



AMERICAN RESCUE PLAN ACT
Community Service Agency - Funding Request

This fillable form is available on our website: www.leecountyil.com

Section 1: Program Overview/Eligibility

Coronavirus State and Local Fiscal Recovery Funds enable local governments to provide a wide range of assistance to individuals and households, including support for unemployed workers and aid to households facing food, housing or other financial insecurity, to help alleviate the economic hardships caused by the COVID-19 pandemic. Lee County is seeking partnerships with community service organizations to provide aid to individuals and households. Interested agencies should verify eligibility, complete the following application, and provide supporting documentation to apply.

A. Important Dates.

- Applications will be accepted via email between January 10-February 15, 2022.
• Notification of the grant award will be on or about March 15, 2022. The first (of two) payments will be on or about April 1, 2022.
• All grant money awarded must be expended by March 30, 2023.

B. Agency Eligibility. To be eligible for funding assistance:

- The Agency must be a not-for-profit agency registered with the Illinois Secretary of State.
• The Agency must be located within or serving individuals that reside within the corporate boundaries of Lee County.
• The Agency must agree to provide timely and accurate reporting of the funding uses for Lee County to comply with reporting requirements to the United States Treasury.
• The Agency must comply with all federal sub-award compliance requirements as listed in Page 3 of this document.

A. Program Eligibility.

- The proposed use of funding must deliver aid to Lee County unemployed workers, households facing food, housing, or other financial insecurity, or to support survivor's benefits for family members of COVID-19 victims. See Page 2 for more details on eligible uses. Include a description of the proposed program and any supporting documentation with this application.

B. Available Funding.

- Funding up to a maximum of \$10,000 is available per Agency. Funding may be allocated in increments over a specified period at the discretion of Lee County.

C. Program information.

- Email application to Sara Leisner, Lee County ARPA Grant Coordinator at arpa@countyoflee.org.

Section 2: Agency contact information (please print)

Agency Green River Saddle Club Agency Tax ID# 38-3871998
Agency Phone Number N/A Agency Fax # (if available) N/A
Agency Address 1588 Morman Road Amboy IL
Agency Representative Carla Zimmerman Title Treasurer
Representative Email pebbles@essex1.com Phone 815 790-3109

Section 3: Required Documentation (attach to this application)

- 1. Description of the intended use of the funding, including the total dollar amount of funding requested.
2. Copy of the Illinois Secretary of State registration as a not-for-profit agency
3. Completed Form W-9, Request for Taxpayer Identification Number

Section 4: Signature

I hereby depose and say that I am an authorized representative of the Agency, that I have read this application, that I have personal knowledge of the contents thereof, that the same is true in substance and fact, and that I will comply with all grant and reporting requirements to Lee County on behalf of the Agency.

07/14/2022

Signature of Agency Representative

Date



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ELIGIBLE USES

The following are eligible uses of American Rescue Plan Act funds taken from the Interim Final Rule created and distributed by the Treasury Department. Should the Treasury Department update the Interim Final Rule to expand eligible uses, this list will be updated, distributed, and posted to the Lee County website at www.leecountyil.com

Assistance to Individuals and Households.

Assistance is available to households facing negative economic impacts due to COVID-19. In considering whether a potential use is eligible under this category, an Agency must consider whether, and the extent to which, the household has experienced a negative economic impact from the pandemic. You may presume that a household or population that experienced unemployment or increased food or housing insecurity or is low-or moderate-income experienced negative economic impacts resulting from the pandemic. Examples include:

- Food Assistance (Maximum of \$1,000 per household)
- Rent, Mortgage and/or Utility Assistance (Maximum of \$1,500.00 per client)
- Counseling and Legal Aid to prevent homelessness (Maximum of \$2,000.00 per client)
- Cash Assistance (Maximum of \$1,400.00 per client)
 - Per the Interim Final Rule, Cash Assistance must be reasonably proportional to the negative economic impact they are intended to address. Cash transfers grossly in excess of the amount needed to address the negative economic impact identified by the recipient would not be considered to be a response to the COVID-19 public health emergency or its negative impacts. In particular, when considering the appropriate size of permissible cash transfers made in response to the COVID-19 public health emergency, State, local and Tribal governments may consider and take guidance from the per person amounts previously provided by the Federal government in response to the COVID-19 crisis. Cash transfers that are grossly in excess of such amounts would be outside the scope of eligible uses. In addition, an Agency could provide survivor's benefits to surviving family members of COVID-19 victims, or cash assistance to widows, widowers, and dependents of eligible COVID-19 victims.
- Emergency Assistance for burials (Maximum of \$5,000.00 per client)
- Home Repairs (Maximum of \$1,500.00 per client)
- Weatherization (Maximum of \$1,500.00 per client)
- Internet Access & Digital Literacy Assistance (Maximum of \$1,000.00 per client)

