

Thank you for the support given to us all so far during this crisis.

Sincerely,
Beatriz LeBron
Executive Director
The Father Tracy Advocacy Center

From: communications@monroecounty.gov
To: jmurphy7@gannett.com
Subject: New FOIL Request
Date: Tuesday, February 13, 2024 3:57:59 PM

Your FOIL request has been submitted. Below are the details. You will receive further correspondence once your request has been processed by the Monroe County Communications department.

Created: 2/13/24 03:57PM
Name: Mr. Justin Murphy
Address: 245 E. Main St., Rochester, NY 14604
Phone: 585-258-9886
Email: jmurphy7@gannett.com
Firm/Company: Democrat and Chronicle
Representing:
Request: ARPA applications

Request Details

I would like the complete applications submitted by the organizations that received ARPA funds through Monroe County. I also would like documents related to the way each of those applications were scored, including the completed scoring rubrics for each of them.

For the Neighborhood Collaborative Project application in particular, I would additionally request copies of all internal and external correspondence related to the consideration and awarding of the grant.

I would further request copies of all communication between Tina Paradiso and employees of Monroe County from Jan. 1, 2020 to the present.

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From: [Walker, Gary](#)
To: [Stephannie Joseph](#)
Subject: RE: [EXT] RE: PRESS INQUIRY: 13WHAM
Date: Monday, February 12, 2024 7:35:20 PM

Stephannie,

CRC applied for the ARPA funding on behalf of the Neighborhood Collaborative Project. They were already in place as the fiscal sponsor- Monroe County did not choose them. CRC also operated various programs prior to the NCP project.

Here is some of the language from the initial application:

Organization Name

Community Resource Collaborative on Behalf of the Neighborhood Collaborative Project

Mission/Vision

The mission and vision of the Neighborhood Collaborative Project (NCP) is to improve the quality of life of residents by bringing access to health/human services at the point of need in neighborhoods while building the capacity of existing agency assets, providing workforce training/employment for residents and empowering staff and residents to be informed navigators of current health/human services systems. NCP is facilitated through its oversight committee, comprised of the three anchor agencies: SWAN at Montgomery Center, Father Tracy Advocacy Center, and Cameron Community Ministries; four project partners: Beyond the Sanctuary, MC Collaborative, C3 Consultancy Services, and On The Ground Research, and its fiscal sponsor, Community Resource Collaborative.

Community Resource Collaborative (CRC), not only serves as a fiscal sponsor for grassroots community initiatives, uplifts young people between the ages of 18 and 24 who are directly and indirectly effected by all forms of violence, including gun, domestic and human trafficking and provides them with a safe haven, basic needs and employment opportunities.

Company Strengths

Each NCP Anchor Agency, though ineligible for M/WBE certification, is led by a person of color, two of which are women. Three of the four remaining NCP oversight committee member organizations as well as NCP's fiscal sponsor, CRC, are women-led.

NCP's lead facilitator, C3 Consultancy Services brings over 40 years of project/process management, federal, state, municipal and philanthropic grant management and program development experience and expertise. NCP's fiscal sponsor, Community Resource Center, represents over four years of nonprofit federal grant management and over nine years of for-profit financial management.

From: Stephannie Joseph <scjoseph@sbgvtv.com>
Sent: Monday, February 12, 2024 6:15 PM
To: Walker, Gary <garywalker@monroecounty.gov>
Subject: Re: [EXT] RE: PRESS INQUIRY: 13WHAM

CAUTION: This email originated from outside Monroe County systems. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Gary,

I just wanted to clarify for future reporting - did Monroe County choose the CRC to be the fiscal agent? How were they chosen?

Best,
Stephannie Joseph

From: Walker, Gary <garywalker@monroecounty.gov>
Sent: Monday, February 12, 2024 3:48 PM
To: Stephannie Joseph <scjoseph@sbgty.com>
Cc: McDermott, Meaghan M <MeaghanMcDermott@monroecounty.gov>
Subject: [EXT] RE: PRESS INQUIRY: 13WHAM

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Stephanie. Statement below attributed to Gary Walker, Director of Communications, Monroe County.

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Hi,

I wanted to follow up on this. I have a deadline within the next hour.

Best,
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From: Stephannie Joseph
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To: Walker, Gary <garywalker@monroecounty.gov>
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Subject: PRESS INQUIRY: 13WHAM

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From: [Stephannie Joseph](#)
To: [Walker, Gary](#)
Subject: Re: [EXT] RE: PRESS INQUIRY: 13WHAM
Date: Monday, February 12, 2024 6:15:17 PM

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**From:** Walker, Gary  
**To:** [Carrie Birkett](#); [McDermott, Meaghan M](#)  
**Subject:** RE: News 8 Inquiry - ARPA Funds  
**Date:** Monday, February 12, 2024 4:16:21 PM  
**Attachments:** [image001.png](#)

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If I didn't have that ready to go for another use, it would have been late in the day to respond. Earlier heads up is likely a better way to go. Just sayin'. ☺

**From:** Carrie Birkett <[CBirkett@wroctv.com](mailto:CBirkett@wroctv.com)>  
**Sent:** Monday, February 12, 2024 4:14 PM  
**To:** Walker, Gary <[garywalker@monroecounty.gov](mailto:garywalker@monroecounty.gov)>; McDermott, Meaghan M <[MeaghanMcDermott@monroecounty.gov](mailto:MeaghanMcDermott@monroecounty.gov)>  
**Subject:** Re: News 8 Inquiry - ARPA Funds

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---

Thank you, have a good night

**Carrie Birkett**  
Assistant News Director  
WROC-TV | [RochesterFirst.com](http://RochesterFirst.com)  
201 Humboldt St.  
Rochester, NY 14610  
Office: (585) 287-8061  
[cbirkett@wroctv.com](mailto:cbirkett@wroctv.com)

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**STATEMENT ATTRIBUTED TO:**

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gw

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Any information you can provide would be greatly appreciated

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From: [Carrie Birkett](#)
To: [Walker, Gary](#); [McDermott, Meaghan M](#)
Subject: Re: News 8 Inquiry - ARPA Funds
Date: Monday, February 12, 2024 4:14:35 PM
Attachments: [image001.png](#)
[Outlook-afbrmsbnz.png](#)

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**From:** Carrie Birkett <CBirkett@wroctv.com>

**Sent:** Monday, February 12, 2024 4:10 PM

**To:** Walker, Gary <garywalker@monroecounty.gov>; McDermott, Meaghan M <MeaghanMcDermott@monroecounty.gov>

**Subject:** News & Inquiry - ARPA Funds

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From: [Walker, Gary](#)
To: [Carrie Birkett](#); [McDermott, Meaghan M](#)
Subject: RE: News 8 Inquiry - ARPA Funds
Date: Monday, February 12, 2024 4:12:25 PM
Attachments: [image001.png](#)

STATEMENT ATTRIBUTED TO:

Gary Walker, Director of Communications, Monroe County.

gw

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From: [Walker, Gary](#)
To: [Murphy, Justin](#)
Cc: [McDermott, Meaghan M](#)
Subject: FW: CRC questions - TIMELY - Response to D&C
Date: Monday, February 12, 2024 4:08:12 PM

Justin,

Answers below in Red. A statement follows if you care to use it. The legislator's sudden change in support is not a surprise anymore.

gw

From: Murphy, Justin <jmurphy7@rocheste.gannett.com>
Sent: Monday, February 12, 2024 10:30 AM
To: Walker, Gary <garywalker@monroecounty.gov>; McDermott, Meaghan M <MeaghanMcDermott@monroecounty.gov>; Lahman, Sean <seanlahman@monroecounty.gov>
Subject: CRC questions

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Hi all,

I'll be writing about the CRC situation today. A few questions, with a deadline at end of day, please:

Can you provide any insight into why CRC was chosen as fiscal agent for this grant?

CRC applied for the ARPA funding on behalf of the Neighborhood Collaborative Project. They were already in place as the fiscal sponsor. Monroe County did not choose them. Here is some of the language from the initial application:

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**Company Strengths:**

Each NCP Anchor Agency, though ineligible for M/WBE certification, is led by a person of color, two of



which are women. Three of the four remaining NCP oversight committee member organizations as well as NCP's fiscal sponsor, CRC, are women-led.

NCP's lead facilitator, C3 Consultancy Services brings over 40 years of project/process management, federal, state, municipal and philanthropic grant management and program development experience and expertise. NCP's fiscal sponsor, Community Resource Center, represents over four years of nonprofit federal grant management and over nine years of for-profit financial management.

Bello said the county has been "in contact with appropriate law enforcement entities." What are those entities?

We have been in contact with state and federal authorities.

Barnhart raises a question about the \$4.6 million grant to RAWNY – can you provide insight into how it was chosen for the grant, and in particular how its suitability to act as fiscal agent was assessed?

RAWNY does not act as a fiscal agent. RAWNY partners with several community organizations to provide services to the individuals they serve. This is not the same as serving as a fiscal agent. RAWNY was chosen to receive ARPA funding through the ARPA RFP process.

STATEMENT ATTRIBUTED TO GARY WALKER: Director of Communications, Monroe County.

*From the outset, Monroe County set in place a monthly compliance review over the life of the multi-year grant for the Neighborhood Collaborative Project (NCP). While no oversight structure is foolproof, it can limit the extent of mismanagement or malfeasance, as it did in this case.*

*The County awarded NCP the American Rescue Plan Act (ARPA) funds by RFP, which included the Community Resource collaborative (CRC) as the fiscal agent as part of the RFP response. Prior to the ARPA award, the CRC oversaw multiple successful community programs.*

*With full transparency, the Administration announced the funding discrepancy within hours of its discovery and immediately froze ARPA funding to the NCP and ordered an investigation and forensic audit.*

*As to Legislator Barnhart's letter to the Department of Justice and subsequent accusations of a lack of diligence on this contract, the County been in contact with state and federal authorities.*

*Last year, Legislator Barnhart reviewed every American Rescue Plan Act (ARPA) proposal, including the Neighborhood Resource Collaborative project using the Community Resource collaborative (CRC) as the fiscal agent.*

*Following Legislator Barnhart's review of the plan, she voted in favor of its passage and raised no issue about the CRC. Last week, she posted on X that she "felt the county process was good and thorough."*

*Her sudden claims otherwise are disingenuous and a distraction from the investigation and the County's efforts to help NCP continue providing critical services for our most vulnerable residents.*

**From:** [Walker, Gary](#)  
**To:** [Stephanie Joseph](#)  
**Cc:** [McDermott, Meaghan M](#)  
**Subject:** RE: PRESS INQUIRY: 13WHAM  
**Date:** Monday, February 12, 2024 3:48:46 PM

---

Stephanie. Statement below attributed to Gary Walker, Director of Communications, Monroe County.

*From the outset, Monroe County set in place a monthly compliance review over the life of the multi-year grant for the Neighborhood Collaborative Project (NCP). While no oversight structure is foolproof, it can limit the extent of mismanagement or malfeasance, as it did in this case.*

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*Her sudden claims otherwise are disingenuous and a distraction from the investigation and the County's efforts to help NCP continue providing critical services for our most vulnerable residents.*

**From:** Stephanie Joseph <scjoseph@sbgvtv.com>  
**Sent:** Monday, February 12, 2024 3:23 PM  
**To:** Walker, Gary <garywalker@monroecounty.gov>  
**Cc:** McDermott, Meaghan M <MeaghanMcDermott@monroecounty.gov>  
**Subject:** Re: PRESS INQUIRY: 13WHAM

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---

Hi,

I wanted to follow up on this. I have a deadline within the next hour.

Best,  
Stephannie Joseph

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**From:** Stephannie Joseph

**Sent:** Monday, February 12, 2024 11:45:16 AM

**To:** Walker, Gary <[garywalker@monroecounty.gov](mailto:garywalker@monroecounty.gov)>

**Cc:** McDermott, Meaghan M <[MeaghanMcDermott@monroecounty.gov](mailto:MeaghanMcDermott@monroecounty.gov)>

**Subject:** PRESS INQUIRY: 13WHAM

Good morning,

I'm reaching to ask if the County can comment on Legislator Barnhart's letter to U.S. Attorney Trini Ross. It outlines concerns about ARPA funds in the County and calls for a federal investigation.

Best,  
Stephannie Joseph

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**From:** Patricia Jackson  
**To:** countyexecutive  
**Subject:** Re: SWAN's 4th Security Training Completion celebration  
**Date:** Thursday, February 1, 2024 12:02:51 PM

---

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Thank You. Pat Jackson

---

**From:** countyexecutive <countyexecutive@Monroecounty.gov>  
**Sent:** Thursday, February 1, 2024 11:51 AM  
**To:** Patricia Jackson <pjackson@swanonline.org>  
**Subject:** RE: SWAN's 4th Security Training Completion celebration

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Of course, I will stop by around 3.

Best,  
Caroline DeLaney

**From:** Patricia Jackson <pjackson@swanonline.org>  
**Sent:** Thursday, February 1, 2024 11:47 AM  
**To:** countyexecutive <countyexecutive@Monroecounty.gov>  
**Subject:** Re: SWAN's 4th Security Training Completion celebration

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Thank you! I am sorry the County Executive is unable to attend. Yes, we would love the certificates. I will be in the office all day until 4pm.  
Our address is 10 CADY St. 14608. Pat Jackson

---

**From:** countyexecutive <countyexecutive@Monroecounty.gov>  
**Sent:** Thursday, February 1, 2024 11:33 AM  
**To:** Patricia Jackson <pjackson@swanonline.org>  
**Cc:** Doran, Margaret <MargaretDoran@monroecounty.gov>  
**Subject:** RE: SWAN's 4th Security Training Completion celebration

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Hi Patricia,

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but we are happy to provide certificates for the program graduates. If there is a time you are free today, I can drop these off.

Let me know, thanks!

Best,  
Caroline

Caroline DeLaney  
Monroe County Executive Staff  
(585) 753-1011  
[carolinedelaney@monroecounty.gov](mailto:carolinedelaney@monroecounty.gov)

**From:** Patricia Jackson <[pjackson@swanonline.org](mailto:pjackson@swanonline.org)>  
**Sent:** Tuesday, January 23, 2024 6:19 PM  
**To:** Owens Shepard <[oshepard@esctroc.com](mailto:oshepard@esctroc.com)>; Woodrow Hammond <[woodyhammond@hotmail.com](mailto:woodyhammond@hotmail.com)>; Daniella veras <[daniella.veras@cityofrochester.gov](mailto:daniella.veras@cityofrochester.gov)>; Demond Meeks <[meeksd@nyassembly.gov](mailto:meeksd@nyassembly.gov)>; Mirian Valdor-Copa <[valdor-copam@nyassembly.gov](mailto:valdor-copam@nyassembly.gov)>; countyexecutive <[countyexecutive@Monroecounty.gov](mailto:countyexecutive@Monroecounty.gov)>; Bernstein, Elena <[Elena.Bernstein@mail.house.gov](mailto:Elena.Bernstein@mail.house.gov)>; Scheduler for Senator Cooney <[scheduler@rocsenator.com](mailto:scheduler@rocsenator.com)>  
**Cc:** Patricia Jackson <[pjackson@swanonline.org](mailto:pjackson@swanonline.org)>; [randygeeter@gmail.com](mailto:randygeeter@gmail.com); 'carolkendrick@cs.com' <[carolkendrick@cs.com](mailto:carolkendrick@cs.com)>; [wb357@me.com](mailto:wb357@me.com); Marsha L Allen <[gonowforjesus@aol.com](mailto:gonowforjesus@aol.com)>; [gailberkes@yahoo.com](mailto:gailberkes@yahoo.com)  
**Subject:** SWAN's 4th Security Training Completion celebration

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Harris, Davida Bush, Ebony M. Echols,  
Wanda M. Weaver, N'Asia J. Henderson.

We sincerely hope you will be able to attend and we anxiously await your response!

