FROM			
	NAME & TITLE	Christopher Shorter, City Administrator	CITY of BALTIMORE MEMO
	AGENCY NAME & ADDRESS	**Office of the Mayor** 100 N. Holliday Street, Second Floor Baltimore, MD 21202	
	SUBJECT	Ways & Means Committee ARPA Quarterly Briefing Follow Up	

TO The Honorable Eric T. Costello and Members of the Ways and Means Committee

DATE: October 15, 2021

Dear Chairman Costello:

On Tuesday, October 5th the Ways and Means Committee convened for a hearing on City Council Resolution 21-0062R American Rescue Plan Quarterly Oversight Hearings. This hearing served as a means to provide an overview of the Mayor's Office of Recovery Programs and insight into the disbursement and management of $641 million in federal funding to the City of Baltimore through the State and Local Fiscal Recovery Fund. During the hearing, several requests were made to the Office of the City Administrator and the Mayor's Office of Recovery Programs to provide additional information to the committee.
The responses to those requests are outlined below:

Request 1: Proposal Review Team Members
Requested by: Council President Mosby

Representatives from the following offices serve on the proposal review team:

- Mayor's Office of Recovery Programs
- Office of Equity and Civil Rights
- Office of Performance Innovation
- Department of Finance
- Department of Housing and Community Development
- Department of Planning
- Annie E. Casey Foundation

Request 2: List of Nonprofits Registered for City of Baltimore Nonprofit ARPA Application Training
Requested by: Council Vice President Middleton

There were 835 unique registrants by email address for the City of Baltimore Nonprofit ARPA Application Training and 438 unique participants by email address present for training excluding City of Baltimore employees. Attached to this memo are the full lists for registrants and participants for the September 28th Nonprofit ARPA Application Training.

Request 3: List of Internal Agency Proposals That Have Been Denied or Deemed Ineligible
Requested by: Chairman Costello

The agency proposal review process is ongoing and does not close until March 2022. Applications are being actively evaluated. It would be premature at this point to provide a list of proposals that have been denied or deemed ineligible as the process includes opportunities for the agencies to revise proposals where some, but

not all, components of a proposal are eligible for ARPA funding or where eligible uses are proposed but a linkage to the COVID-19 public health emergency were not present.

We actively encourage all interested parties to use the resources provided on the Mayor's Office of Recovery Programs' website to increase familiarity with eligibility criteria and the application process. An additional resource on eligibility criteria is the Interim Final Rule from the U.S. Department of the Treasury which can be found here: https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf. Pages 26793-26797 discuss eligible uses under the category of Impacts to State, Local and Tribal Governments.

Request 4: List of Nonprofit Proposals That Have Been Denied or Ineligible
Requested by Councilman Schleifer

The nonprofit proposal process is ongoing and does not close until December 2021. Applications are being actively evaluated and no final decisions concerning the disbursement of funds to nonprofit entities have been made as of the date of this memo.

We actively encourage all interested parties to use the resources provided on the Mayor's Office of Recovery Programs' website to increase familiarity with eligibility criteria and the application process. An additional resource on eligibility criteria is the Interim Final Rule from the U.S. Department of the Treasure which can be found here: https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf. Pages 26793-26797 discuss eligible uses under the category of Impacts to State, Local and Tribal Governments.

Request 5: Reports Submitted to the United States Department of the Treasury
Requested by Council President Mosby

As of the date of this memo, there has been one (1) report submitted to the United States Department of the Treasury, the *City of Baltimore Recovery Plan State and Local Fiscal Recovery Funds 2021 Report*, which was submitted on August 31, 2021. A copy of that report is attached to this memo. All reports submitted to Treasury can be found at the following site: https://arp.baltimorecity.gov/reports-and-resources.

Request 6: List Of 10 Cores Service Needs That Can be Generated by City Agencies for ARPA Funding
Requested by: Chairman Costello

Eligibility for ARPA funding is determined through guidance provided by the United States Department of the Treasury as defined in the Interim Final Rule from the U.S. Department of the Treasure which can be found here: https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf. Pages 26793-26797 discuss eligible uses under the category of Impacts to State, Local and Tribal Governments. It is the recommendation of the Mayor's Office of Recovery Programs that agencies refer to this guidance when seeking to submit funding proposals.

Request 7: List of Core Services Backlog Items
Requested by: Chairman Costello

Attached to this memo is a comprehensive accounting of core service backlog requests. The top 10 requests are bolded, but we wanted to ensure the committee was provided with a complete understanding of the full scale of service requests the City is dealing with. A number of factors including historical disinvestment over the years and more recently the pandemic contribute to the sheer number and types of backlogged service requests (SRs) you will find in the document.

When reviewing the data, it is important to note that the City started using Salesforce in 2018 to manage SRs. Consequently, the attached document includes new SRs created after the transition as well as currently open SRs created before 2018. The data excludes administrative SRs (e.g. Finance, HR, BCIT) and external partner SRs (e.g. BGE).

Backlogged items are determined by whether or not the Service Level Agreement "SLA" time period has passed. The SLA is the predetermined number of days to resolve a service request. There are several categories of service requests which do not have a value assigned for the SLA. Therefore, all outstanding requests in those categories display as being overdue because the blank value in that column is interpreted as 0 days by the system.

Conclusion

In summary, it is my hope that the above information provides the information requested at the October 5th convening of the Ways & Means Committee to discuss City Council Resolution 21-0062R. If the committee has any additional questions or needs additional clarification on the responses provided in this memo, please contact Natasha Mehu, Director, Mayor's Office of Government Relations at natasha.mehu@baltimorecity.gov.

The Office of the City Administrator and the Mayor's Office of Recovery Programs look forward to participating in future briefings with the City Council to ensure the process by which the State and Local Fiscal Recovery Fund is managed and disbursed with transparency, accountability, and efficiency.

Christopher Shorter
City Administrator
City of Baltimore

Attachments:

- List of Nonprofits Registered for City of Baltimore Nonprofit ARPA Application Training
  - Eventbrite Training Registration
  - WebEx Attendee List
- List of Core Services Backlog Items
  - 21-0062R ARP SR Data