



partnering
investing
empowering

Response to COVID-19 Pandemic

Changes to FY21 Contracting & Reporting

*CCSF 4th Year Funding & FY21 Application
Process*

June 9, 2020

Today's Agenda



Webinar Overview

- **Please update your name and organization in the participant list**
- Participants will be muted upon entry
- Special instructions for callers
- Webinar is being recorded and will be posted to MHB website
- PowerPoint and Timeline sent in advance will be posted to MHB website
- Q & A session will be facilitated and responses to questions will be posted to the MHB website as FAQ

FY21 Funding

- **2% COLA**
 - FY21 budget due August 21 (addressed later)
- **Funding Award** = \$ amount approved May 2020 Board meeting
- **Outcome Indicator Competitive Grants** = Approved FY21 at start of respective 3-year cycle
- **FY20 Underspending / 30% Retention Threshold**
 - All MHB-funded projects underspent at June 30 will be allowed to keep up to 30% of their total underspending
 - Unspent balances over the 30% threshold will reduce the project's FY21 disbursements by the variance

30% Retention Threshold—Examples

Project A - \$200K MHB Budget

A. 6/30/20 project underspent by \$50K (or 25%)

1. **Retention** – Allowed to retain \$50K (or 25%)
2. **COLA** – FY21 contract amendment will reflect a 2% COLA (or \$4K) for approved funding of \$204,000
3. **FY21 Funding Disbursed** – \$204,000 is the amount that will be disbursed

Project B - \$200K MHB Budget

B. 6/30/20 project underspent by \$70K (or 35%)

1. **Retention** – Allowed to retain \$60K (or 30%)
2. **COLA** – FY21 contract amendment will reflect 2% COLA (or \$4K) for approved funding of \$204,000
3. **FY21 Funding Disbursed** – \$204K less \$10K (or 5% variance) reduces the total disbursements to \$194K

FY21 Contracting Process & Timeframe

1. Submit FY20 Q4 reports via the portal by 4:30 PM, July 10
 - a. Stewardship
 - b. Consumer Data
 - c. **No Program Narrative** - Complete attestation on Project Details tab
2. Partnerships, initiatives, and investment managers should email reporting to their MHB Project Director by the deadline specified in the project's contract / amendment / MOA
3. Projects receive FY21 contract amendment or MOA via email by July 17
4. Return electronically signed contract amendment or MOA via email to Tom Giles (tgiles@stlmhb.com) by 4:30 PM, July 24

FY21 Reporting Changes due to COVID-19

- Keep your Project Director apprised via email of:
 - **New** changes related to the COVID-19 pandemic that impact your program and / or organization (not already/previously shared)
 - Changes to key personnel
- Move from Quarterly to Semi-Annual Reporting
 - Q2 reporting due by 4:30 PM, January 15, 2021
 - Q4 reporting due by 4:30 PM, July 9, 2021
- Required reports will continue to include Program Narrative, Stewardship, and Consumer Data
- MHB will send you a reminder email

FY21 Budgets & Reporting Timeline

Date	Task/Action	Description
Friday, July 31, 2020	First FY21 Payment	Projects having returned their electronically signed contract amendment or MOA by the July 24 deadline will receive their first FY21 (July) payment via ACH.
	Receive FY21 Budget & Consumer Data Templates, & FY21 Q2 Program Narrative Questions	FY21 Budget and Consumer Data templates provided to projects via email. Projects will also receive questions for Q2 (mid-year) program narrative reporting.
Friday, August 21, 2020	FY21 Budget Due by 4:30pm	Projects will complete and submit FY21 budget templates to their MHB Project Director. Budget questions should be directed to your MHB Project Director.
Friday, September 4, 2020	Receive FY21 Stewardship Report	FY21 Stewardship report templates will be sent to projects via email. The FY21 approved budget will appear as a tab in the Stewardship report (Excel workbook).
Friday, January 15, 2021	FY21 Q2 Reporting Due by 4:30pm (For the period Jul 1 – Dec 31, 2020)	Required reports due include Program Narrative, Stewardship, and Consumer Data. Projects will receive questions for Q4 (year-end) program narrative reporting.
Friday, July 9, 2021	FY21 Q4 Reporting Due by 4:30pm (For the period Jul 1, 2020 – Jun 30, 2021)	Required reports due include Program Narrative, Stewardship, and Consumer Data.

Changes to FY19-21 CCSF Competitive Grants

In response to the COVID-19 pandemic and the impact of this unprecedented public health crisis on the City of St. Louis:

- May 2020 – MHB Trustees approve 4th year of funding for CCSF Competitive Grants extending cycle thru June 2022
- Next CCSF Application Process postponed until Fall 2021
- Projects will complete FY22 renewal funding applications in Spring 2021
- MHB's new strategic plan scheduled for completion Fall 2020

Facilitated Q & A