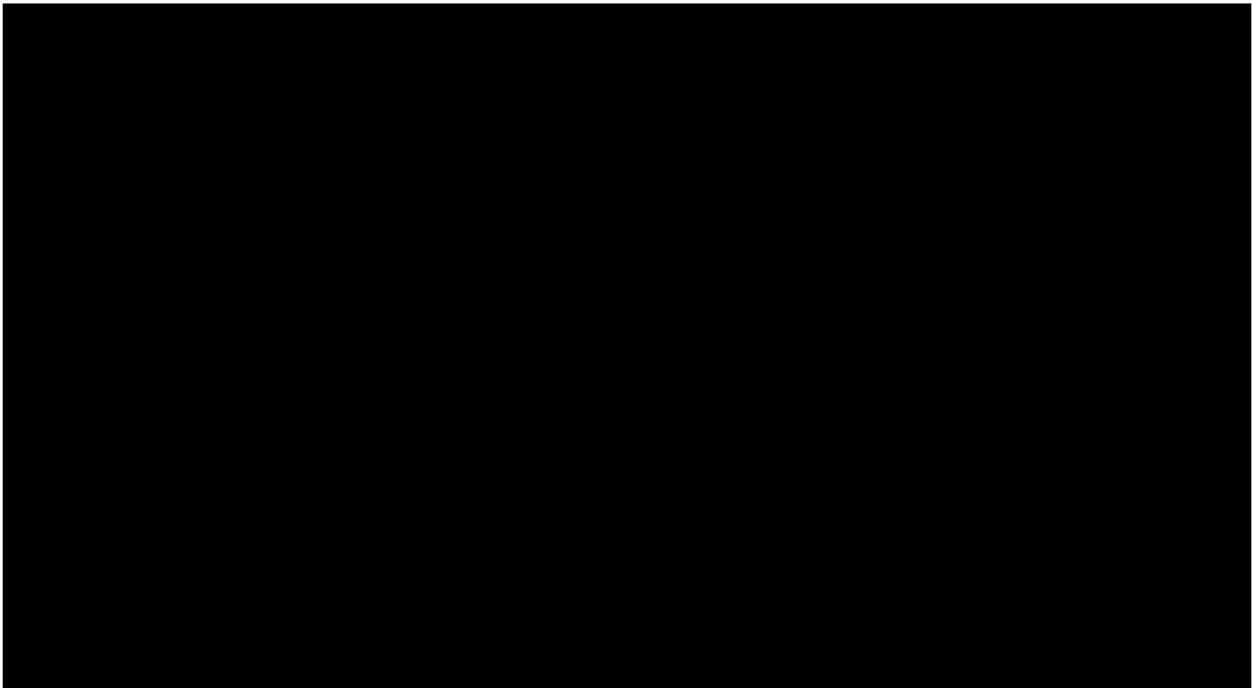
Patricia Jackson

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**From:** Patricia Jackson <[pjackson@swanonline.org](mailto:pjackson@swanonline.org)>  
**Sent:** Thursday, February 1, 2024 11:47 AM  
**To:** countyexecutive <[countyexecutive@Monroecounty.gov](mailto:countyexecutive@Monroecounty.gov)>  
**Subject:** Re: SWAN's 4th Security Training Completion celebration

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~~~~~  
Thank you!. I am sorry the County Executive is unable to attend. Yes, we would love the certificates. I will be in the office all day until 4pm.
Our address is 10 CADY St. 14608. Pat Jackson

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Sent: Thursday, February 1, 2024 11:33 AM
To: Patricia Jackson <pjackson@swanonline.org>
Cc: Doran, Margaret <MargaretDoran@monroecounty.gov>
Subject: RE: SWAN's 4th Security Training Completion celebration

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Hi Patricia,

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Let me know, thanks!

Best,
Caroline

Caroline DeLaney

Monroe County Executive Staff

(585) 753-1011

carolinedelaney@monroecounty.gov

From: Patricia Jackson <pjackson@swanonline.org>

Sent: Tuesday, January 23, 2024 6:19 PM

To: Owens Shepard <oshepard@escroc.com>; Woodrow Hammond

<woodvhammond@hotmail.com>; Daniella veras <daniella.veras@cityofrochester.gov>; Demond Meeks

<meeksd@nvassembly.gov>; Mirian Valdor-Copa <valdor-copam@nvassembly.gov>;

countyexecutive <countyexecutive@Monroecounty.gov>; Bernstein, Elena

<Elena.Bernstein@mail.house.gov>; Scheduler for Senator Cooney <scheduler@rocsenator.com>

Cc: Patricia Jackson <pjackson@swanonline.org>; randygeeter@gmail.com; 'carolkendrick@cs.com'

<carolkendrick@cs.com>; wb357@me.com; Marsha L Allen <gonowforjesus@aol.com>;

gailberkes@yahoo.com

Subject: SWAN's 4th Security Training Completion celebration

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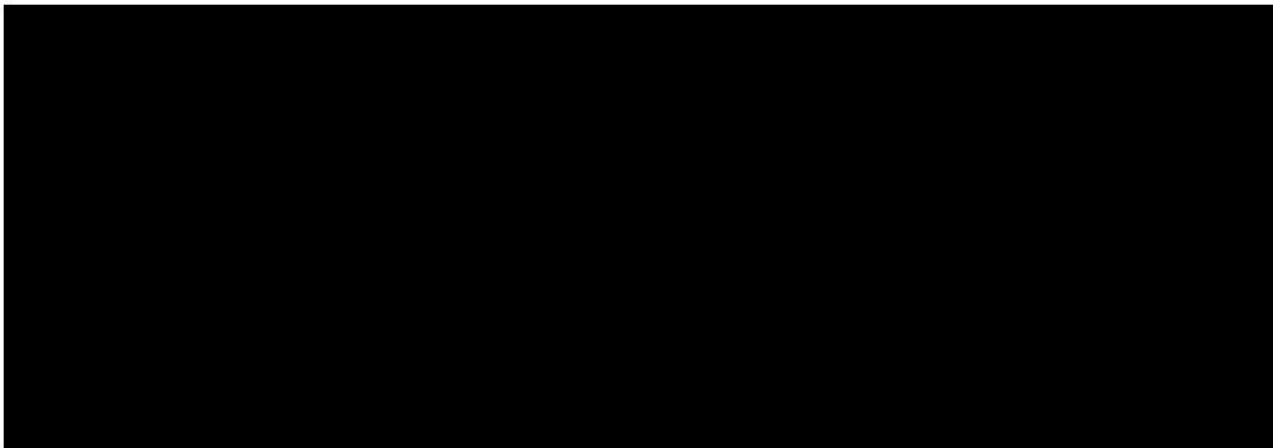


We sincerely hope you will be able to attend and we anxiously await your response!

Patricia Jackson

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**Sent:** Thursday, February 1, 2024 11:47 AM  
**To:** countyexecutive <countyexecutive@Monroecounty.gov>  
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Caroline DeLaney
Monroe County Executive Staff

(585) 753-1011

carolinedelaney@monroecounty.gov

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Sent: Tuesday, January 23, 2024 6:19 PM

To: Owens Shepard <oshepard@esctroc.com>; Woodrow Hammond <woodyhammond@hotmail.com>; Daniella Veras <daniella.veras@cityofrochester.gov>; Demond Meeks <meeksd@nyassembly.gov>; Mirian Valdor-Copa <valdor-copam@nyassembly.gov>; countyexecutive <countyexecutive@Monroecounty.gov>; Bernstein, Elena <Elena.Bernstein@mail.house.gov>; Scheduler for Senator Cooney <scheduler@rocsenator.com>

Cc: Patricia Jackson <pjackson@swanonline.org>; randygeeter@gmail.com; 'carolkendrick@cs.com' <carolkendrick@cs.com>; wb357@me.com; Marsha L Allen <gonowforjesus@aol.com>; gailberkes@yahoo.com

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**From:** [countyexecutive](mailto:countyexecutive)  
**To:** [Patricia Jackson](mailto:Patricia.Jackson)  
**Subject:** RE: SWAN's 4th Security Training Completion celebration  
**Date:** Thursday, February 1, 2024 11:51:01 AM

---

Of course, I will stop by around 3.

Best,  
Caroline DeLaney

**From:** Patricia Jackson <[pjackson@swanonline.org](mailto:pjackson@swanonline.org)>  
**Sent:** Thursday, February 1, 2024 11:47 AM  
**To:** countyexecutive <[countyexecutive@Monroecounty.gov](mailto:countyexecutive@Monroecounty.gov)>  
**Subject:** Re: SWAN's 4th Security Training Completion celebration

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Monroe County Executive Staff  
(585) 753-1011

[carolinerdelaney@monroecounty.gov](mailto:carolinerdelaney@monroecounty.gov)

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**Sent:** Tuesday, January 23, 2024 6:19 PM

**To:** Owens Shepard <[oshepard@esctroc.com](mailto:oshepard@esctroc.com)>; Woodrow Hammond <[woodyhammond@hotmail.com](mailto:woodyhammond@hotmail.com)>; Daniella veras <[daniella.veras@cityofrochester.gov](mailto:daniella.veras@cityofrochester.gov)>; Demond Meeks <[meeksd@nyassembly.gov](mailto:meeksd@nyassembly.gov)>; Mirian Valdor-Copa <[valdor.copam@nyassembly.gov](mailto:valdor.copam@nyassembly.gov)>; countyexecutive <[countyexecutive@Monroecounty.gov](mailto:countyexecutive@Monroecounty.gov)>; Bernstein, Elena <[Elena.Bernstein@mail.house.gov](mailto:Elena.Bernstein@mail.house.gov)>; Scheduler for Senator Cooney <[scheduler@rocsenator.com](mailto:scheduler@rocsenator.com)>

**Cc:** Patricia Jackson <[pjackson@swanonline.org](mailto:pjackson@swanonline.org)>; randygeeter@gmail.com; 'carolkendrick@cs.com' <[carolkendrick@cs.com](mailto:carolkendrick@cs.com)>; [wb357@me.com](mailto:wb357@me.com); Marsha L Allen <[gonowforjesus@aol.com](mailto:gonowforjesus@aol.com)>; [gailberkes@yahoo.com](mailto:gailberkes@yahoo.com)

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From: [Patricia Jackson](#)
To: [countyexecutive](#)
Subject: Re: SWAN's 4th Security Training Completion celebration
Date: Thursday, February 1, 2024 11:46:56 AM

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**Cc:** Patricia Jackson <[pjackson@swanonline.org](mailto:pjackson@swanonline.org)>; randygeeter@gmail.com; 'carolkendrick@cs.com'



<carolkendrick@cs.com>; wb357@me.com; Marsha L Allen <gonowforjesus@aol.com>;  
gailberkes@yahoo.com

**Subject:** SWAN's 4th Security Training Completion celebration

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~~~~~

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We sincerely hope you will be able to attend and we anxiously await your response!

Patricia Jackson

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From: [countyexecutive](#)
To: [Patricia Jackson](#)
Cc: [Doran, Margaret](#)
Subject: RE: SWAN's 4th Security Training Completion celebration
Date: Thursday, February 1, 2024 11:33:01 AM

Hi Patricia,

I spoke with Maggie, the County Executive's Exec. Assistant, and there is another event that the CE is committed to attending at the exact same time. Unfortunately, this means he is unable to attend, but we are happy to provide certificates for the program graduates. If there is a time you are free today, I can drop these off.

Let me know, thanks!

Best,
Caroline

[Caroline DeLaney](#)
Monroe County Executive Staff
(585) 753-1011
carolinedelaney@monroecounty.gov

From: Patricia Jackson <pjackson@swanonline.org>
Sent: Tuesday, January 23, 2024 6:19 PM
To: Owens Shepard <oshepard@esctroc.com>; Woodrow Hammond <woodyhammond@hotmail.com>; Daniella.veras@cityofrochester.gov; Demond Meeks <meeksd@nyassembly.gov>; Mirian Valdor-Copa <valdor-copam@nyassembly.gov>; countyexecutive <countyexecutive@Monroecounty.gov>; Bernstein, Elena <Elena.Bernstein@mail.house.gov>; Scheduler for Senator Cooney <scheduler@rocsenator.com>
Cc: Patricia Jackson <pjackson@swanonline.org>; randygeeter@gmail.com; 'carolkendrick@cs.com' <carolkendrick@cs.com>; wb357@me.com; Marsha L Allen <gonowforjesus@aol.com>; gailberkes@yahoo.com
Subject: SWAN's 4th Security Training Completion celebration

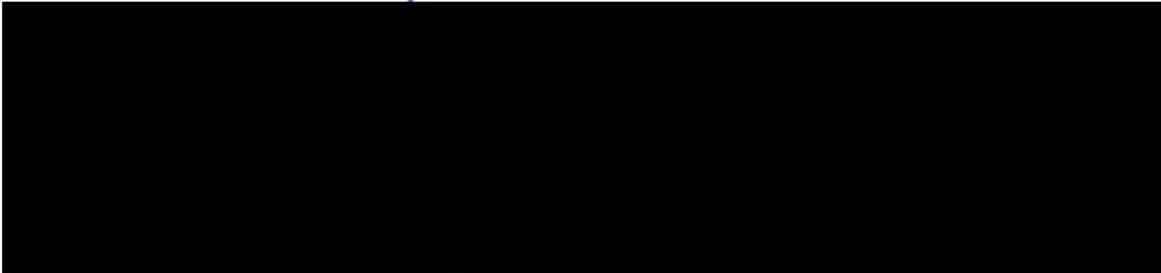
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an anchor agency in the Neighborhood Collaborative Project which was awarded an ARPA Grant through the County. The program is supported, in whole or in part, by Federal Award Number SLFRPO206 awarded to Monroe County, New York by the U.S. Department of Treasury. We would be honored if you could attend! Please RSVP your attendance by Wednesday, January 31, 2024 to: Plackson@swanonline.org or by phone: 585-436-3090. I have listed the names of the individuals receiving their certificates in case you are able to send certificates as well! They are: Jahmeeka L. Jiles, Kyle R. Wilson, Portia S. Wilcox, Shatika L. Porter, Shaun M. Budd, Tierra S. Massey, James D. Good, Terry M. McLamore, Linda N. Callahan, Kendra D. Davis, Tiji Mathis-Harris, Davida Bush, Ebony M. Echols, Wanda M. Weaver, N'Asia J. Henderson.

We sincerely hope you will be able to attend and we anxiously await your response!

Patricia Jackson



From: Patricia Jackson <pjackson@swanonline.org>
Sent: Friday, January 26, 2024 1:23 PM
To: Adell, Cynthia <cynthiaadell@monroecounty.gov>
Subject: Re: SWAN's 4th Security Training Completion Celebration

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~~~~~  
It starts at 10am and ends at 11:30am. thanks Patti

**From:** Adell, Cynthia <[cynthiaadell@monroecounty.gov](mailto:cynthiaadell@monroecounty.gov)>  
**Sent:** Friday, January 26, 2024 1:04 PM  
**To:** Patricia Jackson <[pjackson@swanonline.org](mailto:pjackson@swanonline.org)>  
**Subject:** RE: SWAN's 4th Security Training Completion Celebration

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Happy Friday! What time does the event start and end? I want to end it to the ARPA calendar.

Thank you,

Cynthia

**From:** Patricia Jackson <[pjackson@swanonline.org](mailto:pjackson@swanonline.org)>  
**Sent:** Wednesday, January 24, 2024 9:32 AM  
**To:** Adell, Cynthia <[cynthiaadell@monroecounty.gov](mailto:cynthiaadell@monroecounty.gov)>  
**Subject:** Re: SWAN's 4th Security Training Completion Celebration

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~~~~~  
Thank you and you will be missed. Patti

From: Adell, Cynthia <cynthiaadell@monroecounty.gov>
Sent: Wednesday, January 24, 2024 7:18 AM
To: Patricia Jackson <pjackson@swanonline.org>; Stith, Keith L. <Keith.Stith@cityofrochester.gov>; Jocelyn Basley <jrbasley@c3consultancy.org>; Andy Carey <mccollaborative1@gmail.com>; Carmen Allen <beyondthesanctuary20@gmail.com>; Tina Paradiso <tinap@commresourcecollab.org>;

jknoblock@mccollaborative.org <jknoblock@mccollaborative.org>; mhymes@mccollaborative.org <mhymes@mccollaborative.org>; Janelle Duda-Banwar <janelle@onthegroundny.com>; williamgibbons@wglv.com <williamgibbons@wglv.com>; olivia@cameronny.org <olivia@cameronny.org>; blebron@fathertracycenter.org <blebron@fathertracycenter.org>; Mike Durfee <mike@peoples-pantry.org>; Zaviour Johnson <z.johnson@barakahmuslimcharity.org>; lbritt@baddenstreet.org <lbritt@baddenstreet.org>; Michele Boyd <mbovd@abcinfo.org>
Cc: Woodrow Hammond <woodyhammond@hotmail.com>
Subject: RE: SWAN's 4th Security Training Completion Celebration

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Good morning,

I hope that you are well. I won't be able to attend this one because I will be out of town. I hate that I will miss it. I always love seeing the graduates and their families at the graduation and the energy that they bring. It is an awesome program.

Have a good day,

Cynthia

From: Patricia Jackson <pjackson@swanonline.org>
Sent: Tuesday, January 23, 2024 5:56 PM
To: Stith, Keith L. <Keith.Stith@cityofrochester.gov>; Jocelyn Basley <jbasley@c3consultancy.org>; Andy Carey <mccollaborative1@gmail.com>; Adell, Cynthia <cynthiaadell@monroecounty.gov>; Carmen Allen <beyondthesanctuary20@gmail.com>; Tina Paradiso <tinap@commresourcecollab.org>; jknoblock@mccollaborative.org; mhymes@mccollaborative.org; Janelle Duda-Banwar <janelle@onthegroundny.com>; williamgibbons@wglv.com; olivia@cameronny.org; blebron@fathertracycenter.org; Mike Durfee <mike@peoples-pantry.org>; Zaviour Johnson <z.johnson@barakahmuslimcharity.org>; lbritt@baddenstreet.org; Michele Boyd <mbovd@abcinfo.org>
Cc: Woodrow Hammond <woodyhammond@hotmail.com>; Patricia Jackson <pjackson@swanonline.org>
Subject: SWAN's 4th Security Training Completion Celebration

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~~~~~

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County. The program is supported, in whole or in part, by Federal Award Number SLFRPO206 awarded to Monroe County, New York by the U.S. Department of Treasury.

We would be honored if you could attend! Please RSVP your attendance by Wednesday, January 31, 2024 to: [Pjackson@swanonline.org](mailto:Pjackson@swanonline.org) or by phone at: 585-436-3090. We sincerely hope you will be able to attend and we anxiously await your response.

Patricia Jackson

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From: Olivia Kassoum-Amadou <[olivia@cameronministries.org](mailto:olivia@cameronministries.org)>  
Date: December 20, 2023 at 6:51:01 AM EST  
To: "Grant, David K" <[David.K.Grant@ny.gov](mailto:David.K.Grant@ny.gov)>  
Subject: Invitation to Ribbon Cutting Ceremony

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-----  
Good morning! I hope you are doing well.

