



CITY OF SEWARD

July 24, 2020

RE: SEWARD CARES ACT RELIEF FUNDS PROGRAM OPENS JULY 27, 2020

Beginning on Monday, July 27, 2020, eligible business applicants may apply for a grant from the Seward Cares Act Relief Fund. The application period will be open from **July 27, 2020 to August 17, 2020 at 5:00 p.m.** This information will also be distributed via the Kenai Peninsula Economic Development District (KPEDD), the Seward Chamber of Commerce, and the City of Seward.

How Businesses Can Apply:

- Visit Alaska SBDC's COVID-19 Resource Center webpage: <https://aksbdc.org/covid19/>
- Find the Seward Business Relief & Recovery Grant Application under Seward CARES
- Download the application
- Submit applications to SewardCARES@aksbdc.org

How Seward Area Non-Profits Can Apply:

- Visit the City's COVID-19 webpage: <https://www.cityofseward.us/community/covid-19>
- Find the Seward Nonprofit Relief and Recovery Grant Application
- Download the application.
- Submit applications to manager@cityofseward.net

Seward Area Non-Profits can apply under the Seward City Council authorized program which also opens Monday, July 27, 2020. Questions on this program can be directed to the City Manager at (907) 224-4047 or manager@cityofseward.net.

The City would like to thank those who assisted in the development of this final program, including the Kenai Peninsula Economic Development District (KPEDD), the Alaska Small Business Development Center (SBDC) and the Seward Chamber of Commerce and their staffs.

**THE CITY OF SEWARD
COVID-19 CARES ACT FUNDING PROGRAM
MUNICIPAL RECOVERY PROGRAM
BUSINESS AND NONPROFIT CARES ACT RECOVERY GRANTS
AND
INDIVIDUAL ASSISTANCE VIA COMMUNITY ORGANIZATIONS**

INTRODUCTION

The Seward City Council held a Special Meeting on June 12, 2020 reviewing staff recommendations and proposing suggestions and an approach to distributing federal funds received by the City under the Coronavirus Aid, Relief, and Economic Security Act (the “CARES Act”). There was a subsequent smaller meeting held on June 29, 2020 with the Seward City Council Budget Committee, Chamber Director, and Administration. In accordance with program mandates, Council authorizes governmental, private, nonprofit grants, using CARES Act funds, which are intended to help provide economic relief due to the COVID-19 related public health emergency as authorized under the CARES Act. The Administration focused on developing programs outlined by the CARES Act in order to provide meaningful impact to the community in an expeditious manner, and in hopes of avoiding issues experienced by other communities which have implemented similar programs.

A wide range of programs and guidance were referenced and considered in creating the Seward program, along with the need for timely relief support with as few restrictions as possible to so that funds can be expended as needed, balanced with accountability, and through a simplified and expeditious process that is in the best interests of both the City and applicant. The City enacted policy includes clearly defined guidelines to ensure consistent, standardized process to ensure clear project compliance and auditable disbursements of funds to qualifying businesses and organizations that will facilitate the greatest good with the limited funds available.

The requirements and needs of the City and its constituents have been assessed, and a set of responsive programs have been developed to help ensure the City succeeds in expending funds to best serve the citizens and businesses of Seward.

OVERVIEW

The State of Alaska received \$562.5 million in federal funds under the CARES Act. The City of Seward expects to receive \$5,324,326 of those CARES Act funds in three equal installments of \$1,470,626, which are to be used for expenditures incurred in response to and to aid in the economic recovery from the COVID19 Public Health Emergency. The Administration provided an approach to distributing the economic recovery funds based upon approaches taken in other Alaskan communities, input from City staff, and following extensive conference discussions in order to identify how to best support the long-term recovery of our local economy. There have

been numerous changes and problematic issues with several early programs, and it is Administration's intention to ensure that we do not allocate any funds towards non-eligible purposes. Therefore, the guiding premise underlying the City's program is to "ensure that assistance is determined to be necessary in response to the COVID-19 public health emergency..." for qualifying purposes under the CARES Act.

