A

PRESENTER(S):

Kyle Kridler, Assistant City Manager
Natalia S. Harris, Interim City Attorney
Justin Nahvi, Finance Director

RECOMMENDATION:

Approval on first reading

ATTACHMENT(S)

Memo RE: CARES Act Funding – External Partner Agencies Requests from Kyle Kridler, Assistant City Manager

ORDINANCE NO. 20-70

AN ORDINANCE APPROPRIATING THE CITY'S CORONAVIRUS RELIEF FUND PAYMENT TO THE CITY'S COVID-19 RESPONSE, DIRECTING THE CITY MANAGER TO ESTABLISH CERTAIN HUMAN SERVICES AND EDUCATION GRANT PROGRAMS WITH DELAWARE HUMAN SERVICE AGENCIES AND THE DELAWARE CITY SCHOOL SYSTEM, AND DECLARING AN EMERGENCY.

WHEREAS, Title V, Section 5001 of the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. 116-136 [H.R. 748], signed into law March 27, 2020 (the "CARES Act"), appropriated Coronavirus Relief Fund (the "Fund") payments from the U.S. Treasury Secretary to states, tribal governments, and units of local government; and,

WHEREAS, under the CARES Act's Fund methodology, the State of Ohio was allocated the amount of \$4.532 billion to "provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency"; and,

WHEREAS, the CARES Act and its related U.S. Treasury guidance provide that Fund payments may only be used by state and local government recipients to finance costs that (a) are necessary due to the COVID-19 public health emergency; (b) were not accounted for in the state or local government's budget most recently approved prior to the CARES Act's enactment; and (c) were incurred during the period beginning March 1, 2020, and ending December 30, 2020 (collectively, the "Criteria"); and,

WHEREAS, pursuant to Amended Substitute House Bill 481 and Substitute House Bill 614 as passed by the 133rd Ohio General Assembly and State Controlling Board actions in August 2020, portions of the State of Ohio's CARES Act allocation of Fund payments have been appropriated to the Ohio Office of Budget and Management ("OBM") for distribution to local political subdivisions; and,

WHEREAS, the City was allocated a Fund payment amount under Ohio House Bill 481 of \$2,652,332, for the receipt of which this Council adopted Resolution 20-37 on June 22, 2020, affirming said Fund payment would be

expended only to cover costs consistent with the CARES Act and applicable regulations, and such Fund payment was deposited into the City's Special Revenue Fund (Fund 284 the "City's Fund Payment"); and,

WHEREAS, the City was allocated and received, or will be allocated and expects to receive, such additional Fund payment amounts under State Controlling Board action and Ohio House Bill 614, for the receipt of which this Council's adopted Resolution 20-37 on June 22, 2020, suffices to affirm said Fund payments are to be expended only to cover costs consistent with the CARES Act and applicable regulations, and such Fund payments have been or will be deposited into the City's Special Revenue Fund; and,

WHEREAS, the General Assembly further designated OBM with the responsibility of monitoring the financial activities of local political subdivisions receiving Fund payments, pursuant to which OBM published guidance pertaining to the distribution of Fund payments through its Local Government Assistance Program, which was last updated as of the time of this Ordinance on October 1, 2020 (the "OBM Guidance"); and,

WHEREAS, the OBM Guidance restates the Criteria and provides further direction to local political subdivisions as to mitigating or responding to the COVID-19 public health emergency; and,

WHEREAS, the COVID-19 pandemic has caused unforeseen needs among residents of the City, and human service agencies working to meet the needs of those residents have been impacted by unforeseen and unbudgeted costs; and,

WHEREAS, the COVID-19 pandemic has caused unforeseen needs among primary education students who are residents of the City and attend the Delaware City School System, the latter of which is is tasked with the responsibility of educating those primary education students in the City who have been impacted by unforeseen and unbudgeted educational costs; and,

WHEREAS, many City residents, students, families, and nonprofit human services providers are experiencing economic instability; and,

