

Exhibit A

Program Statement

City of Dallas American Rescue Plan Act (ARPA)

Small Business Assistance / Non-Profit Assistance

Program Purpose: To provide financial support in the form of a grant for operational expenses, including, but not limited to expenses such as rent, utilities, staff salaries and benefits, product loss, and cleaning supplies incurred between March 3, 2021 and December 31, 2025, and resulting from COVID-19 and/or in response to needs caused by COVID-19, to Dallas-based non-profits that deliver social services programming to Dallas residents and small business for economic sustainability of privately owned business. Small business eligible for assistance are those that experienced negative economic impacts or disproportionate impacts of the pandemic. 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, 2025. Such negative economic impacts could be due to an increase in a contract or patronage provided, an inability to meet payroll obligations, loss of revenue from sales or loss of contracts, increased costs due to COVID-19, or costs of new products designed to assist those disparately impacted by the pandemic and its economic effects. For Non-profit assistance, negative 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 small business and non-profits).

Eligible Participants for Small Business Assistance:

- To receive Grant Funds, a recipient must be a business officially registered with the Texas Secretary of State and operate as a legal for-profit business ("Eligible Business"); classified as a small business under the size standards of the U.S. Small Business Administration.
- Physically located and operate in Dallas
- Must be in existence on or before March 1, 2018
- Must have documentation demonstrating loss of income, increased costs, and/or other negative economic impact due to the COVID-19 pandemic since March 3, 2021
- Must have documentation demonstrating 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.
- Small Businesses that have received funding from the federal Paycheck Protection Program, may apply for support. However, the Small Business Assistance shall not provide funds for the same eligible expenses for the same period already funded by another local, state, or federal program.

Ineligible Participants for Small Business Assistance:

- Grants shall not be awarded to a business that have ceased operations or permanently 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
- Grant Funds shall not be awarded to a business that requires a sexually oriented business license under Chapter 41A of the Dallas City Code, or a liquor store, a pawn shop, a body piercing studio, or a tattoo studio as those terms are defined by the Dallas Development Code.
- Grant Funds shall not be awarded to a business that has outstanding city liens or tax liens, that is party to a lawsuit against the City, that is currently in default under any other agreement with the City, or that has, in the previous 5 years, been party to a contract with the City that was terminated due to default. All expenditures for services will be subject to state and local procurement laws.

Eligible Participants for Nonprofit Assistance:

Nonprofit organizations must be 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 direct to client social services to low- and moderate-income individuals with a focus on (health, economic security, safety and wellbeing, education, and social justice) programming in one or more of the areas outlined below:

- Organizations and programs focused on providing access to health services of all kinds, including those focused on addressing disparities; mental health services, and supporting COVID-19 testing and access to testing/tracing
- Organizations and programs focused on preparing people for living wage jobs (e.g., via rapid re-employment, upskilling or reskilling through partnerships with community colleges/schools and/or moving to online adult learning)
- Organizations and programs that provide supportive services for workers, such as childcare, food, or transportation
- Organizations and programs that provide services to re-entry populations to assist them as they are returning to the community
- Organizations and programs focused on public safety in the community and eliminating violence directed at people of color, disenfranchised and marginalized populations
- Organizations and programs working to reduce learning loss and close the racial academic achievement gap
- Organizations and programs addressing the digital divide
- In- and out-of-school engagement programs for children and youth
- Organizations and programs that provide basic needs and emergency assistance for low-income clients, such as food assistance, rental and utility assistance, transportation or similar
- Must primarily serve low- and moderate-income individuals 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 have been providing one or more of programming types outlined above for at least two (2) years 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 Nonprofit Assistance Program shall not provide funds for the same eligible expenses for the same period already funded by another local, state, or federal program.

Nonprofits must provide proof of the following:

- Documentation demonstrating loss of income, increased costs, and/or other negative economic impact due to the COVID-19 pandemic since March 3,2021
- Documentation of nonprofit status and description of social services program delivery history, including:(a). Copy of IRS determination letter of tax-exempt status (b). Copy of Articles of Incorporation and Bylaws (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
- Must be a nonprofit organization with registered 501(c)(3) tax exempt status in the state of Texas
- Currently in existence physically located, and operating in the City of Dallas, and serving residents of the City of Dallas
- Must primarily serve low-and moderate-income individuals 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 in existence on or before March 1,2018
- Must be current on taxes

Ineligible Participants for Non-Profit Assistance:

- Nonprofit organizations that 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
- Nonprofits organizations that do not provide direct-to-client social services programs in one or more of the outlined areas in the eligible requirements
- Non-profit organizations that primarily or solely provide scholarships and do not provide direct to client assistance programs

Assistance Program. Grants will be awarded in an amount not to exceed \$200,000.00 will be provided to one or small businesses and one or more non-profit organizations to support ability to continue operations considering revenue loss due to the COVID-19 pandemic. Assistance will be administered via an online application process during one or more established application periods to be awarded on first come basis. Should the level of funding requests exceed funding availability, priority will be given to small businesses and nonprofit organizations Disproportionately impacted, such as applicants that are located within Qualified Census Tracts

highly impacted by the pandemic as outlined in Treasury guidance for use of ARPA State and Local Fiscal Recovery Funds.

Eligible Uses of Funds for Small Businesses: An Eligible Business that receives Grant Funds must use 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 may be used by the grant recipient for operational expenses, including but not limited to expenses such as rent, utilities, staff salaries and benefits, cleaning supplies, and programs supplies incurred between March 3, 2021, and December 31, 2025; 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

Eligible capital expenditures (as defined for tax purposes) that: (1) stimulate business, rebranding, and commercial activity; (2) attracts/retains employees; and/or (3) increases taxable personal or real property in Dallas ("Eligible Capital Expenditures"). Eligible capital expenditures include the costs of acquiring or producing any permanent structural alteration or other assets added to tangible real or personal property that improves it substantially, thereby increasing its overall property value to suit new needs and extending its useful life. A proposed expenditure must also be for a permitted use as it pertains to the property under the Dallas Development Code.

Eligible Uses of Funds for Non-Profits: 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 may be used by the grant recipient for operational expenses, including but not limited to expenses such as rent, utilities, staff salaries and benefits, cleaning supplies, and programs supplies incurred between March 3, 2021, and December 31, 2025; 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

*Meeting eligibility requirements does not obligate the City to provide assistance to any nonprofit organization or small business.

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 Small Business Assistance Program and Non-Profit Assistance 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.

Administration of Funds: Funding will be administered by the Small Business Center through a published application on a first come first serve basis. Applicants can apply on-line beginning November 10, 2022.

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.