Council took formal action at its July 13, 2020 meeting approving a resolution authorizing the City Manager to execute an agreement requesting appropriation of the initial CARES Act funding. The funding allocation plan for expenditures requires approval by City Council. The funding program is designed to identify broad categories of recipients, including: governmental (City resiliency and recovery), private business and nonprofit organizations, and organizations in our Community that provide broad services and assistance to individuals within the community. The intent of the program is to provide financial resiliency and assistance resulting from the COVID-19 public health emergency and funding allocations.

PROPOSED CITY ALLOCATION OF CARES ACT FUNDING

\$1,250,000 – First Responder and Incident Management Team Payroll and qualifying related City emergency expenditures. This allocation includes a reimbursement of City payroll expenses for Fire Department, Police Department, Public Safety Dispatch, and Incident Management Team incurred as a result of the COVID-19 public health emergency. This allocation also includes reimbursement of City purchases incurred to ensure the health and safety of City employees and residents through state recommended improvements.

\$2,500,000 – Business Recovery Grants (BRG). This allocation includes grant awards to qualifying City of Seward businesses affected by COVID-19 to offset impacts or to provide mitigation. The City will administer a grant program to determine eligibility and requirements that may apply. The grant program guidelines are outlined in this document.

\$250,000 – CARES Act Administration & Non-Payroll Expenditures. This allocation includes reimbursement of City expenses related to COVID-19, which have been documented throughout the emergency condition. Items such as legal expenses, finance expenses to administer and run the program, and other non-first responder related costs associated with COVID-19. All expenditures from this department will follow all City code requirements.

\$1,224,326 – Assistance Grants for Non-Profit Organizations. This allocation will include grants to nonprofit organizations to assist the Seward community impacted by COVID-19. The City will administer a grant program to determine eligibility restrictions and requirements that apply. It is anticipated that a formal call for grant proposals will be noticed to obtain non-profit organizations financial needs/asks and service programs they would provide under their request.

\$0 – City Resiliency and Recovery. This allocation will include City of Seward capital projects or expenses intended to mitigate the impacts of COVID-19, to include additional future emergency

operations, partner operations and incident related issues that may arise. The funding allocation is provided to take operations and resiliency through the end of 2020, additional preparedness and expenditures from this department will follow all City code requirements.

BUSINESSES

The grant categories for small businesses will be divided into four tier levels. The tiers are based on each business's 2019 total gross sales for four quarters as reported on their tax returns to the Borough, and are as follows:

- Tier 1 - Up to \$1,500 for businesses with 2019 revenues of \$20,000 to \$50,000;
- Tier 2 - Up to \$5,000 for businesses with 2019 revenues of \$50,001 to \$100,000;
- Tier 3 - Up to \$10,000 for businesses with 2019 revenues of \$100,001 to \$250,000;
- Tier 4 - Up to \$15,000 for businesses with 2019 revenues of \$250,001 to \$500,000;
- Tier 5 - Up to \$20,000 for businesses with 2019 sales of more than \$500,001.

If the demand for grants exceeds the City's available funds, the City reserves the right to prorate and allocate the grants equally to all recipients in order to stay within available funding. A business must have been in existence as of January 1, 2020, to qualify. This requirement would not exclude an existing business with a state license, and that has previously filed tax returns with the Borough, even though it may have reported no operations in January 2020 (such as a seasonal business).

For purposes of determining eligibility for a new business without a full year's tax returns for 2019, the City would take gross sales reported for any quarters in 2019 or the first quarter 2020 and extrapolate the numbers to estimate a full year's sales for the business.

Businesses that are not required to file sales tax returns with the Borough must provide a copy of their most recent federal income tax return or other proof of revenues as deemed suitable by the City review committee to determine the level of grant award they might qualify to receive.

The business must be (i) located within the City of Seward, (ii) possess all required valid business licenses; and (iii) current in its sales tax registration with the City of Seward and Kenai Peninsula Borough. The business owner(s) does not have to be a resident of the City of Seward, but they must maintain Alaska Residency status.

The program is open to all qualifying businesses, regardless of whether they have applied for or have obtained any other state or federal COVID19-related assistance.

