



FY2022 LUBBOCK COUNTY ARPA FUNDING REQUEST PASS-THROUGH ENTITY GRANT

On March 11, 2021, President Biden signed the American Rescue Plan Act (ARPA) of 2021 into law. The ARPA Act is intended to combat the COVID-19 pandemic, including the public health and economic impacts. Lubbock County is accepting requests for funding for American Rescue Plan Act (ARPA) also known as the State and Local Fiscal Recovery Funding (SLFRF) December 6, 2021 through January 31, 2022. This funding is intended to lead in the recovery from the COVID-19 pandemic throughout the years of outlays until the end of calendar year 2024. The Lubbock County Commissioners' Court has identified the recovery of small businesses, non-profits, and industries hard-hit by the COVID-19 public health emergency as priority categories for funding.

Therefore, while programs are being developed and funding under ARPA is being allocated for use in the next fiscal year, small businesses, non-profits, and industries impacted by the public health emergency may submit preliminary funding requests to Lubbock County. These submissions will be overviewed by Lubbock County to effectively plan the distribution of ARPA funds to ensure optimum equity, efficiency and appropriate use of aid ***completion of funding request does not guarantee ARPA aid for any given entity.*** Approval guidelines and SLFRF reporting requirements will be directed at a later time. To be considered for funding, the organization's project must align with one of the priority categories identified below.

(Check which category your project aligns with):

Negative Economic Impacts

Aid to Impacted Industries – Lubbock County will focus assistance to aid industries impacted by the public health emergency, such as tourism, travel, hospitality and other impacted industries.

Small Business Economic Assistance – Lubbock County will focus assistance to businesses with no more than 100 employees located in Lubbock County. These businesses must have been adversely affected by the COVID-19 pandemic and must prove inability to obtain financial assistance or funding from alternative sources to meet business needs.

Services to Disproportionately Impacted Communities

Aid to Nonprofit Organizations – Lubbock County will focus assistance to local nonprofit organizations impacted by the public health emergency which may include expanding the scope of services provided or to replace revenue lost due to COVID-19.



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Checklist

This checklist is provided as a tool to assist you in the completion of your application.

If you have questions regarding your application, please contact:

Robin Wilmot at rwilmot@lubbockcounty.gov

Kristen Windham at kwindham@lubbockcounty.gov

Kathy Williams at kwilliams@lubbockcounty.gov

(Initial each statement after reading)

JH Did you sign the certification page and initial all the certification statements?

JH Does the proposed project meet one of the priority categories detailed above?

JH Have you provided a DUNS number so that a debarment check may be completed?

JH Have you provided a completed W-9, if required?

JH Have you provided a copy of the organizations business license?



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Certification

By signing this request, I understand and affirm that: *(initial each statement after reading)*

JH Lubbock County will distribute ARPA funds by means of issuing pass-through entity grants. As a subrecipient, I certify that I have read and agree to abide by the requirements noted in the Treasury's Compliance and Reporting Guidance and the Interim Final Rule.

JH My organization will use any funds received by Lubbock County for costs actually incurred due to the COVID-19 pandemic or due to loss of revenue as a result of the public health emergency. The organization will provide all documentation to verify those expenses or lost revenue and will adhere to all reporting requirements as noted in the Treasury's Compliance and Reporting Guidance. Documentation may include but is not limited to, reporting on organizational goals and accomplishments, copies of payroll documents, invoices, and payment documents.

JH My organization or identified partner has a business license for Lubbock County or a documented 501(c)3 designation. Such status is required to be eligible for receipt of ARPA funds from Lubbock County.

JH If awarded, my organization intends to enter into a Memorandum of Understanding with Lubbock County, and provide liability insurance as may be required for the duration of the contract naming Lubbock County as an additional insured in an amount determined by the County. In addition, my organization will provide proof of or obtain a city business license in Lubbock County, if required.

JH If awarded, requested funds will be used only for eligible purposes described in this application and in compliance with ARPA, Section 35.6(b) of the Interim Final Rule (and final rule when effective), which appears in Title 31 of the Code of Federal Regulations, applicable federal contract provisions, and all other applicable federal laws and regulations.

