

Exhibit A

City of Dallas American Rescue Plan Act (ARPA) Food Banks/Pantries Support Program Program Statement

Program Purpose: To support Hunger-Relief Organizations (“Organizations”), such as Food Banks and Food Pantries, that have been negatively impacted during the pandemic in their ability to deliver services due to either decreased revenue, increased cost, or increased client demand, in their mission to provide food to residents struggling with hunger by providing financial grants and in-kind support to cover costs related to food distribution and service delivery. Funds can support grants to Hunger Relief Organizations and/or to purchase on behalf of these organizations. Support will be provided to Organizations through a competitive application process that considers factors such as location, target client and service delivery and capacity, as well as potential impact from the Organization’s planned use of funds. To demonstrate need, applicants will be required to provide documents demonstrating negative economic impacts directly related to the COVID-19 pandemic for the period of March 3, 2021, through December 31, 2024. Such negative economic impacts could be due to an increase in services provided, an inability to hold fundraising events, loss of revenue from donations, increased costs due to COVID-19, or costs of new programming designed to assist those disparately impacted by the pandemic and its economic effects. Applicants that are located within Qualified Census Tracts, as defined by the U.S. Department of Housing and Urban Development (HUD) or other communities determined to be highly impacted by the pandemic as outlined in Treasury guidance for use of ARPA State and Local Fiscal Recovery Funds, will be presumed to be disproportionately impacted by the pandemic (Disproportionately Impacted Nonprofits).

Eligible Participants: Nonprofit Hunger-Relief Organizations that are located within the City of Dallas (having their primary business office or a site of service delivery located in the City of Dallas) and serve primarily City of Dallas residents by providing social services to low- and moderate-income individuals.

- Must be a nonprofit organization with registered 501(c)3 tax exempt status
- Be officially registered with the State of Texas, currently in existence, physically located, and operating in the City of Dallas and serving residents of the City of Dallas
- Participants must have been in existence since March 1, 2018
- Must primarily serve low- and moderate-income individuals, households, and/or communities, as defined as those with (i) income at or below 300 percent of the Federal Poverty Guidelines for the size of the household based on the most recently published poverty guidelines by the Department of Health and Human Services (HHS) or (ii) income at or below 65 percent

- of the Area Median Income for the county and size of household based on the most recently published data by HUD
- Must be current on applicable City taxes
 - Must be currently providing direct-to-client food distribution services
 - Must have been providing food assistance programming for at least 1 year prior to March 3, 2021
 - Nonprofit organizations that have received funding from the City of Dallas's Small Business Assistance Program, Child Care Providers Micro-Grant Program, or other assistance programs, as well as those who have received funding from the federal Paycheck Protection Program may apply for support, however the Program shall not provide funds for the same eligible expenses for the same time period already funded by another local, state, or federal program.

Participants will be required to complete an application on-line or by phone for assistance and provide proof of the following:

1. Being in existence on or before March 1, 2018
2. Documentation demonstrating loss of income, increased costs, and/or other negative economic impact due to the COVID-19 pandemic since March 3, 2021
3. Documentation of nonprofit status and description of food distribution and social services program delivery history, including:
 - a. Copy on IRS determination letter of tax-exempt status
 - b. Copy of Articles of Incorporation, By-Laws
 - c. Board of Directors Listing and Board Information Form
 - d. Minutes of the three most recent Board of Directors meetings
 - e. Organization Chart
 - f. Current year operating budget (revenue and expenses) and year-to-date financials

Meeting this eligibility does not obligate the City to provide assistance to any nonprofit organization.

Ineligible Participants:

- Nonprofit organizations who have ceased operations or are closed, excluding short-term or temporary closures resulting from an exposure or need for facility cleaning due to a diagnosis of COVID-19 or due to staffing shortages resulting from COVID-19 diagnosis or exposure
- Nonprofit organizations that do not offer direct-to-client food assistance programming
- Nonprofit organizations that primarily or solely provide scholarships and do not provide direct-to-client assistance programs

Assistance to be Provided: Grants in the amount of no more than \$10,000.00 will be provided to organizations through this Food Banks/Pantries Support

Program. Assistance is provided to support organizations' ability to provide food assistance. Assistance will be administered via an online application process during one or more established application periods. Should the level of funding requests exceed funding availability, applicants will be prioritized that are located within Qualified Census Tracts or other communities determined to be highly impacted by the pandemic as outlined in Treasury guidance for use of ARPA State and Local Fiscal Recovery Funds.

Eligible Uses of Funds: Funds may support allowable administrative costs and grants to nonprofits, in accordance with all applicable laws, regulations, and guidelines, including U.S. Department of Treasury laws, regulations, and guidelines and City guidelines related to Coronavirus State and Local Fiscal Recovery Funds. Grant funds can be used by the grant recipient for operational expenses, including but not limited to expenses such as equipment that supports food distribution with a cost that is not in excess of \$5,000.00 per unit, such as refrigerators, freezers, etc.; supplies that support food distribution programs, such as office supplies for administration, organizational supplies for pantry and distribution space, furniture and tables, special supplies to support transportation of food like products to maintain food temperature in transit, etc.; shelf-stable food items for distribution to clients; fresh-produce items for distribution to clients; protein items, including meat and meat alternatives, for distributions to clients; dairy items and non-dairy alternatives for distribution to clients, incurred between March 3, 2021 and December 31, 2024. Such expenses may include but are not limited to expenses resulting from COVID-19 and/or in response to needs caused by COVID-19. Supporting documentation for all expenses is required.

Grantee Reporting Requirements: Participants will be required to submit documentation of planned use of funding during the application process, including any documentation of expenses incurred to date that are included within the grant request. Participants will be required to submit documentation of use of funds upon Food Banks/Pantries Support Program closure. Additionally, participants may be subject to operational review and audit of fund use by City of Dallas and are required to agree to submit requested documentation to City of Dallas as requested and required by the ARPA and the United States Department of Treasury.

Third Party Administrator: Should the City enter into a subrecipient agreement for administration of the Food Banks/Pantries Support Program, the selected third-party administrator shall provide monthly reports to the City of Dallas through a designated staff that includes nonprofit awardees and award amounts. Detailed report(s) on the application process of the Food Banks/Pantries Support Program should be provided that includes data on all applicants, locations and service areas of awardees, primary services and programs delivered by awardees.

Program Budget: \$800,000.00 over the ARPA grant period term (March 3, 2021-December 31, 2024).

Funding: Various funding types may be used under this Food Banks/Pantries Support Program and must follow the requirements of the funding types. The Food Banks/Pantries Support Program may include, but is not limited to, the provision of services and distribution of funds made available through the American Rescue Plan Act, future federal or state relief funds and/or donated funds, as well as distribution of donated items.

Amendments to Program Statement: This Program Statement may be amended by the City Manager or designee as appropriate according to changes in applicable laws, regulations, and/or guidance documents, or to meet changing needs and funding requirements.

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