The program will exclude from eligibility:

- C Corporations traded on a U.S. stock exchange or a corporate-equivalent entity traded on a foreign stock exchange, and businesses owned in whole or majority-owned by such a publicly traded corporation.
- National chains that own and operate their premises in Seward; franchise owned-and-operated businesses in Seward would be eligible.
- Businesses with a City lien for code enforcement, Fire Safety Violations, or legal action
- Businesses with a Borough lien for unpaid sales taxes. A sales tax delinquency would not disqualify a business from the grant program unless the borough has initiated a lien on that debt. Businesses that have entered into a payment plan with the Borough and are adhering to that plan would be eligible for the grant, so long as the lien has been lifted.
- Businesses currently in bankruptcy proceedings at time of application.
- Businesses that lack a permanent physical presence in the City for the sale of goods or the provision of services with at least one employee assigned to that facility.
- Marijuana related businesses.

Businesses sharing physical quarters may each apply and qualify for their own grant, so long as each business (i) has its own state license, (ii) files a sales tax return under its own name and (iii) does not share the same ownership with the other co-located businesses, or a bank account.

Applicants are required to self-certify, on a form to be developed by the City, that they have been affected by the COVID-19 public health emergency and resulting economic impacts. The intent of the federally funded CARES Act program is to assist communities and businesses that suffered economic harm from the public health emergency. Impacts could include, though are not limited to, loss of sales due to mandatory shutdown, inventory loss, additional operating expenses of reopening and protecting staff and customers, including funds already spent for those purposes.

STEPS FOR BUSINESSES TO SELF-CERTIFY THAT THEY HAVE BEEN AFFECTED BY COVID-19

- Businesses shall provide a narrative of how they have been affected by the COVID-19 public health emergency.
- Business will be asked to provide a short reference as to how they might use the money, making clear that the application question is voluntary and for informational purposes only to gauge community need and effectiveness of the program.
- Applicants will be required to check a box that states they intend to remain in business into 2021.
- The grant funds must be fully expended by December 30, 2020.
- The applicant must certify that the information provided is true and accurate and that they agree to assist in the verification of information provided in the application and to provide additional information to the City, if requested.

The application period will remain open until September 25, 2020, or until all funds allocated to this program component are expended, whichever is earlier. The City or its designee will verify the information as the applications arrive, and upon approval will distribute funds in coordinated batches as received.

Review will determine whether the application is complete and if the business is eligible under the program requirements. The burden of proof is upon the applicant.

An applicant denied may appeal to the City Manager (in writing). Any appeal must be filed in writing by 5 p.m. the 10th calendar day after the day the applicant received notice from the City.

It is the City's intent, to the extent allowed by law, that the review process work and discussions, and the applications themselves, will not be available to the public. The names of businesses that receive grants and the amount each receives will be considered a public record. The City reserves the right to amend any criteria or procedures as may be required if new state or federal guidelines are issued.

The program is limited to businesses economically damaged by the COVID-19 public health emergency.

NONPROFITS

There are a manageable number of non-profits meeting eligibility requirements under the CARES ACT registered in Seward.

If the demand for grants exceeds the City's available funds, the City reserves the right to prorate and allocate the grants equally to all recipients in order to stay within available funding.

Annual income will be determined by the nonprofit's most recent IRS Form 990 from 2018 or 2019, or other qualifying verification. For those nonprofits that do not file with the IRS, the City will accept an audited financial statement or an unaudited statement by a third-party preparer. The program is open to nonprofits that provide services to residents of the City, regardless of where the nonprofit has its main office — though the nonprofit must have a physical or service presence within the City of Seward — and regardless of whether the local chapter or affiliate is part of a larger statewide or national organization.

The program is limited to nonprofit organizations that suffered economic hardship due to the COVID-19 public health emergency. Applicants should request funding to offset expenses; a grant **CANNOT** be used to replace revenue (or) to contribute to the organization's revenue fund.

Additional eligibility rules and requirements:

- The grants will be available only to IRS certified 501 nonprofits (the full list of IRS 501 nonprofit categories will be on the application).
- The nonprofit must have been in operation serving City of Seward residents since at least January 1, 2019.
- A majority of the group's local board of directors or local advisory board and its officers must be Alaska residents. A local affiliate of a national organization must have a local advisory or governing board
- Faith-based nonprofits are eligible, so long as they provide services which are promoted and available to the general public without regard to religious affiliation.
- Nonprofit organizations "that are principally engaged in teaching, instructing, counseling, or indoctrinating religion or religious beliefs, whether in a religious or secular setting, or primarily engaged in political or lobbying activities" are not eligible (as per 13 CFR § 120.110(k) in the Code of Federal Regulations)

All grant funds must be fully expended by December 30, 2020.