➤ Federal Contract Provisions

Recipients of ARPA funds are subject to required federal contract provisions under Chapter 2 CFR Part 200 Appendix II. A sample of the required supplementary conditions may be found here. These supplementary conditions are subject to change.



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Certification (Continued)

JH I have reviewed the federal contract provisions for recipients of ARPA funds, under Chapter 2 Part 200 of the code of Federal Regulation (CFR) and Title 6 of the Civil Rights Act of 1964 and if awarded funds, will abide by all federal, state, and local procurement policies.

JH I understand the use of funds are subject to: Monitoring and Oversight per 2 CFR § 200.337, the Federal awarding agency, Inspector General, the Comptroller General of the United States, the pass-through entity, or any of their authorized representatives has the right, at all reasonable times, to make site visits or conduct desk reviews in order to review Program accomplishments, management control systems, award progress of the funding recipient, and to provide any required technical assistance. During site visits or desk reviews, authorized representatives will review recipients' files related to the award. As part of any monitoring and program evaluation activities, recipients must permit authorized representatives, upon reasonable notice, to review grant-related records and to interview the organization's staff and contractors regarding the Program. Recipients must respond in a timely and accurate manner to requests for information relating to the award.

JH I understand that grant awards will be determined by Lubbock County in its sole discretion. Applications may be awarded for the full or partial amount of the grant requested, or maybe declined.

JH I certify that this request for funding is not duplicative of other public or private funding received.

JH I certify that the organization represented in this application has never been debarred, suspended or otherwise excluded from receiving federal funding or assistance.

JH I certify that the organization represented in this application has never defaulted on any private or governmental loans.

JH I understand that this request for funding and any application materials voluntarily submitted as part of this request are public records unless otherwise exempt under applicable law. All information received from an applicant organization whether received in connection with a grant application or in connection with any grant-funded activities performed, is subject to disclosure pursuant to the Texas Public Information Act, unless otherwise accepted.



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Certification (Continued)

JH I certify that I have the legal authority of the organization represented in this application to submit this request for funding on its behalf, and I further certify that the information submitted in this application is true and correct to the best of my knowledge. I understand that Lubbock County will rely on the accuracy of the submittals and certifications made in conjunction with this application. Any false statements, concealment of information, submission of altered documents, use of funds for ineligible purposes, or similar actions are considered fraudulent and many result in repayment of the grant award or other legal action.

____ I understand a project wrap-up report is required upon completion of the project.

Lacee Hoelting

Printed Name

Executive Director

Title

Lacee Hoelting
Signature

1/27/22
Date



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SUBMISSION DEADLINE
Monday January 31, 2022

Applying for ARPA Funds (State and Local Fiscal Recovery Funds)

The application period for ARPA funding requests will be December 6, 2021 through January 31, 2022.

In addition to general applicant information, you will need:

- ❖ <https://www.dnb.com/duns-number/get-a-duns.html>
- ❖ **EIN Number**
- ❖ **SAM Registration** (<https://sam.gov/content/home>) (while this is not required to submit an application, it will be required to receive an award. This process could take some time, so OPB strongly encourages applicants to proactively apply for a SAM registration)

Completed applications must be actually received (not postmarked) by midnight on the submission deadline date specified above.

Funding request may be submitted by email to Lubbock County at: LubbockARPA@lubbockcounty.gov

Please attach a completed W-9, copy of business license and the latest financial statement.

Funding request may also be submitted by mail but postmarks after the deadline date will not be accepted. If mailing, be sure to allow enough time for actual delivery.

Applications may be mailed or delivered to:

Lubbock County ARPA Funding
Lubbock County Auditor's Office
Attn: Robin Wilmot
916 Main Street, Suite 700
Lubbock, Texas 79408



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Organization Information

* Response required for application to be considered complete

Date of Submission* 1-27-22

Legal Name of the Organization: * Agriculture Heritage Museum Inc.