Attached is the ribbon cutting ceremony invitation for Cameron Cut Barbershop. We would like to extend this invitation to all county legislators. This barbershop is a result of our barber apprenticeship program made possible by County ARPA funding through the Neighborhood Collaborative Project.

This new business will create training opportunities and employment as licensed barbers for students upon completion of their apprenticeship and NYS Licensing Exam.

Please let me know if you have any questions.

Happy Holidays!

Olivia

Olivia Kassoum-Amadou  
Executive Director  
Cameron Community Ministries  
48 Cameron Street  
Rochester, NY 14606  
585-254-2697 ext. 101

"Education is for improving the lives of others and for leaving your community and world a better place than you found it."

Olivia Kassoum-Amadou  
Executive Director  
Cameron Community Ministries  
48 Cameron Street  
Rochester, NY 14606  
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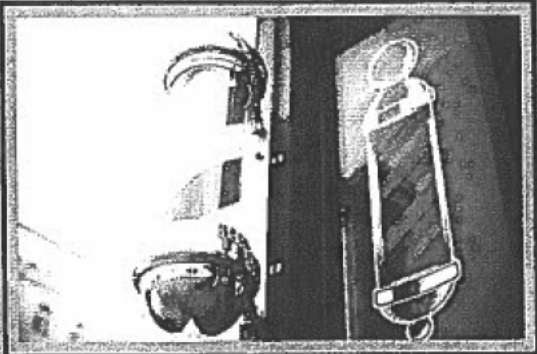
**YOU ARE INVITED**

to a

*Ribbon Cutting*  
**CEREMONY**

for

**CAMERON CUTS BARBERSHOP**



**01.23.2024**  
**1:00PM**

**42 CAMERON STREET**



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Good morning! I hope you are doing well.

Attached is the ribbon cutting ceremony invitation for Cameron Cuts Barbershop. We would like to extend this invitation to all county legislators. This barbershop is a result of our barber apprenticeship program made possible by County ARPA funding through the Neighborhood Collaborative Project.

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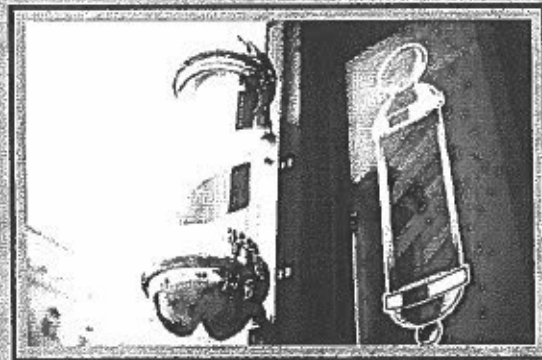
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to a

*Ribbon Cutting*  
**CEREMONY**

for

**CAMERON CUTS BARBERSHOP**



01.23.2024

1:00PM

42 CAMERON STREET

**From:** [Neighborhood Collaborative Project](#)  
**To:** [Dr. Faye Pelow](#); [Welch, Dylan](#)  
**Cc:** [Tina Paradiso](#)  
**Subject:** NCP December 2023 Invoice Submission via ARPA portal  
**Date:** Thursday, December 14, 2023 2:55:58 PM  
**Attachments:** [Confirmation - NCP's December 2023 invoice submission to ARPA.pdf](#)

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This email confirms NCP's November 2023 invoice and supporting documentation has been uploaded and submitted via the ARPA portal. This submission is both a reimbursement request and the final credit toward our advance.

Our outreach and neighborhood support experiences throughout the City continue to demonstrate a great need for rental assistance and other services provided. As previously reported, BTS exceeds its budgeted allocation for neighborhood client wraparound services with this submission however we anticipate ~\$35K from C3's neighborhood ambassador budget allocation may be needed to offset the current and anticipated excess for BTS wraparound services. While we remain within target for our overall project spending, we will continue to monitor this activity closely and welcome your suggestions and guidance. In addition to BTS, SWAN has exceeded one or two of its budget line allocations (vocational stipends and office supplies) however there is coverage within its overall agency budget.

As always, thank you for your continued support and please let me know if you have any questions or concerns regarding this invoice submission.

*Stay safe and be well . . . Best wishes for a fabulous day!*  
*Jocelyn Basley, Community Consultant*

**Project Lead for the Neighborhood Collaborative Project (NCP)**

**From:** Janelle Duda-Banwar  
**To:** Nicole Pratt; CJ Basley; Michele Boyd; Andy Carey; Neighborhood Collaborative Project; Beatriz LeBron; Rafael Rivera Jr.; Joseph Becker; Austin Retzlaff; Carmen Allen; Lydia; Dilma Vicente; Josh Knoblock; Jocelyn Basley; Hector Diaz; Zaylour Johnson; Rosa Marie; Tina Paradiso; Patricia Jackson; Jonathan Hardin; Kevin Aiken; Carlos Santana; Michael Durfee; Devon R; Olivia Kassoum-Amadou; William (Bill) Gibbons; Cindy Rochet; Adell Cynthia Welch; Dylan; lafrcoutreachllc@gmail.com; Keri Hadcock; nomeall5@mail.naz.edu; bbenton@abcinfo.org; peacefulabodes@gmail.com  
**Subject:** NCP Meeting Minutes and Office Hours Sign-up Info  
**Date:** Tuesday, November 21, 2023 10:58:18 AM  
**Attachments:** RHSEC ARPA Funds RFP Oct23 (1).pdf  
NCP Partners Meeting Minutes 11.17.23.pdf

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Good Morning,

I hope everyone is having a super holiday week! Thank you to for another productive and welcoming NCP Partners meeting last Friday! The meeting minutes are attached.

As discussed during the meeting, Jocelyn and myself will be holding office hours for the Rochester Housing Stability Fund Activities RFP (attached and due December 29th). Office hours will be held at On The Ground Research (located in the Harro East office building, 400 Andrews St) on Tuesday 12/5, 10AM - 2 PM and Wednesday 12/6, 1PM - 5 PM in 45 minute time slots.
Please click [here](#) to sign-up to attend our office hours.

Have a wonderful Thanksgiving,
Janelle

Janelle Duda-Banwar, PhD, MSW

she/her



Founder & Director

400 Andrews St | Suite 220 |

Rochester, NY 14604 | 585.683.3638

www.onthegroundny.com

From: [Welch, Dylan](#)
To: [Neighborhood Collaborative Project](#); [Pelow, Faye](#)
Cc: [Tina Paradiso](#)
Subject: RE: Status Update Request - Desktop Audit Guidance and October reimbursement ETA
Date: Monday, November 13, 2023 10:07:51 AM
Attachments: [DESK REVIEW QUESTIONS.docx](#)

Hi Jocelyn,

Happy Monday! Yes the weekend was quite nice - the long ones always are. I hope you enjoyed yours as well!

I included a word document with the meeting invite for the desk review which covers all the questions we'll go through. I've included that here as well for reference. Note; the evaluation section here is generic. When we meet, we'll be providing a completed evaluation section for NCP.

As for October's reimbursement, it **should** be out before thanksgiving. It's been processed on our end, so unless there are delays at the controller's office, it will hopefully be out soon. That said, this is the ARPA team's first holiday season getting payments out, so I'm not entirely positive what to expect. I'll make sure to keep you in the loop if I get relevant updates.

If you have any other questions, please don't hesitate to reach out. Otherwise, I hope you have a great rest of your week!



Dylan Welch (He/Him/His)
Contract Compliance Monitor
Monroe County Department of Finance
35 E Henrietta Rd Faith 3 East, Rochester, NY 14620
P: (585) 753-2434
dylanwelch@monroecounty.gov

From: Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>
Sent: Monday, November 13, 2023 9:41 AM
To: Welch, Dylan <dylanwelch@monroecounty.gov>; Pelow, Faye <FayePelow@monroecounty.gov>
Cc: Tina Paradiso <tinap@commresourcecollab.org>
Subject: Status Update Request - Desktop Audit Guidance and October reimbursement ETA

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Good morning and happy Monday!

Hope you both are doing well and enjoyed a fabulous weekend.

Just wanted to touch base to see when we might expect to receive information for the December 1st desktop audit you mentioned at our meeting. You referenced it would cover parts of the ARPA survey we completed prior to our contract execution but was wondering if you were planning to provide specifics on exactly WHAT we should have prepared and HOW you would like us to prepare and present. We have our bi-monthly all NCP partners meeting this Friday so it would be helpful to know and understand what is to be expected so that we may share and plan accordingly.

I know it's still early but was wondering if the reimbursement payment for October could be expected BEFORE Thanksgiving or after? We understand the holiday season may cause some unexpected delays so I want to set reasonable expectations and utilize the remainder of our advance appropriately.

As always, thank you for your consideration and continued support. We look forward to receiving your response!

Stay safe and be well . . . Best wishes for a fabulous day!

Jocelyn Baslev, Community Consultant

Project Lead for the Neighborhood Collaborative Project (NCP)

From: Adell, Cynthia
To: Jennifer Sahrle
Subject: FW: Thank You For Attending
Date: Monday, October 23, 2023 9:02:41 AM
Attachments: [image002.png](#)
[image001.png](#)
[09-18-23 quarterly grantee meeting.pdf](#)

Hello Jon- You should have received this.

From: Adell, Cynthia
Sent: Wednesday, September 20, 2023 1:50 PM
To: Adell, Cynthia <cynthiaadell@monroecounty.gov>
Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; Pelow, Faye <FayePelow@monroecounty.gov>; Welch, Dylan <dylanwelch@monroecounty.gov>; Gray, Christina <christinagray@monroecounty.gov>; Beers, John <johnbeers@monroecounty.gov>; 'Ann Graham' <agraham@rawny.org>; 'Jasmine Brewer' <Jasmine@healthy-baby.net>; 'Jacqueline Lindsey' <Jacqueline@healthy-baby.net>; 'Wendy Dettmer' <wdettmer@voaupny.org>; 'Andrew Duncan' <ADuncan@deafrefugeadvocacy.org>; 'Steph Sharpe' <StephS@WillowCenterNY.org>; Sciarabba, Tony <TonySciarabba@monroecounty.gov>; St. Aubin, Dana <danastaubin@monroecounty.gov>; 'George Warren' <George.Warren@rochesterymca.org>; Carelock, Kathleen A <KCarelock@monroecounty.gov>; 'Asenato, Carrie M [Strategic Resource Dev & Grant Mgmt]' <casenato1@monroecc.edu>; 'Haylee Horn' <Haylee.Horn@vocroc.org>; 'Crane, Sara' <scrane@marycariola.org>; Mareus, Roosevelt {rmareus} <rmareus@brockport.edu>; 'Keri Hadcock' <Keri_Hadcock@flpps.org>; Johnson, Charles G <CharlesJohnson@monroecounty.gov>; Curley, Jennifer L <JCurley@monroecounty.gov>; 'Amy DAmico' <adamico@communityalternatives.org>; Saini, Shaili <ShailiSaini@monroecounty.gov>; Nicole Trabold <nicoletrabold@monroecounty.gov>; Jordan, Tony <tonyjordan@monroecounty.gov>; Bird, Sara <sarabird@monroecounty.gov>; Caruana, Colleen M (Nursing) <ccaruana001@monroecc.edu>; 'Suzanne Nye' <SuzanneN@willowcenterny.org>; Carmen Cong <CarmenC@WillowCenterNY.org>; Tree Clemonds@dor.org; Tantalio, Richard V <RichardVTantalio@monroecounty.gov>; Lois Williams-Norman <lwillnor@msn.com>; David Cowens <dcowens@rochester.rr.com>; Gee, Julie A <JulieGee@monroecounty.gov>; Karris Gates <kgates22@trilliumhealth.org>; Deniz Akman <dakman@cccsofrochester.org>; 'Laura Merk' <lmerk@brockport.edu>; Ellie Lindo <elindo@trilliumhealth.org>; Philipp, Julie J <JuliePhilipp@monroecounty.gov>; Ortiz Bonilla, Carlos <carlosortizbonilla@monroecounty.gov>; Mainkar, Prashant <prashantmainkar@monroecounty.gov>; Karthigeyan, Sugunan <sugunankarthigeyan@monroecounty.gov>; McGinnis, Rachel <rachelmcginnis@monroecounty.gov>; Burrell, Marcus <marcusburrell@monroecounty.gov>; Summerfield-Gonchar, Hannah <hannahsummerfieldgonchar@monroecounty.gov>; Jarrett, Matthew <MattJarrett@monroecounty.gov>; 'Laura Heltz' <Laura.Heltz@vocroc.org>; Hills, Nanette <nanettehills@monroecounty.gov>; Mendoza, Michael D <MichaelMendoza@monroecounty.gov>; Aycock, April <AprilAycock@monroecounty.gov>; Newcomb, Steven M <SNewcomb@monroecounty.gov>; Liss, Ana J <AnaLiss@monroecounty.gov>; Smith, Laura M <LauraSmith@monroecounty.gov>; McCann, Jeffery L <JeffMcCann@monroecounty.gov>; Franklin, Robert P <RobertFranklin@monroecounty.gov>; Walker, Gary <garywalker@monroecounty.gov>; Gooch, Patrick T <PatrickGooch@monroecounty.gov>; Bell, Rochelle <rbell@monroecounty.gov>; 'Alexandra Cicero' <grants@foodlinkny.org>; 'Allison Clark' <AllisonClark@monroecounty.gov>; 'Alyssa Whitfield' <alysasawhitfield@dfsrochester.org>; 'Ana J Liss [AnaLiss@monroecounty.gov]' <AnaLiss@monroecounty.gov>; 'Andrew Powers' <AndrewPowers@rochesterymca.org>; 'Anne Byer' <cabeyer@ulr.org>; 'Annie Wells' <awells@lifespan-roch.org>; 'Carol Tegas' <carol_tegas@flpps.org>; 'Carolyn Hunt' <chunt014@monroecc.edu>; 'Chad Rieflin' <crieflin@cccsofrochester.org>; 'Diana Pryntz' <pryntzdra@gmail.com>; 'Elizabeth McDade' <emcdade@racf.org>; 'Erin DiCesare' <edicesare@marycariola.org>; 'Gerard Hunt' <admin@mappinc.org>; 'Gerard Hunt 2' <ghunt@rocmap.org>; 'Hector Diaz' <hdiaz@badenstreet.org>; 'Jeffrey Kaczorowski' <jeffrey_kaczorowski@urmc.rochester.edu>; 'Jennifer Sahrle' <jsahrle@sjncenter.org>; 'Jessica Kingsley' <Jessica.Kingsley@RochesterYMCA.org>; 'Jessica Wilson' <jwilson19@trilliumhealth.org>; 'Jocelyn Basley' <neighborhoodcollaborative@gmail.com>; 'Katherine Rogala' <katherine_rogala@flpps.org>; 'Kelly Coleman' <KellyC@willowcenterny.org>; 'Kereem Berry' <kberry@rocmap.org>; 'Laura Stradley' <grants@vocroc.org>; 'Lisa Mattoon' <lmattoon@bbbsr.org>; 'Meaghan D' <MeaghanD@willowcenterny.org>; 'Michael Coleman' <mtolivetbc@mtolivetrocny.com>; 'Pat Drake' <pdrake@voaupny.org>; 'Rebecca Ferri' <rferri@e-success.org>; 'Rokele Mikell' <RokeleMikell@monroecounty.gov>; 'Ron Thomas' <rthomas@badenstreet.org>; 'Sherita Bullock' <Sherita@Healthy-Baby.net>; 'Tony Sciarabba' <TonySciarabba@monroecounty.gov>; 'Tree Clemonds' <tree.clemonds@dor.org>; 'Wayne Rainey' <wrainey@corteseauto.com>
Subject: Thank You For Attending

Hello everyone,

On behalf of the entire Monroe County ARPA team, I want to extend a warm thank you for attending our ARPA Grantee Meeting on yesterday. We were thrilled to have you join us. We hope that you found the event to be valuable and informative. We saw that connections were being made with the hope of new partnerships. We value your participation and the meeting would not have been a success without you.

On that note, for those who potentially missed it or were unable to attend- we tried an experiment using a word-cloud. We asked everyone to give us three or four simple words to describe how ARPA funding has impacted them, our community, or the agencies, and created a word-cloud using the information. The larger the word in the cloud, the more frequent it was mentioned. This cloud gives us a general idea of how everyone is feeling, along with providing some interesting insight. We

hope that in the future we can do more experiments similar to this and create a level of unified understanding to everyone in our ARPA family. The word-cloud is attached below. We are also including the PowerPoint presentation we had running throughout the event so you can take a closer look at all of the projects so far.

We look forward to connecting with you all at future meetings. Please remember to send me the topics that you would like to focus on- we will incorporate them into the meeting.

From: [Neighborhood Collaborative Project](#)
To: [Welch, Dylan](#)
Cc: [Tina Paradiso](#)
Subject: Re: ARPA - Reminder to Submit Vouchers, Data Reporting, and Action Items Tomorrow, Tuesday, October 17th, 2023
Date: Tuesday, October 17, 2023 3:29:25 PM

CAUTION: This email originated from outside Monroe County systems. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Appreciate the update - still understanding the process and where the bottlenecks lie - good to know the Controller's office is the last step and only takes 3 business days!

On Tue, Oct 17, 2023 at 2:31 PM Welch, Dylan <dylanwelch@monroecounty.gov> wrote:

This message was sent securely using Zix[®]

Hi Jocelyn!

