

# SLFRF Compliance Report - SLT-6574-P&E Report-Q1 2022

## Report Period : Quarter 1 2022 (January-March)

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### Recipient Profile

#### Recipient Information

Recipient UEI	HETQJFFB9CB9
Recipient TIN	046001413
Recipient Legal Entity Name	Salem, Massachusetts
Recipient Type	
FAIN	
CFDA No./Assistance Listing	
Recipient Address	98 WASHINGTON STREET, 3RD FLOOR
Recipient Address 2	
Recipient Address 3	
Recipient City	Salem
Recipient State/Territory	MA
Recipient Zip5	01970
Recipient Zip+4	
Recipient Reporting Tier	Tier 2. Metropolitan cities and counties with a population below 250,000 residents which received more than \$10 million in SLFRF funding
Discrepancies Explanation	
Is the Recipient Registered in SAM.Gov?	Yes

## Project Overview

### Project Name: Salem Coronavirus Awareness Network (SCAN) Testing

Project Identification Number	COVID Testing
Project Expenditure Category	1-Public Health
Project Expenditure Subcategory	1.2-COVID-19 Testing
Status To Completion	Completed
Adopted Budget	\$104,230.00
Total Cumulative Obligations	\$104,230.00
Total Cumulative Expenditures	\$104,230.00
Current Period Obligations	\$104,230.00
Current Period Expenditures	\$104,230.00
Project Description	PCR COVID Testing and processing
What Impacted and/or Disproportionally Impacted population does this project primarily serve?	1 Imp General Public
Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced	Free PCR testing was provided for Salem residents at the Community Life Center. This program supplemented state-sponsored testing sites at other locations in the City.
Brief description of recipient's approach to ensuring that response is reasonable and proportional to a public health or negative economic impact of Covid-19	Free PCR testing for Salem residents was provided on 5 dates throughout January. Residents had to register in advance and provide proof of residency. 1/1/22: 382 tests administered. 1/9/22: 492 tests administered. 1/11/22: 210 tests administered. 1/16/22: 261 tests administered. 1/18/22: 144 tests administered.

### Project Name: COVID-19 Vaccination Clinic

Project Identification Number	Vaccine Clinic
Project Expenditure Category	1-Public Health
Project Expenditure Subcategory	1.1-COVID-19 Vaccination
Status To Completion	Completed
Adopted Budget	\$8,857.50
Total Cumulative Obligations	\$8,857.50
Total Cumulative Expenditures	\$8,857.50
Current Period Obligations	\$8,857.50
Current Period Expenditures	\$8,857.50
Project Description	To supplement other efforts, the City hired a contractor to run vaccination clinics on two (2) days in January 2022.
What Impacted and/or Disproportionally Impacted population does this project primarily serve?	1 Imp General Public
Brief description of structure and objectives of assistance	Vaccination clinics were held January 17 and January 21 at the Community Life Center. All approved vaccines were offered, as well as pediatric doses and boosters. The goal

program(s), including public health or negative economic impact experienced	was to provide any opportunity for the general public to get vaccinated. Fifty (50) vaccines were administered on 1/17/22 and 39 vaccines were administered on 1/21/22.
Brief description of recipient's approach to ensuring that response is reasonable and proportional to a public health or negative economic impact of Covid-19	The two vaccine clinics were open to the general public, without proof of residency, insurance, or citizenship. These clinics were supplementary to other opportunities for residents and the general public to get vaccinated. Registration was required to limit the number of individuals gathering, but no proof of residency, insurance, or citizenship was needed to receive a vaccine.