WHEREAS, pursuant to the OBM Guidance, the City's Fund Payment can be expended to provide assistance to eligible nonprofit human service agencies and the Delaware City Schools System for such necessary and unbudgeted

expenses and losses incurred during the period March 1 to December 30, 2020, and that are in response to, or caused by, the COVID-19 public health emergency; and,

WHEREAS, memorialized grant partnerships by and among the City, certain human services agencies serving residents of the City, and the Delaware City School System will serve to increase the capacity of such human services providers and the Delaware City School System to assist City residents in recovering quickly from the continued economic harm caused by the COVID-19 public health emergency as well as address the discrete needs of City residents for emergency provision of goods, services, and other assistance related to COVID-19; and,

WHEREAS, said memorialized grant partnerships by and among the City, certain human services agencies serving residents of the City, and the Delaware City School System will increase the administrative capacity of the City to expediently meet the unforeseen needs of City residents caused by the COVID-19 health emergency; and,

WHEREAS, the City has a remaining unspent balance of its Fund payment that will be deployed to fund said memorialized grant partnerships to help offset, at least in part, such unforeseen needs and unbudgeted costs of human services agencies and residents of the City; and,

WHEREAS, City Council intends to expend a total amount of **\$682,840** of its Fund payment to provide funding to the memorialized grant partnerships as further described herein.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Delaware, State of Ohio:

SECTION 1. Costs of the City's COVID-19 Response are Necessary. That this Council hereby declares that its COVID-19 Response, defined herein, constitutes necessary costs by the City to mitigate or respond to the COVID-19 public health emergency. Specifically, this Council deems the following COVID-19 public health emergency measures are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019. This Council's decision that such costs are appropriate by virtue of charging to the City's Fund Payment is based on the following: as a result of the COVID-19 pandemic, human services providers and City residents, students, and families

have suffered from unforeseen needs and unbudgeted costs (collectively, the “COVID-19 Response”).

SECTION 2. Costs Not Accounted for in Budget Most Recently Approved as of March 27, 2020. That this Council hereby declares the City’s COVID-19 Response costs are substantially different from the expected use of funds in the City’s line item, allotment, or allocation of funds in the City’s most recently approved budget prior to March 27, 2020.

SECTION 3. Costs Incurred During Period Beginning March 1, 2020 and Ending December 30, 2020. That this Council hereby declares the City’s COVID-19 Response costs were incurred during the period beginning March 1, 2020 and ending December 30, 2020 (the “Covered Period”).

SECTION 4. Appropriation and Local Government Proclamation. That this Council hereby appropriates from the unencumbered balance of the Development Reserve Fund (Fund 709) \$682,840

CARES Act Agency Grants (709.0709.5603)	\$682,840
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to the COVID-19 Response as described herein and in accordance with the OBM Guidance and further authorizes and directs the City Manager to (i) proclaim that the COVID-19 Response is an allowable use of the City’s Fund payment, (ii) establish the 2020 Delaware City and United Way Partnership; (iii) establish the 2020 Delaware Second Ward Community Initiative; (iv) establish the 2020 Delaware City Schools Educational Grants; and (v) to take such actions, execute such instruments, and direct such efforts so as to give full effect to this appropriation and the Council’s determinations and declaration on this subject.

SECTION 5: As time is of the essence, the City Manager is directed to take action to make these funds available as soon as possible.

SECTION 6. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including Section 121.22 of the Revised Code.

SECTION 7. EMERGENCY CLAUSE: This ordinance is hereby declared to be an emergency measure necessary to provide for the public peace, safety, health, and welfare of the City and to provide immediate assistance needed by Delaware residents, human services agencies, and the City’s school system impacted by the COVID-19.

