### TRORC Annual Board Meeting – Zoom Meeting
### June 23, 2021 – Annual Meeting Minutes

#### Attendance:

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Guests: Joe McKinney, NADO; Dan Ruddell; Andrew Winter

Staff: Peter Gregory, Lori Kay, Tory Littlefield, Kim Gilbert

1. **Call to Order, Approval of the Agenda, Roll Call, and Public Comments:**

   The virtual meeting opened at 6:31 p.m. A quorum after roll call was declared. No changes to the agenda were made. There were no comments from the public.

2. **Approval of Minutes from May 26, 2021 Meeting**

   On a motion made by Commissioner Nancy Jones and seconded by Commissioner Ramsey Papp, the May Meeting Minutes were accepted unanimously.


   On a motion made by Commissioner David Brandau, and seconded by Commissioner Bushrod Powers, the unaudited May 2021 Financial Report was approved unanimously.
Gregory reported that TRORC’s Income Summary was like the previous month’s – TRORC has exceeded its original projection for the year. TRORC purchased additional traffic counters in the last month to replace failing units. VTrans is covering 90% of these costs through the VTrans contract.

TRORC’s balance sheet report shows a Net Income of $127,000 as of May 31.

TRORC continues to stay on top of the Accounts Receivable Aging report. Four to five of the invoices have come in since the report was prepared. Quarterly billing for several contracts will take place at the end of June.

4. Presentation by Joe McKinney, Executive Director of National Association of Development Organizations (NADO)

NADO is an association of development organizations, representing over 400 organizations dedicated to community development programs for districts across the country. NADO advocates for local governments and works with town and county organizations as well that serve local interests. McKinney gave a presentation on NADO which focused mainly on the Federal American Rescue Plan Act – ARPA.

A copy of the presentation is attached to these minutes.

Gregory noted that Katie Buckley will be the Vermont League of Cities and Towns (VLCT) coordinator for ARPA funds, and we will learn more about the distribution of ARPA funds soon. Additionally, TRORC will be monitoring ARPA funding opportunities and sharing what is learned with the Towns.

Tory Littlefield stated that the deadline for Towns to apply for funds is July 15. Next week, VLCT will provide a list of the region’s towns that have not yet applied for funding. Littlefield will be reaching out to those towns as soon as the list is provided and will include the town’s TRORC Commissioner on that e-mail as well.

5. Approval of the proposed FY22 TRORC Budget

TRORC’s proposed budget for FY22 was discussed. Gregory indicated that the budget had already been reviewed by the Executive Committee, noting that the budget is based on secured funds. It does not include potential new projects as it is not known when or how much money would be available. The Executive Committee recommends adoption of the proposed budget.

Gregory stated that the Executive Committee will review any revised version of the budget in August/September assuming we know more about the new projects by then. The September Board meeting would be the opportunity for Board approval of a revised budget.

On a motion made by Commissioner Bushrod Powers and seconded by Commissioner Frank Tegethoff, the proposed FY22 TRORC budget was adopted unanimously by the Board.
6. **Approval of Election of Officers and Members at Large**

On behalf of the Nominating Committee, Commissioner Paul Vallee announced that the Nominating Committee had contacted everyone on the Executive Committee and the Members at Large. He confirmed that everyone has signed up to serve on the Commission during the coming year.

Executive Committee:
Jerry Fredrickson, Chair
Bill Emmons, Vice Chair
Nancy Jones, Treasurer
David Brandau, Secretary
Bill Edgerton, Member of the Executive Committee
Nancy Malmquist, Member of the Executive Committee

Members at Large:
Ken Alton, Economic Development
Jenn Colby, Agriculture
Meg Emmons, Youth
Andrew Winter, Housing
Dan (Rudi) Rudell, Conservation
Meghan Butts, Upper Valley Lake Sunapee Regional Commission

On a motion made by Commissioner Mark Belisle and seconded by Commissioner Tim O’Dell, the election of the Officers and Members at Large was accepted unanimously.