**Project Name: Distribution of Free At-Home Rapid Tests**

Project Identification Number	Rapid Tests
Project Expenditure Category	1-Public Health
Project Expenditure Subcategory	1.14-Other Public Health Services
Status To Completion	Completed
Adopted Budget	\$228,300.00
Total Cumulative Obligations	\$228,300.00
Total Cumulative Expenditures	\$228,300.00
Current Period Obligations	\$228,300.00
Current Period Expenditures	\$228,300.00
Project Description	The City acquired and distributed at-home rapid testing kits to residents, municipal employees, and school department. Testing kits were provided free of charge.
What Impacted and/or Disproportionally Impacted population does this project primarily serve?	1 Imp General Public
Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced	A total of 21,600 rapid test kits of two (2) tests each were procured and were made available free of charge to municipal employees and Salem residents (with proof of residence).
Brief description of recipient's approach to ensuring that response is reasonable and proportional to a public health or negative economic impact of Covid-19	The City purchased testing kits in bulk, Kits were then provided free of charge to social service agencies, food pantries, the housing authority, and other affordable housing providers. Testing kits were also provided to the school department and were made available on multiple occasions for pick-up at City Hall and the Community Life Center. This effort was undertaken during the Omicron surge as PCR testing was becoming more difficult to procure.

**Project Name: Translation and Interpretation Services**

Project Identification Number	Transl/Int, services
Project Expenditure Category	7-Administrative
Project Expenditure Subcategory	7.1-Administrative Expenses
Status To Completion	Completed
Adopted Budget	\$1,639.08
Total Cumulative Obligations	\$1,639.08
Total Cumulative Expenditures	\$1,639.08

Current Period Obligations	\$1,639.08
Current Period Expenditures	\$1,639.08
Project Description	The City paid for translation and interpretation services of materials outlining pandemic rules and procedures.

**Project Name: ARPA Graphic Design and Marketing**

Project Identification Number	Marketing, signage, etc.
Project Expenditure Category	7-Administrative
Project Expenditure Subcategory	7.1-Administrative Expenses
Status To Completion	Completed
Adopted Budget	\$3,482.34
Total Cumulative Obligations	\$3,482.34
Total Cumulative Expenditures	\$3,482.34
Current Period Obligations	\$3,482.34
Current Period Expenditures	\$3,482.34
Project Description	The City hired multiple vendors to assist with digital marketing and to create signage and graphics for pandemic related programs and projects.

**Project Name: Employee Incentive and Retention Program**

Project Identification Number	Employee Incentive
Project Expenditure Category	2-Negative Economic Impacts
Project Expenditure Subcategory	2.36-Aid to Other Impacted Industries
Status To Completion	Completed 50% or more
Adopted Budget	\$610,375.50
Total Cumulative Obligations	\$147,500.00
Total Cumulative Expenditures	\$147,500.00
Current Period Obligations	\$147,500.00
Current Period Expenditures	\$147,500.00
Project Description	To provide incentives to businesses impacted by the City's vaccine mandate to maintain employees.
Please identify the dollar amount of the total project spending that is allocated towards evidence-based interventions	\$0.00
Is a program evaluation of the project being conducted?	No
What Impacted and/or Disproportionally Impacted population does this project primarily serve?	12 Imp Travel tourism or hospitality sectors
Is a program evaluation of the project being conducted?	No
Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced	The City offered an employee retention/hiring incentive program to those who work in businesses that were required to comply with the City's vaccine mandate that went into effect on January 15, 2022. The incentive was a \$500 bonus per employee.

Brief description of recipient's approach to ensuring that response is reasonable and proportional to a public health or negative economic impact of Covid-19	Only businesses subject to the vaccine mandate were eligible to apply, and only hourly, public facing employees were eligible. Payroll records for each employee receiving the bonus were collected for the 6 weeks the program was in effect.
If aid is provided to industries other than travel, tourism, and hospitality, please describe if the industry experienced at least 8 percent employment loss from pre-pandemic levels, or the industry is experiencing comparable or worse economic impacts as the national tourism, travel, and hospitality industries as of the date of the Final Rule, and rationale for providing aid to the industry	N/A

**Project Name: Internal and External Compliance and Reporting**

Project Identification Number	Compliance/Reporting
Project Expenditure Category	7-Administrative
Project Expenditure Subcategory	7.1-Administrative Expenses
Status To Completion	Completed less than 50%
Adopted Budget	\$9,826.19
Total Cumulative Obligations	\$6,290.31
Total Cumulative Expenditures	\$6,290.31
Current Period Obligations	\$4,525.77
Current Period Expenditures	\$4,525.77
Project Description	Funds to cover costs for internal and external compliance and reporting assistance, including eligibility determinations and compliance auditing.