VOTE ON RULE SUSPENSION:

YEAS ___ NAYS ___

ABSTAIN ___

VOTE ON EMERGENCY CLAUSE:

YEAS ___ NAYS ___

ABSTAIN ___

PASSED: _____, 2020

YEAS _____ NAYS _____

ABSTAIN ___

ATTEST: _____
CITY CLERK

MAYOR



MEMORANDUM

TO: Mayor and Members of City Council
FROM: R. Thomas Homan, City Manager
VIA: Kyle Kridler, Assistant City Manager
DATE: October 16, 2020
RE: CARES Act Funding – External Partner Agencies Requests

Background

The City of Delaware received over \$1.16 Million through the first two rounds of CARES Act Funding. On Thursday October 1, 2020 Governor DeWine signed HB 614, legislation distributing the remaining \$650 million in CARES Act funds to Ohio's local governments on a per capital basis. As a part of this distribution, Delaware City has received an additional \$1,487,664 as a Round 3 disbursement to use toward eligible expenses, projects and programs in response to the COVID-19 pandemic as outlined by the CARES Act.

As a follow up from the City Council Meeting on October 12, staff has coordinated with the external partner agencies to refine their requests for CARES ACT Relief Funding. To date, the City has received the following distributions and is recommending allocating these funds to the following costs and entities:

CARES Revenues To-Date

<u>Category:</u>	<u>Amount:</u>
CARES Round 1	\$750,116
CARES Round 2	\$414,552
CARES Round 3	\$1,487,664
Total CARES Funding	\$2,652,332

Distributions/Reimbursements

Category: Approved as of 10/12/2020: Previously Approved:

Direct City Related Projects/Programs Passed by Council on October 12, 2020

City Admin Pay	-	\$767,297
Business Recovery Grants V2	-	\$300,000
Non-Payroll (Includes Business Grants V1)	\$80,002	\$100,000
City Hall COVID Improvements	\$126,957	
City Facilities (HVAC & Filtration Upgrades)	\$413,000	
Granicus (Agenda & Streaming Software)	\$23,136	
Recreation Online Registration Software	<u>\$24,055</u>	
Additional Direct City Requested	\$656,314	

Total Direct City Programs \$1,823,611

Partner Agency Requests Updated as of 10/16/2020

Delaware City Schools	\$177,000
Main Street Delaware Marketing	\$30,748
Delaware CVB Marketing	\$25,000
United Way of Delaware	\$305,100
SWCI	<u>\$144,992</u>
Total External Partner Agency Requests	\$682,840

Total CARES Distribution/Reimbursement \$2,506,451

Remaining CARES Funding \$145,881

Staff Recommendation – External Partner Agencies

With an understanding of the eligible uses, as provided by the U.S. Department of Treasury, staff recommends that the CARES Act funding be used for the following external partner agencies (as listed above) with additional details below and Council approve as an emergency at the October 21 Council Work Session.

- **Delaware City Schools - \$177,000**
 - The Schools are requesting to order 500 Chromebooks and 25 Hotspots for Student Connectivity/Distance Learning as a result of the pandemic (see letter attached).

- **Main Street Delaware Marketing – \$30,748**
 - Promotion of the downtown to support local retail, restaurant and small businesses during the recovery. This proposal includes video production, graphic design, a downtown app for iPhone and Droid users and branded apparel (see letter attached).

- **Delaware CVB Marketing - \$25,000**
 - Delaware County Convention and Visitors Bureau aka Destination Delaware County Ohio, will be used to provide a digital marketing campaign to help provide relief to businesses throughout the City of Delaware. In partnership with the City, Delaware CVB will assist the citywide businesses with foot traffic and sales from now until Dec. 31 during this time of consumer uncertainty. This marketing campaign will cover all of the City of Delaware, unlike the Main Street Delaware proposal which is focused solely on downtown Delaware and their membership. Both campaigns come at a critical time to push for brick and mortar retail sales before the holiday season. Delaware CVB has met with Main Street Delaware to ensure that both campaigns are complimentary of each other, but not duplicative (see letter attached).

- **United Way of Delaware - \$305,100**
 - United Way has a proposal to distribute funds to several organizations in their attached updated letter which includes rent/utilities assistance, food insecurity, living shelters, medical and legal support, childhood support and other (see updated letter attached). The original proposal was for \$660,000, and after further communication with staff, has been revised to \$305,100. United Way has approached Delaware County with a CARES grant request as well for a portion of their original request and will likely receive funding from the County.