I just sent the voucher you submitted 9/15/23 to the controllers yesterday which means you'll see the payment go out this Thursday. Still working on getting that turnaround time down....

If you have any other questions, please don't hesitate to reach out. Otherwise, I hope you have a great rest of your week!



Dylan Welch (He/Him/His)

Contract Compliance Monitor

Monroe County Department of Finance

35 E Henrietta Rd Faith 3 East, Rochester, NY 14620

P: (585) 753-2434

dylanwelch@monroecounty.gov

From: Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>
Sent: Tuesday, October 17, 2023 10:14 AM
To: Welch, Dylan <dylanwelch@monroecounty.gov>

Cc: Tina Paradiso <tinap@commresourcecollab.org>

Subject: Re: ARPA - Reminder to Submit Vouchers, Data Reporting, and Action Items Tomorrow, Tuesday, October 17th, 2023

CAUTION: This email originated from outside Monroe County systems. Exercise caution when opening attachments or clicking links, especially from unknown senders.

~~~~~  
Good morning Dylan!

Any update on our reimbursement that was submitted in September for August 2023 expenses?

*Stay safe and be well . . . Best wishes for a fabulous day!*

*Jocelyn Basley, Community Consultant*

**Project Lead for the Neighborhood Collaborative Project (NCP)**

On Mon, Oct 16, 2023 at 3:40 PM Welch, Dylan <dylanwelch@monroecounty.gov> wrote:

This message was sent securely using Zix

Dear ARPA Grant Recipients,

I hope everyone has been well despite the rainy weather. At least the leaves a pretty even under grey skies. ☺

I'm reaching out today with a reminder that **October Vouchers, MWBE reports, Data Reporting, and Action Items** are due tomorrow, Tuesday, October 17<sup>th</sup> by the end of business. This time around, high risk and low risk recipients are required to submit vouchering. For medium risk recipients, vouchering this month is optional. However, **everyone is required to submit MWBE reporting**. If you haven't spent anything on MWBE, please still complete the form. You may submit '0' for each category.

For Data Reporting, all ARPA grantees are required to submit a data report, and update their Q3 action items in the portal. These actions can be taken under 'Update Quarterly Action

Items' and 'Upload Quarterly Data Spreadsheet' in the portal as shown below. Please note, you DO NOT need to complete a written report (Update Interim/Annual Reports) this time around.

- Interim/Annual Report Submission - Best Practices  
Started: 10/13/22 03:53PM  
✓ Submitted: 4/17/23 12:00AM  
Contract Compliance Supply  
Contract Compliance Report Quarterly and Annual  
Interim/Annual Report  
Interim/Annual Report Action Items  
Interim/Annual Report Instructions  
Interim/Annual Report Data Submission

As a quick reminder; vouchers can be submitted on the ARPA Portal by selecting "Upload Budget Spreadsheets For Vouchers", then selecting 9/15/23. MWBE reports can be found and submitted on ContractHQ by selecting "Measures" then "MWBE Measures" among the top tabs. If you're confused about either of these processes, I've attached instructions in this e-mail to help out.

If you run into any issues or have any concerns, please do not hesitate to reach out. I can be reached at this e-mail or either my office or cell phone listed below. Otherwise, I hope you all have a great rest of your week!



Dylan Welch (He/Him/His)

Contract Compliance Monitor

Monroe County Department of Finance

35 E Henrietta Rd Faith 3 East, Rochester, NY 14620

P: (585) 753-2434

[dylanwelch@monroecounty.gov](mailto:dylanwelch@monroecounty.gov)

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**From:** [Neighborhood Collaborative Project](#)  
**To:** [Dr. Faye Pelow](#); [Welch, Dylan](#)  
**Cc:** [Tina Paradise](#)  
**Subject:** NCP October 2023 Invoice Submission via ARPA portal  
**Date:** Monday, October 16, 2023 1:59:14 PM  
**Attachments:** [Confirmation - NCP's October 2023 Invoice submission to ARPA.pdf](#)

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This email confirms NCP's October 2023 invoice and supporting documentation has been uploaded and submitted via the ARPA portal. This submission is a reimbursement request rather than a credit to our advance.

As reported last month, please note BTS exceeds its budgeted allocation for neighborhood client wraparound services with this submission. Our experience to date has demonstrated a great need for the services rendered through BTS and we fully expect this need will continue throughout the remainder of 2023. Fortunately, C3 does not anticipate utilizing its full budgeted allocation for neighborhood ambassador services in 2023. Given both of these allocations are aligned with NCP's intent to provide needed support services to neighborhood residents, we anticipate ~\$35K from C3's neighborhood ambassador budget allocation may be needed to offset the current and anticipated excess for BTS wraparound services. While we remain within target for our overall project spending, we will continue to monitor this activity closely and welcome your suggestions and guidance.

As always, thank you for your continued support and please let me know if you have any questions or concerns regarding this invoice submission.

Stay safe and be well . . . Best wishes for a fabulous day!

Jocelyn Basley, Community Consultant

Project Lead for the Neighborhood Collaborative Project (NCP)

From: [Welch, Dylan](#)
To: [Pelow, Faye](#); [ARPA Calendar](#); [Janelle Duda-Banwar](#); [Jocelyn Basley](#)
Subject: ARPA - NCP - Compliance Report Review Meeting Oct. '23
Date: Thursday, September 28, 2023 12:01:12 PM
Attachments: [attachment.ics](#)
[Report Review Definition.PNG](#)
[NCP - Action Items - Year 1.docx](#)

Dylan Welch is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

[https://monroecounty.gov.zoom.us/j/83577891713?](https://monroecounty.gov.zoom.us/j/83577891713?pwd=LXtOG2pqaUpy5yXpoLaPKzktOWzUm.1)

[pwd=LXtOG2pqaUpy5yXpoLaPKzktOWzUm.1](https://monroecounty.gov.zoom.us/j/83577891713?pwd=LXtOG2pqaUpy5yXpoLaPKzktOWzUm.1)

Meeting ID: 835 7789 1713

Passcode: 84601771

One tap mobile

+16469313860,,83577891713#,,,,*84601771# US

+16468769923,,83577891713#,,,,*84601771# US (New York)

Dial by your location

- +1 646 931 3860 US
- +1 646 876 9923 US (New York)
- +1 312 626 6799 US (Chicago)
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 408 638 0968 US (San Jose)
- +1 507 473 4847 US

Meeting ID: 835 7789 1713

Passcode: 84601771

Find your local number: <https://monroecounty-gov.zoom.us/j/83577891713>

From: [Welch, Dylan](#)
To: [Jocelyn Basley](#); janelle@ontheroundny.com
Subject: ARPA - NCP - Compliance Report Review Meeting September '23
Date: Tuesday, September 26, 2023 4:48:20 PM
Attachments: [Report Review Definition.PNG](#)
[NCP - Action Items - Year 1.docx](#)

Dear Jocelyn and Janelle,

I hope you've been enjoying the cooler weather as the winds of fall start to blow. Thank you for sending over those NCP reports. They were great to read through and a welcomed change from spreadsheets for me!

I'm reaching out to setup our next compliance report review meeting. As a reminder; the meeting is a monthly check-in as required by the treasury to discuss how your project is coming along via your action items (included here, and highlighted to show the items we will cover). The conversation will also touch on vouchering. The meeting will be conducted via Zoom.

Below are some upcoming times we have available. If none of these times work, please let me know and I can provide further availability. Please plan for an hour meeting, though it should take less time.

Tuesday, October 3rd @ 3:00pm

Thursday, October 5th @ 10:00am

Friday, October 6th @ 10:00am, 11:00am, 12:00pm – I know you've mentioned you have a standing meeting at 11am on Fridays. I wasn't sure if just before the meeting, just after the meeting, or during the meeting is best for you. All work for us!

If you have any questions regarding anything above, please do not hesitate to reach out. Otherwise, I hope you have a great rest of your week and I look forward to being in touch soon!



Dylan Welch (He/Him/His)
Contract Compliance Monitor
Monroe County Department of Finance
35 E Henrietta Rd Faith 3 East, Rochester, NY 14620
P: (585) 753-2434
dylanwelch@monroecounty.gov

From: Nicole Pratt
To: Patricia Jackson; CJ Baslev; Zaviour Johnson; Olivia Kassoum-Amadou; Jonathan Hardin; KAiken@abcinfo.org; Michele Boyd; voteformeo@gmail.com; lifeonlyell@gmail.com; blebron@fathertracycenter.org; Nashali Velazquez; Mike Durfee; Hector Diaz; Cindy Rochet; Dilma Vicente; Jocelyn Baslev; Rosa Marie; Janelle Duda-Banwar; Rafael Rivera; Austin Retzlaff; Tina Paradiso; Carmen Allen; William Gibbons; Andy Carey; Josh Knoblock; mhymes@mccollaborative.org; cynthlaadell@monroecounty.gov; dylanwelch@monroecounty.gov; jbecker@urbinnovations.com; jsharp@abcinfo.org; csantana@abcinfo.org
Subject: NCP Research Papers!
Date: Monday, September 25, 2023 2:34:50 PM
Attachments: [image001.jpg](#)
[NCP Description - NCP-01.pdf](#)
[Defining Success - NCP-02.pdf](#)

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Good Morning everyone!

As part of our role as researchers, we will periodically share short NCP research papers. These papers will also be available on the NCP website ([rocncp.org](http://rocncp.org)) as well as the On The Ground Research's website ([ontheboundny.com](http://ontheboundny.com)). Feel free to post to your websites as well. We want to remind you that while the research team is collecting, analyzing, and describing the data associated with the NCP - all of us own it. This is the participatory action research framework that guides On The Ground Research.

We look forward to presenting our research papers in the November Partners' Meeting, but please feel free to follow-up before then with any questions/suggestions/clarifications.

Attached are the first two research papers:

1. *What is the Neighborhood Collaborative Project: An overview and description of the NCP*
2. *Defining NCP Success: Partners' Perspectives: The findings from when we asked partners how they define NCP success*

Stay tuned for our next paper, *Root Cause Analysis: Why Did Services Move Out of Rochester Neighborhoods?*

Have a great week,  
OTG Research Team

--

Nicole Pratt, MS

she/her



Research Associate

Neighborhood Collaborative Project

400 Andrews St | Suite 220 | Rochester, NY 14604

407-744-6314

[www.onthegroundny.com](http://www.onthegroundny.com)

**From:** Adell Cynthia  
**To:** Adell Cynthia  
**Cc:** Cape Caico, Rebecca; Felow, Faye; Welch, Dylan; Gray, Christina; Beers, John; agraaham@rawny.org; Jasmine Brewer; Jacqueline Lindsey; Wendy Dettmer; Andrew Duncan; Stevon Sharpe; Scarrabba, Tony; St. Aubin, Dana; George Warren; Carelock, Kathleen A; Ascenato, Carina N. (Strategic Resource Dev & Grant Mgmt); Haxco Herr; Crane, Sara; Marcus, Roosevelt (marcus); Kerl, Marked; Johnson, Charles G; Curley, Jennifer L.; Amy Damico; Salji, Shaik; Nicole Trabaki; Jordan, Tony; Bird, Sara; Caruana, Colleen M (Nursing); Suzanne Hyv; Carmen, Cong; Tree, Clemonds@dcor.org; Tarcala, Richard V; Lou Williams-Norman; David Cowens; Geo, Julie A; Karne Gates; Deniz Akman; Laura Merki; Eke, Linda; Phillip, Julie J; Drir, Bonilla, Carlos; Mainkar, Prashant; Karthigaon, Suman; McGinnis, Rachel; Bierehl, Marcus; Summershell-Gopchar, Harnali; Jarrett, Matthew; Laura Holtz; Hills, Nanetta; Mandoza, Michael D; Aycock, April; Newcomb, Steven M; Liss, Ana J; Smith, Laura N; McCann, Jeffrey L; Franklin, Robert P; Walker, Gary; Gooch, Patrick T; Bell, Rochelo; Alexandra Cicero; Clark, Allison; Alyssa Whitefield; Liss, Ana J; Andrew Powers; Anne Byer; Anna Wells; Carol Tedas; Carolyn Hunt; Chad Rieffin; Diana Ponnir; Elizabeth McDaniel; Eun, D.Cesar; Gerard Hunt; Gerard Hunt 2; helix@badenstreet.org; Jeffrey Kaczorowski; Jennifer Sahric; Jessica Kingsley; tedson19@inlumhealth.org; Incelin Baskey; Katherine Rogala; Kelly Coleman; Keenom Beers; Laura Stradley; Lisa Mattson; Loazghan D; Michael Coleman; Pat Drain; Rebecca Fern; Mitchell, Robert; thomas@badenstreet.org; Shedia Bullock; Scarrabba, Tony; Tree, Clemonds@dcor.org; Wayne Rainey

**Subject:** Thank You For Attending  
**Date:** Wednesday, September 20, 2023 1:49:35 PM  
**Attachments:** [image007.png](#)  
[image002.png](#)  
[09-18-23 quarterly grantee meeting.pdf](#)

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Hello everyone,

On behalf of the entire Monroe County ARPA team, I want to extend a warm thank you for attending our ARPA Grantee Meeting on yesterday. We were thrilled to have you join us. We hope that you found the event to be valuable and informative. We saw that connections were being made with the hope of new partnerships. We value your participation and the meeting would not have been a success without you.

On that note, for those who potentially missed it or were unable to attend- we tried an experiment using a word-cloud. We asked everyone to give us three or four simple words to describe how ARPA funding has impacted them, our community, or the agencies, and created a word-cloud using the information. The larger the word in the cloud, the more frequent it was mentioned. This cloud gives us a general idea of how everyone is feeling, along with providing some interesting insight. We hope that in the future we can do more experiments similar to this and create a level of unified understanding to everyone in our ARPA family. The word-cloud is attached below. We are also including the PowerPoint presentation we had running throughout the event so you can take a closer look at all of the projects so far.

We look forward to connecting with you all at future meetings. Please remember to send me the topics that you would like to focus on- we will incorporate them into the meeting.

**From:** [Neighborhood Collaborative Project](#)  
**To:** [Dr. Faye Below](#); [Welch, Dylan](#)  
**Cc:** [Tina Paradiso](#); [Andy Carey](#); [Carmen Allen](#)  
**Subject:** NCP September 2023 invoice Submission via ARPA portal  
**Date:** Monday, September 18, 2023 11:53:01 AM  
**Attachments:** [Confirmation - NCP's September 2023 invoice submission to ARPA.pdf](#)

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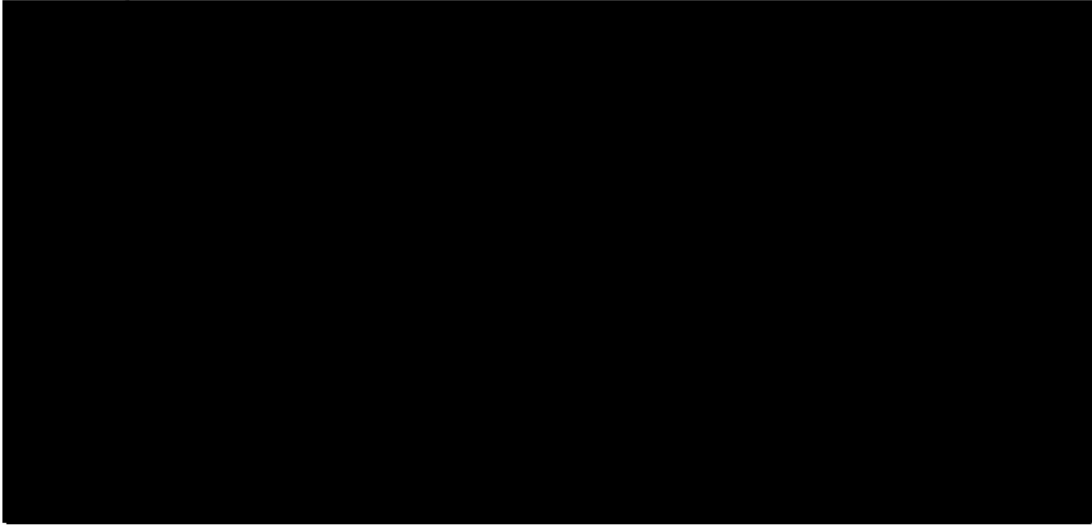
Faye & Dylan,

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Please note BTS exceeds its budgeted allocation for neighborhood client wraparound services with this submission. Our experience to date has demonstrated a great need for the services rendered through BTS and we fully expect this need will continue throughout the remainder of 2023. Fortunately, C3 does not anticipate utilizing its full budgeted allocation for neighborhood ambassador services in 2023. Given both of these allocations are aligned with NCP's intent to provide needed support services to neighborhood residents, we anticipate ~\$30K from C3's neighborhood ambassador budget allocation may be needed to offset the current and anticipated excess for BTS wraparound services. While we remain within target for our overall project spending, we will continue to monitor this activity closely and welcome your suggestions and guidance.

As always, thank you for your continued support and please let me know if you have any questions or concerns regarding this invoice submission.

Jocelyn Basley, Community Consultant  
Project Lead for the Neighborhood Collaborative Project (NCP)



**From:** Andy C <[mccollaborative1@gmail.com](mailto:mccollaborative1@gmail.com)>  
**Sent:** Saturday, August 19, 2023 2:21 PM  
**To:** countyexecutive <[countyexecutive@Monroecounty.gov](mailto:countyexecutive@Monroecounty.gov)>  
**Subject:** Neighborhood Collaborative Project & REACH Advocacy- the housing plan

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County Executive Bello,

I hope this email finds you well. Many organizations are compiling a comprehensive housing plan to stem the growing homeless problem and assist with permanent housing solutions. This tends to be a left-leaning group at the moment, but I believe more people will join. It is one of the few times I have seen genuine belief in collaboration towards a common outcome; housing.

Through REACH Advocacy and the Neighborhood Collaborative Project (NCP) we have added attainable, solution-focused, neighborhood strengthening programs to the overall plan. Our solutions keep tenants, landlords, neighborhoods, and the overall community in mind.

The County has done an amazing job funding the development of NCP and REACH. Both have become agile service platforms that are able to rapidly address community issues. I believe this is a perfect time for the county to utilize these platforms to address the housing crisis.

I am hopeful the entire comprehensive housing plan will be seriously considered. I have attached some of the NCP & REACH solutions. All of which can be rapidly deployed; some immediately, all in less than a year.

I appreciate your time.

Stay well,
Andy Carey
Co-founder MC Collaborative
Vice-chair REACH Advocacy
Partner- Neighborhood Collaborative Project

From: [Welch, Dylan](#)
To: [Neighborhood Collaborative Project](#)
Subject: RE: ARPA - Reminder to Submit Vouchers Friday, September 15th, 2023
Date: Wednesday, September 13, 2023 6:05:46 PM

Hi Jocelyn,

Ah I know! I apologize for the delay. I'm doing my best to get the process moving along. I can say, barring any unforeseen hiccups, it will go out by next week.

I'm hoping the process will be improved this next voucher as well.

Thanks again for your patience. I'll be out of the office tomorrow and Friday, so if you have any immediate questions, please reach out to Faye.

Otherwise, I hope you have a great rest of your week and I'll see you on Monday!

Dylan Welch

Planning and Development Assistant

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2043 - Office

(860)840-1085 - Mobile

From: Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>
Sent: Wednesday, September 13, 2023 5:46 PM
To: Welch, Dylan <dylanwelch@monroecounty.gov>
Subject: Re: ARPA - Reminder to Submit Vouchers Friday, September 15th, 2023

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FYI, we're still waiting for our August voucher reimbursement payment. Hopefully it will be deposited any day now!

On Wed, Sep 13, 2023, 4:05 PM Welch, Dylan <[dylanwelch@monroecounty.gov](mailto:dylanwelch@monroecounty.gov)> wrote:

This message was sent securely using Zix<sup>®</sup>

Dear ARPA Grant Recipients,

I hope everyone has been well, and I hope everyone is enjoying the cooler weather, the start of school, and the start of football!

I'm reaching out today with a reminder that September Vouchers and MWBE reports are due this Friday, September 15<sup>th</sup> by the end of business. This time around, high risk and medium risk recipients are required to submit vouchering. For low risk recipients, vouchering this month is optional. However, everyone is required to submit MWBE reporting. If you haven't spent anything on MWBE, please still complete the form. You may submit '0' for each category.

As a quick reminder; vouchers can be submitted on the [ARPA Portal](#) by selecting "Upload Budget Spreadsheets For Vouchers", then selecting 9/15/23. MWBE reports can be found and submitted on [ContractHQ](#) by selecting "Measures" then "MWBE Measures" among the top tabs. If you're confused about either of these processes, I've attached instructions in this e-mail to help out.

If you run into any issues or have any concerns, please do not hesitate to reach out. I can be reached at this e-mail or either my office or cell phone listed below. Otherwise, I hope you all have a great rest of your week!

**Dylan Welch**

*Planning and Development Assistant*

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2434 - Office

(860)840-1085 - Mobile

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**From:** Neighborhood Collaborative Project  
**To:** Welch, Dylan  
**Subject:** Re: ARPA - Reminder to Submit Vouchers Friday, September 15th, 2023  
**Date:** Wednesday, September 13, 2023 5:45:54 PM

---

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---

FYI, we're still waiting for our August voucher reimbursement payment. Hopefully it will be deposited any day now!

On Wed, Sep 13, 2023, 4:05 PM Welch, Dylan <dylanwelch@monroccounty.gov> wrote:

This message was sent securely using Zix®

Dear ARPA Grant Recipients,

I hope everyone has been well, and I hope everyone is enjoying the cooler weather, the start of school, and the start of football!

I'm reaching out today with a reminder that **September Vouchers and MWBE reports are due this Friday, September 15<sup>th</sup> by the end of business.** This time around, high risk and medium risk recipients are required to submit vouchering. For low risk recipients, vouchering this month is optional. However, **everyone is required to submit MWBE reporting.** If you haven't spent anything on MWBE, please still complete the form. You may submit '0' for each category.

As a quick reminder, vouchers can be submitted on the [ARPA Portal](#) by selecting "Upload Budget Spreadsheets For Vouchers", then selecting 9/15/23. MWBE reports can be found and submitted on [ContractHQ](#) by selecting "Measures" then "MWBE Measures" among the top tabs. If you're confused about either of these processes, I've attached instructions in this e-mail to help out.

If you run into any issues or have any concerns, please do not hesitate to reach out. I can be reached at this e-mail or either my office or cell phone listed below. Otherwise, I hope you all have a great rest of your week!

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**From:** [Nicole Pratt](#)  
**To:** [Patricia Jackson](#); [Andy Carey](#); [Olivia Kassoum-Amadou](#); [Rosa Marie](#); [Hector Diaz](#); [dylanwelch@monroecounty.gov](#); [Janelle Duda-Banwar](#); [Zavicur Johnson](#); [cynthiaadell@monroecounty.gov](#); [Tina Paradise](#); [Jocelyn Baslev](#); [KAlken@abcinfo.org](#); [Michele Boyd](#); [blebron@fathertracycenter.org](#); [Carmen Allen](#); [Josh Knoblock](#); [voteforpec@gmail.com](#); [William Gibbons](#); [dvicente@fathertracycenter.org](#); [crochet@fathertracycenter.org](#); [nvelazquez@fathertracycenter.org](#); [Jonathan Hardin](#); [rbaslev@swanonline.org](#); [Rafael Rivera](#); [Austin Retzlaff](#); [jsharp@abcinfo.org](#); [csantana@abcinfo.org](#); [mhymes@mcrcollaborative.org](#); [lifeonlyell@gmail.com](#)  
**Subject:** NCP Meeting Minutes and Logo Poll  
**Date:** Tuesday, September 12, 2023 11:37:50 AM  
**Attachments:** [image001.jpg](#)  
[NCP Partners Meeting Minutes 9.8.23.docx](#)

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Hello everyone!

I have attached the meeting minutes from this past Friday's Partner's Meeting. Please provide your feedback on the NCP Logo [here](#), and cast your vote by the **end of the day Friday, September 15th**.

If you plan to attend next Monday's ARPA Networking event on September 18th from 9-11 AM at the Lewis St. YMCA, please email Jocelyn by the **end of the day today**.

--

Nicole Pratt, MS

she/her



Research Associate

Neighborhood Collaborative Project

400 Andrews St | Suite 220 | Rochester, NY 14604

407-744-6314

[www.onthegroundny.com](http://www.onthegroundny.com)

**From:** Janelle Duda-Banwar <janelle@onthegroundny.com>  
**Sent:** Tuesday, August 22, 2023 11:28 AM  
**To:** Adell, Cynthia <cynthiaadell@monroecounty.gov>  
**Subject:** NCP Updates

CAUTION: This email originated from outside Monroe County systems. Exercise caution when opening attachments or clicking links, especially from unknown senders.

