



City of Rochester, New Hampshire

Finance Office

31 Wakefield Street • Rochester, NH 03867-1917
(603) 335-7609 Fax (603) 332-7589

MEMO

TO: Department Heads

FROM: Katie Ambrose, Deputy City Manager/Director of Finance & Administration

DATE: June 2, 2021

RE: American Rescue Plan Act Funds - Proposal Process

The City of Rochester has been allocated \$6,147,502.00 in Coronavirus State and Local Fiscal Recovery Funds through the American Rescue Plan Act (ARPA) of 2021. The funds will be received in two tranches, with 50% provided within the coming weeks and the balance anticipated approximately 12 months later. Funds may cover eligible costs incurred beginning March 3, 2021 through December 31, 2024. Funds must be obligated by December 31, 2024 and expended by December 31, 2026.

Attached please find an ARPA “Fact Sheet” outlining eligible uses and an “American Rescue Plan Act Funding Proposal Form”. If you would like to submit a project for ARPA funding consideration, please submit a completed “American Rescue Plan Act Funding Proposal Form” to myself and Deputy Director Mark Sullivan by **June 30, 2021**. Please let either of us know if you have questions or need further guidance on eligible uses for a proposal.

Following the submission deadline, the City Manager will be reviewing funding proposals and providing any recommendations for the August Finance Committee meeting. The Finance Committee will review proposals and provide a recommendation on the allocation of the ARPA funds to City Council (tentatively scheduled for September).

Enclosures:

1. American Rescue Plan Act Funding Proposal Form
2. Fact Sheet: The Coronavirus State and Local Fiscal Recovery Funds Will Deliver \$350 Billion for State, Local, Territorial, and Tribal Governments to Respond to the COVID-19 Emergency and Bring Back Jobs