**Project Name: Reporting, Budgeting, and Compliance Software Upgrades**

Project Identification Number	Budgeting Software
Project Expenditure Category	6-Revenue Replacement
Project Expenditure Subcategory	6.1-Provision of Government Services
Status To Completion	
Adopted Budget	\$84,365.00
Total Cumulative Obligations	\$84,365.00
Total Cumulative Expenditures	\$2,220.00
Current Period Obligations	\$2,220.00
Current Period Expenditures	\$2,220.00
Project Description	The City acquired updating budgeting software to assist with ARPA/SLFRF reporting as well as other Finance Department projects.

**Project Name: ARPA and Recovery Staff Salary**

Project Identification Number	Salary
Project Expenditure Category	7-Administrative

Project Expenditure Subcategory	7.1-Administrative Expenses
Status To Completion	Completed less than 50%
Adopted Budget	\$814,000.00
Total Cumulative Obligations	\$76,730.94
Total Cumulative Expenditures	\$76,730.94
Current Period Obligations	\$42,403.93
Current Period Expenditures	\$42,403.93
Project Description	New staff hired to manage SLFRF and City recovery initiatives.

**Project Name: Translation Services for Survey**

Project Identification Number	Survey Translation
Project Expenditure Category	7-Administrative
Project Expenditure Subcategory	7.1-Administrative Expenses
Status To Completion	Completed
Adopted Budget	\$70.00
Total Cumulative Obligations	\$70.00
Total Cumulative Expenditures	\$70.00
Current Period Obligations	\$0.00
Current Period Expenditures	\$0.00
Project Description	The City paid for our ARPA survey to be translated into Spanish.

## Subrecipients

### Subrecipient Name: iHealth Labs, Inc.

TIN	800664152
Unique Entity Identifier	
POC Email Address	
Address Line 1	150C Charcot Ave.
Address Line 2	
Address Line 3	
City	San Jose
State	CA
Zip	95131
Zip+4	
Entity Type	Contractor
Is the Recipient Registered in SAM.Gov?	Yes

### Subrecipient Name: Cataldo Ambulance Service, Inc.

TIN	042621862
Unique Entity Identifier	
POC Email Address	
Address Line 1	137 Washington Street
Address Line 2	
Address Line 3	
City	Somerville
State	MA
Zip	02143
Zip+4	
Entity Type	Contractor
Is the Recipient Registered in SAM.Gov?	Yes

## Subawards

### Subaward No: 20224649

Subaward Type	Contract: Purchase Order
Subaward Obligation	\$152,200.00
Subaward Date	1/12/2022
Place of Performance Address 1	150C Charcot Ave
Place of Performance Address 2	
Place of Performance Address 3	
Place of Performance City	San Jose
Place of Performance State	CA
Place of Performance Zip	95131
Place of Performance Zip+4	
Description	At-home rapid tests procured by the City to be distributed free of charge to Salem residents and municipal employees.
Subrecipient	iHealth Labs, Inc.
Period of Performance Start	1/12/2022
Period of Performance End	1/12/2022

### Subaward No: 20224705

Subaward Type	Contract: Purchase Order
Subaward Obligation	\$76,100.00
Subaward Date	1/12/2022
Place of Performance Address 1	150C Charcot Ave
Place of Performance Address 2	
Place of Performance Address 3	
Place of Performance City	San Jose
Place of Performance State	CA
Place of Performance Zip	95131
Place of Performance Zip+4	
Description	At-home rapid tests procured by the City to be distributed free of charge to Salem residents and municipal employees.
Subrecipient	iHealth Labs, Inc.
Period of Performance Start	1/12/2022
Period of Performance End	1/12/2022