~~~~~  
Good Morning Cynthia,

I hope you had a restful, enjoyable weekend.

I am happy to report that Austin Retzlaff has been hired as the new NCP Communications Specialist! He starts tomorrow. He is also planning to attend our Friday meeting via ZOOM as well as go on the all-city walking outreach this Friday. I will do an email introduction to Tyler once Austin starts tomorrow (cc'ing you).

Other updates, Barakah's back to school drive is NOT an NCP event, as it is an annual event that is funded through the ESL Foundation.

Similarly, Cameron's Annual Resource Fair is also not an NCP event for the same reason (through a different funding source).

Finally, see below for information on SWAN's upcoming workforce development graduation. They wanted to keep this a quieter event than the last graduation, so they are only advertising via the email below from Ms. Jackson. I believe you were on the distribution list, but wanted to reshare.

Once Austin starts on Wednesday, his first tasks will be to connect with you and others at the County, develop and implement an events posting process for the NCP partners, create and share an NCP branding package which will include the appropriate language and logos (and to be shared with your team for review), and update/improve the NCP website. He has many other tasks, but those will be his

priorities.

I look forward to checking back in later this week.

Have a great day,
Janelle

Janelle Duda-Banwar, PhD, MSW
she/her



Founder & Director
400 Andrews St | Suite 220 |
Rochester, NY 14604 | 585.683.3638
www.onthegroundny.com

Security Training graduation ceremony:

SWAN is inviting each of you to attend the Second security training 6-week completion celebration! 10 Individuals have completed the 6-week training program. Each of them will receive their Certificate of Completion as a New York State Registered Security Guard. Training was provided by Mr. Guy Herd, of Enterprise Security Consulting and Training. The celebration will take place on Thursday, August 31, 2023 at 10am at SWAN in the gym. Refreshments will be served.

This training program is made possible through SWAN's partnership as an anchor agency in the Neighborhood Collaborative Project which was awarded an ARPA grant through the County. The program is supported, in whole or in part, by Federal Award Number 5LFRPO206 awarded to Monroe County, New York by the U.S. Department of Treasury.

We would be honored if you could attend! Please RSVP your attendance by Friday, August 25, 2023 to: Pjackson@swanonline.org or by phone at: 585-436-3090.

We sincerely hope you will be able to attend and we anxiously await your response.

Patricia Jackson

From: [Patricia Jackson](#)
To: countyexecutive@monroecounty.gov
Cc: [Patricia Jackson](#)
Subject: SWAN's second Security Training Completion Celebration
Date: Tuesday, August 22, 2023 9:06:28 AM

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SWAN would like to invite County Executive Adam Bello to attend the second security training completion celebration! Eleven (11) individuals have completed the 5- week training program. Each of them will receive their Certificate of Completion as a New York state Registered Security Guard. Training was provided by Mr. Guy Herd, of Enterprise Security Consulting and Training.

The celebration will take place on Thursday, August 31, 2023 at 10am at SWAN, located at 10 Cady Street, Rochester, NY 14608, in the gym. Refreshments will be served.

This training program is made possible through SWAN's partnership as an anchor agency in the Neighborhood Collaborative Project which was awarded an ARPA Grant through the County. The program is supported, in whole or in part, by Federal Award Number SLFRP0206 awarded to Monroe County, New York by the U.S. Department of Treasury.

We would be honored if the County Executive could attend. Please RSVP by Friday, August 25, 2023 to: pjackson@swanonline.org or by phone at: 585-436-3090.

Patricia Jackson, Executive Director

From: [Welch, Dylan](#)
To: [Janelle Duda-Banwar](#)
Cc: [Jocelyn Basley](#)
Subject: RE: ARPA - Neighborhood Collaborative Project - August '23 Compliance Report Review Meeting
Date: Monday, August 21, 2023 9:14:32 AM
Attachments: [image003.png](#)
[Report Review Definition.PNG](#)
[NCP - Action Items - Year 1.docx](#)

Hi Janelle and Jocelyn,

Thank you for the quick responses! Friday, September 1st at 9:30am works for us. I'll send out a Zoom invite for that time shortly. Please feel free to forward this invite on to whoever is necessary. I've attached the attachments here, but I will also include them in the Zoom invite.

If you have any questions before then, or if you need to reschedule, please don't hesitate to reach out. Otherwise, I hope you have a great rest of your week, and I look forward to seeing you next week!

Dylan Welch

Planning and Development Assistant

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2043 - Office

(860)840-1085 - Mobile

From: Janelle Duda-Banwar <janelle@onthegroundny.com>
Sent: Saturday, August 19, 2023 10:33 AM
To: Welch, Dylan <dylanwelch@monroecounty.gov>
Cc: Jocelyn Basley <jrbasley@c3consultancy.org>
Subject: Re: ARPA - Neighborhood Collaborative Project - August '23 Compliance Report Review Meeting

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Good Morning Dylan,

Thanks for the email. The best time to meet with us is Friday September 1st at 9:30AM. Any chance that works for your team? Additionally, could you please forward the attachment?

Take Care,
Janelle

Janelle Duda-Banwar, PhD, MSW
she/her



Founder & Director
400 Andrews St | Suite 212 C |
Rochester, NY 14604 | 585.683.3638
www.onthegroundny.com

From: Jocelyn Basley <jrbasley@c3consultancy.org>
Date: Friday, August 18, 2023 at 7:17 PM
To: Welch, Dylan <dylanwelch@monroecounty.gov>, Janelle Duda-Banwar <janelle@onthegroundny.com>
Subject: Re: ARPA - Neighborhood Collaborative Project - August '23 Compliance Report Review Meeting

Good evening Dylan,

I've copied Janelle Duda-Banwar on this response as she is the primary point of contact for completing our progress reports. As we discussed last time, NCP has standing weekly meetings on Fridays at 11am so if possible, we would greatly appreciate it if our check-in could be Friday September 1st or the 8th at 11am. Please let us know if this works for you.

Stay safe and be well . . . Best wishes for a fabulous day!
Jocelyn Basley, Community Consultant
C3 Consultancy Services

On Fri, Aug 18, 2023 at 5:20 PM Welch, Dylan <dylanwelch@monroecounty.gov> wrote:

This message was sent securely using Zix[®]

Dear Jocelyn,

I hope you've been enjoying your summer! Thanks again for sending over the NCP website, it's awesome to see that become reality!

I'm reaching out to setup our third compliance report review meeting. As a reminder; the meeting is a monthly check-in as required by the treasury to discuss how your project is coming along via your action items (included here, and highlighted to show the items we will cover). The conversation will also touch on vouchering, and cover the recent interim report. This being the

case, please invite the person on your team who compiled the report if I've not included them on this e-mail. The meeting will be conducted via Zoom.

I've attached the portion of the ARPA contract explaining the report review, though please note that this meeting will suffice for the reporting requirements; there is no need to create a separate, written report.

Below are some upcoming times we have available. If none of these times work, please let me know and I can provide further availability. Please plan for an hour meeting, though it should take less time.

Thursday, August 24th @ 10:00am

Thursday, August 24th @ 3:00pm

Monday, August 28th @ 2:00pm

If you have any questions regarding anything above, please do not hesitate to reach out. Otherwise, I hope you have a great rest of your week and I look forward to being in touch soon!

Dylan Welch

Planning and Development Assistant

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2043 - Office

(860)840-1085 - Mobile

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From: [Andy C](#)
To: [Carmen Allen](#)
Cc: [Patricia Jackson](#); [Stith, Keith L.](#); [Jocelyn Basley](#); [Adell, Cynthia](#); [Tina Paradiso](#); [Josh](#); [Mhymes](#); [Janelle Duda-Banwar](#); [william gibbons](#); [Olivia Kassoum-Amadou](#); [Beatriz LeBron](#); [Mike Durfee](#); [Zaviour Johnson](#); [britt@bardenstreet.org](#); [Michele Boyd](#); [Owens Shepard](#); [Woodrow Hammond](#); [Veras, Daniella](#); [Demond Meeks](#); [Scheduler for Senator Cooney](#); [Bernstein, Elena](#)
Subject: Re: SWAN'S SECOND SECURITY TRAINING COMPLETION CELEBRATION
Date: Saturday, August 19, 2023 10:26:17 AM

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What an incredible program you have developed. I'll see you at the graduation.

Stay well,
Andy

On Sat, Aug 19, 2023, 10:23 AM <beyondthesanctuary20@gmail.com> wrote:

Congratulations again for a remarkable program. I have added it to my calendar. I look forward to being there.

Carmen



Carmen Allen

President/Executive Director

PO Box 18146

Rochester, NY 14618

(585) 520-6004

www.beyondthesanctuary.org

Located at the Historic Memorial AME Zion Church

549 Clarissa Street

Rochester, NY 14608

From: Patricia Jackson <pjackson@swanonline.org>
Sent: Friday, August 18, 2023 2:04 PM
To: Stith, Keith L. <Keith.Stith@cityofrochester.gov>; Jocelyn Basley <jrbasley@c3consultancy.org>; Andy Carey <mccollaborative1@gmail.com>; Adell, Cynthia <cynthiadeell@monroecounty.gov>; Carmen Allen <beyondthesanctuary20@gmail.com>; Tina Paradiso <tinap@commresourcecollab.org>; jknoblock@mccollaborative.org; mhymes@mccollaborative.org; Janelle Duda-Banwar <janelle@onthegroundny.com>; william gibbons <wglyv@yahoo.com>; Olivia Kassoum-Amadou <olivia@cameronministries.org>; blebron@fathertracycenter.org; Mike Durfee <mike@peoples-pantry.org>; Zaviour Johnson <z.johnson@barakahmuslimcharity.org>; lbritt@baddenstreet.org; Michele Boyd <mboyd@abcinfo.org>
Cc: Owens Shepard <oshepard@csetroc.com>; Woodrow Hammond <woodyhammond@hotmail.com>; Patricia Jackson <pjackson@swanonline.org>; Daniella.Veras@CityofRochester.Gov; Demond Meeks <meeksd@nyassembly.gov>; Scheduler for Senator Cooney <scheduler@rocsenator.com>; Bernstein, Elena <Elena.Bernstein@mail.house.gov>
Subject: SWAN'S SECOND SECURITY TRAINING COMPLETION CELEBRATION

SWAN is inviting each of you to attend the Second security training 6-week completion celebration! 10 Individuals have completed the 6-week training program. Each of them will receive their Certificate of Completion as a New York State Registered Security Guard. Training was provided by Mr. Guy Herd, of Enterprise Security Consulting and Training.

