

FISCAL NOTE
COVID-19 Supplemental

Ordinance/Motion:	August COVID-19 Supplemental		
Title:	Consultant Support for COVID Grant and Expenditure Monitoring		
Agency:	FBOD (A13800)		
Summary: Add outside consultant support to properly set up a system of eligibility review and monitoring for expenditures related to Coronavirus Relief Fund (CRF) to ensure maximum reimbursement of costs. An additional resource is needed to develop and implement federal reporting process and ensure proper set-up in EBS to track the costs and distribute the CRF to appropriate agencies.			
	2019-2020	2021-2022	2023-2024
FEDERAL GRANTS DIRECT (R3310)	1,000,000		
FEDERAL GRANTS DIRECT (R3310)	300,000		
Total Revenue	1,300,000	-	-
SERVICES-OTHER CHARGES (53000)	1,000,000		
SERVICES-OTHER CHARGES (53000)	300,000		
Total Expenditure	1,300,000	-	-
Net Impact	-	-	-
Total TLT	-	-	-
Details of consultant responsibilities and deliverables to King County:			
The consultant will be responsible for the following:			
<ul style="list-style-type: none"> • Assessment of County’s Approach for Accessing Relief Funds: Review and assess the current County’s approach in compiling expense data and determining how to allocate eligible expenses to various funding sources; identify gaps or areas of risk; and recommend how to improve the approach. • Audit Compliance Review: Review County applications for federal relief, prior to submittal to granting agencies, to identify strengths and weaknesses; make recommendations to address the weaknesses. • Compliance Monitoring and Reporting: Ensure all Federal grant funds received and applied for emergency response/recovery are fully compliant with regulatory requirements. Provide support for the post-award grant administration, tracking, monitoring, compliance, appeals, and audit supports. • Subrecipient Monitoring Guidelines: Review subrecipient monitoring process and documentation and provide support for subrecipient monitoring. Provide training and guidelines to county and special districts personnel. • Subrecipient Monitoring Support: Analyze for the capacity of subrecipient monitoring for county agencies and entities receiving federal funds. If the agencies or entities do not have capacity, provide the staff support for subrecipient monitoring. • Trainings and Technical Support: Provide trainings to County internal resources on Federal grant compliance and provide technical support as needed. 			
Deliverables			
<ul style="list-style-type: none"> • Assess the current state of compliance level and provide recommendation for standard approach utilizing best practice • Assess subrecipient monitoring capacity by agency and recipient • Provide subrecipient monitoring support and collect information from grant recipients • Provided training to in-house and external staff 			
Additionally there will be a reporting expert either external or internal to assist FBOD and PSB in ongoing reporting needs			

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Note Reviewed By: Elka Peterson Horner
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