MILWAUKEE COUNTY AMERICAN RESCUE PLAN ACT ALLOCATION
Community Support Program Review Process

Community Support Service Area Overview $36,739,238

Purpose: Respond to economic harms to workers, families, small businesses, impacted industries, and the public sector. Click here for eligible expenditure categories and subgroup membership details.

Alignment with ARPA Funding Objectives: Support immediate economic stabilization for households and businesses. Address systemic public health and economic challenges that have contributed to the inequal impact of the pandemic.	**Milwaukee County Strategic Alignment:** Determine what, where and how services are delivered based on the resolution of health disparities; invest upstream to address the root causes of health disparities; and dismantle barriers to achieving diverse and inclusive communities.
Intended Outcome: Stabilize and improve pre-pandemic conditions for marginalized communities. Build the capacity of community organizations to serve people with significant barriers to services.	**Sample Expenditures:** Provide immediate, limited-term household assistance; Address targeted social determinants of health through evidence-based strategies informed by community input; Support collaborative initiatives with matching private and/or public funds.

Recommendation Process

Review Task	Responsible Party
1. Intake project ideas from internal and external sources through the Milwaukee County ARPA Public Landing Page.	Community Engagement
2. Review ARPA Community Support Project Idea forms for alignment with allowable uses of ARPA funds.	Grants & Special Projects
a. For project ideas that do not meet ARPA criteria, an automated email will be issued to the individual if an email address was provided.	Grants & Special Projects
b. If the project idea is an eligible use of ARPA funds, it will be assigned an expenditure category and be dispatched to a Service Area Subgroup.	Grants & Special Projects
3. Subgroups will meet at least once per month to review project ideas submitted, research effective strategies, and related data within the service area scope. Members may also submit projects for discussion and	Subgroup Leaders, Members

consideration through the [ARPA Community Support Project Idea form](#).	

4. ARPA Community Support Project Ideas will be reviewed by Subgroup remembers by selecting 'yes' or 'no' for the following criteria:
  i.   Will the Project Idea require 1-3 years of funding?
  ii.   Is the Project Idea within Milwaukee County's scope of services?
  iii.   Does the Project Idea address an immediate pandemic related need or will it have an impact on the upstream social determinants of health?
  iv.   Can Milwaukee County feasibility implement or manage implementation of the Project Idea?
  v.   Is this the best use of ARPA funds?
	Subgroup Members

5. Based on the criteria outlined in number four, members will determine how a project idea moves forward. Based on the subgroup determination, an automated email will be issued to the individual:
  i. Green: The project idea should be put into a [Project Proposal](#) for ARPA funding consideration. (Received "Yes" response from four to five of criteria listed in number four)
  ii. Yellow: The project idea requires more information and/or collaboration or should be put on hold at this time. (Received "Yes" response from two to three of criteria listed in number four)
  iii. Red: Project idea is not recommended for ARPA funding at this time. (Received "Yes" response from less than two of criteria listed in number four)
	Subgroup Members

6. Project proposals received on or before the first Friday of every month will be reviewed by the subgroups, which will meet monthly.	Subgroup Members
7. Proposed projects will be ranked by subgroup members using a [rubric of criteria](#) set forth by the ARPA Task Force. Members will assign a score to each project and review the scores together. *Note:* Members may determine more information is needed before scoring a project and should make assignments collectively to gather and share that information.	Subgroup Members

8. Group members will review project scores and assign one of the following designations to each project:
  i. High Priority (85-100 average)
  ii. Moderate Priority (60-84 average)
  iii. Low Priority (0-50 average)
	Subgroup Members

9. Group members will deliberate which projects, if any, should be brought to DHHS Leadership and the ARPA Task Force for recommendation. *Note:* Projects that score 85 or higher are eligible for consideration by	Subgroup Members

DHHS Leadership for recommendation to the ARPA Task Force. Not all high priority projects are required to be recommended to DHHS leadership and/or ARPA Task Force.	
10. The Subgroup Leaders, representing each service area, and DHHS leadership will meet monthly to discuss projects recommended for ARPA Task Force review and coordinate recommendations with consideration of available funds. DHHS leadership will convene the meeting and facilitate conversation around priorities, project feasibility and partner capacity. Using a guide DHHS Leadership and Subgroup Leaders will determine if a project proposal will be taken to the Strategy & Budget Team.	DHHS Leadership, Subgroup Leaders
11. Projects that are identified for recommendation with DHHS leadership will be shared with the Strategy and Budget Team (meeting every Monday). Either DHHS leadership or the Subgroup Leader will make the presentation of recommendations and welcome discussion on the item.	DHHS Leadership, Subgroup Leaders
12. The Subgroups will work with the Grants & Special Projects Division to notify the submitter if their project will be recommended for ARPA funds.	Subgroup Leaders, Grants & Special Projects
13. A memo directed to the ARPA Task Force will be assembled to include the final prioritized projects and submitted to the task force chair. The item will be added to the agenda for the next task force meeting if submitted at least five business in advance. The Subgroup Leader will make the presentation with support of the project leader.	Subgroup Leaders, Project Leader
14. Upon ARPA Task Force recommendation, administrative staff will follow protocol to request authorization from Finance Committee to allocate funds.	Project Leaders, Grants & Special Projects
15. Upon Financial Committee approval, the Grants & Special Project team will team will work with the appropriate division to ensure that contracts and reporting align with ARPA reporting requirements.	Grants & Special Projects