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We would be honored if you could attend! Please RSVP your attendance by Friday, August 25, 2023 to: pjackson@swanonline.org or by phone at: 585-436-3090.

We sincerely hope you will be able to attend and we anxiously await your response.

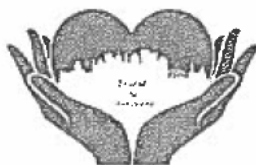
—
Patricia Jackson

From: beyondthesanctuary20@gmail.com
To: "Patricia Jackson"; "Stith, Keith L."; "Jocelyn Basley"; "Andy Carey"; "Adell, Cynthia"; "Tina Paradiso"; jknoblock@mccollaborative.org; mhymes@mccollaborative.org; "Janelle Duda-Banwar"; "william gibbons"; "Olivia Kassoum-Amadou"; blebron@fathertracycenter.org; "Mike Durfee"; "Zaviour Johnson"; lbritt@baddenstreet.org; "Michele Boyd"
Cc: "Owens Shepard"; "Woodrow Hammond"; Daniella.Veras@CityofRochester.Gov; "Demond Meeks"; "Scheduler for Senator Cooney"; "Bernstein, Elena"
Subject: RE: SWAN'S SECOND SECURITY TRAINING COMPLETION CELEBRATION
Date: Saturday, August 19, 2023 10:23:49 AM

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~~~~~  
Congratulations again for a remarkable program. I have added it to my calendar. I look forward to being there.

*Carmen*



**Carmen Allen**  
*President/Executive Director*  
PO Box 18146  
Rochester, NY 14618  
(585) 520-6004  
[www.beyondthesanctuary.org](http://www.beyondthesanctuary.org)  
Located at the Historic Memorial AME Zion Church  
549 Clarissa Street  
Rochester, NY 14608

**From:** Patricia Jackson <[pjackson@swanonline.org](mailto:pjackson@swanonline.org)>  
**Sent:** Friday, August 18, 2023 2:04 PM  
**To:** Stith, Keith L. <[Keith.Stith@cityofrochester.gov](mailto:Keith.Stith@cityofrochester.gov)>; Jocelyn Basley <[jrbasley@c3consultancy.org](mailto:jrbasley@c3consultancy.org)>; Andy Carey <[mccollaborative1@gmail.com](mailto:mccollaborative1@gmail.com)>; Adell, Cynthia <[cynthiaadell@monroecounty.gov](mailto:cynthiaadell@monroecounty.gov)>; Carmen Allen <[beyondthesanctuary20@gmail.com](mailto:beyondthesanctuary20@gmail.com)>; Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>; [jknoblock@mccollaborative.org](mailto:jknoblock@mccollaborative.org); [mhymes@mccollaborative.org](mailto:mhymes@mccollaborative.org); Janelle Duda-Banwar <[janelle@onthegroundny.com](mailto:janelle@onthegroundny.com)>; william gibbons <[wglyv@yahoo.com](mailto:wglyv@yahoo.com)>; Olivia Kassoum-Amadou <[olivia@cameronministries.org](mailto:olivia@cameronministries.org)>; [blebron@fathertracycenter.org](mailto:blebron@fathertracycenter.org); Mike Durfee <[mike@peoples-pantry.org](mailto:mike@peoples-pantry.org)>; Zaviour Johnson <[z.johnson@barakahmuslimcharity.org](mailto:z.johnson@barakahmuslimcharity.org)>; [lbritt@baddenstreet.org](mailto:lbritt@baddenstreet.org); Michele Boyd <[mboyd@abcinfo.org](mailto:mboyd@abcinfo.org)>  
**Cc:** Owens Shepard <[oshepard@esctroc.com](mailto:oshepard@esctroc.com)>; Woodrow Hammond <[woodyhammond@hotmail.com](mailto:woodyhammond@hotmail.com)>; Patricia Jackson <[pjackson@swanonline.org](mailto:pjackson@swanonline.org)>; [Daniella.Veras@CityofRochester.Gov](mailto:Daniella.Veras@CityofRochester.Gov); Demond Meeks <[meeksd@nyassembly.gov](mailto:meeksd@nyassembly.gov)>; Scheduler for Senator Cooney <[scheduler@rocsenator.com](mailto:scheduler@rocsenator.com)>; Bernstein, Elena <[Elena.Bernstein@mail.house.gov](mailto:Elena.Bernstein@mail.house.gov)>  
**Subject:** SWAN'S SECOND SECURITY TRAINING COMPLETION CELEBRATION

SWAN is inviting each of you to attend the Second security training 6-week completion celebration! 10 Individuals have completed the 6-week training program. Each of them will receive their Certificate of Completion as a New York State Registered Security Guard. Training was provided by Mr. Guy Herd, of Enterprise Security Consulting and Training. The celebration will take place on Thursday, August 31, 2023 at 10am at SWAN in the gym. Refreshments will be served.

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We would be honored if you could attend! Please RSVP your attendance by Friday, August 25, 2023 to: [Pjackson@swanonline.org](mailto:Pjackson@swanonline.org) or by phone at: 585-436-3090.

We sincerely hope you will be able to attend and we anxiously await your response.

Patricia Jackson

----- Forwarded message -----

From: Patricia Jackson <[pjackson@swanonline.org](mailto:pjackson@swanonline.org)>

Date: Fri, Aug 18, 2023 at 2:03 PM

Subject: SWAN'S SECOND SECURITY TRAINING COMPLETION CELEBRATION

To: Stith, Keith L. <[Keith.Stith@cityofrochester.gov](mailto:Keith.Stith@cityofrochester.gov)>, Jocelyn Basley <[jrbasley@c3consultancy.org](mailto:jrbasley@c3consultancy.org)>, Andy Carey <[mccollaborative1@gmail.com](mailto:mccollaborative1@gmail.com)>, Adell, Cynthia <[cynthiaadell@monroecounty.gov](mailto:cynthiaadell@monroecounty.gov)>, Carmen Allen <[beyondthesanctuary20@gmail.com](mailto:beyondthesanctuary20@gmail.com)>, Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>, jknoblock@mccollaborative.org <[jknoblock@mccollaborative.org](mailto:jknoblock@mccollaborative.org)>, mhymes@mccollaborative.org <[mhymes@mccollaborative.org](mailto:mhymes@mccollaborative.org)>, Janelle Duda-Banwar <[janelle@onthegroundny.com](mailto:janelle@onthegroundny.com)>, william gibbons <[wglyv@yahoo.com](mailto:wglyv@yahoo.com)>, Olivia Kassoum-Amadou <[olivia@cameronministries.org](mailto:olivia@cameronministries.org)>, blebron@fathertracycenter.org <[blebron@fathertracycenter.org](mailto:blebron@fathertracycenter.org)>, Mike Durfee <[mike@peoples-pantry.org](mailto:mike@peoples-pantry.org)>, Zaviour Johnson <[z.johnson@barakahmuslimcharity.org](mailto:z.johnson@barakahmuslimcharity.org)>, lbritt@baddenstreet.org <[lbritt@baddenstreet.org](mailto:lbritt@baddenstreet.org)>, Michele Boyd <[mboyd@abcinfo.org](mailto:mboyd@abcinfo.org)>  
Cc: Owens Shepard <[oshepard@esctroc.com](mailto:oshepard@esctroc.com)>, Woodrow Hammond <[woodyhammond@hotmail.com](mailto:woodyhammond@hotmail.com)>, Patricia Jackson <[pjackson@swanonline.org](mailto:pjackson@swanonline.org)>, daniella.veras@cityofrochester.gov <[Daniella.Veras@cityofrochester.gov](mailto:Daniella.Veras@cityofrochester.gov)>, Demond Meeks <[meeksd@nyassembly.gov](mailto:meeksd@nyassembly.gov)>, Scheduler for Senator Cooney <[scheduler@rocsenator.com](mailto:scheduler@rocsenator.com)>, Bernstein, Elena <[Elena.Bernstein@mail.house.gov](mailto:Elena.Bernstein@mail.house.gov)>

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We would be honored if you could attend! Please RSVP your attendance by Friday, August 25,

2023 to: [Pjackson@swanonline.org](mailto:Pjackson@swanonline.org) or by phone at: 585-436-3090.

We sincerely hope you will be able to attend and we anxiously await your response.

Patricia Jackson

**From:** Adell, Cynthia  
**To:** Patricia Jackson  
**Subject:** RE: SWAN'S SECOND SECURITY TRAINING COMPLETION CELEBRATION  
**Date:** Friday, August 18, 2023 3:44:52 PM

---

Hello Ms. Pat- Happy Friday! What time does it start? I have another appointment but I am going to pass it on.

Have a great weekend,

Cynthia

**From:** Patricia Jackson <pjackson@swanonline.org>  
**Sent:** Friday, August 18, 2023 2:04 PM  
**To:** Stith, Keith L. <Keith.Stith@cityofrochester.gov>; Jocelyn Basley <jrbasley@c3consultancy.org>; Andy Carey <mccollaborative1@gmail.com>; Adell, Cynthia <cynthiaadell@monroecounty.gov>; Carmen Allen <beyondthesanctuary20@gmail.com>; Tina Paradiso <tinap@commresourcecollab.org>; jknoblock@mccollaborative.org; mhymes@mccollaborative.org; Janelle Duda-Banwar <janelle@onthegroundny.com>; william gibbons <>wglyv@yahoo.com>; Olivia Kassoum-Amadou <olivia@cameronministries.org>; blebron@fathertracycenter.org; Mike Durfee <mike@peoples-pantry.org>; Zaviour Johnson <z.johnson@barakahmuslimcharity.org>; lbritt@baddenstreet.org; Michele Boyd <mboyd@abcinfo.org>  
**Cc:** Owens Shepard <oshepard@escroc.com>; Woodrow Hammond <woodyhammond@hotmail.com>; Patricia Jackson <pjackson@swanonline.org>; Daniella.veras@cityofrochester.gov; Demond Meeks <meeksd@nyassembly.gov>; Scheduler for Senator Cooney <scheduler@rocsenator.com>; Bernstein, Elena <Elena.Bernstein@mail.house.gov>  
**Subject:** SWAN'S SECOND SECURITY TRAINING COMPLETION CELEBRATION

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~~~~~  
SWAN is inviting each of you to attend the Second security training 6-week completion celebration! 10 Individuals have completed the 6-week training program. Each of them will receive their Certificate of Completion as a New York State Registered Security Guard. Training was provided by Mr. Guy Herd, of Enterprise Security Consulting and Training. The celebration will take place on Thursday, August 31, 2023 at 10am at SWAN in the gym. Refreshments will be served.

This training program is made possible through SWAN's partnership as an anchor agency in the Neighborhood Collaborative Project which was awarded an ARPA grant through the County. The program is supported, in whole or in part, by Federal Award Number SLFRPO206 awarded to Monroe County, New York by the U.S. Department of Treasury.

We would be honored if you could attend! Please RSVP your attendance by Friday, August 25, 2023 to: pjackson@swanonline.org or by phone at: 585-436-3090.

We sincerely hope you will be able to attend and we anxiously await your response.

Patricia Jackson

From: Patricia Jackson
To: Stith, Keith L.; Jocelyn Baslev; Andy Carey; Adell, Cynthia; Carmen Allen; Tina Paradise; jknoblock@mccollaborative.org; mhymes@mccollaborative.org; Janelle Duda-Banwar; william.gibbons; OliviaKassoum-Amadou; blebron@fathertracycenter.org; Mike Durfee; Zaviour Johnson; lbritt@baddenstreet.org; Michele Boyd
Cc: Owens Shepard; Woodrow Hammond; Patricia Jackson; daniella.veras@cityofrochester.gov; Demond Meeks; Scheduler for Senator Cooney; Bernstein, Elena
Subject: SWAN'S SECOND SECURITY TRAINING COMPLETION CELEBRATION
Date: Friday, August 18, 2023 2:03:40 PM

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~~~~~  
SWAN is inviting each of you to attend the Second security training 6-week completion celebration! 10 Individuals have completed the 6-week training program. Each of them will receive their Certificate of Completion as a New York State Registered Security Guard. Training was provided by Mr. Guy Herd, of Enterprise Security Consulting and Training. The celebration will take place on Thursday, August 31, 2023 at 10am at SWAN in the gym. Refreshments will be served.

This training program is made possible through SWAN's partnership as an anchor agency in the Neighborhood Collaborative Project which was awarded an ARPA grant through the County. The program is supported, in whole or in part, by Federal Award NumberSLFRPO206 awarded to Monroe County, New York by the U.S. Department of Treasury.

We would be honored if you could attend! Please RSVP your attendance by Friday, August 25, 2023 to: Pjackson@swanonline.org or by phone at: 585-436-3090.

We sincerely hope you will be able to attend and we anxiously await your response.

Patricia Jackson

**From:** [Neighborhood Collaborative Project](#)  
**To:** [Dr. Faye Pelow](#); [Welch, Dylan](#)  
**Cc:** [Tina Paradise](#)  
**Subject:** NCP August 2023 invoice Submission via ARPA portal  
**Date:** Thursday, August 17, 2023 10:24:10 PM  
**Attachments:** [Confirmation - NCP August 2023 Invoice Submission to ARPA.pdf](#)

---

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Faye & Dylan,

Please note NCP's August 2023 invoice and supporting documentation has been uploaded and submitted via the ARPA portal. This submission is a reimbursement request rather than a credit to our advance.

As always, thank you for your continued support and please let me know if you have any questions or concerns regarding this invoice submission.

Jocelyn Basley, Community Consultant  
Project Lead for the Neighborhood Collaborative Project (NCP)

**From:** [Welch, Dylan](#)  
**To:** [mkuhlenbeck@thehrhf.org](mailto:mkuhlenbeck@thehrhf.org)  
**Cc:** [Pelow, Faye](#); [Case Cairo, Rebecca](#)  
**Subject:** ARPA Reporting Summary - Rochester Health Foundations  
**Date:** Tuesday, August 8, 2023 5:31:18 PM  
**Attachments:** [July 2023 ARPA Treasury Report.pdf](#)  
[Report Review Copy - Willow - May '23 Voucher.pdf](#)  
[Willow + Providence Quarterly Data Report - July '23.xlsx](#)  
[Lifespan Quarterly Data Report - July '23.xlsx](#)  
[Willow + Providence Quarterly Action Item Report - July '23.docx](#)  
[Lifespan Quarterly Action Item Report - July '23.docx](#)

---

Dear Matthew,

My name is Dylan Welch and I've begin working with Rebecca, Dr. Pelow, and Cynthia here at Monroe County on ARPA funding. It is good to meet you!

I'm reaching out today with an update from our team regarding reporting on the ARPA recipient organizations. Since ARPA money is beginning to be spent in earnest, likewise the reports on spending and outcomes are beginning to pour in. We wanted to take this opportunity touch base, and provide an overview of our reporting landscape and ask what you'd like us to send to you and your team on a regular basis.

Below is a brief summary of the reports and touch-points we currently receive from our recipient organizations;

#### **Reporting**

- Bi-monthly Spending Vouchers; these are detailed spending reports which cover all the expenses incurred with ARPA funds. I've attached an example of a full voucher report here, more, or all can be provided upon request.
- Annual Treasury Report; this is our annual report to the Treasury Department which covers all our ARPA activities here at the county. (Attached)
- Quarterly Action Items Sheet; this is reporting on actions promised by the recipient organizations in their initial contracts. (Attached)
- Quarterly Data Sheet; this is a record of each individual person served by a recipient organization and covers most touch points and outcomes of that individual. (Attached)

#### **Compliance Check-Ins**

- Desk Review; This is a bi-annual zoom meeting where we discuss the recipient organization's structure as well as re-evaluate their risk level as defined by federal guidelines.
- On-Site Review; This is an annual in-person meeting where we visit the recipient organization's location to see their space and the activities they conduct.

Moving forward, we will plan on sending over the Annual Treasury Report, The Quarterly Action Items Report, and the Quarterly Data Sheet as we receive them (annually, and quarterly respectively). If you would like, we can send the bi-monthly voucher reports as well and invite you to the compliance reviews, just let me know your preference!

If this is too much, or too little please, let us know what to send/include you on moving further. Furthermore, if you'd prefer to hop on a Zoom with our team to discuss, we'd be happy to do that as well.

Once again, it is good to meet you, and I look forward to working together moving forward!