7. **Approval of FY22 Student Scholarship Awards**

The following students were affirmed as recipients of TRORC’s FY22 Scholarship Awards:

Bridge Armbrust, White River Junction
Jackson Balch, Hartland
Victoria Bonsignore, Bethel
Colby Brooks, North Hartland
Jonathan Max Haehnel, Fairlee
Gretchen Josselyn, White River Junction
Kendrick Madore, South Royalton
Lilia McCullough, Woodstock
Ryelee Potwin, White River Junction
Ryan Smith, South Royalton
Finnian Sunde, White River Junction

On a motion made by Commissioner Bill Emmons and seconded by Commissioner Frank Tegethoff, the recipients of the Scholarship Awards were accepted unanimously.

8. **Staff/Commissioner Updates**

Gregory noted that it has been an active Legislative year. Tory Littlefield testified in Senate Government Operations Committee on a rewrite and cleanup of public safety statutes as it related to the
consolidation of LEPCs into a single state-wide LEPC. Littlefield is also the Vice Chair of the State Emergency Response Committee, which is an important position to hold. It demonstrates that TRORC has a good reputation, the staff are qualified, and they bring good effort to statewide groups.

Kevin Geiger testified on a few Housing bills, one of which is being debated in the Senate on Thursday, June 24.

Kim Gilbert is leading the Creative Economy project that is starting in July. Funding comes from the Department of Commerce’s EDA division.

Keys to the Valley continues into its next phase – implementation of the action items. The State is interested in our efforts. Others are following what has been done to date as evidenced by the traffic on the Keys to the Valley website.

The Strategic Plan is currently under review by a small subcommittee. This group will bring forward their recommendations at the September Board meeting.

At the May Board meeting, we talked about holding our annual Board-appreciation, social meeting in September. Unfortunately, we have found that caterers and tent vendors are already fully booked for September, as are area restaurants. We are now looking into an enhanced holiday meeting to thank the Board members for their time and efforts serving on the board.

The next Board meeting will be on Wednesday, September 22, 2021. A reminder that there is no Board meeting held in July or August.

The meeting adjourned at 7:36 p.m.

Meeting Minutes prepared by:
Lori Kay, Finance Manager, June 28, 2021
The National Association of Development Organizations (NADO) advocates for the nation’s network of hundreds of Regional Development Organizations (RDOs) across the country, and for the economic and community development programs they help implement.

NADO works closely with EDA and Economic Development Districts (EDDs), and with other federal partners and community development stakeholders.

www.nado.org

Interested in becoming a NADO member?
Please contact Brittany Salazar at bsalazar@nado.org or Krystal De Leon at kdeleon@nado.org
COVID-19 RELIEF OVERVIEW

- First major stimulus bill passed March 2020: The Coronavirus Aid, Relief, and Economic Security (CARES) Act

- Second major stimulus bill passed March 2021: the American Rescue Plan Act (ARPA)
COVID-19 RELIEF TIMELINE

March 6, 2020
P.L. 116-123
The Coronavirus Preparedness and Response Supplemental Appropriations Act

March 18, 2020
P.L. 116-127
The Families First Coronavirus Response Act

March 27, 2020
P.L. 116-136
The Coronavirus Aid, Relief, and Economic Security (CARES) Act
$2.2 trillion

April 24, 2020
P.L. 116-139
The Paycheck Protection Program and Health Care Enhancement Act

August 8, 2020
P.L. 116-138
Presidential Memoranda - August 8, 2020

March 11, 2021
P.L. 117-2
The American Rescue Plan Act of 2021
$1.9 trillion

December 27, 2020
P.L. 116-260
The Coronavirus Response and Relief Supplemental Appropriations Act, 2021
$900 billion COVID-19 relief stimulus plus $1.4 trillion FY 21 appropriations omnibus
The American Rescue Plan Act (P.L. 117-2) includes:

- $3 billion for the U.S. Department of Commerce Economic Development Administration (EDA)
- $350 billion for state, local, tribal, and territorial support
- $7.25 billion for the SBA Paycheck Protection Program (PPP)
- $15 billion for Economic Injury Disaster Loans (EIDL)
- $1400 direct stimulus checks for eligible individual taxpayers
- $300 weekly federal unemployment benefits through September 6, 2021
- And many other provisions