The program is limited to nonprofits economically damaged by the COVID-19 public health emergency.

STEPS FOR NONPROFITS TO SELF-CERTIFY THAT THEY HAVE BEEN AFFECTED BY COVID-19

- The nonprofit will be required to briefly describe how it and/or its work has been affected, but will not be required to provide financial statements, budgets, receipts or other records detailing the financial damages.
- The program is open to all qualifying nonprofits, regardless of whether they applied or obtained any other state or federal COVID-19-related assistance.
- Applicants will be asked to provide a brief report to the City no later than one year after receipt of the grant funds, reviewing the use of the money. This is voluntary and is requested to assist the City in evaluating the impact of the program.
- The applicant will need to certify that the information provided is true and accurate, and they agree to assist in the verification of information provided in the application and to provide additional information to the City, if requested.

The application period may remain open until September 25, 2020. The review committee will verify the information as the applications come in and distribute out funds in coordinated batches.

The review committee will determine whether the application is complete and the nonprofit is eligible under the program requirements.

An applicant denied by the review committee may appeal to the City Manager (in writing). Any appeal must be filed in writing by 5 p.m. the 10th calendar day after the day the applicant received notice from the City.

It is the City's intent, to the extent allowed by law, that the review committee's work and discussions, and the applications themselves, will not be available to the public. The names of businesses that receive grants and the amount each receives will be considered a public record. The City reserves the right to amend any criteria or procedures as may be required if new state or federal guidelines are issued.

INDIVIDUAL ASSISTANCE AND OTHERS VIA NON-PROFIT ORGANIZATIONS

Individual Assistance may be provided via nonprofits to assist City of Seward households for individuals with direct impacts documented back to impacts related COVID-19.

This program will be provided by our partner non-profit organizations from the non-profit pool of funds.

The City will review all applications on a rolling basis until all funds are allocated or the end of the application period. Any decision to grant an application is within sole discretion of the review committee and is not subject to appeal or challenge.

CONCLUSION

The City of Seward will administer all grant programs and will likely utilize temporary assistance for processing or assisting in administration of the grant program. While the program is intended to provide assistance, unfortunately no one will become whole from it. The goal is to give some relief so the community, as a whole, can survive until the next year and endure this financially devastating event.

To ensure the capture of all available funds, the City will monitor the ongoing distribution of funds and align allocated funding to program designations as rapidly as possible.

In order to reach the small businesses and nonprofit organizations in the City that may be eligible, a successful community outreach strategy is necessary. This strategy will include the following:

- Press Releases to local media;
- Direct mail to businesses with active licenses and registered nonprofits; and
- Coordination with the Kenai Peninsula Economic Development District (KPEDD) and Seward Chamber of Commerce.

Information about the program as well as application forms, FAQs, a summary of the program and application process, and timetable will be provided on the City's website at www.cityofseward.net as well as a direct contact email and phone number for inquiries.

Applications must be submitted with W-9 form from the Internal Revenue Service. Applicants who submit incomplete applications or whose requests are denied will be notified via email.

It is the responsibility of the applicant to determine whether:

- a. Proceeds from the grant are taxable, or
- b. The receipt of a grant under this program precludes eligibility for any other grant aid programs.

Grants under this program are subject to audit. Businesses are required to maintain records for a period of 6 years.



SEWARD

Business Relief and Recovery Grant Application

Section 1 – Applicant Information

Business name:

Contact name:

Contact address:
(mailing)

City:

State:

Zip:

Contact phone number:

Contact email address:

Physical address of business:
(business must be located
within the City of Seward)

City:

State:

Zip:

IRS Taxpayer Identification Number
or proprietor's Social Security Number:
(SSN will be kept confidential)

Section 2 – Grant Request Information

Was your business impacted by the COVID-19 public health emergency and are you in need of economic assistance? Yes No

(Impacts may include, but are not limited to, loss of sales due to mandatory shutdown, inventory loss, additional operating expenses of reopening and protecting staff and customers, including funds already spent for those purposes.)