### Subaward No: 20225101 & 20225339

Subaward Type	Contract: Purchase Order
Subaward Obligation	\$104,230.00

Subaward Date	2/10/2022
Place of Performance Address 1	137 Washington Street
Place of Performance Address 2	
Place of Performance Address 3	
Place of Performance City	Somerville
Place of Performance State	MA
Place of Performance Zip	02143
Place of Performance Zip+4	
Description	The City of Salem hired Cataldo Ambulance to run the Salem Coronavirus Awareness Network (SCAN) Testing program. The program offered free PCR testing to Salem residents on five (5) dates throughout January 2022. This use falls within EC 1.2
Subrecipient	Cataldo Ambulance Service, Inc.
Period of Performance Start	2/10/2022
Period of Performance End	2/10/2022

# Expenditures

## Expenditures for Awards more than \$50,000

### Expenditure: EN-00272160

Project Name	Distribution of Free At-Home Rapid Tests
Subaward ID	SUB-0168087
Subaward No	20224705
Subaward Amount	\$76,100.00
Subaward Type	Contract: Purchase Order
Subrecipient Name	
Expenditure Start	1/12/2022
Expenditure End	1/12/2022
Expenditure Amount	\$76,100.00

### Expenditure: EN-00272163

Project Name	Distribution of Free At-Home Rapid Tests
Subaward ID	SUB-0168086
Subaward No	20224649
Subaward Amount	\$152,200.00
Subaward Type	Contract: Purchase Order
Subrecipient Name	
Expenditure Start	1/12/2022
Expenditure End	1/12/2022
Expenditure Amount	\$152,200.00

### Expenditure: EN-00278224

Project Name	Salem Coronavirus Awareness Network (SCAN) Testing
Subaward ID	SUB-0183893
Subaward No	20225101 & 20225339
Subaward Amount	\$104,230.00
Subaward Type	Contract: Purchase Order
Subrecipient Name	
Expenditure Start	2/10/2022
Expenditure End	2/10/2022
Expenditure Amount	\$104,230.00

## Aggregate Expenditures for Awards less than \$50,000

Expenditure: EN-00270827

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$2,000.00
Total Period Obligation Amount	\$2,000.00

Expenditure: EN-00270828

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$2,000.00
Total Period Obligation Amount	\$2,000.00

Expenditure: EN-00270829

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$2,500.00
Total Period Obligation Amount	\$2,500.00

Expenditure: EN-00270833

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$2,500.00
Total Period Obligation Amount	\$2,500.00

Expenditure: EN-00270831

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$2,500.00
Total Period Obligation Amount	\$2,500.00

Expenditure: EN-00270832

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$500.00
Total Period Obligation Amount	\$500.00

Expenditure: EN-00270846

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Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$2,000.00
Total Period Obligation Amount	\$2,000.00

Expenditure: EN-00270848

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$3,500.00
Total Period Obligation Amount	\$3,500.00

Expenditure: EN-00270835

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$8,500.00
Total Period Obligation Amount	\$8,500.00

Expenditure: EN-00270838

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$22,500.00
Total Period Obligation Amount	\$22,500.00

Expenditure: EN-00270836

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$9,500.00
Total Period Obligation Amount	\$9,500.00

Expenditure: EN-00270840

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$5,000.00
Total Period Obligation Amount	\$5,000.00

Expenditure: EN-00270837

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$17,000.00

Total Period Obligation Amount	\$17,000.00
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Expenditure: EN-00270839

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$20,000.00
Total Period Obligation Amount	\$20,000.00

Expenditure: EN-00270841

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$13,500.00
Total Period Obligation Amount	\$13,500.00

Expenditure: EN-00270843

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$3,500.00
Total Period Obligation Amount	\$3,500.00

Expenditure: EN-00270842

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$18,500.00
Total Period Obligation Amount	\$18,500.00