Doing business as (DBA) name (if applicable): FiberMax Center for Discovery

EIN Number: 75-2940167 SAM Registration: E4ERYWX3JV76

Organization's Street Address: * 1121 Canyon Lake Drive

City: Lubbock State: TX Zip Code: 79403

Organization Mailing Address: _____
(if different from street address)

City: _____ State: _____ Zip Code: _____

Organization Website: * www.agriculturehistory.org
(Please enter "N/A" if none)

Applicant Name: * Lacee Hoelting

Applicant Title: * Executive Director

Applicant Mailing Address: _____
(if different from organization mailing address)

City: _____ State: _____ Zip Code: _____

Applicant Phone: * (806) 2395796 Applicant E-mail: * director@agriculturehistory.org

Project Contact: _____
(if different from applicant)

Project Contact Phone: (806) 2395796 Project Contact E-mail: director@agriculturehistory.org



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Questions

Briefly describe your organization's mission and/or goals.*

Maximum 500 characters:

Our mission is to preserve the history and tell the story of American agriculture. We do this through our nonprofit agricultural history and education center established in 2001. We are the permanent home of the Lubbock County Historical Collection, which was started by the Commissioner's Court in 1969. We've combined this large collection of farm artifacts with technology to create a unique experience enjoyed by over 20,000 visitors, event attendees, and students annually. Our ultimate goal is to be a community, state, and national resource for information on agriculture's past, present and future. This requires the addition of a children's agricultural literacy wing. With many area children being two to three generations removed from the family farm, there is a need to educate our youngest citizens and families on the vital role agriculture plays in our society. Through hands-on interactive exhibits, gross motor play, storytelling, and STEAM principles, visitors will learn where their food and fiber comes from, the people behind it, and the wide array of job opportunities available in the agricultural industry.

List and briefly your organization's current or most recent projects(s) (last 1-5 years).*

Maximum 500 characters:

- 1925 Underwood Family Pullman Passenger Train Car - Total costs for the relocation, restoration, and exhibit signage (added in 2021) came to just under \$260,000.00, and was a joint project with the Lubbock Heritage society (2019)
- Interactive iPad Tour - Guests can check out one of 10 iPads to explore the grounds. 14 areas are covered and triggered by Bluetooth beacons, that bring up a wealth of information from video and photos to music, with the ability to add more in the future (2019).
- Rural Electrification Kiosk - worked with Group V of the Texas Electric Cooperatives on exhibit that covers REA history, cooperative information, and safety precautions around downed power lines (2020).
- American Agriculture Movement interactive map - Push buttons highlight four routes tractors took to Washington DC to protest bad farm policy and video screens provide historical narratives of the events in Washington (2018).
- Farmers Feed the Front Lines - When Covid-19 canceled one of our in-person events, we pivoted, and provided a meal for 360 of Lubbock County's first responders, with curbside pickup and delivery (2020)
- FiberMax Cotton Exhibit Revamp - new signage, and two Cotton 360 touchscreens, where visitors can explore cotton production from planting to textile production (2021).

What problem(s)/community need(s) would your organization target with the use of ARPA funds and how will the Lubbock County community be impacted?*

Maximum 500 characters:

Agriculture is the cornerstone of the Lubbock County economy, accounting for more than 1/4 of our region's economic output. Educating our community, especially our youth, about the agriculture industry is essential for growth and prosperity in west Texas. The connection between people, the food we eat, and the clothes we wear is what guests of the AgWorks wing will discover. Many children are 2-3 generations removed from the family farm, and in order for these students and their families to be agriculturally literate, informal education opportunities must be available. This education occurs outside the traditional curriculum, allowing students to explore a subject at their own pace through engagement, personalization and interaction. Long-term, by understanding agriculture, these youngest citizens will support policies and initiatives that bolster our community and agricultural producers.

Describe in detail the programs/projects that will be created to target the given need established above.*

Maximum 500 characters:

We have planned an interactive environment that is educational, fun, and authentic. When visiting AgWorks, the whole family lives the story of American agriculture. Exhibits foster agricultural literacy in our community using gross and fine motor skills, social and collaborative play, sensory play, cognitive problem solving, imaginary play, and designated early learner spaces. An agriculturally literate person can synthesize, analyze and communicate basic information about agriculture to their peers. Industry feedback led us to include career information to highlight future work force needs. Visitors will meet mentors, based on real people and jobs in our area. A career passport can be stamped at each career station. A complete educational matrix and exhibit descriptions can be found in the supplemental materials.



