



Pulaski County Emergency ‘Out of School’ Program Grants

Our Children are our number one asset to Pulaski County and the Board of Supervisors desires to help ensure our students have access to safe, affordable ‘out of school’ programs on non-school weekdays as a result of COVID-19. The Pulaski County Board of Supervisors has made funds available to for-profit and non-profit entities and organizations to support the development and implementation of ‘out of school’ programs that cater to our students’ needs as a response to the impact of COVID-19 educational regulations.

Financial assistance to Pulaski County for-profit and non-profit entities and organizations that focus on ‘out of school’ programming for the day(s) of the week that schools are not able to operate due to COVID-19 social distancing requirements will be made available on August 3, 2020, and the deadline for application is August 31, 2020. Pulaski County Emergency ‘Out of School’ Program Grants in the amount of up to \$7,500.00 can be used for development, implementation and/or operating expenses for ‘out of school’ programming in response to COVID-19.

Note: The entirety of the Pulaski County Emergency ‘Out of School’ Grant Program is funded at a level of \$30,000.00 through a CARES Act appropriation to Pulaski County, Virginia. The program will conclude on August 31, 2020, or at which time the funds for the program have been depleted. Awards will be based on set criteria and applicants receiving the highest amount of points based on those criteria will be awarded funds.

Eligibility

- For both non-profit and for-profit entities and organizations based and operating in Pulaski County, Virginia
- Pulaski County entities and organizations that were established and in operation prior to February 15, 2020
- Pulaski County entities and organizations that are registered and in good standing with the State Corporation Commission (SCC) (as applicable)
- Pulaski County entities and organizations that have (or will attain) all applicable state licensures, certification or approvals that may be required prior to initiating programming
- Pulaski County entities and organizations that are up to date on all Pulaski County taxes, charges and fees
- Programs must demonstrate sustainability for the duration of the 2020-2021 school year

How to Apply

The County of Pulaski will administer the program. Forms can be downloaded from the Pulaski County website at: www.pulaskicounty.org Applications will be accepted starting on August 3, 2020, and awards will be determined by the following criteria:

- Demonstrated ability to implement, operate and sustain program – Up to 40 points
- Number of children served by program – Up to 25 points
- Quantity and quality of offerings and services provided to students through program – Up to 35 points

Questions

Please contact: Jonathan D. Sweet, County Administrator, at:
(540) 980-7705 or jsweet@pulaskicounty.org with any questions.



Pulaski County Emergency 'Out of School' Program Grant Application

General Information

Name: _____ Date: _____
Last First M.I.

Address: _____ Apartment/Unit #
Street Address

City State ZIP Code

Phone: _____ Email: _____

Entity/Organization Name
& Services Provided: _____

1. Is your entity/organization located in Pulaski County? Yes No
2. Was your entity/organization in operation prior to February 15, 2020? Yes No
3. Is your entity/organization current in paying county taxes, charges and fees? Yes No
4. Does your entity/organization have an EIN (If applicable)? Yes No
a. If yes, please list the number: _____
5. Is your entity/organization in good standing with the State Corporation Commission (SCC) (if applicable)?
Yes No
6. Does your entity/organization have any and all required state licensures certification or approvals as of July 15, 2020? Yes No
If Yes, please list all: _____

If No, please indicate your willingness to pursue any requirements prior to implementation. Yes No

Purpose Summary

Please provide a summary of why your entity or organization is seeking funds to provide 'Out of School' Programming in Response to COVID-19

Awards are up to \$7,500. Please indicate how much funding your entity/organization is seeking.

\$1,500 \$2,500 \$3,500 \$4,500 \$5,500 \$6,500 \$7,500

Date Received: _____ Received By: _____ Reviewed By: _____ Approved: Yes No



The following items are approved expenses under the CARES Act, please estimate how the funds that you receive will be used. All expenses must have occurred **after** March 1, 2020, and **before** December 30, 2020.

Type of Expense	Amount	Description
Rent/Mortgage		
Payroll (employees/owner draw)		
Employee Benefits		
Utilities		
Marketing		
Vendor Payments		
Equipment Purchase/Lease		
Supplies		
Software		
Other		

It is a requirement to fill out the W-9 attached to this application.

I certify, by my signature below, that my answers are true and complete to the best of my knowledge. If approved, I understand that false or misleading information in my application or use of the funds for expenses other than those deemed eligible and awarded specifically for the 'out of school' programming in response to COVID-19, may result in having to return any funds received. I further understand that I should be prepared to provide documentation of eligible expenses for audit purposes and to maintain them for a period of five (5) years.

Signature: _____ Date: _____

Applications can be submitted to: jsweet@pulaskicounty.org, or they can be delivered to the Pulaski County Administration Building located at: 143 3rd Street NW, Suite 1, Pulaski, VA, 24301.



It is important to keep this page for your records.

Please be prepared to document all funds, per the chart below, that are spent over the next five (5) years, as well as retain ALL relevant receipts.

Type of Expense	Date(s)	Amount	Vendor	Receipt Attached	Description
Rent/Mortgage					
Payroll (employees/owner draw)					
Employee Benefits					
Utilities					
Marketing					
Vendor Payments					
Supplies					
Software					
Other					



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- PROGRAM PROPOSAL -

Proposal Outline Required as part of Application:

Please provide and attach to this application your proposal and specific information on your entity/organization, a detailed program description, a detailed plan of action, number of children to be served, age/grade(s) of children to be served and a program operating budget.

Please place emphasis on your entity's/organization's ability to implement a sustainable 'out of school' program and enumerate the offerings, benefits and outcomes your proposed program will afford our students. Please include any additional information you feel would assist us in evaluating your application and increase your probability of award.

Additional Information Required as part of Application:

Please also include and attach with your proposal the following:

- All applicable licensures, certifications or approvals
- Proof of existence (e.g. articles of incorporation, by-laws, SCC documentation, etc.)
- Entity/organization bio and history
- Board structure and members (if applicable)
- Facility description (pictures, floor plans and/or renderings of applicable facilities and spaces to be used for programming)
- Please provide names and credentials (if applicable) of all staff who will be implementing programming or who will have connectivity to the program
- Please specifically communicate in writing your willingness to have all applicable staff directly connected with the program complete and pass a criminal background check and be prepared to provide the County access to that information if requested.
- Please provide any letters of support that may assist the County in considering an award
- Please provide any reference letters you feel would be of assistance to the County in considering an award