Sources and Useful Reference Materials:

- American Rescue Plan Section-by-Section Summary - Senate Democrats
- National Conference of State Legislatures (NCSL) Overview
EDA FUNDS WITHIN ARPA

U.S. Department of Commerce Economic Development Administration (EDA)

- The American Rescue Plan Act contains $3 billion in supplemental funding for EDA
  - For context, $3 billion is twice the amount of EDA funding included in the CARES Act and nearly ten times EDA’s typical annual appropriation

- The bill language specifies that:
  - The EDA funding is intended to be used to “prevent, prepare for, and respond to coronavirus, and for necessary expenses for responding to economic injury as a result of coronavirus”
  - 25% of the funds shall be allocated to “states and communities that have suffered economic injury as a result of job and gross domestic product losses in the travel, tourism, and outdoor recreation sectors”
  - EDA must allocate funding no later than September 30, 2022; funds will remain available to recipients until September 20, 2027
EDA NOFO RELEASE FORTHCOMING

- NADO expectations for the forthcoming EDA NOFO release:
  - EDA guidance / NOFO will likely be released in “tranches”
  - Likely that initial EDA guidance will be released in late June or early July
  - Some EDA guidance may be released in the form of invitation letters
  - Unknown whether additional *non-competitive/automatic* funds will be available to EDDs, but regardless, planning and staffing are anticipated to be eligible activities for EDA *competitive* funding NOFO
  - Travel/tourism priorities are likely to be reflected in portions of the EDA guidance
  - Statewide planning and/or collaboration with State Economic Development Agencies / Governors may be reflected in portions of the EDA guidance
The American Rescue Plan Act includes more than $350 billion for state, local tribal, and territorial support.

Allowable uses of state and local relief funding as described in legislation:

Subtitle M: Coronavirus State and Local Fiscal Recovery Funds

SEC. 603. CORONAVIRUS LOCAL FISCAL RECOVERY FUND.

“(1) USE OF FUNDS.—Subject to paragraph (2), and except as provided in paragraph (3), a State, territory, or Tribal government shall only use the funds provided under a payment made under this section, or transferred pursuant to section 603(c)(4), to cover costs incurred by the State, territory, or Tribal government, by December 31, 2024—

(A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;

(B) to respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of the State, territory, or Tribal government that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;

(C) for the provision of government services to the extent of the reduction in revenue of such State, territory, or Tribal government due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year of the State, territory, or Tribal government prior to the emergency; or

(D) to make necessary investments in water, sewer, or broadband infrastructure.
- **U.S. Treasury Department Guidance - Coronavirus State and Local Relief Fund Resources:**

- **Additional Treasury Resources:**
  - FAQs: [https://home.treasury.gov/system/files/136/SLFRPFAQ.pdf](https://home.treasury.gov/system/files/136/SLFRPFAQ.pdf) - new updates as of June 17
  - Non-entitlement FAQs: [https://home.treasury.gov/system/files/136/NEU-FAQs.pdf](https://home.treasury.gov/system/files/136/NEU-FAQs.pdf) - new updates as of June 7
  - Allocations for counties: [https://home.treasury.gov/system/files/136/fiscalrecoveryfunds_countyfunding_2021.05.10-1a-508A.pdf](https://home.treasury.gov/system/files/136/fiscalrecoveryfunds_countyfunding_2021.05.10-1a-508A.pdf)
  - Additional treasury guidance to assist states with their distribution of funds to “non-entitlement units of local government” (NEUs), i.e. local governments typically serving a population under 50,000 [https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-fund/non-entitlement-units](https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-fund/non-entitlement-units)
Eligible Uses

A. Public health and economic impacts

1. Responding to COVID-19

   **COVID-19 Mitigation and Prevention** – testing, contact tracing, support for individuals in isolation or quarantine, enforcement of public health orders, public communication efforts, public health surveillance, **enhancement to health care capacity** through alternative care facilities, enhancement of public health data systems, capital investments in public facilities to meet pandemic operational needs