Assistance to Not-for-Profit Agencies

Assistance is available to not-for-profit agencies who faced significant challenges in covering payroll, mortgages, or rent and other operating costs as a result of the COVID 19 Public Health Emergency, and measures taken to contain the spread of the virus. Assistance is also available to not-for-profit agencies to adopt safer operating procedures, weather periods of closure, or mitigate financial hardship resulting from the COVID 19 public health emergency. Examples include:

- Grants to mitigate financial hardship such as declines in revenues or impacts of periods of business closure, for example by supporting payroll and benefits costs, costs to retain employees, mortgage, rent, or utilities costs, and other operating costs.
- Grants or in-kind assistance to implement COVID-19 prevention or mitigation tactics, such as physical plant changes to enable social distancing, enhanced cleaning efforts, barriers or partitions, or COVID-19 vaccination, testing, or contact tracing programs.
- Technical assistance, counseling, or other services to assist with business planning needs that respond to the negative economic impact of the COVID-19 Public Health Emergency-subject to review and approval by the ARPA Committee



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Federal Funding Subrecipient Guidelines

Lee County's Federal funds awarded through American Rescue Plan Act-State & Local Fiscal Recovery Funds are used for this award process for Community Service Agencies. \$250,000.00 of Lee County's Federal American Rescue Plan Act-State & Local Fiscal Recovery funds were allocated and made available for social service agencies allowing a funding maximum of \$10,000.00 per agency. In order to receive these funds, all applicants must comply with the following subrecipient guidelines.

A **subrecipient** is defined by the Federal Government as: an entity, usually but not limited to non-Federal entities, that receives a subaward from a pass-through entity (Lee County is the pass-through entity) to carry out part of a Federal award; but does not include an individual that is a beneficiary of such award. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency.

When a subrecipient is awarded funds by Lee County they enter into what is called a **subaward** which is defined by the Federal Government as: an award provided by a pass-through entity (Lee County is the pass-through entity) to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

The following are guidelines set forth by the Federal Government for compliance with recipients of a subaward of federal funds. In this case, Lee County's Federal funds awarded through American Rescue Plan Act-State & Local Fiscal Recovery Funds and offered as an assistance program for Community Service Agencies.

- a. Definitions used within this section and full details on these requirements can be located at 2 CFR 200.1 and 2 CFR 200.332 or <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200>
- b. Funds awarded in this Agreement are not to be used for research and development purposes
- c. No indirect costs are allowed within this Agreement.
- d. These funds must be used in accordance with Federal statutes, regulations and terms and conditions of the Federal award.
- e. The subrecipient must permit Lee County and auditors to have access to the subrecipient's records and financial statements as necessary to meet requirements of this award.
- f. Subrecipient allows Lee County to monitor the activities of subrecipient to ensure that this subaward is used for purposes, in compliance with Federal Statutes, regulations, terms and conditions of the subaward including reviewing financial and performance reports as required by this Agreement, following up and ensuring that subrecipient takes timely and appropriate action on all deficiencies pertaining to federal funds detected through audits, on-site reviews, and written confirmation from subrecipient highlighting the status of actions planned or taken to address Single Audit findings related to the award.
- g. Evaluation of the subrecipients risk of non-compliance with Federal statutes, regulations, and terms and conditions of this subaward.
- h. Results of previous audits including whether or not the subrecipient receives a Single Audit and the extent to which the same or similar subaward has been audited as a major program.
- i. If the subrecipient receives Federal awards directly from a Federal awarding agency, the extent and results of Federal award agency monitoring.

Green River Saddle Club

Request for American Rescue Plan Act Funds

Community Service Agency - Funding Request

Request: \$10,000

Description of the Intended Use of the Funding

The Green River Saddle Club ("GRSC") was established in 1955 as a not-for-profit and has been supporting the area community since that time. Many people have used the banquet facility to host wedding receptions, birthday parties, and charitable benefits for loved ones. However, GRSC experienced a significant loss in revenue when the facility was forcefully closed due to COVID-19. The situation was so dire that private donations from supporters were necessary to pay even utility bills to avoid its doors from closing permanently.

