

## AMERICAN RESCUE PLAN FISCAL RECOVERY FUNDS AGREEMENT

### Between Porter County Government, Indiana and Center Township, Indiana

**THIS AGREEMENT** is made and entered into by and between the County of Porter County, Indiana, with its principal offices at 155 Indiana Ave., Valparaiso, Ind., 46383 (the “County”) and Center Township, Porter County, Indiana with its principal offices at 202 Roosevelt Road, Valparaiso, IN 46383 (the “Township”)

**WHEREAS**, on March 11, 2021, President Joe Biden signed into law the American Rescue Plan Act (ARPA), providing federal funding relief to American workers, families, industries, and states and local governments to respond to and recover from the COVID-19 pandemic; and

**WHEREAS**, on June 9, 2022, the County received its second tranche for a total allocation of \$33,096,066 of the ARPA’s Coronavirus State and Local Fiscal Recovery Funds (SLFRF); and

**WHEREAS**, on January 6, 2022, U.S. Treasury issued a Final Rule (Final Rule) on eligible uses of the SLFRF; and

**WHEREAS**, the Porter County Commissioners adopted an SLFRF plan on February 22, 2022 that included an allocation to Center Township;

**WHEREAS**, also on February 22, 2022, the Porter County Council approved a \$500,000 appropriation to be divided among the County’s 12 townships based on population.

**NOW THEREFORE**, in consideration of the mutual benefits and covenants contained herein and the terms and conditions set forth below, the parties agree as follows:

**1. Effective Date and Term:**

This Agreement shall commence when last executed by all parties and shall remain in effect through December 31, 2026, the deadline for expending all SLFRF funds obligated by the Township by July 1, 2024.

**2. County SLFRF Funds to be Allocated:**

The County SLFRF funds to be allocated to the Township under this Agreement shall not exceed \$134,304.44.

**3. SLFRF Subaward Provisions:**

The Township acknowledges that the SLFRF allocation constitutes a subaward that, per the Final Rule, means the Township is carrying out a SLFRF program or project on behalf of the County, and as such the Township is subject to monitoring and reporting requirements.

**4. Limitations Regarding the Use of the SLFRF Funds:**

The Township shall ensure that all expenditures utilizing the SLFRF funds received in accordance with this Agreement are limited only to those eligible uses outlined in Treasury’s Final Rule under the expenditure categories of Public Health and Negative Economic Impacts, Premium Pay, or Investments in Infrastructure. Specifically, Center Township’s subaward shall be utilized for the following purposes:

- For premium pay to three (3) eligible Township employees of \$2,000 each, totaling \$6,000 in compensation;
- For compensation of \$25,000 in each of the years 2023 and in 2024, for a total of \$50,000, to a social worker who will assist township residents in accessing programs and to assist the unemployed or underemployed;
- For partnerships with the following local not-for-profit organizations:
  - Housing Opportunities, \$20,000, to repair the stairs and walkway at the homeless shelter located at 2001 Calumet Ave., Valparaiso;
  - Hilltop Neighborhood House, \$13,5000, to support the Food Assistance Program provided by the Soup Kitchen Project.
  - Moraine House, Inc., \$14,000, to assist Center Township residents recovering from chemical dependency.
- For direct assistance to clients of the Center Township Trustee's office who are at or below the poverty level by providing:
  - V-line bus tokens, \$100
  - Pre-paid gas cards, \$2,000
  - Grocery vouchers, \$3,000
- Township poor relief assistance, \$25,704.44, for services in accordance with I.C. 12-20-1-1 to I.C. 12-20-28-3 and in accordance with U.S. Treasury's SLFRF Final Rule.

**5. Required Supporting Documentation:**

The Township agrees to provide the County with any requested information necessary for the County to be assured that the Township's proposal(s) constitutes an eligible use of the SLFRF funds. Requests include but are not limited to payroll records documenting that the premium pay was provided to the eligible employees, payroll ledgers documenting the compensation to the township social worker, paid receipts, and township assistance reports. The not-for-profit organizations partnering with the Township will also be required to provide supporting documentation, such as paid receipts and invoices, either directly or through the Township. The Township acknowledges that the County has full discretion to reject the expenditure of SLFRF dollars if the County deems the information provided is not complete or satisfactory.

**6. Release of SLFRF Subaward:**

The County will release the Township's SLFRF award in the following manner:

*Reimbursement:* With respect to the premium pay, bus tokens, pre-paid gas cards, and grocery vouchers, the County will reimburse the Township for acceptable claims upon receiving from the Township an Accounts Payable voucher, on a form prescribed by the Indiana State Board of Accounts, with the required supporting documentation, including payroll reports and a client listing of the residents receiving the assistance. With respect to poor relief services, the funds will first be paid from the Township Assistance Fund, the receipts for which will be submitted to the Auditor's Office on a quarterly basis after confirmation of qualifying use.