What is the grant amount you are requesting (check only one):

- Up to \$1,500 grant for businesses with 2019 revenues of \$20,000 to \$50,000
- Up to \$5,000 grant for businesses with 2019 revenues of \$50,001 to \$100,000
- Up to \$10,000 grant for businesses with 2019 revenues of \$100,001 to \$250,000
- Up to \$15,000 grant for businesses with 2019 revenues of \$250,001 to \$500,000
- Up to \$20,000 grant for businesses with 2019 sales of more than \$500,001
(Grant amounts have been divided into five tiers, based on each business' 2019 total gross sales revenue for four quarters as reported on tax returns to the borough)

How will the grant funds be used?

(Optional for informational purposes only to gauge community need and program effectiveness)

Please answer the following eligibility questions:

1. My business is a C Corporation traded on a U.S. stock exchange or a corporate-equivalent entity traded on a foreign stock exchange, and owned in whole or majority-owned by such a publicly traded corporation.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. My business is a national chain that owns and operates a premise in the City of Seward (individually owned-and-operated local franchises are eligible).	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. My business has a City lien or is in violation of a payment agreement with the City.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. My business has a Borough lien for unpaid sales taxes.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. My business is currently in bankruptcy proceedings.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6. My business does not have a permanent physical presence in the City of Seward for the sale of goods or provision of services, with at least one worker assigned to that facility.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
7. My business is a marijuana business licensed under Alaska Statute 17.38.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

(If you answered yes to any of the above questions, your business is not eligible for a grant)

Do you intend to remain in business into 2021? Yes No

This program is open to receive applications from July 27, 2020 – August 17, 2020. Applications must be received or postmarked by 5pm on August 17, 2020. Applications may be amended before the deadline. Incomplete applications will be rejected. If the demand for grants exceeds the City's available funds, the City reserves the right to prorate the grants equally to all recipients to stay within available funding. It is the sole responsibility of the applicant to determine or to seek independent advice as to the tax implications of receiving the grant funds.

As an official signer for the applicant, I certify that the information provided in this application is true and accurate and acknowledge that the funds will be spent by the required deadline of Dec. 30, 2020. I agree to assist in the verification of information provided in this application and to provide additional information to the city, if requested.

Signed: _____ Date: _____

Print Name: _____ Title: _____

City of Seward CARES Nonprofit

Relief Fund Eligibility and Application Process

Eligibility for nonprofits:

The program is open to nonprofits that provide services to residents of the City, regardless of where the nonprofit has its main office — though the nonprofit must have a physical or service presence within the City of Seward — and regardless of whether the local chapter or affiliate is part of a larger statewide or national organization.

The program is limited to nonprofit organizations that suffered economic hardship due to the COVID-19 public health emergency. Applicants should request funding to offset expenses; a grant **CANNOT** be used to replace revenue (or) to contribute to the organization's revenue fund.

Annual income will be determined by the nonprofit's most recent IRS Form 990 from 2018 or 2019, or other qualifying verification. For those nonprofits that do not file with the IRS, the City will accept an audited financial statement or an unaudited statement by a third-party preparer.

Additional eligibility rules and requirements:

- The grants will be available only to IRS certified 501 nonprofits.
- The program is limited to nonprofits economically damaged by the COVID-19 public health emergency.
- The nonprofit must have been in operation serving City of Seward residents since at least January 1, 2019.
- A majority of the group's local board of directors or local advisory board and its officers must be Alaska residents. A local affiliate of a national organization must have a local advisory or governing board
- Faith-based nonprofits are eligible, so long as they provide services that are promoted and available to the general public without regard to religious affiliation.
- Nonprofit organizations "that are principally engaged in teaching, instructing, counseling, or indoctrinating religion or religious beliefs, whether in a religious or secular setting, or primarily engaged in political or lobbying activities" are not eligible (as per 13 CFR § 120.110(k) in the Code of Federal Regulations)
- All grant funds must be fully expended by December 30, 2020.