GRSC is requesting \$10,000 to make the required safety improvements to the facility and to assist in paying utilities and operating costs.

Some of the required improvements needed are:

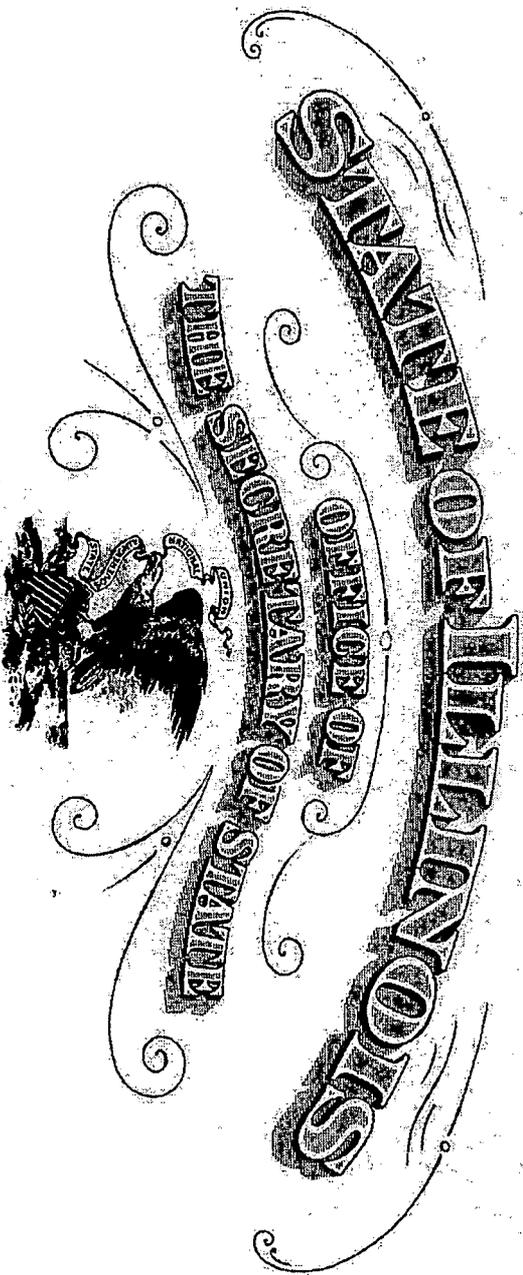
- improved ventilation system over the grill in the kitchen area that is used for cooking
- exterior siding of the building needs replaced
- doors need to be sealed from the elements
- heating and air system for the building is outdated and needs upgraded.

The money we are requesting would cover a portion of these repairs, and the GRSC is working on raising funds to pay the remainder of these costs.

Thank you for your consideration,

File Number

3491-500-8



To all to whom these Presents Shall Come, Greeting:

I, Jesse White, Secretary of State of the State of Illinois, do hereby certify that I am the keeper of the records of the Department of

Business Services. I certify that

GREEN RIVER SADDLE CLUB, A DOMESTIC CORPORATION, INCORPORATED UNDER THE LAWS OF THIS STATE ON JANUARY 03, 1955, APPEARS TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE GENERAL NOT FOR PROFIT CORPORATION ACT OF THIS STATE, AND AS OF THIS DATE, IS IN GOOD STANDING AS A DOMESTIC CORPORATION IN THE STATE OF ILLINOIS.

In Testimony Whereof, I hereto set

my hand and cause to be affixed the Great Seal of the State of Illinois, this 12TH day of JULY A.D. 2022 .



Authentication #: 2219302478 verifiable until 07/12/2023.
Authenticate at: <http://www.ilsos.gov>

Jesse White

SECRETARY OF STATE

**Request for Taxpayer
 Identification Number and Certification**

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

1. Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Green River Saddle Club

2. Business name/disregarded entity name, if different from above

3. Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ **Not for Profit**

4. Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5. Address (number, street, and apt. or suite no.) See instructions.
1550 Moorman Rd.

6. City, state, and ZIP code
Amboy, IL 61310

7. List account number(s) here (optional)

Requester's name and address (optional)

Print or type. See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number

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or

Employer identification number

38	-	387	1998
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Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ▶ **Carla Zimmerman, Treas.**

Date ▶ **07/20/2022**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.