- **Second Ward Community Initiative (SWCI) - \$144,992**
 - SWCI is requesting assistance for their expenses incurred as a result of the pandemic which related to food, supplies, emergency funding and operational expenses. SWCI has provided a letter and status report which captures their justification of these needs. The technology needs are for tutors of their students and the food costs that are provided are direct costs to SWCI or anticipated costs through the balance of the year to provide for families in need (see letter and updated proposal). Since the previous Council Meeting with the original request of \$148,412, staff has

coordinated with SWCI along with United Way and Delaware City Schools to ensure that the requested funds are not duplicative and that the costs are eligible for reimbursement through the CARES Act guidance. After talking through their proposal further with staff, SWCI has updated their request to be \$144,992.

Conclusion

Staff recommends that Council pass the Coronavirus Relief Fund Ordinance in support of our requesting partnership agencies by emergency to get these much needed funds in the hands of these entities as soon as possible so that they can distribute these funds and expend them prior to the deadlines as provided by the CARES Act guidance. Staff will continue to work with each of these organizations to ensure that the proper paperwork, coordination and reporting is provided in alignment with the guidelines. As is provided above, should Council pass this Ordinance, there will be a remaining balance of \$145,881 that will be available for both internal needs as they arise along with additional requests that are made.

Separate, but related. Staff is getting a lot of interest and questions regarding the small business grant version 2.0 program, but based on the initial applications and inquiries, staff is confident that the original appropriation of \$300,000 will be a sufficient to cover these requests.



"Achieving Excellence, Honoring Tradition"

Heidi Kegley, Superintendent

September 30, 2020

Dear Mr. Homan,

As a district we have additional technology needs to support the learning needs of our students due to the COVID-19 pandemic. We are currently providing a full Online Academy for students to learn from their homes with our teachers providing the instruction. This requires every child to have their own devices and hot spots for many of the families. In addition, our hybrid learning requires students to have a device when they are on their at home learning days as well as a hotspot for the family when they do not have access to the internet. We have secured multiple devices and hot spots; however, we are still short on the total number of devices and hotspots needed for all students to have access.

We appreciate the support of the city in helping us meet these challenges.

500 Chromebooks @\$350 each for a total	\$175,000
Connectivity costs for 25 hotspots for Mid September-December	\$ 2,000

Sincerely,

Heidi Kegley
Superintendent
Delaware City Schools

**Main Street Delaware
CARES Act Covid-19 Marketing Relief**

Objective

Funds entrusted to Main Street Delaware through the City of Delaware CARES Act fund will help provide relief to the small businesses located in our historical downtown district, which is considered the heart of the community.

It is no secret that small business owners around the country are feeling overwhelmed by the loss of income due to the pandemic. According to Main Street America, we know that it is estimated that 7.5 million small businesses are at risk of closing due to the disruption caused by COVID. Funding to Main Street Delaware will allow our business owners to focus on the day to day operations. Allowing us, Main Street Delaware, do what we do best- promote the downtown district as a vibrant downtown destination, for shopping, dining and entertainment.

The monies will specifically help the businesses with a comprehensive marketing campaign that will include three marketing videos to run as social media ads. We will create an application which will be downloadable for both Apple and Android users and will be used to promote downtown businesses with push notifications and coupons. In addition, Main Street will work with professional graphic designers to create fun and interactive materials that will encourage downtown shopping and dining. Lastly we would like to offer incentives like branded Delaware t-shirts to consumers who participate in our promotions over the next several months to encourage participation but also act as advertisement for our community.

Request

Video Marketing provided by Clay Media	\$17,300
Graphic Design provided by Planet Marca	\$10,000
Main Street Delaware Application provided by Kirby Venture	\$ 2,748
Delaware Branded T-shirts provided by HomeStretch Apparel	\$ 700

Total Marketing Request **\$30,748**

Please see attached documents for full description of services provided by each local business.

If, for any reason funds are not able to be used in accordance with the guidelines of the CARES Act as outlined by the city of Delaware, they will be returned.