Steps for nonprofits to self-certify that they have been affected by COVID-19:

- The nonprofit will be required to briefly describe how it and/or its work has been affected, but will not be required to provide financial statements, budgets, receipts or other records detailing the financial damages.
- The program is open to all qualifying nonprofits, regardless of whether they applied or obtained any other state or federal COVID-19-related assistance.
- Applicants will be asked to provide a brief report to the City no later than one year after receipt of the grant funds, reviewing the use of the money. This is voluntary and is requested to assist the City in evaluating the impact of the program.
- The applicant will need to certify that the information provided is true and accurate, and they agree to assist in the verification of information provided in the application and to provide additional information to the City, if requested.

The application period will remain open until August 17, 2020.

The review committee will determine whether the application is complete and the nonprofit is eligible under the program requirements. The committee will communicate with the city and the city will distribute the funds to the eligible nonprofits. If the committee determines that a nonprofit is not eligible, they will notify the entity in writing.

An applicant denied by the review committee may appeal to the City Manager (in writing). Any appeal must be filed in writing by 5 p.m. the 10th calendar day after the day the applicant received notice from the City.

It is the City's intent, to the extent allowed by law, that the review committee's work and discussions, and the applications themselves, will not be available to the public. The names of businesses that receive grants and the amount each receives will be considered a public record.

The City reserves the right to amend any criteria or procedures as may be required if new state or federal guidelines are issued. If the demand for grants exceeds the City's available funds, the City reserves the right to prorate and allocate the grants equally to all recipients in order to stay within available funding.



SEWARD

Nonprofit Relief and Recovery Grant Application

Section 1 – Applicant Information

Nonprofit name:

Contact name:

Contact address:
(mailing)

City:

State:

Zip:

Contact phone number:

Contact email address:

Physical address of nonprofit:
(nonprofit must be located
within the City of Seward)

City:

State:

Zip:

IRS Taxpayer Identification Number
or EIN

Section 2 – Grant Request Information

Was your nonprofit impacted by the COVID-19 public health emergency and are you in need of economic assistance?

Yes

No

Do you provide services to the residents of and have a physical presence in the City of Seward?

Yes

No

Have you been in operation serving the City of Seward residents since at least January 1, 2019?

Yes

No

Are you a faith based organization?

If yes, please go to next question. If no, skip next question.

Yes

No

Do you provide services which are promoted and available to the general public without regard to religious affiliation?

Yes

No

How has your organization and its work been affected by the COVID-19 Public Health Emergency?

Please attach a document explaining how your nonprofit plans to spend these grant funds.

Please attach IRS Form 990 or audited financial statement or unaudited financial statement by a 3rd party preparer from 2018 or 2019.

If awarded funds, I am willing to provide a brief report to the city no later than one year after receipt of the grant funds, reviewing the use of the money.

(This is voluntary and is requested to assist the City in evaluating the impact of the program.)

Yes No

I attest that all of the information provided is true and accurate, and agree to assist in the _____ verification of the information provided in the application and to provide additional information to the City if requested.

Yes No

This program is open to receive applications from July 27, 2020 – August 17, 2020. Applications must be received or postmarked by 5pm on August 17, 2020. Applications may be amended before the deadline. Incomplete applications will be rejected. If the demand for grants exceeds the City's available funds, the City reserves the right to prorate the grants equally to all recipients to stay within available funding. It is the sole responsibility of the applicant to determine or to seek independent advice as to the tax implications of receiving the grant funds.

As an official signer for the applicant, I certify that the information provided in this application is true and accurate and acknowledge that the funds will be spent by the required deadline of Dec. 30, 2020. I agree to assist in the verification of information provided in this application and to provide additional information to the city, if requested.

Signed: _____ Date: _____

Print Name: _____ Title: _____

**CITY OF SEWARD, ALASKA
RESOLUTION 2020-055**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEWARD,
ALASKA, ESTABLISHING A MUNICIPAL RECOVERY PROGRAM
BUSINESS ECONOMIC RELIEF GRANT AND NON-PROFIT
ASSISTANCE PROGRAM IN RESPONSE TO THE ECONOMIC
UPHEAVAL CAUSED BY THE MEASURES TAKEN IN THE FACE OF
THE COVID-19 PANDEMIC**

WHEREAS, on January 31, 2020, United States Department of Public Health and Human Services Secretary Alex Azar declared a public emergency for the novel coronavirus (COVID-19) beginning on January 27, 2020; and