*Advance payment:* With respect to the social worker compensation, the Auditor's Office will advance the funds in equal installments on a quarterly basis, releasing the next quarter's funding only after receiving from the Township payroll ledgers verifying the compensation paid, in accordance with the Auditor's Office's internal control procedures.

*Reimbursement or invoicing:* With respect to the partnerships with the not-for-profit organizations, the Auditor's Office will reimburse the organizations or directly pay the agreed-upon expenses, upon receiving from the organizations an accounts payable voucher and paid receipt or invoice for the specific projects stated in this agreement.

7. **Employee Tax:** The amounts to be provided to the Township for premium pay and social worker compensation as stated in this agreement are gross amounts subject to tax withholding; the Township will be responsible for its required FICA contribution.

8. **Obligated and Expended SLFRF funds:**

The Township must expend all of its SLFRF allocation by July 1, 2024 or document to the County that it has obligated its remaining balance by that date. As stated in the Final Rule, an "obligation" means "an order placed for property and services and entering into contracts, subawards, and similar transactions that require payment." Any obligated Township SLFRF dollars must be expended by December 31, 2026. For purposes of this Agreement, "expended" means documented proof of payment made for a program or service.

9. **End of Project**

The Township will report to the Auditor's Office when its approved projects are complete and no further expenditures needed. Any Township account balance will revert to the County's use.

10. **Forfeiture of Subrecipient SLFRF Allocation:**

The Township will forfeit all or part of its SLFRF allocation if it fails to adhere to all terms and conditions in this Agreement at any time that the Agreement remains in effect. The Township will forfeit any or all of the balance of its SLFRF allocation if it fails to document that it has obligated its remaining balance by July 1, 2024. In the event all or part of the SLFRF allocation is forfeited, the County reserves the right to un-appropriate the Township's allocation.

11. **Disputes:**

The Township's Accounts Payable vouchers and all supporting documentation will be submitted by the Township to the Porter County Auditor's office. In the event of a dispute over acceptable documentation or any other matter relevant to this Agreement, the Township may file an appeal with the Porter County Commissioners, with the appeal terms to be decided by the Commissioners.

12. **Township Compliance Matters:**

The Township shall comply with all applicable federal, state, and local laws, rules, and regulations in its performance of this Agreement.

13. **Non discrimination:**

The Township, its assignees, delegates, or any subcontractors shall not discriminate against any person in the performance of any of its obligations hereunder on the basis of race, color, creed, religion, national origin, age, gender, sexual orientation, gender identification, marital status, veteran status or the presence of any disability.

**14. Commitment by County to Assist the Township:**

The County agrees to provide the Township with assistance in such ways as guidance regarding compliance with the Final Rule, submission of an acceptable Accounts Payable voucher, and information regarding updated directives or interpretations that might affect the Township in its performance of this Agreement.

**15. Hold Harmless and Indemnification**

The Township shall hold harmless, indemnify, and defend the County and its officers, officials, employees and agents from and against any and all claims, actions, suits, liabilities, losses, expenses, damages and judgments of any nature whatsoever, including reasonable costs and attorney's fees in defense thereof, for any injury, sickness, disability or death to persons or damages to property or businesses, arising in connection with the Township's use of its SLFRF subaward, or caused or occasioned in whole or in part by reasons of the presence of the Township, or its subcontractors or their property upon or in proximity of the property of the County. The Township's obligations shall include, but are not limited to, investigating, adjusting, and defending all claims alleging loss from action, error, or omission, or breach or any common law, statutory or other delegated duty by the Township or the Township's employees, agents, or subcontractors.

**16. Amendments**

The County has sole discretion to amend this Agreement in the event of changing regulations, directives, or policies at the federal, state, or local level, or for any reason it believes to be in the best interests of the County. The County shall give the Township 10 days advance written notice of any amendments. The amended Agreement shall take effect upon execution by all parties. Provisions in this Agreement subject to amendment shall become null and void upon the County's notice to the Township.

**17. Termination**


The County may terminate this Agreement in whole or part whenever the County determines, in its sole discretion, that such termination is in the best interest of the County. The County will give the Township 10 days advance written notice of termination. In such an event, the County shall pay the Township for any invoices previously and properly submitted in accordance with all provisions of this Agreement.

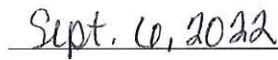
IN WITNESS WHEREOF, the parties have caused this Agreement to be signed by their duly constituted legal representatives and is effective on the last date signed.

  
\_\_\_\_\_  
Jeff Good,  
Porter County Commissioner President

  
\_\_\_\_\_  
Steve Buck,  
Center Township Board President

ATTEST:

  
\_\_\_\_\_  
Vicki Urbanik, Porter County Auditor

  
\_\_\_\_\_  
Date