Thank you for your consideration,



Susie Bibler
Executive Director

Main Street Delaware
director@MainStreetDelaware.com

Destination Delaware County Ohio

CARES Act COVID-19 Marketing Relief

Objective:

CARES Act funding provided to the Delaware County Convention and Visitors Bureau aka Destination Delaware County Ohio, will be used to provide a digital marketing campaign to help provide relief to businesses within the City of Delaware. The scope of this campaign will include the entire City of Delaware.

Goal:

Assist the City of Delaware citywide businesses with foot traffic and sales from now until Dec. 31 during this time of consumer uncertainty.

Theme/brand:

The CVB will provide direction on a theme or brand for the campaign. This would involve messaging that:

It is safe to shop and dine in the City of Delaware.

There are fun and responsible ways to continue to enjoy your life by shopping and dining in the City of Delaware.

Supporting small businesses is more important now than ever.

Timing:

From now until Dec. 31, 2020 (CARES Act funds must be spent by Dec. 31, 2020.)

Budget:

\$15,000 for digital media promotions
\$7,500 for creative, design, theme, and brand development
\$2,500 for PR firm consultation and administration

Reach:

City of Delaware, Lewis Center, Galena, Sunbury, Marion, Marysville, Dublin, Powell, Hilliard, Worthington, Westerville, and Columbus. Based on traveler sentiment, a wider campaign area might be

beneficial but that situation is very fluid. Other broader areas such as Delaware or Franklin County may be used as well to define audience.

Frequency:

Campaign to begin as soon as possible to ensure the largest reach in the given time period. Ad frequency would be based on the success of individual ads, their reach and engagement. Two ads weekly at the start of the campaign would be recommended until some ad metrics can be realized.

Conclusion:

The CVB realizes the time constraints on the CARES Act requests and we have attempted to define the parameters of an ad campaign to the best of our ability given the quick turnaround time and information provided. The details of this campaign will be subject to CVB Board approval. The budget provided is subject to change as details and costs are confirmed, it will not exceed the requested amount. The CVB will make every effort to create and administer a successful ad campaign for the City of Delaware, however, we cannot guarantee reach, engagement, etc.. If, for any reason funds are not able to be used in accordance with the guidelines of the CARES Act as outlined by the City of Delaware, they will be returned.

Respectfully,

Tim Wilson
Executive Director
Destination Delaware County Ohio
twilson@visitdelohio.com

United Way of Delaware County Cares Act Covid-19 Nonprofit Sector Relief

Objective

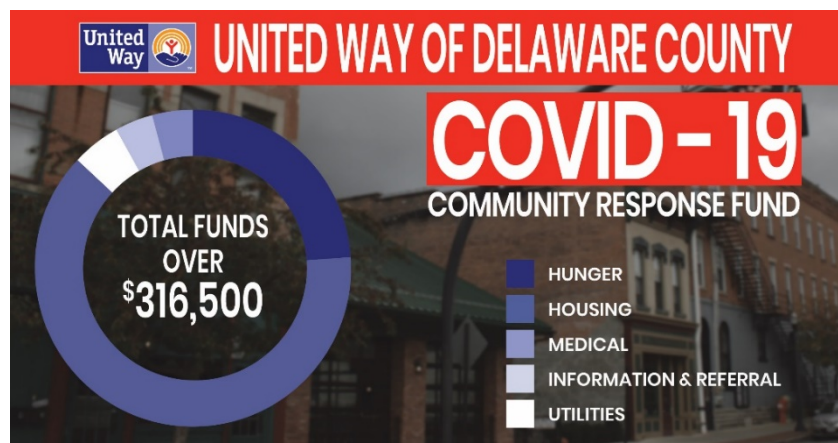
Appropriately steward Federal funds available through the Cares Act and awarded to the City of Delaware to provide relief to residents facing a housing crisis, food shortage, utility shut-off and/or job loss or hours/wage reduction as a direct or indirect impact of the economic barriers created by the pandemic.

