**executive summary on CRC/NCP** 3/21/24

**CRC/NCP ARPA RFP Process and Selection**

1. ARPA Process Background: Through extensive community outreach and input, Monroe County identified key focus areas for community investment with the ARPA funding. The County designed the Request for Proposals (RFP) to solicit projects that were transformative, engaged in strong collaborations, and served communities who were historically underrepresented and most negatively impacted by the COVID-19 pandemic.
2. Overview of Neighborhood Collaborative Project (NCP) ARPA Grant Proposal
   1. NCP project grant proposed to improve the quality of life of residents by bringing access to health and human services to the point of need in neighborhood through a collaboration of organizations.
   2. NCP Organizations include: SWAN, Inc. at Montgomery Center; Cameron Community Ministries; Father Tracy Advocacy Center; Beyond the Sanctuary; Barakah Muslim Charities; The Peoples’ Pantry; Lyell Avenue Business Association; Action for a Better Community; Baden Street Counseling and Support Center; MC Collaborative; On The Ground Research; and C3 Consultancy Services.
   3. As a part of its grant proposal, NCP chose CRC to act as their fiscal agent.
3. The ARPA RFP Committee selected NCP grant proposal (9/9/22) with one of the highest RFP scoring applications as it met the ARPA RFP goals with its innovative and collaborative approach to serving the exact population the County was seeking to impact.
4. From 2021- 2022, the Monroe County Legislature was provided significant opportunity to participate in community stakeholder meetings, briefings, presentations, responses to multiple Q&As as well as many opportunities to review all ARPA applications and scoring sheets –6 of the 29 Legislators scheduled appointments to review the applications.
5. Monroe County Legislature Adoption: Referral 22-0333/Resolution 342 of 2022 (Authorize Grant Contracts and Appropriation Transfers Pursuant the American Rescue Plan Act) was approved unanimously (W/M Vote: 10-0) (Full Legislature Vote: 28-0).

**CRC/NCP ARPA GRANT AWARD/CONTRACT EXECUTION**

1. Risk Assessment: Before the contract was executed and the first funding award was made to CRC/NCP, Federal regulationrequires the pass-through agency (the County) to assess the subrecipient’s (CRC) experience and ability to manage federal funds and then develop a plan to effectively monitor, engage and support the entity to ensure the success of the program.
2. The County ARPA team, County Internal Audit team, and County Law team reviewed and evaluated the NCP/CRC questionnaire and classified project as requiring high risk monitoring based upon their experience in regularly handling federal grants or complex streams of funding.
   1. High, medium, low risk: None of these classifications are good or bad, or reflect the quality of the program or organization. However, these classifications are designed to guide the County by evaluating the experience the agency has in managing federal funds and then develop a plan to effectively monitor, engage and support each entity to ensure success.
3. On May 3, 2023, Monroe County executed an ARPA Subaward Grant Agreement with Community Resource Collaborative, Inc. The Agreement called for the award of funding in the amount not to exceed $7,160,849 for the period of March 1, 2023 through December 31, 2026. The Agreement allowed for an initial payment of 25% of the approved budget for year one ($386,138.25) to be paid in the first month to cover scope of services. The allowance for an initial payment of 25% of the approved budget for year one was included in every ARPA subrecipient’s Agreement. All subrecipients were required to submit vouchers that would be credited against that initial payment and provide a full account of how initial disbursement was spent by 12/31/23.
4. As a part of the monitoring system, the Monroe County ARPA team has regular meetings, onsite visits, reviews and touch points to build relationship and provide regular communication with the NCP/CRC.
5. CRC/NCP provided monthly vouchers for review and approval. Most vouchers required multiple communications between CRC/NCP until the proper information provided and could be approved It is important to note that nearly every voucher from every ARPA subrecipient required additional information when first submitted as the subrecipients worked to familiarize themselves with the ARPA process.
6. Based upon the relationships our Monroe County team has built with our partner organizations, we were alerted via email (2/6/24 at 7:11 pm) from CRC’s President/CEO that CRC had “launched an internal investigation regarding the mismanagement of funds and negligence regarding the agency’s financials,” that there was an issue regarding payments to CRC/NCP partners, and that the individual responsible was terminated as of February 6, 2024. Monroe County received a follow up email from CRC/NCP partner agency, C3 Consultancy Services, requesting the County to cease all payments.
7. On 02/07/24 the County requested EFPR Group to immediately commence a forensic review to investigate the propriety of financial activity and transactions involving the administration of ARPA funds managed by CRC.
8. EFPR has completed its Forensic Review of CRC. We expect to remain in contact with appropriate law enforcement and oversight agencies.