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Briefly describe how the award of ARPA funding would help your organization respond to or recover from the adverse economic effects of COVID-19.*

Maximum 500 characters:

The plan for this educational wing began to manifest in 2015, and was gaining traction and momentum as we headed into 2020. When the COVID pandemic shut us down, fundraising for bricks and mortar came to a halt. More than \$1 million in grant requests and sponsorships were denied as foundations and donors rightly focused philanthropy on the public health crisis. Our focus shifted to survival, not growth. The entire tourism industry suffered as doors closed.

As our community begins to recover and venture out, this new attraction, an educational wing full of hands-on exhibits, will bolster tourism, bring new visitors to our facility, and provide an informal education opportunity for students and families.

By educating the public on where our food and fiber comes from, we can create a connection between the rural and urban citizens in our area. We can strengthen our community by strengthening the understanding and appreciation of agriculture and how it drives our economy.

Provide the total amount of funding required for intended program(s)/project(s). Please include ancillary costs?*

Maximum 500 characters:

Due to increased supply and construction cost related to the Covid pandemic, our building construction budget has increased 37 percent and exhibit fabrication by 25 percent, bringing total project costs to \$6,215,037.00 Ancillary costs will include utilities and maintenance of the new education wing, and the addition of staff. These costs are not included in the \$6.2 million, but we anticipate these expenses to be covered by increased admission fees, school tours, and event rentals, as part of our general operating revenue.

Describe how the metrics of success for the program(s)/project(s) will be established and evaluated, if funding is awarded.*

Maximum 500 characters:

The ultimate metric is completing and opening the new gallery for the public to experience. In the first five years, we would like to see a 20 percent increase in total museum attendance through an additional number of school tours, and diversity of campuses and districts represented in those school tours. We are also aiming for a 25 percent increase in annual memberships. This data will be tracked through the front desk staff, event booking software, and quarterly reports that will be submitted to the Museums for All program.

How will your organization monitor/evaluate funding and execution for said program(s)/projects(s)?*

Maximum 500 characters:

FiberMax CFD will document all funding expenditures, keeping invoices and files on all expenses during the project. A report on the use of these funds will be submitted to the FiberMax CFD's Board of Directors at our bi-monthly meetings. The executive director will manage all documentation with oversight by the executive committee.



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Has your organization applied for other Federal, State or local funding? If so, describe the source(s) and amount(s) applied for, as well as any awards received.*

Maximum 500 characters:

During 2020-2021, we received two PPP loans from the Small Business Association totaling \$73,510.05. These loans were used for payroll and utilities and not toward the AgWorks Literacy Wing project. Both have been forgiven by SBA, and documentation of such can be provided upon request. No other federal funds or state funds have been procured.

List any other funding sources (e.g. fees, donations, grants) your organization has received or is pursuing to support the project.*

Maximum 500 characters:

The FiberMax Center for Discovery has raised \$2,445,286.67 for building construction and another \$977,255.00 toward educational exhibits for a total of \$3,422,541.67. This has been a combination of grants, corporate gifts, and donations from individual donors.

Will the project be complete with requested funds? How will your organization support the project after ARPA funds are no longer available?*

Maximum 500 characters:

If approved, the ARPA funds requested will complete funding needed to start and finish construction of the AgWorks wing. In addition to education, this next phase provides additional meeting space for rentals, rotating exhibits, and a classroom for workshops/training, all of which are additional sources of revenue to fund future ancillary costs.

Our board is also considering raising our general admission rates with the opening of the new wing. However, as a new member of the Museums for All program, the FiberMax Center will offer reduced admission fees for those receiving food assistance (SNAP benefits), ensuring everyone has access to our facility.

There are also several sponsorship opportunities available within the exhibits and building. We will continue working to sell these sponsorships, for additional funding beyond ARPA.

Please provide any additional comments or information to be considered with your request.

Maximum 500 characters:

The AgWorks Literacy Wing project is a great fit for ARPA funds. Federal documentation specifies funding can be used for educational disparities including educational services like extended learning and enrichment services. This project provides an informal learning opportunity that compliments and enhances traditional classroom education for students in Lubbock County plus exposes them to possible career opportunities in the agriculture industry, including trades, skilled labor, and professions requiring college degrees.

