The Leavenworth Board of County Commissioners (BOCC) is charged with the equitable distribution of Cares Act Relief Funds to those organizations impacted by COVID-19. Therefore, the BOCC wishes to implement the following policy and procedures for Human Service Organizations to apply for and receive funds to assist with COVID-19 related expenditures.

**POLICY:**

It is the policy of the Board of county Commissioners to attempt to distribute 100% of the funds allocated to Human Services organizations that provide services, without discrimination, to the citizens of Leavenworth County. Currently approximately $1,152,297.00 has been allocated from the County CRF.

To be eligible the organization must meet the general definition of Human Services. They must provide services to all areas of Leavenworth County. They must have experienced some form of loss or increased expenses due to the COVID-19 pandemic. They must have a primary location in Leavenworth County. They must have been in operation prior to January 1, 2020.

**Human Services**

**Definition:** a service that is provided to people in order to help them stabilize their life and find self-sufficiency through guidance, counseling, treatment and the providing for of basic needs.

**Who is eligible?**

Entities that provide service in one of the following two main areas on a County wide basis. One of the two main distinctions is providing of basic needs and services for those in crisis who are seeking shelter, food and a safe environment such as the homeless, children in abusive households or a family in need of food. The other primary distinction is those people who are having chronic problems in their life such as someone seeking mental health treatment, substance abuse counseling or medical treatments for chronic conditions. Entities that focus services in one community will be directed to their local municipality.

**How will funding be determined?**

Applications will be accepted by the Board of County Commissioners (BOCC) until November 1, 2020 or until all funds are allocated whichever happens first. Applications can be submitted via email to Bocc@leavenworthcounty.gov or delivered to BOCC CRF Grant, 300 Walnut, Leavenworth KS 66048. Each application must include:

- Current annual budget
- Amount of request
- Explanation of how COVID-19 has impacted operations leading to a need for additional funding
- Any other sources of special funding they have received or are pursuing from other governmental entities to assist with the COVID-19 impact
Priority will be given to:
- Entities regularly funded by the County
- Organizations that serve disproportionately impacted racial minorities, people whose incomes are below the federal poverty level, those experiencing homelessness and other socioeconomic status challenges

**How will funds be distributed?**
This will be a grant from the County of CARES Act Relief Funds. Once the BOCC has determined the need and the amount that will be awarded the requesting entity will be notified and funds disbursed. Due to the immediate need for relief these requests will be considered as they come in with the intent to award grants monthly.