Summary

On March 13, 2020, the United Way of Delaware County created a Covid-19 Community Relief fund in anticipation of significant challenges for the nonprofit sector and the clients that we serve. Over the next 60 days, \$316,500 was raised and invested in our community through a series of swift micro grants targeting essential services such as food, housing and medical care. With United Way serving as the umbrella/coordinating organization, we were able to work quickly within our network of nonprofit partners to identify critical community needs and develop action plans.

Our largest investment was in the area of housing and utility assistance and managed through a partnership led by United Way which is called Pathways to Hope. Partners include People In Need, Inc., Delaware County Economic Development office, Delaware County Jobs and Family Services, Bridges Community Action, Delaware City Schools- Family Resource Center, Salvation Army, Andrews House and Helpline. By gathering the organizations that provide financial assistance for rent and utilities for a weekly meeting, we were (with a waiver from the client) able to discuss each application and coordinate the best approach for each family in need. This helped preserve critical resources, encouraged collaboration and made it easier for clients who previously would have to tell their story many times to different agencies. The demand for this program, largely funded by CDBG funds from Delaware County, exploded late in the summer and we are nearing the end of available support for families.

A full list of the grants made and organizations/programs supported may be viewed here: <https://www.delawarecountyfamilies.org/covid-grants>.



Support from the City's allocation of CARES Act funding would greatly assist the community and be in line with the intent and focus of the Act. United Way of Delaware County, in its role as community convener, would coordinate the organizations and programs, provide oversight and assist with ensuring that each organization can meet the reporting requirements of the grant.

Request

Rent/Utilities

Pathways to Hope Program Direct Assistance	\$35,000
Salvation Army	\$35,000
Bridges Community Action	\$35,000
People in Need, Inc.	\$35,000

Each of these programs work together to provide rent and utility assistance up to a maximum of \$2,000 per family. Cases are coordinated among the agencies to ensure there is no duplication. A representative of Delaware County Jobs and Family Services also participates in the coordination to provide valuable information and is able to refer clients that have recently applied for unemployment. Andrews House and Helpline also aid in the coordination of resources for families. Assistance is paid directly to a landlord or utility company, not to the client. All of the \$140,000 requested would go to direct client assistance.

Food Insecurity

To be awarded to Hunger Alliance partners	\$100,000
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To be used to purchase food, personal care items, cleaning products to address increased demand for pantry services. Hunger Alliance program partners include: Andrews House, Eastside Ministries, Buckeye Valley Food Pantry, Common Ground Free Store, Delaware City Schools, Feed Delaware, Lutheran Social Services, MASH Pantry, Mid-Ohio Collective, Cooking Matters, People in Need, Inc., Salvation Army, SourcePoint, Eastside Pantry, Kilbourne UMC, Sharing is Caring, Vineyard Church and William Street UMC.

Holiday Program Support

United Way, PIN Clearinghouse, Common Ground, BBBS, Salvation Army,	\$25,000
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As more families struggle to maintain housing, the end of the year will be a significant time of financial stress. Several local programs exist to help assist families during this time but are not funded to address the increased need. Typical support includes food boxes, necessary items such as clothes, blankets, pillows, winter coats and shoes and holiday gifts for children including each foster child from Delaware County. SWCI is also a part of this effort but may be eligible under a separate direct grant.

Medical and Legal Support Services

Grace Clinic	\$30,000
Legal Aid	\$2,000

Grace Clinic and Delaware was forced to quickly transition to a costly telehealth system. All services are free but cost to the agency increased as a result of COVID-19 regulations and they would be able to invest in equipment/pharmacology purchases. The funding for Legal Aid would support a laptop, internet and PPE items for their in-person legal clinics.

Early Childhood Support

Liberty Community Center (required equipment for new Covid guidelines)	\$3,100
Delaware Diaper Bank	\$5,000

Liberty Community Center offers affordable child-care on a sliding-fee basis. As a result of the pandemic, they have had to change the way that they operate which has created some modest equipment needs. The Delaware Diaper Bank exists to provide infant, toddler and adult diapers to families in needs. This is an important resource for many local families and the funds would be used to replenish the supply of diapers available. The Diaper Bank distributes via Common Ground Free Store, Strengthening Families at Willis, People in Need and Liberty Community Center.

