

Presented by: The Manager
Presented: 10/01/2020
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2020-09(O) vESTF

An Ordinance Appropriating up to \$500,000 to the Manager for Post-Secondary Education Assistance Grants Related to COVID-19; Funding Provided by the CARES Act Special Revenue Fund.

WHEREAS, the Economic Stabilization Task Force recommended that the Assembly consider economic support to students harmed financially due to COVID-19; and

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is easily transmittable person to person; and

WHEREAS, on March 11, 2020, the World Health Organization (“WHO”) declared the virus a pandemic; and

WHEREAS, on March 11, 2020, the State of Alaska declared a public health emergency in response to the anticipated outbreak of the virus in Alaska; and

WHEREAS, on March 13, 2020, President Donald J. Trump declared a national emergency in response to the virus pandemic; and

WHEREAS, on March 16, 2020, the Assembly declared a local emergency in response to COVID-19; and

WHEREAS, on March 22, 2020, the City and Borough of Juneau (“CBJ”) received its first positive case of COVID-19 and continues to have multiple COVID-19 cases weekly; and

WHEREAS, [insert relevant clauses]

WHEREAS, the COVID-19 Post-Secondary Education Assistance Program is necessary due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and

WHEREAS, the COVID-19 Post-Secondary Education Assistance Program is being created by this ordinance and program expenses were not accounted for in the FY20 budget; and

WHEREAS, the COVID-19 Post-Secondary Education Assistance Program expenses are incurred during the period that begins on March 1, 2020, and ends on December 31, 2020.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is a noncode ordinance.

Section 2. Appropriation. There is appropriated to the Manager the sum of five hundred thousand dollars (\$500,000) for a COVID-19 Post-Secondary Education Assistance Program. This is an appropriation for the fiscal year beginning July 1, 2020, and ending June 30, 2021.

Section 3. Source of Funds:
CARES Act Special Revenue Fund \$500,000

Section 4. COVID-19 Post-Secondary Education Assistance Program Terms. The program is subject to the following terms and conditions:

- (a) **Intent.** The intent of this program is to provide financial assistance to students that have graduated high school or have a GED, are enrolled in and attending formal educational programs, and were financially harmed by COVID-19. Many students continued their education pursuits despite having increased technology costs, loss of on-campus jobs, or loss of part-time jobs.
- (b) **Administration.** The Grant Administrator is _____. The Manager is authorized to execute an agreement with the Grant Administrator for disbursement of COVID-19 Mortgage and Rental Assistance funds. The Grant Administrator is responsible for assuring the program funds are disbursed only to eligible applicants. The Grant Administrator shall be provided a reasonable administration fee based on actual expenses, which are anticipated to be around \$30,000. The Grant Administrator shall provide the Manager with program status reports at reasonable intervals. The Manager shall provide updates to the Finance Committee or Assembly. The Grant Administrator shall return all unencumbered monies existing on December 31, 2020, promptly back to the City and Borough of Juneau.
- (c) **Eligible Applicants.**
 - (1) **Student.** An applicant must be a student who is physically located within the City & Borough of Juneau. A student physically located within the City & Borough of Juneau and attending an education program via distance learning is eligible.
 - (2) **Education program.** The student must be currently enrolled in a formal post-secondary education program including university, college, trade, or technical school.
 - (3) **COVID-19 financial hardship.** The applicant must describe how the applicant has been financially harmed by COVID-19. Examples may include inability to find work during summer break due to COVID-19 or underemployment due to government imposed COVID-19 orders. A student that has received unemployment benefits since March 2020 is not eligible.

- (4) **Income limit.** The applicant's household income must not exceed \$94,240. Proof of income can be evidenced by the most recent tax return or other reasonable and verifiable information. The Grant Administrator shall not keep a copy of the income verification.
- (d) **Additional information.** The Grant Administrator may request additional information from applicants when the application contains insufficient or contradictory information or the Grant Administrator may deem the application incomplete. The Grant Administrator shall notify applicants of incomplete applications. Incomplete applications have three calendar days to cure to keep the original application filing date; otherwise the application is deemed complete on the date it is cured.
- (e) **Educational Grant.**
 - (1) **Maximum Grant amount.** The maximum grant amount is the lesser of \$1,800 per student or \$150 per credit hour up to 12 credits.
 - (2) **Grant payment process.** The Grant Administrator shall send, or instruct the City and Borough of Juneau to send, the grant payments to students who have successfully completed applications.
- (f) **Exceptions.** The Grant Administrator, after receiving direction from the Manager or designee, has the authority to make reasonable exceptions that match the intent of this grant program.
- (g) **Confidentiality.** Except as provided in this ordinance, all application material submitted for this grant and all information contained therein shall be kept confidential except for inspection by:
 - (1) Employees and agents of the City and Borough, including the Grant Administrator, whose job responsibilities are directly related to such applications and information;
 - (2) The applicant; and
 - (3) Court order.
 However, nothing in this ordinance shall be construed to provide confidentiality to the name of the applicant and the amount of grant award, if any.
- (h) **Priority.** Applications are processed on a first come, first served basis. The Grant Administrator will continue to expend funds until funds are fully exhausted or until December 30, whichever occurs first.

Section 5. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of October, 2020.

Attest:

Beth A. Weldon, Mayor

Elizabeth J. McEwen, Municipal Clerk