

**Washtenaw County
Community Priority Fund**

**Processing and Finalizing Capital Expenditures under the Coronavirus
State and Local Fiscal Recovery Fund (SLFRF)**

Community-based organizations (hereafter Subrecipient) receiving SLFRF funding through Washtenaw County (Pass-through Agency), must comply with specific General Standards and Guidelines dictated by the Treasury as described in the federal rule (31 CFR Part 35, pp. 4389-4392) regarding expected capital expenditures (as defined by the Uniform Guidance, 2 CFR 200.1)

In compliance with such federal General Standards, Washtenaw County requires that all Subrecipients of SLFRF funding provide the necessary information to assess if the following requirements and presumptions on Capital Expenditures are met:

1. Capital expenditures should be related and designed to benefit the individual or class that experienced the identified impact or harm, and
2. Capital expenditures should be reasonably and proportionally designed to respond to a public health or negative economic impact of the pandemic.

In the following lines, please provide a brief description of the proposed capital expenditure(s):

A. How is the proposed capital expenditure related and/or designed to benefit the individual or class impacted or harmed by the COVID-19 pandemic?

(The description may include how the proposed capital expenditure (purchase of vehicle, land, building, etc.), would promote or enable the implementation of evidence-based practices like focused deterrence, street outreach, violence interrupters, hospital-based violence intervention models, wrap-around services (e.g., behavioral therapy, trauma recovery, job training, education, housing and relocations services, etc.)

B. How is the proposed capital expenditure reasonably and proportionally designed to respond to a public health or negative economic impact of the pandemic.

One presumption on capital expenditures is the type and size of the capital expenditure. Your selection of ONE the following statements will help identify if, given the type and size of the proposed capital expenditure, the Subrecipient is required to complete, submit, or meet the substantive requirements of a Written Justification of capital expenditure. Please select one:

- Our proposed project includes **total expected capital expenditures of under \$1 million:** Treasury provides a safe harbor for unenumerated projects with total expected capital expenditures of under \$1 million and will not require recipients to complete, submit, or meet the substantive requirements of a Written Justification of the capital expenditure.
- Our proposed project includes **total expected capital expenditures of \$1 million or greater:** Treasury requires recipients and/or subrecipients to complete, submit, or meet the requirements of a Written Justification of the capital expenditure.

In addition, Subrecipients must also comply with applicable requirements of the Uniform Guidance regarding procurement, contracting, and conflicts of interest, and all federal, state, and local public health and environmental Laws or regulations that apply to capital expenditures, regardless of the total expected capital expenditure amount (Uniform Guidance, Sections 200.317-326).

Further, as stated in 2 CFR part 200 Subpart D on post-federal award requirements, recipients and subrecipients must comply with property standards pertaining to insurance coverage, real property, and equipment; procurement standards; sub-recipient monitoring and management; and record retention and access.

For your convenience, a summary of current procurement and purchases procedures adopted by the Washtenaw County government is included below.

1. Written Quotes are required for purchase orders that exceed \$5000.
2. If the procurement exceeds \$5,000 but does not exceed \$25,000, a minimum of three (3) written vendor quotes are required.
3. If the procurement exceeds \$25,000 then the formal Request for Proposal (RFP) bid process must be adhered to and led by Purchasing.

For more information regarding procurement and purchase rules, please visit <https://www.washtenaw.org/687/Purchasing-Business-Rules>

This form was completed on _____ (Date)

Name of Organization (Subrecipient): _____

Name, title, and signature of person representing the organization:

Name: _____ Title: _____

Signature: _____