Total Program Assistance **\$305,100**

Please Note: The United Way of Delaware County annually submits to an independent external audit as do most of the nonprofit organizations in the community. Many of the organizations listed above currently, or have in the past, receive federal funding in one form or another and have appropriate accounting and internal control practices in place. United Way of Delaware County also serves as the coordinating agency for FEMA Emergency Food and Shelter Program funds and I chair the local board that allocates the federal funds.

If, for any reason, the funds are not able to be used fully or in accordance with the guidelines of the CARES ACT as outlined by the City of Delaware, they will be returned to the public coffers.

Respectfully submitted,



Brandon Feller- MBA, CFRE
President
United Way of Delaware County
bfeller@uwaydelaware.org



Second Ward Community Initiative was ordered to close for business per Governor DeWine Executive Order that was put out in March of 2020. SWCI was closed March 16th, 2020. The staff at SWCI Executive Director, Executive Admin, Admin Coordinator, Finance Coordinator, Education Coordinator, Health and Wellness Coordinator roles changed. One of the goals of SWCI is to meet the needs of the people and we went into research, resource, planning and action. The plan was developed to create a feed program, create a referral system to community resources, assist families with applications for assistance (unemployment, DCJFS, Utility assistance and anything that would require access to the internet and assistance in completing).

Executive Director, establishing partnerships with food resources, creating and completing process, policies, and procedures for all safety protocols. All person's that would encounter at SWCI. Providing physical support to packaging and distribution of food items, establishing all partnerships with community resources that were directly addressing COVID needs of families. Training staff and volunteers in case management skills and providing the resource tools. Overseeing all areas of change due to COVID. All of staff duties were also completed by executive director. Provided case management and coordination with city's police and probation for the homeless and other families.

Executive Admin provided physical support to packaging and distribution of food items. Establishing marketing strategies, Established a community group of volunteers to canvas the neighborhood to provide resource info, Census and voter registration (we are normally a site to register to vote and complete Census info and could not be open) Provided food drop offs, kept all families registered information and made weekly calls to over 120 families to schedule food appointments.

Admin Coordinator, she maintained all the food sheets, data on expenses, provided physical assistance in distribution of food to families, provided case management to families and help enroll in community resources, tracked all donations, and distributed items during COVID

Finance Coordinator provided case management and enrollment into community programs. Assisted families in budgets, wrote grants that only where connected to COVID assistance, completed several partnerships with food chain stores for donations, coordinated with donors for donations.

Education Coordinator, established a system to get tutoring online to aid students stay at home order, increased tutors and student enrollment, maintained family's information and data. Coordinated with local and county schools on student's needs, particularly IEP and 504 students. Working with the education partners to provide supplies for students at home, coordinated games, and activities for students to do at home, provided online resources for student's success, previous student list 12 currently over 75 and climbing, providing case management to assist families in enrolling in programs during the COVID pandemic.

Health and Wellness, established a feed program for four days in the week, established a farmer's market (market had been moved beyond walking distance for the community) provided physical

assistance in packaging, and distribution of food. Provided deliveries, coordinated with LSS to establish a second pantry, completed all the training for pantry systems, trained volunteers on pantry process and policies. Maintained all reporting data for multiple food systems and requirements. Provided resources to families in need for food, clothing, supplies and made referrals for case management. Provided support to community partners with access to food and our resources.

Currently we are still working in all these areas, the SWCI board has had to step into the roles for prior SWCI business by writing grants for program funding, and operational funding. The Board has new roles as advisors to programs so that those programs that we can not convert to virtual a plan is being developed. The board has also had to step up and perform Executive Director duties by attending community meetings and maintain partnerships of SWCI regular programing.

