

# Ottawa County ARPA Funds Application

## Ottawa County ARPA Funds Committee

### I. APPLICANT INFORMATION

A. Name: \_\_\_\_\_ FEI# \_\_\_\_\_

B. Organization: \_\_\_\_\_ DUNS# \_\_\_\_\_

C. Address: \_\_\_\_\_ SAMS# \_\_\_\_\_

D. Phone: \_\_\_\_\_

E. Email: \_\_\_\_\_

F. Contact Person(s) \_\_\_\_\_

G. Contact Person Phone Number \_\_\_\_\_

### II. PROPSAL DETAILS/CRITERIA---- (Please fill in each line below)

A. Has this proposal been submitted to the Oklahoma State Auditor & Inspector's office for approval? (An approval letter must accompany this application before the proposal will be considered for funding)

B. Title of Proposal: \_\_\_\_\_

C. Are other funds available for this project outside of the County ARPA funds?

\_\_\_\_\_

D. Have you ever applied for other forms of funding for this project and been denied?

\_\_\_\_\_  
\_\_\_\_\_

E. Total Requested Amount: \$ \_\_\_\_\_.

F. How does the proposed expenditure respond to the need or risk of COVID-19 in the County?

\_\_\_\_\_  
\_\_\_\_\_

G. Detailed Narrative

H. Detailed Budget

I. Memorandum of Agreement must be completed and attached this application.

J. The applicant has read all criteria for this application and understands the proposal will be immediately dismissed if any requested information is missing. This application must be signed and dated on page 2.

## **OTTAWA COUNTY ARPA APPLICATION INSTRUCTIONS**

**I. APPLICANT INFORMATION:** A - F are self-explanatory, but it is very important that a contact person be provided, along with a telephone number in case there are any questions about your application.

### **II. PROPOSAL INFORMATION**

**A.** The Oklahoma State Auditor & Inspector's Office must approve the proposal as an eligible project under the issued ARPA guidelines prior to submission to the county – This approval letter must be attached.

**B.** Title of Proposal – A title for the proposal must be included.

**C.** Other funds available – Could this project possible be funded with funds other than the county's ARPA funds?

**D.** Past attempts – Has the applicant applied for funds in the past and been denied? If so, why?

**E.** Amount requested – this is the amount you need from Ottawa County ARPA funds to complete the project.

**F.** How does the proposed expenditure respond to the need or risk of COVID-19 in the County? This is just a brief explanation for the front page of the application. More detailed information should be attached, see item "E".

**G.** Detailed Narrative - please provide a detailed description of the proposal, including an explanation of how the project will respond to the need or risk of COVID-19 in the county. Graphs, photos, and other media are encouraged. An explanation of how the project will positively impact the county is required.

**H.** Detailed Budget – please include a line item budget, including the requested amount of funding and any matching funds committed to the project. Matching funds are not required. Cost estimates and quotes that total the project budget must be included.

**I.** Memorandum of Agreement must be completed and attached to this application.

**J.** Applicants signature and date signed – The second page must be signed and dated.

***Please email [arpa@ottawa.okcounties.org](mailto:arpa@ottawa.okcounties.org) with any questions.***

Signature of Authorized Representative: \_\_\_\_\_ Date: \_\_\_\_\_.

**You may email this application and all other required documents to**

[arpa@ottawa.okcounties.org](mailto:arpa@ottawa.okcounties.org)

**OR**

**You can mail or bring this application to the Ottawa County Courthouse.**

**Address: 102 E Central, STE 103, Miami, OK 74354**