   **Behavioral Health Care** – mental health services, behavioral health services, **substance use mitigation**, crisis intervention

   **Public Health and Safety Staff** – funds may be used for payroll and covered benefits expenses for public safety, health care, human services, and similar employees, to the extent that their services are devoted to mitigating or responding to the COVID-19 emergency. For administrative convenience, the recipient may consider public health and safety employees to be entirely devoted to mitigating or responding to the public health emergency, and therefore fully covered, if the employee or their division is primarily dedicated to responding to the COVID-19 public health emergency

2. Responding to Negative Economic Impacts

   **Assistance to Unemployed Workers** – job training to accelerate rehiring of unemployed workers (including workers who were already unemployed when the pandemic began)

   **Assistance to Households** – food assistance; rent, mortgage, or utility assistance; counseling and legal aid to prevent eviction or homelessness; cash assistance; internet access or digital literacy assistance; cash transfer programs

   **Expenses to Improve Efficacy of Economic Relief Programs** – improve efficacy of state and local programs addressing negative economic impacts, including through data analysis, targeted consumer outreach, improvements to data or technology infrastructure, and impact evaluations

   **Small Businesses and Non-profits** – provide loans or grants to small businesses and nonprofits

   **Rehiring State, Local, and Tribal Government Staff** – rehiring public sector staff, up to the pre-pandemic staffing level of the government

   **Aid to Impacted Industries** – speed the recovery of impacted industries such as travel, tourism, and hospitality services
Eligible Uses

B. Premium Pay for Essential Workers

- **Such workers include:**
  - Staff at nursing homes, hospitals, and home care settings;
  - Workers at farms, food production facilities, grocery stores, and restaurants;
  - Janitors and sanitation workers;
  - Truck drivers, transit staff, and warehouse workers;
  - Public health and safety staff;
  - Childcare workers, educators, and other school staff; and
  - Social service and human services staff.

- **Provide premium pay to essential workers**, both directly and through grants to third-party employers. Must be fully additive to a worker’s wages.

- **Prioritize low-and moderate-income workers** who face greatest mismatch between employment-related health risks and compensation.

- “To ensure that premium pay is targeted to workers that faced or face heightened risks due to the character of their work, the Interim Final Rule defines essential work as work involving regular *in-person interactions* or regular physical handling of items that were also handled by others.”

- “If premium pay would increase a worker’s total pay **above 150 percent** of their residing state’s average annual wage for all occupations, as defined by the Bureau of Labor Statistics’ Occupational Employment and Wage Statistics, or their residing county’s average annual wage, as defined by the Bureau of Labor Statistics’ Occupational Employment and Wage Statistics, whichever is higher, on an annual basis, the State, local, or Tribal government must provide Treasury and make publicly available, whether for themselves or on behalf of a grantee, a written justification of how the premium pay or grant is responsive to workers performing essential work during the public health emergency.”

- “The ARPA recognizes this by defining premium pay to mean an **amount up to $13 per hour in addition to wages or remuneration the worker otherwise receives** and in an aggregate amount **not to exceed $25,000** per eligible worker.”
Eligible Uses

C. Replace Public Sector Revenue Loss

- Ensure continuity of government services by filling budget shortfalls
- Revenue loss is calculated relative to the expected trend, beginning with the last full fiscal year pre-pandemic and adjusted annually for growth
- Recipients may recalculate revenue loss at multiple points during the program, supporting those entities that experience revenue loss with a lag

Helpful video on this topic from the National Association of Counties linked below:

https://www.naco.org/events/understanding-eligible-expenses-fiscal-recovery-fund-revenue-loss
Eligible Uses

D. Water, Sewer, and Broadband

Water and wastewater:

Includes Improvements to infrastructure, such as building or upgrading facilities and transmission, distribution, and storage systems

Eligible uses align with Environmental Protection Agency project categories for the Clean Water State Revolving Fund and Drinking Water State Revolving Fund