Karriejoi Coit
Executive Director
SWCI / UCC
kcoit@swcidelaware.org

COVID STATUS REPORT

UNITY COMMUNITY CENTER	SECOND WARD COMMUNITY CENTER Dba UCC		
LOCATION	50 Ross Street, Delaware, OH 43015	Coved status dates	March 16, 2020 - Aug 3rd weeks
EXECUTIVE DIRECTOR	Karriejoi Coit		

COVID Planning Checklist

March 16th- 31st 2020	April 1-Aug 7th 2020	Aug 10th-Current
<input checked="" type="checkbox"/> Determine Community needs	<input type="checkbox"/> Distribute Snack bags Mondays & Thursdays	<input type="checkbox"/> Establish a back to school snack program
<input checked="" type="checkbox"/> Create list of families in need	<input type="checkbox"/> Distribute Produce Tuesdays	<input type="checkbox"/> Sysco food partnership starts October
<input checked="" type="checkbox"/> Connect with resources	<input type="checkbox"/> Establish farmers Market every other Weds	<input type="checkbox"/> Fall Fun Festival Outdoor event / Snack bags
<input checked="" type="checkbox"/> Establish SWCI team schedule	<input type="checkbox"/> Promote LSS and other pantry resources	<input type="checkbox"/> Increase STEAM access to projects and online site
<input checked="" type="checkbox"/> Gain commitments of volunteers	<input type="checkbox"/> School supply distribution / Clothing / technology	<input type="checkbox"/> Establish operational funding for 2021
<input checked="" type="checkbox"/> Boost marketing of resources and SWCI hours	<input type="checkbox"/> Establish technology for tutor program	<input type="checkbox"/> Determine holiday gifts and food disbursements

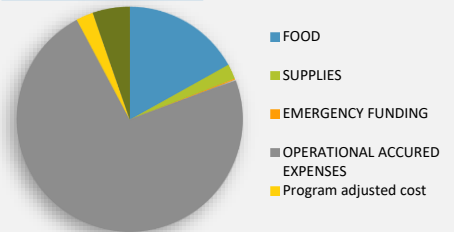
Partners List

NAME	Donated/ Funded	Food	Volunteer
Delaware Hunger Alliance	✓	✓	✓
FEED	✓	✓	✗
PRESS CHURCH	✓	✓	✓
DC VINEYARD CHURCH	✓	✓	✓
COMPASSION CHURCH	✓	✓	✓
People in Need	✓	✗	✗
Zion AME Church	✓	✓	✓
DGHD	✗	✗	✓

NAME	Donated/ Funded	Food	Volunteer
DCP	✗	✓	✓
Children's Hunger Alliance	✓	✓	✗
LSS	✓	✓	✓
Family Promise	✓	✗	✓
20 + Community Volunteers	✓	✓	✓
Delaware Republican Party	✓	✓	✓
Second Baptist Church	✓	✗	✓
Stratford Ecological	✓	✓	✓

COVID BUDGET

CATEGORY	% OF BUDGET	SUBTOTALS	BUDGET TOTAL
FOOD	17%	\$25,139.00	\$2,500.00
SUPPLIES	2%	\$3,150.00	
EMERGENCY FUNDING	0%	\$240.00	
OPERATIONAL ACCURED EXPENSES	73%	\$107,594.03	
Program adjusted cost	2%	\$3,668.82	
Other	0%	\$0.00	
Other	0%	\$0.00	
Other	5%	\$7,700.00	
			EXPENSE TOTAL
			\$147,491.85
			DIFFERENCE
			-\$144,991.85



CATEGORY	AMOUNT	COMMENTS
FOOD	\$25,139.00	
Snack Shack	\$1,539.00	
Food Boxes	\$23,000.00	
Children's Hunger Alliance	\$600.00	
SUPPLIES	\$3,150.00	
SUPPLIES	\$3,150.00	
EMERGENCY FUNDING	\$240.00	
Homless	\$240.00	
OPERATIONAL ACCURED EXPENSES	\$107,594.03	
Staff	\$107,594.03	
Program adjusted cost	\$3,668.82	
Covid Program adjustment	\$3,668.82	
Other	\$7,700.00	
Laptops	\$7,700.00	