**Dylan Welch**

*Planning and Development Assistant*

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2043 - Office

(860)840-1085 - Mobile

Sent from my Verizon, Samsung Galaxy smartphone  
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**From:** Christian Garzone <[CGarzone@wroctv.com](mailto:CGarzone@wroctv.com)>

**Sent:** Thursday, August 3, 2023 7:54:45 PM

**To:** McDermott, Meaghan M <[MeaghanMcDermott@monroecounty.gov](mailto:MeaghanMcDermott@monroecounty.gov)>

**Subject:** Re: Community Resource Collaborative/DHS

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when opening attachments or clicking links, especially from unknown senders.

~~~~~  
Oh and I have to pass a message along to you from Bisma Kahn that I hope will help and be something to help this situation... sorry to be the middleman here!

“Can you pass my message to the county since they’re responding back to you via email. I’m ready to comply with everything and to move forward. I can fix these sanitation issues and agree to a reasonable process. Like I said, I’m ready to comply and move forward. I was never the enemy I’m just trying to help alleviate the problems.”

Christian

Sent from my iPhone

On Aug 3, 2023, at 19:51, McDermott, Meaghan M
<MeaghanMcDermott@monroecounty.gov> wrote:

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I didn't see this until just now.

Sent from my Verizon, Samsung Galaxy smartphone
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From: Christian Garzone <CGarzone@wroctv.com>

Sent: Thursday, August 3, 2023 6:08:13 PM

To: Meaghan McDermott <MeaghanMcDermott@monroecounty.gov>

Subject: Community Resource Collaborative/DHS

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~~~~~  
Meaghan,

Hello again-- We spoke with Krystal Schulik (social services with Community Resource Collaborative) this evening.

She gave us some strong sound on the difficulty placing families and dealing with DHS. She essentially said the entire system needs to be dismantled and

**From:** [Neighborhood Collaborative Project](#)  
**To:** [Dr. Faye Pelow; Wekh, Dylan](#)  
**Cc:** [Tina Paradiso; Dr. Janelle Duda-Banwar](#)  
**Subject:** NCP July 2023 invoice submission  
**Date:** Sunday, July 16, 2023 12:47:45 AM  
**Attachments:** [Confirmation - NCP's July 2023 Invoice Submission to ARPAPortal.pdf](#)

---

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~~~~~

Has been uploaded and submitted via the ARPA portal. This submission is a reimbursement request rather than a credit to our advance. We want to determine an approximated timeline from submission to payment received. As always, please let me know if you have any questions or concerns regarding this invoice submission.

FYI, Janelle Duda-Banwar, Project Researcher/Evaluator will submit the updates to our Quarterly Action Items, Interim Report and Quarterly Data Sheet and will serve as your point of contact for any questions or concerns regarding the aforementioned items for NCP.

Jocelyn Basley, Community Consultant
Project Lead for the Neighborhood Collaborative Project (NCP)

Stay safe and be well . . . Best wishes for a fabulous week ahead!
Jocelyn Basley, Community Consultant
Project Lead for the Neighborhood Collaborative Project (NCP)

From: [Case Caico, Rebecca](#)
To: [Natalia Pinzon Granados](#); [Fatimah Al-Khalidi](#); [Sarah Treuhaft](#)
Cc: [Scanlon, Bj J](#)
Subject: RE: FW: Request to Review Data Collecting Cities/Counties ARPA Investments
Date: Monday, July 10, 2023 3:41:43 PM
Attachments: [Referral list of awardees \(1\).pdf](#)
[Newschool review.xlsx](#)

Hello Natalia –

I have attached detailed responses to categories that we believe should be considered in the review. The investments section is appropriately blank in reviewing the 2022 report however our 2023 annual report will supply information about the investment decisions made from the July 2022 RFP. I am attaching a list of the initial approvals from the RFP which was used in our responses in your spreadsheet. The next annual report will go into depth on the approved projects/investments.

If there is any additional information I can offer or clarify please let me know.

Good luck on the project, we are interested in seeing your report!



Rebecca Case Caico, JD (She/Her/Hers)
Director, Research Strategy and Development
Monroe County Department of Finance
35 E Henrietta Rd Faith 3 East, Rochester, NY 14620
P: (585) 753-2433
rebeccacaico@monroecounty.gov

From: Natalia Pinzon Granados <pinzn179@newschool.edu>
Sent: Monday, July 10, 2023 12:55 PM
To: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; Fatimah Al-Khalidi <alkhf580@newschool.edu>; Sarah Treuhaft <streuhaft@newschool.edu>
Cc: Scanlon, Bj J <RobertScanlon@monroecounty.gov>
Subject: Re: FW: Request to Review Data Collecting Cities/Counties ARPA Investments

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Dear Rebecca,

Thank you for reaching out. We documented your partial feedback. We are extending the deadline to Friday 14th to get a more accurate review of data. The data is based on *2022 State and Local Fiscal Recovery Funds Recovery Plan Performance Report* and July 2022 Project and Expenditure report data. Feel free to make changes on spreadsheets as comments /highlights or simply share feedback in this email.

From: [Jocelyn Basley](mailto:jbasley@c3consultancy.org)
To: [Tina Paradiso](mailto:tinap@commresourcecollab.org)
Cc: [Pelow, Faye](mailto:FayePelow@monroecounty.gov)
Subject: Re: NCP's Submission for May 15th Invoice for Reimbursement - Monroe County ARPA Grant
Date: Monday, May 15, 2023 10:02:47 AM

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~~~~~  
No worries or rush, I can swing by tomorrow. Still need to complete the MWBE report

On Mon, May 15, 2023, 9:52 AM Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)> wrote:  
Excellent! The money was deposited - I am going to grab some checks today, so if you want to stop in at some point, just let me know. I have to run out for a minute but will be back by noon.

THANK YOU!!!!!!

Tina

**From:** Jocelyn Basley <[jbasley@c3consultancy.org](mailto:jbasley@c3consultancy.org)>  
**Sent:** Monday, May 15, 2023 9:36 AM  
**To:** Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>  
**Cc:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>  
**Subject:** Re: NCP's Submission for May 15th Invoice for Reimbursement - Monroe County ARPA Grant

The May 15th budget worksheet upload and supporting partner agencies' invoices have been uploaded to the County's ARPA portal.

On Sun, May 14, 2023, 3:16 PM Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)> wrote:  
Jocelyn:  
This looks exceptional to me. Approved for submission.

Tina Paradiso  
Executive Director  
888-444-1060

On May 13, 2023, at 2:10 AM, Jocelyn Basley <[jbasley@c3consultancy.org](mailto:jbasley@c3consultancy.org)> wrote:

Tina,

On behalf of the Neighborhood Collaborative Project (NCP) two documents - the Monroe County ARPA Budget Worksheet and NCP Check Request Log have been uploaded for your review and approval

[https://drive.google.com/drive/folders/13N9-M4HJ078dfSYYkn1WLhPgBPLcwGVH?usp=share\\_link](https://drive.google.com/drive/folders/13N9-M4HJ078dfSYYkn1WLhPgBPLcwGVH?usp=share_link)

Take a look and let me know if you have any questions or concerns.

*Stay safe and be well . . . Best wishes for a fabulous day!*

*Jocelyn Basley, Community Consultant*

*C3 Consultancy Services*

**From:** [Jocelyn Basley](mailto:Jocelyn.Basley)  
**To:** [Pelow, Faye](mailto:FayePelow@monroecounty.gov); [matthewburnell@monroecounty.gov](mailto:matthewburnell@monroecounty.gov)  
**Cc:** [Tina Paradiso](mailto:Tina.Paradiso); [Welch, Dylan](mailto:Welch, Dylan)  
**Subject:** Re: Contract MWBE Measures Due  
**Date:** Monday, May 1, 2023 12:15:42 PM

---

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Appreciate this clarification Faye, we just wanted to make sure and my apologies Matt for the error with your email address.

Sent from my T-Mobile 4G LTE Device  
[Get Outlook for Android](#)

**From:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>  
**Sent:** Monday, May 1, 2023 11:53:21 AM  
**To:** Jocelyn Basley <[jrbasley@c3consultancy.org](mailto:jrbasley@c3consultancy.org)>; [matthew.burnell@monroecounty.gov](mailto:matthew.burnell@monroecounty.gov)  
<[matthew.burnell@monroecounty.gov](mailto:matthew.burnell@monroecounty.gov)>  
**Cc:** Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>; Welch, Dylan <[dylanwelch@monroecounty.gov](mailto:dylanwelch@monroecounty.gov)>  
**Subject:** RE: Contract MWBE Measures Due

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Hi Jocelyn,

Since your contract has not yet been executed there is no need to complete the MWBE reporting at this time.

Thank you!

**Dr. Faye Pelow**  
*Community Development Initiatives Manager*  
Monroe County Department of Planning & Development  
50 West Main Street, Suite 1150  
Rochester, NY 14614  
(585)753-2033 - Office  
(585)233-2030 - Mobile

**From:** Jocelyn Basley <[jrbasley@c3consultancy.org](mailto:jrbasley@c3consultancy.org)>  
**Sent:** Monday, May 1, 2023 9:50 AM  
**To:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>; [matthew.burnell@monroecounty.gov](mailto:matthew.burnell@monroecounty.gov)  
**Cc:** Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>  
**Subject:** Fwd: Contract MWBE Measures Due

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I believe there is a need to adjust the due dates for this report since our contract has not been fully executed by the County as of yet. We are hopeful that it may be approved in time for a May submission however it is contingent upon the County's timeline.

Please advise how you would like us to proceed and as always, thank you for your continued assistance.

----- Forwarded message -----

From: **Tina Paradiso** <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>  
Date: Mon, May 1, 2023 at 9:43 AM  
Subject: Fwd: Contract MWBE Measures Due  
To: Jocelyn Basley <[jrbasley@c3consultancy.org](mailto:jrbasley@c3consultancy.org)>

This is for the MWBE utilization. Let me know.

----- Forwarded Message -----

**Subject:** Contract MWBE Measures Due  
**Date:** Sun, 30 Apr 2023 01:30:29 -0400  
**From:** [noreply-contrackhq@monroecounty.gov](mailto:noreply-contrackhq@monroecounty.gov)  
**To:** [tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)

This is an automated email from Monroe County's Contract Management System (<http://contrackhq.com>).  
DO NOT REPLY TO THIS EMAIL.

You are receiving this message because your email address is listed as the vendor contact email for the following Monroe County contract. MWBE measures for the previous month are now due.

Vendor: Community Resource Collaborative, Inc.  
Contract: ARPA Subaward Grant Agreement - Neighborhood Collaborative Project (NCP)  
Department: Planning and Development  
Division: Start Date: 03/01/2023  
End Date: 12/31/2026  
Type: New Contract

Please visit this address to report your MWBE measures:

<http://contrackhq.com/contract/10313/measures/mwbe>

If you haven't been given access to the system yet, please contact the Monroe County department liaison for this contract:

Faye Pelow  
5857532033  
[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)

---

This is an automated email from Monroe County's Contract Management System (<http://contracthq.com>).  
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*Stay safe and be well . . . Best wishes for a fabulous day!*  
*Jocelyn Basley, Community Consultant*  
*C3 Consultancy Services*

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**From:** [Tina Paradiso](#)  
**To:** [Pelow, Faye](#); [Neighborhood Collaborative Project](#)  
**Cc:** [Case Caico, Rebecca](#); [Andy Carey](#)  
**Subject:** Re: Just a few comments, questions and clarifications re: NCP's ARPA contract  
**Date:** Tuesday, April 18, 2023 6:40:25 PM

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~~~~~  
Faye:
Thank you! Looking forward to moving forward.

In Gratitude,
Tina

Tina Paradiso
Executive Director
Community Resource Collaborative, Inc.

On 4/18/2023 3:51 PM, Pelow, Faye wrote:

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Hi Tina,

I do see that it has been signed and is moving through routing! It is currently with Finance. I do see your note that you are electing to receive the 25% advance payment. Once your contract is executed, we will start that process on our end.

Thank you!

Dr. Faye Pelow
Community Development Initiatives Manager
Monroe County Department of Planning & Development
50 West Main Street, Suite 1150
Rochester, NY 14614
(585)753-2033 - Office
(585)233-2030 - Mobile

From: Tina Paradiso <tinap@commresourcecollab.org>
Sent: Monday, April 17, 2023 4:50 PM
To: Pelow, Faye <FayePelow@monroecounty.gov>; Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>
Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; Andy Carey <mccollaborative1@gmail.com>
Subject: Re: Just a few comments, questions and clarifications re: NCP's ARPA contract

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~~~~~  
Faye:

Hoping all is well with you. We went ahead and signed the contract. I did make a note in the notes section. Please let me know you received and that the note was received as well. Looking forward to next steps.

Have a great day!  
Tina

On 4/17/2023 9:29 AM, Pelow, Faye wrote:

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Hi Jocelyn,

Here are the answers to your other two questions from legal (in green):  
Please confirm the appropriate language CRC should use in referring to each of the NCP partner agencies funded through this award? Our expectation has been partners operating through a memorandum of understanding (MOU) or partnership agreement, a document between two parties that allows each group to outline their expectations of the project and its deliverables, not subcontractors. Similarly, we did not expect the County would need to review the "agreement" between CRC and each of the NCP partner agencies funded through this award, please confirm this as well. However, we will share and review the full contract with each agency so they are aware and understand the obligations and compliance requirements set forth.

*They should consult with counsel for CRC. CRC will be legally obligated to the County under the agreement and should consider a legally binding agreements with their sub-recipients.*

**SECTION 23: what is the definition and dollar limit for micropurchase and/or would this be applicable to NCP? \$10,000**

Let me know if you have any other questions- thanks!

**Dr. Faye Pelow**

*Community Development Initiatives Manager*

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile



**From:** Neighborhood Collaborative Project  
<[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>  
**Sent:** Friday, April 14, 2023 11:31 AM  
**To:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>  
**Cc:** Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>; Tina  
Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>; Andy Carey  
<[mccollaborative1@gmail.com](mailto:mccollaborative1@gmail.com)>  
**Subject:** Re: Just a few comments, questions and clarifications re: NCP's  
ARPA contract

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~~~~~  
Thank you for this information and update. We appreciate you!

Jocelyn Basley, Community Consultant
Project Lead for the Neighborhood Collaborative Project (NCP)

On Fri, Apr 14, 2023 at 11:29 AM Pelow, Faye
<FayePelow@monroecounty.gov> wrote:

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Hi Jocelyn,

I understand and I do apologize for the delay. I did reach out to legal again early this morning on your behalf.

You will be able to include March and April's invoices on your May submission.

I can answer the first question below regarding exhibits but the other two really need to be reviewed and answered by our legal department. You can see my answer below in red- I hope it helps!

EXHIBITS: Are all of the exhibits referenced in the contract available via the ARPA portal and if not, where might we find copies of those that aren't? For example, exhibits A and B should be our approved action plan and budget/ Would exhibit D be the documents we reviewed last Friday during our data and reporting discussions? Exhibit E is our MWBE plan from Matt, exhibit F was provided with the contract, exhibits I and L provided previously, I believe we signed off on exhibits C, J and K in the

portal with our pre-award portal submission however I don't recall seeing or receiving exhibits G, H-1, H-2.

The exhibits are all in ContractHQ in the Documents section. These should all be in your contract.

Exhibit D outlines the general reporting requirements. It is not as detailed as what we went over in our data reporting meeting.

Exhibit G is the certification that you signed and uploaded into the portal.

Exhibit H-1 is the Monroe County Subaward Policy

Exhibit H-2 is your Monitoring Plan

I will let you know as soon as I receive a response from legal.

Thank you!

Dr. Faye Pelow

Community Development Initiatives Manager

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

From: Neighborhood Collaborative Project

<neighborhoodcollaborative@gmail.com>

Sent: Friday, April 14, 2023 10:35 AM

To: Pelow, Faye <FayePelow@monroecounty.gov>

Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; Tina

Paradiso <tinap@commresourcecollab.org>; Andy Carey

<mccollaborative1@gmail.com>

Subject: Re: Just a few comments, questions and clarifications re: NCP's ARPA contract

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Good morning Faye,

Wanted to check in with you before our meeting at 11am today for an update. We're prepared not only to sign our contract but to submit our first set of invoices however it's unclear if your April 17th deadline is feasible given this unexpected delay.

Unfortunately I did not anticipate that our questions and clarification request could not be easily answered. I understand our project may be unique given the number of partners but we cannot be the only project with multiple partners. In fact, I'm a bit baffled that other grantees did not have similar questions, especially regarding the exhibits and micropurchase definition.

As you know, a big part of this grant is knowledge and capacity building for each our partners so it's crucial for everyone to understand the in's and out's of our commitment and use of these federal funds. We don't want to be misleading or misinformed about the terms and conditions.

Please advise what can be done to move forward. Is it possible to extend the date for April's invoice submission? Or perhaps allow March expenses to be included with our May submission?

We know you are working diligently on our behalf however time is of the essence and we are excited to get started as soon as possible.

As always, thank you again for your continued support. We look forward to your response.

On Wed, Apr 12, 2023, 1:08 PM Pelow, Faye
<FayePelow@monroecounty.gov> wrote:

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I totally understand! I will definitely reach out as soon as I have some information for you.

Dr. Faye Pelow

Community Development Initiatives Manager
Monroe County Department of Planning & Development
50 West Main Street, Suite 1150
Rochester, NY 14614
(585)753-2033 - Office
(585)233-2030 - Mobile

From: Neighborhood Collaborative Project
<neighborhoodcollaborative@gmail.com>
Sent: Wednesday, April 12, 2023 11:43 AM
To: Pelow, Faye <FayePelow@monroecounty.gov>
Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; Tina Paradiso <tinap@commresourcecollab.org>
Subject: Re: Just a few comments, questions and clarifications re: NCP's ARPA contract

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Thank you so much, just making sure we didn't fall through the cracks!

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Hi Jocelyn,

I understand and I am checking on this for you. I will send an update as soon as possible.

Best,

Dr. Faye Pelow

Community Development Initiatives Manager

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

From: Neighborhood Collaborative Project

<neighborhoodcollaborative@gmail.com>

Sent: Wednesday, April 12, 2023 10:42 AM

To: Pelow, Faye <FayePelow@monroecounty.gov>

Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>;

Tina Paradiso <tinap@commresourcecollab.org>

Subject: Re: Just a few comments, questions and clarifications re: NCP's ARPA contract