Broadband:

Focus on households and businesses without access to broadband and those with connections that do not provide minimally acceptable speeds

Fund projects that deliver reliable service

Complement broadband investments made through the Capital Projects Fund

“Under the Interim Final Rule, eligible projects are expected to be designed to deliver, upon project completion, service that reliably meets or exceeds symmetrical upload and download speeds of 100 Mbps. There may be instances in which it would not be practicable for a project to deliver such service speeds because of the geography, topography, or excessive costs associated with such a project. In these instances, the affected project would be expected to be designed to deliver, upon project completion, service that reliably meets or exceeds 100 Mbps download and between at least 20 Mbps and 100 Mbps upload speeds and be scalable to a minimum of 100 Mbps symmetrical for download and upload speeds.”

Information from National League of Cities about recently updated Treasury FAQ broadband eligibility guidance:

https://www.nlc.org/article/2021/06/18/treasury-expands-broadband-eligibility-for-arpa-in-a-win-for-cities/
Timeline

- July 16, 2021 – deadline to comment on Treasury Interim Final Rule
- August 31, 2021 – deadline to submit first interim report and recovery plan performance report
- October 31, 2021 – deadline to submit first quarterly expenditure report
- December 31, 2024 – funds must be OBLIGATED (not incurred or spent)
- December 31, 2026 – funds must be spent, and all work/performance completed
U.S. Treasury Department Guidance - Coronavirus State and Local Relief Fund Resources:

- Notable language on “special purpose districts” and “special purpose units of state or local government”

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VI. Transfer

The statute authorizes State, territorial, and Tribal governments; counties; metropolitan cities; and nonentitlement units of local government (counties, metropolitan cities, and nonentitlement units of local government are collectively referred to as “local governments”) to transfer amounts paid from the Fiscal Recovery Funds to a number of specified entities. By permitting these transfers, Congress recognized the importance of providing flexibility to governments seeking to achieve the greatest impact with their funds, including by working with other levels or units of government or private entities to assist recipient governments in carrying out their programs. This includes special-purpose districts that perform specific functions in the community, such as fire, water, sewer, or mosquito abatement districts.

Specifically, under section 602(c)(3), a State, territory, or Tribal government may transfer funds to a “private nonprofit organization . . . a Tribal organization . . . a public benefit corporation involved in the transportation of passengers or cargo, or a special-purpose unit of State or local government.” Similarly, section 603(c)(3) authorizes a local government to transfer funds to the same entities (other than Tribal organizations).

The Interim Final Rule clarifies that the lists of transferees in Sections 602(c)(3) and 603(c)(3) are not exclusive. The Interim Final Rule permits State, territorial, and Tribal governments to transfer Fiscal Recovery Funds to other constituent units of government or private entities beyond those specified in the statute. Similarly, local governments are authorized to transfer Fiscal Recovery Funds to other constituent units of government (e.g., a county is able to transfer Fiscal Recovery Funds to a city, town, or school district within it) or to private entities. This approach is intended to help provide funding to local governments with needs that may exceed the allocation provided under the statutory formula.
Additional Resources: Coronavirus State and Local Relief Fund Information

Webinar Recordings:
- National League of Cities Treasury Guidance Webinar #1 - Coronavirus State and Local Fiscal Recovery Fund
- NLC Guidance Webinar #2 - Coronavirus State and Local Fiscal Recovery Fund

Email to contact Department of Treasury with questions about the Coronavirus State and Local Relief Fund:
- slfrp@treasury.gov
Other Notable Legislative Updates

As of June 2021
The President’s FY 2022 "Skinny budget" request was released on April 9, 2021.

A more detailed version of the President’s budget was released Friday May 27, 2021.