The uniqueness and draw of this project could bolster tourism, one of the industries hardest hit by the pandemic, which qualifies under the Public Health and Economic Impacts Section of federal funding language.

The FiberMax Center for Discovery is located in Lubbock County Tract 10 (48303001000) which is a qualified census tract, in which at least 50% of households have an income less than 60% of the Area Median Gross Income (AMGI). This project, when complete, will serve as a resource to our community, a low-income area as defined by HUD.



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Project Budget

Please provide a line item detailed budget for the project for the **FY/CY2022 budget**.

Please specify whether your various match items will be cash or in-kind.

Please see page 13 for an example budget.

ITEM	ARPA FUNDS REQUEST	MATCH		TOTAL
		CASH	IN-KIND	
Construction General Requirements	\$64,465.00	\$270,152.00		\$334,617.00
Site Work	\$66,410.00	\$208,054.00		\$274,464.00
Building Concrete	\$43,135.00	\$317,391.00		\$360,526.00
Masonry	\$11,000.00	\$38,500.00		\$49,500.00
Metals	\$61,340.00	\$39,980.00		\$101,320.00
Carpentry	\$46,013.00	\$26,664.00		\$72,677.00
Thermal & Moisture	\$8,410.00	\$50,170.00		\$58,580.00
Doors & Windows	\$8,380.00	\$62,920.00		\$71,300.00
Finishes	\$24,596.00	\$300,459.00		\$325,055.00
Specialties	\$4,670.00	\$23,250.00		\$27,920.00
Furnishings	\$0	\$17,020.00		\$17,020.00
Special Construction (Metal Building)	\$342,788.00	\$362,952.00		\$705,740.00
Mechanical	\$330,873.33	\$276,644.67		\$607,518.00
Electrical/ Fire/ AV/ Lighting	\$318,300.00	\$240,486.00		\$558,786.00
GL/BR Insurance - Bond - Contingency	\$54,720.00	\$170,396.00		\$225,116.00
Construction Managers Fee	\$47,295.00	\$140,248.00		\$187,543.00
Exhibit Design, Fabrication & Install	\$824,731.25	\$977,255.00		\$1,837,355.00
Construction Contingency	\$250,000.00	\$0		\$250,000.00
Exhibit Contingency	\$150,000.00	\$0		\$150,000.00
*Exhibit line items can be found in attached budget as there was not enough lines on the provided form				
TOTAL	\$2,477,510.33	\$3,422,541.67		\$6,215,037.00

What is the total cost of this project? \$ \$6,215,037.00



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Budget Narrative

In the space below, please include any information which you feel may provide useful background on your proposed **FY/CY2022 budget**, such as source and rate at which matching labor costs are calculated, etc.

The budget in this proposal is based on figures and advice from our two contractors, Lee Lewis Construction for the building, and Redbox Workshop based in Chicago, Illinois, for the exhibit design, fabrication, and install.

Building construction figures were updated by Lee Lewis to reflect current pricing as of January 2022, which shows a 37 percent increase from our 2020 budget. Both the 2022 and 2020 estimate of costs can be found in section 2 of the binder.

Exhibit design, install, and fabrication has increased around 25% due to higher material costs, shipping delays, and labor shortages. We've included both the 2019 quote and a letter from the president of Redbox Workshop explaining the increases in section 3.

Both companies recommended a contingency, \$250,000.00 on building, and \$150,000.00 on exhibit fabrication, for a total of \$400,000.00, around 6.5 percent of the total project budget.

This request, if approved, will provide the necessary funds to build our third wing, and the exhibits in the AgWorks Literacy Wing. However, the building includes a classroom, a rotating exhibit gallery, a Cotton Heritage Center, a bridal suite, archives, additional bathrooms, and an office space. This budget does not include any funds for furnishing any space except the AgWorks wing. Exhibits for the Cotton Heritage Center, storage units for the archives, and all other ancillary costs will be raised by the FiberMax Center for Discovery independent of ARPA funds. All of these items can be addressed after construction of the building and AgWorks wing is complete, and will not delay construction in anyway.

This project increases our capacity for education, outreach, and allows us to serve our community in new and exciting ways while bolstering the agricultural industry.