Expenditure: EN-00270844

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$4,000.00
Total Period Obligation Amount	\$4,000.00

Expenditure: EN-00270845

Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$4,000.00
Total Period Obligation Amount	\$4,000.00

Expenditure: EN-00270847

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Project Name	Employee Incentive and Retention Program
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$4,000.00
Total Period Obligation Amount	\$4,000.00

Expenditure: EN-00187899

Project Name	ARPA Graphic Design and Marketing
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$2,185.00
Total Period Obligation Amount	\$2,185.00

Expenditure: EN-00187904

Project Name	ARPA Graphic Design and Marketing
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$891.51
Total Period Obligation Amount	\$891.51

Expenditure: EN-00187905

Project Name	ARPA Graphic Design and Marketing
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$405.83
Total Period Obligation Amount	\$405.83

Expenditure: EN-00187940

Project Name	Translation and Interpretation Services
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$616.83
Total Period Obligation Amount	\$616.83

Expenditure: EN-00187942

Project Name	Translation and Interpretation Services
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$337.56
Total Period Obligation Amount	\$337.56

Expenditure: EN-00187943

Project Name	Translation and Interpretation Services
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$333.21

Total Period Obligation Amount	\$333.21
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Expenditure: EN-00187945

Project Name	Translation and Interpretation Services
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$321.03
Total Period Obligation Amount	\$321.03

Expenditure: EN-00187950

Project Name	Translation and Interpretation Services
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$30.45
Total Period Obligation Amount	\$30.45

Expenditure: EN-00278087

Project Name	COVID-19 Vaccination Clinic
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$4,987.50
Total Period Obligation Amount	\$4,987.50

Expenditure: EN-00278088

Project Name	COVID-19 Vaccination Clinic
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$3,870.00
Total Period Obligation Amount	\$3,870.00

Expenditure: EN-00270625

Project Name	Reporting, Budgeting, and Compliance Software Upgrades
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$2,220.00
Total Period Obligation Amount	\$2,220.00

Expenditure: EN-00270760

Project Name	Internal and External Compliance and Reporting
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$4,525.77
Total Period Obligation Amount	\$4,525.77

Expenditure: EN-00046925

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Project Name	Internal and External Compliance and Reporting
Subaward Type (Aggregates)	Aggregate of Direct Payments
Total Period Expenditure Amount	\$1,764.54
Total Period Obligation Amount	\$1,764.54

### Payments To Individuals

Expenditure: EN-00041986

Project Name	Translation Services for Survey
Total Period Expenditure Amount	\$70.00
Total Period Obligation Amount	\$70.00

Expenditure: EN-00172462

Project Name	ARPA and Recovery Staff Salary
Total Period Expenditure Amount	\$42,403.93
Total Period Obligation Amount	\$42,403.93

Expenditure: EN-00042010

Project Name	ARPA and Recovery Staff Salary
Total Period Expenditure Amount	\$34,327.01
Total Period Obligation Amount	\$34,327.01

# Report

## Revenue Replacement

Is your jurisdiction electing to use the standard allowance of up to \$10 million, not to exceed your total award allocation, for identifying revenue loss?	Yes
Revenue Loss Due to Covid-19 Public Health Emergency	\$10,000,000.00
Were Fiscal Recovery Funds used to make a deposit into a pension fund?	No
Please provide an explanation of how revenue replacement funds were allocated to government services	The City plans to use revenue replacement funds for general government expenses, including micromobility initiatives, financial software improvements, and non-federal matching funds for eligible grant opportunities.

## Overview

Total Obligations	\$661,465.17
Total Expenditures	\$579,320.17
Total Number of Projects	10
Total Number of Subawards	39
Total Number of Expenditures	3

## Certification

Name	Nicholas Downing
Telephone	
Title	Federal Funds Manager
Email	<a href="mailto:ndowning@salem.com">ndowning@salem.com</a>
Submission Date	4/27/2022 2:06 PM