WHEREAS, on March 11, 2020, Governor Mike Dunleavy signed a Public Health Disaster Emergency Declaration that provided for health mandates to be issued when deemed necessary by the Alaska Department of Health and Social Services, the Alaska Chief Medical Officer, the Alaska Division of Public Health, and the Office of the Governor; and

WHEREAS, on March 17, 2020, Governor Dunleavy, in recognition of the tremendous negative economic consequences of imposing social and business restrictions to avoid a rapid spread of the virus, created the Alaska Economic Stabilization Team, a bipartisan group of leaders working with the Dunleavy Administration on a plan to protect the state's economy from the impact of COVID-19 in Alaska; and

WHEREAS, on March 18, 2020, Seward City Manager Scott Meszaros issued a Declaration of a Local Emergency, later ratified and extended by the Seward City Council through a monthly series of Resolutions which at the current time continue being found there to be "a wide-spread financial and public health emergency that will require unexpected expenditures of public funds that should be separately accounted, to perhaps be eligible for Emergency Disaster Relief"; and

WHEREAS, the Dunleavy Administration has issued a series of compulsory, and later suggestive, directives and mandates that closed many businesses; placed restrictions on those businesses that might remain open; ceased most interstate and intrastate travel, and generally kept most citizenry isolated and at home; and

WHEREAS, the Dunleavy Administration has issued a series of compulsory, and later suggestive directives and mandates including "stay at home" orders, the banning of all gatherings of more than ten people for social, spiritual, and recreational purposes, and further imposed that any activities outside the home meet social distancing and personal safety requirements; and

WHEREAS, the message of avoiding unnecessary personal interactions as a preventive measure also caused more online shopping, and a reduction of local trade; and

**CITY OF SEWARD, ALASKA
RESOLUTION 2020-055**

WHEREAS, the cumulative effects of the State mandates and restrictions have caused significant negative economic impacts on Seward's businesses and workers; and

WHEREAS, businesses are the backbone of the City's economy and provide employment opportunities and provide essential services to the community; and

WHEREAS, the continued disruption and slow reentry have depleted reserves of many businesses and created a serious, and in many cases, critical, danger to their economic viability; and

WHEREAS, the State of Alaska received \$562.5 million in federal funding under the Coronavirus Aid, Relief, and Economic Security (CARES) Act that is directed to Alaska's municipalities for direct relief designed to help meet each community's costs associated with coping with COVID-19; and

WHEREAS, funds from this program may be used to provide grants to businesses that suffered interruptions caused by the required State restrictions and mandates related to COVID-19; and

WHEREAS, the City of Seward's total allocation is \$5,324,326; and

WHEREAS, the first of three equal distributions to the City is scheduled to be in the amount of \$1,470,626; and

WHEREAS, the Seward City Council believes the COVID-19 pandemic and actions taken as a result to protect public health as described above have created immediate necessity for economic relief to the small businesses within the City of Seward.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEWARD, ALASKA that:

Section 1. The Seward City Council hereby establishes a Coronavirus Aid, Relief, and Economic Security (CARES) Act Relief Grant Program to respond to the economic hardships for City operations and direct expenditures, businesses, and citizens in the City of Seward as a matter of necessity as a result of the COVID-19 pandemic and associated health mandates.

Section 2. That the parameters of this program, a copy of which is annexed hereto, are adopted as the City of Seward CARES Program Policy under this resolution.

**CITY OF SEWARD, ALASKA
RESOLUTION 2020-055**

Section 3. The City of Seward will exercise its best efforts to communicate the opportunity for this program throughout the community and to provide technical assistance to those working to submit successful applications to the grant program.

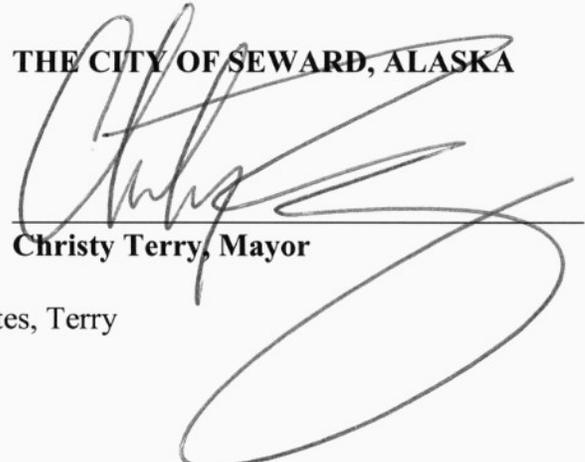
Section 4. The City administration will provide regular reports to the Seward City Council about the status of the City of Seward CARES Program, including information such as the number of applications received, number of applications processed, and account balances of the program fund.