The President’s budget recommends $382.5 million for the U.S. Economic Development Administration for FY22. If enacted, this would be:

- A nearly $40 million increase over FY 2021 levels
- A nearly $50 million increase for FY 2020 levels

The release of the President’s budget proposal serves as the foundation for the negotiation process between the President and Congress to determine the distribution of funds across the government for FY 2022. Final appropriations decisions are made by Congress.
ECONOMIC DEVELOPMENT ASSISTANCE PROGRAMS

For grants for economic development assistance as provided by the Public Works and Economic Development Act of 1965, for trade adjustment assistance, and for grants authorized by sections 27 and 28 of the Stevenson-Wydler Technology Innovation Act of 1980 (15 U.S.C. 3722 and 3723), as amended, \( \$305,500,000 \) \( \$382,500,000 \) to remain available until expended, of which \$38,000,000 shall be for grants under such section 27 and \$2,000,000 shall be for grants under such section 28: Provided, That any deviation from the amounts designated for specific activities in the explanatory statement described in section 4 (in the matter preceding division A of this consolidated Act), or any use of deobligated balances of funds provided under this heading in previous years, shall be subject to the procedures set forth in section 505 of this Act. (Department of Commerce Appropriations Act, 2021.)

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The Biden Administration has turned its attention toward an infrastructure bill. The President unveiled the American Jobs Plan infrastructure proposal during a speech on March 31 in Pittsburgh. The Administration’s plan included:

- $14 billion split between 3 agencies, including the Economic Development Administration (emphasis on Public Works), as well as USDA and HUD
- $621 billion for transportation
- $100 billion for high-speed broadband
- $100 billion for workforce development
- $111 billion for safer drinking water
- $100 billion to upgrade U.S. power infrastructure
- $213 billion for housing
- $137 billion for public schools, community colleges, and child-care facilities
- And many other provisions, including those laid out in this White House Fact Sheet – rural priorities

Note: this is the White House’s proposal, and is not necessarily representative of what Congress will do.

Other proposals include the Senate Republicans’ $568 billion infrastructure counterproposal and the House T&I Committee’s $400 billion STARTER Act 2.0 proposal.
OTHER NOTABLE LEGISLATIVE UPDATES

- **EDA Assistant Secretary Nominee**
  - Alejandra Castillo - [nominated on April 27](#)
  - Nomination hearing on June 16

- **Surface Transportation Reauthorization**
  - The Senate Environment and Public Works (EPW) Committee unanimously approved a [311 billion surface transportation reauthorization bill](#) in May 2021
  - The House T&I Committee approved a $547 billion surface transportation reauthorization proposal, the [INVEST in America Act](#), in June
  - The FAST Act expires in September 2021

- **Biden Administration’s Infrastructure Proposal**
  - Biden Administration’s $1.7 trillion [American Jobs Plan](#) proposal
  - Biden Administration’s $1.8 trillion [American Families Plan](#) proposal and [rural fact sheet](#)
An OMB Federal Register Notice published on January 19, 2021 requested public comment on a proposal to change the definition of a Metropolitan Statistical Area (MSA)

The notice proposed changing the MSA population definition from 50,000 to 100,000 minimum.

NADO submitted comments in response to the Federal Register Notice opposing this change.

Fortunately, USDOT definitions of MPO/RPO/RTPOs would likely NOT be affected by the OMB proposal – this is because the “50,000” population number is explicitly written in statute (23 U.S.C. §134) as the basis for MPO/RPO/RTPO definitions.

However, NADO is monitoring this issue closely in anticipation of a potential statutory change in the future.
Another recently published Federal Register Notice requests comment on the Census Bureau’s proposed criteria on Urban Areas (notice published in February 19 Federal Register).

The proposed change is a shift away from the “Urbanized Area” population-based definition (50,000+) and a shift toward a housing unit density-based definition.

Potential implications of this notice:
- Much like the OMB MSA issue, this proposed change could also have potential wide-reaching impacts, and NADO will be keeping a close watch on this issue as well.
- USDOT definitions of MPO/RPO/RTPOs would likely NOT be affected by the Census proposal (this is because the number “50,000” is explicitly written in statute as the basis for MPO/RPO/RTPO definitions.
- However, this is something NADO is keeping a close watch on, especially with FAST Act (surface transportation) reauthorization on the horizon.

NADO submitted comments and is monitoring this issue closely.