Section 5. Nothing in this Resolution shall preclude the Seward City Council from creating additional distributions to businesses, organizations that follow CARES Act prescriptions; the provisions of the Resolution become effective upon adoption, and shall continue until further formal action of the Seward City Council, or until the date that all CARES Act funds must be expended on the eligible costs by December 30, 2020.

Section 6. This resolution shall take effect immediately upon adoption.

PASSED AND APPROVED by the City Council of the City of Seward, Alaska, this 15th day of July, 2020.

THE CITY OF SEWARD, ALASKA



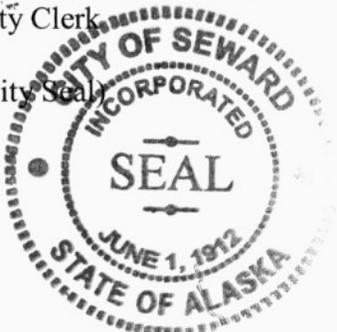
Christy Terry, Mayor

AYES: Seese, Baclaan, Butts, McClure, Crites, Terry
NOES: None
ABSENT: Osenga
ABSTAIN: None

ATTEST:


Brenda J. Ballou, MMC
City Clerk

(City Seal)



Sponsored by: Meszaros

**CITY OF SEWARD, ALASKA
SUBSTITUTE RESOLUTION 2020-051**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEWARD,
ALASKA, ACCEPTING \$5,324,326 IN CORONAVIRUS RELIEF FUNDS
THROUGH THE ALASKA DEPARTMENT OF COMMERCE,
COMMUNITY, AND ECONOMIC DEVELOPMENT**

WHEREAS, the City of Seward is eligible for Coronavirus Relief Funds through the Alaska Department of Commerce, Community, and Economic Development (hereinafter "Department") for costs that are for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and

WHEREAS, the City of Seward is accepting COVID-19 relief funds in the amount of \$5,324,326; and

WHEREAS, the City's intent is to use the funds both for necessary City expenditures and to fund grant programs benefiting City for profit and nonprofit businesses and individual City residents.

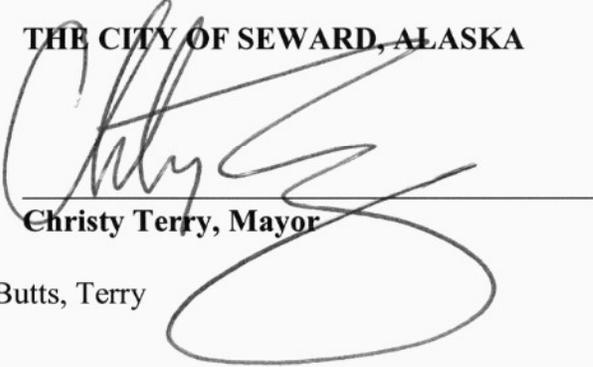
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEWARD, ALASKA that:

Section 1. The City Council of the City of Seward, Alaska agrees to accept the Coronavirus relief funds from the Department and to comply with the conditions in the Grant Agreement between the City of Seward and the Department.

Section 2. This resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED by the City Council of the City of Seward, Alaska, this 13th day of July, 2020.

THE CITY OF SEWARD, ALASKA

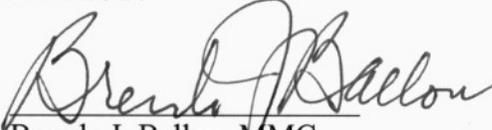


Christy Terry, Mayor

AYES: Seese, McClure, Osenga, Baclaan, Butts, Terry
NOES: None
ABSENT: Crites
ABSTAIN: None

**CITY OF SEWARD, ALASKA
SUBSTITUTE RESOLUTION 2020-051**

ATTEST:



Brenda J. Ballou, MMC
City Clerk

(City Seal)