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Any updates? We are anxiously awaiting and ready to proceed in order to meet the April 17th invoice submission deadline. Please advise.

Jocelyn Basley, Community Consultant
Project Lead for the Neighborhood Collaborative Project (NCP)

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Hi Jocelyn,

Our ARPA legal representative is out of the office today so unfortunately we will not have answers for you this morning. I just wanted to let you know as you plan for your meeting today. We will get back to you as soon as we can with answers to your questions below.

Thank you!

Dr. Faye Pelow
Community Development Initiatives Manager
Monroe County Department of Planning & Development
50 West Main Street, Suite 1150
Rochester, NY 14614
(585)753-2033 - Office
(585)233-2030 - Mobile

From: Pelow, Faye
Sent: Thursday, April 6, 2023 11:02 AM
To: 'Neighborhood Collaborative Project'
<neighborhoodcollaborative@gmail.com>; Case Caico, Rebecca
<RebeccaCaico@monroecounty.gov>
Cc: Tina Paradiso <tinap@commresourcecollab.org>
Subject: RE: Just a few comments, questions and clarifications
re: NCP's ARPA contract

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Thanks!

Dr. Faye Pelow
Community Development Initiatives Manager

Monroe County Department of Planning & Development
50 West Main Street, Suite 1150
Rochester, NY 14614
(585)753-2033 - Office
(585)233-2030 - Mobile

From: Neighborhood Collaborative Project
<neighborhoodcollaborative@gmail.com>
Sent: Thursday, April 6, 2023 10:59 AM
To: Pelow, Faye <FayePelow@monroecounty.gov>; Case Caico,
Rebecca <RebeccaCaico@monroecounty.gov>
Cc: Tina Paradiso <tinap@commresourcecollab.org>
Subject: Re: Just a few comments, questions and clarifications
re: NCP's ARPA contract

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Good morning ladies, hope your week is going well. Just circling back to see if you have any updates or responses to our earlier email in preparation for our team meeting tomorrow?

Jocelyn Basley, Community Consultant
Project Lead for the Neighborhood Collaborative Project (NCP)

On Tue, Apr 4, 2023 at 10:02 AM Neighborhood Collaborative Project
<neighborhoodcollaborative@gmail.com> wrote:

Good morning Faye and Rebecca,

Thank you for our meeting last Friday and the advancement of our ARPA contract through the County's approval process. In reviewing the final version of the contract, here are a few items that need further clarification:

EXHIBITS: Are all of the exhibits referenced in the contract available via the ARPA portal and if not, where might we find copies of those that aren't? For example, exhibits A and B should be our approved action plan and budget/ Would exhibit D be the documents we reviewed

last Friday during our data and reporting discussions? Exhibit E is our MWBE plan from Matt, exhibit F was provided with the contract, exhibits I and L provided previously, I believe we signed off on exhibits C, J and K in the portal with our pre-award portal submission however I don't recall seeing or receiving exhibits G, H-1, H-2.

TERMINOLOGY: Clearly CRC is the Subrecipient on behalf of NCP. The contract only uses the word subcontract and subcontractor in four locations specific to a federally assisted construction project and/or in reference to the Davis-Bacon Act.

Please confirm the appropriate language CRC should use in referring to each of the NCP partner agencies funded through this award? Our expectation has been partners operating through a memorandum of understanding (MOU) or partnership agreement, a document between two parties that allows each group to outline their expectations of the project and its deliverables, not subcontractors. Similarly, we did not expect the County would need to review the "agreement" between CRC and each of the NCP partner agencies funded through this award, please confirm this as well. However, we will share and review the full contract with each agency so they are aware and understand the obligations and compliance requirements set forth.

SECTION 23: what is the definition and dollar limit for micropurchase and/or would this be applicable to NCP?

Looking forward to your response so that we can continue to move this forward!

Jocelyn Basley, Community Consultant
Project Lead for the Neighborhood Collaborative Project (NCP)

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--
Tina Paradiso
Executive Director
Community Resource Collaborative, Inc.

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--
Tina Paradiso
Executive Director
Community Resource Collaborative, Inc.

From: [Tina Paradiso](#)
To: [Pelow, Faye](#); [Neighborhood Collaborative Project](#)
Cc: [Andy Carey](#); [Case Caico](#), [Rebecca](#)
Subject: Re: Just a few comments, questions and clarifications re: NCP's ARPA contract
Date: Monday, April 17, 2023 11:45:11 AM

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~~~~~  
Thanks for the heads up, Faye!

I am getting into the contract now.

More to follow and have a great day!  
Tina

Tina Paradiso  
Executive Director  
Community Resource Collaborative, Inc.

On 4/17/2023 10:36 AM, Pelow, Faye wrote:

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Hi Jocelyn,

You are very welcome! One thing- when Tina signs, the contract will not be fully executed so you will not yet be able to submit your voucher. There are still a few steps of routing that the contract will need to go through before it is executed, but you are well on your way. You can view this at any time in ContractHQ or contact me for an update. You can plan to voucher in May for expenses incurred since March 1.

Thanks!

**Dr. Faye Pelow**  
*Community Development Initiatives Manager*  
Monroe County Department of Planning & Development  
50 West Main Street, Suite 1150  
Rochester, NY 14614  
(585)753-2033 - Office  
(585)233-2030 - Mobile

**From:** Neighborhood Collaborative Project <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>  
**Sent:** Monday, April 17, 2023 10:27 AM

To: Pelow, Faye <FayePelow@monroecounty.gov>  
Cc: Andy Carey <mccollaborative1@gmail.com>; Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; Tina Paradiso <tinap@commresourcecollab.org>  
Subject: Re: Just a few comments, questions and clarifications re: NCP's ARPA contract

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~~~~~

Thank you Faye for sharing this information. Tina will complete signing the contract and our first reimbursement request later today. As always, your continued support is greatly appreciated!

Best wishes for a fabulous week!

On Mon, Apr 17, 2023 at 9:29 AM Pelow, Faye <FayePelow@monroecounty.gov> wrote:

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Hi Jocelyn,

Here are the answers to your other two questions from legal (in green):

Please confirm the appropriate language CRC should use in referring to each of the NCP partner agencies funded through this award? Our expectation has been partners operating through a memorandum of understanding (MOU) or partnership agreement, a document between two parties that allows each group to outline their expectations of the project and its deliverables, not subcontractors. Similarly, we did not expect the County would need to review the "agreement" between CRC and each of the NCP partner agencies funded through this award, please confirm this as well. However, we will share and review the full contract with each agency so they are aware and understand the obligations and compliance requirements set forth. They should consult with counsel for CRC. CRC will be legally obligated to the County under the agreement and should consider a legally binding agreement with their sub-recipients.

SECTION 23: what is the definition and dollar limit for micropurchase and/or would this be applicable to NCP? ~~see below~~

Let me know if you have any other questions- thanks!

Dr. Faye Pelow
Community Development Initiatives Manager
Monroe County Department of Planning & Development
50 West Main Street, Suite 1150
Rochester, NY 14614

(585)753-2033 - Office
(585)233-2030 - Mobile

From: Neighborhood Collaborative Project
<neighborhoodcollaborative@gmail.com>
Sent: Friday, April 14, 2023 11:31 AM
To: Pelow, Faye <FayePelow@monroecounty.gov>
Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; Tina Paradiso <tinap@commresourcecollab.org>; Andy Carey <mccollaborative1@gmail.com>
Subject: Re: Just a few comments, questions and clarifications re: NCP's ARPA contract

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Thank you for this information and update. We appreciate you!

Jocelyn Basley, Community Consultant
Project Lead for the Neighborhood Collaborative Project (NCP)

On Fri, Apr 14, 2023 at 11:29 AM Pelow, Faye
<FayePelow@monroecounty.gov> wrote:

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Hi Jocelyn,

I understand and I do apologize for the delay. I did reach out to legal again early this morning on your behalf.

You will be able to include March and April's invoices on your May submission.

I can answer the first question below regarding exhibits but the other two really need to be reviewed and answered by our legal department. You can see my answer below in red- I hope it helps!

EXHIBITS: Are all of the exhibits referenced in the contract available via the ARPA portal and if not, where might we find copies of those that aren't? For example, exhibits A and B should be our approved action plan and budget/ Would exhibit D be the documents we reviewed last Friday during our data and reporting discussions? Exhibit E is our MWBE plan from Matt, exhibit F was provided with the contract, exhibits I and L provided previously, I believe we signed off on exhibits C, J and K in the portal with our pre-award portal submission however I don't recall seeing or receiving exhibits G, H-1,

H-2.

The exhibits are all in ContractHQ in the Documents section. These should all be in your contract.

Exhibit D outlines the general reporting requirements. It is not as detailed as what we went over in our data reporting meeting.

Exhibit G is the certification that you signed and uploaded into the portal.

Exhibit H-1 is the Monroe County Subaward Policy

Exhibit H-2 is your Monitoring Plan

I will let you know as soon as I receive a response from legal.

Thank you!

Dr. Faye Pelow

Community Development Initiatives Manager

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

From: Neighborhood Collaborative Project

<neighborhoodcollaborative@gmail.com>

Sent: Friday, April 14, 2023 10:35 AM

To: Pelow, Faye <FayePelow@monroecounty.gov>

Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; Tina Paradiso <tinap@commresourcecollab.org>; Andy Carey <mccollaborative1@gmail.com>

Subject: Re: Just a few comments, questions and clarifications re: NCP's ARPA contract

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partners. In fact, I'm a bit baffled that other grantees did not have similar questions, especially regarding the exhibits and micropurchase definition.

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**Dr. Faye Pelow**

*Community Development Initiatives Manager*

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

**From:** Neighborhood Collaborative Project

<[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>

**Sent:** Wednesday, April 12, 2023 11:43 AM

**To:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>

**Cc:** Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>; Tina Paradiso

<[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>

**Subject:** Re: Just a few comments, questions and clarifications re: NCP's ARPA contract

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50 West Main Street, Suite 1150
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<neighborhoodcollaborative@gmail.com>
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Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; Tina Paradiso <tinap@commresourcecollab.org>
Subject: Re: Just a few comments, questions and clarifications re: NCP's ARPA contract

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**Project Lead for the Neighborhood Collaborative Project (NCP)**

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Thank you!

**Dr. Faye Pelow**

*Community Development Initiatives Manager*

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

**From:** Pelow, Faye

**Sent:** Thursday, April 6, 2023 11:02 AM

**To:** 'Neighborhood Collaborative Project'

<[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>; Case Caico, Rebecca  
<[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>

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**Subject:** RE: Just a few comments, questions and clarifications re: NCP's ARPA contract

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<[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>



Sent: Thursday, April 6, 2023 10:59 AM

To: Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>; Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>

Cc: Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>

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Project Lead for the Neighborhood Collaborative Project (NCP)

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SECTION 23: what is the definition and dollar limit for micropurchase and/or would this be applicable to NCP?

Looking forward to your response so that we can continue to move this forward!

Jocelyn Basley, Community Consultant
Project Lead for the Neighborhood Collaborative Project (NCP)

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--
Tina Paradiso
Executive Director
Community Resource Collaborative, Inc.

Hi Khara!

It's nice to meet you. What is your deadline? Do you happen to have a draft release you can send me for context?

From: Khara Grant <khara@wildflowerconsultants.com>
Sent: Wednesday, March 8, 2023 1:37 PM
To: Doran, Margaret <MargaretDoran@monroecounty.gov>; Brown, Tyler <tylerbrown@monroecounty.gov>; Bridgeman, Caleigh <caleighbridgeman@monroecounty.gov>
Cc: McDermott, Meaghan M <MeaghanMcDermott@monroecounty.gov>
Subject: Re: RAWNY Press Release

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~~~~~  
Great, thank you so much, Maggie!

/Khara

Get Outlook for iOS

**From:** Doran, Margaret <[MargaretDoran@monroecounty.gov](mailto:MargaretDoran@monroecounty.gov)>  
**Sent:** Wednesday, March 8, 2023 1:36:13 PM  
**To:** Khara Grant <[khara@wildflowerconsultants.com](mailto:khara@wildflowerconsultants.com)>; Brown, Tyler <[tylerbrown@monroecounty.gov](mailto:tylerbrown@monroecounty.gov)>; Bridgeman, Caleigh <[caleighbridgeman@monroecounty.gov](mailto:caleighbridgeman@monroecounty.gov)>  
**Cc:** McDermott, Meaghan M <[MeaghanMcDermott@monroecounty.gov](mailto:MeaghanMcDermott@monroecounty.gov)>  
**Subject:** RE: RAWNY Press Release

This message was sent securely using ZixCorp.

Hi Khara-

Yes, Tanner is no longer with the County unfortunately. However, I've looped in Tyler & Caleigh from our Comms team who are equally as wonderful and will gladly help with that.

Thank you!

**From:** Khara Grant <[khara@wildflowerconsultants.com](mailto:khara@wildflowerconsultants.com)>  
**Sent:** Wednesday, March 8, 2023 10:25 AM  
**To:** Doran, Margaret <[MargaretDoran@monroecounty.gov](mailto:MargaretDoran@monroecounty.gov)>  
**Subject:** Fw: RAWNY Press Release

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~~~~~

Hi Maggie - hope all is well in your neck of the woods.

I'm reaching out to you because I sent the below email to Tanner in hopes of getting a quote from the County Executive for our grand opening press release. However, I noticed on LinkedIn that he's started a new role.

Do you know if there is a new contact for me to reach out to for something like this?

Thank you!

Best regards,
Khara

From: Khara Grant
Sent: Monday, March 6, 2023 2:52 PM
To: Jubenville, Tanner <tannerjubenville@monroecounty.gov>
Subject: RAWNY Press Release

Hi Tanner - Happy Monday Hope all is well with you.

I'm working on the press release for RAWNY's grand opening and would love to include a quote from the County Executive. Is this something that you may be able to assist with?

Look forward to hearing from you. Have a wonderful day, Tanner!

Best regards,
Khara

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From: [Jocelyn Basley](mailto:jocelyn.basley)
To: [Pelow, Faye](mailto:Faye.Pelow)
Subject: Re: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy
Date: Monday, March 20, 2023 11:30:01 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image003.png](#)

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Woohoo! Thank you so much!

On Mon, Mar 20, 2023, 9:27 AM Pelow, Faye <FayePelow@monroecounty.gov> wrote:

Hi Jocelyn and Tina,

We have confirmed with legal that what you have provided is sufficient. We have moved your contract forward in the routing process.

Thank you!

Dr. Faye Pelow

Community Development Initiatives Manager

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

From: Jocelyn Basley <jrbasley@c3consultancy.org>
Sent: Tuesday, March 14, 2023 4:08 PM
To: Tina Paradiso <tinap@commresourcecollab.org>
Cc: Pelow, Faye <FayePelow@monroecounty.gov>; Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; Ian Smith <ian@rochesterinsurance.com>; Boedicker, Kim C <KimBoedicker@monroecounty.gov>
Subject: Re: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy

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Ian & Tina - thank you for this last piece of information and with this, I believe we've met and submitted all of the necessary insurance requirements and documentation.

Kim and Faye - I realize there have been multiple emails regarding our insurance coverage documentation so please confirm that you are in receipt of each required item and let me know which if any need to be resent or uploaded.

Stay safe and be well . . . Best wishes for a fabulous day!

Jocelyn Basley, Community Consultant

C3 Consultancy Services

On Tue, Mar 14, 2023 at 3:56 PM Tina Paradiso <tinap@commresourcecollab.org> wrote:

All:
Please see attached Umbrella form 1/95.

Thanks!
Tina

On 3/13/2023 2:27 PM, Pelow, Faye wrote:

[This message was sent securely using ZixCorp.](#)

Hi Jocelyn,

Of course! We all want to get your contract where it needs to be! I spoke to Kim and unfortunately her schedule is very closed over the next few weeks and she is unable to meet. She wanted me to send along the attached document that outlines everything that we require. If you pass this along to your insurance rep, it should hopefully help them to get the full picture of what we are looking for. As far as I know, the last thing that we are waiting for (Per Kim) is the umbrella endorsement on the 1/95 form. Once I have that, I will attach it to your packet and move it along in the contract routing. If legal requires anything else, they will let us know.

If you still would still like to meet tomorrow, I am happy to do so- just let me know.

Thanks!

Dr. Faye Pelow

Community Development Initiatives Manager

Monroe County Department of Planning & Development

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Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

From: Jocelyn Basley <jrbasley@c3consultancy.org>
Sent: Monday, March 13, 2023 12:31 PM
To: Pelow, Faye <FayePelow@monroecounty.gov>
Cc: Boedicker, Kim C <KimBoedicker@monroecounty.gov>; Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; Inn Smith <ian@rochesterinsurance.com>; Tina Paradiso <tinap@commresourcecollab.org>
Subject: Re: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy

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Hi Jocelyn,

I am checking with Kim to see if she is also available to meet. Kim is more familiar with the Monroe County insurance requirements and what is needed for the routing process so she would have a better idea of whether or not we have everything we need (I believe we are still waiting on the umbrella endorsement on a 1/95 form) to move your contract forward.

Thanks!

**Dr. Faye Pelow**

*Community Development Initiatives Manager*

Monroe County Department of Planning & Development

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Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

**From:** Jocelyn Basley <[jrbasley@c3consultancy.org](mailto:jrbasley@c3consultancy.org)>

Sent: Monday, March 13, 2023 12:04 PM  
To: Pelow, Faye <FayePelow@monroecounty.gov>  
Cc: Ian Smith <ian@rochesterinsurance.com>; Tina Paradiso  
<tinap@commrcsourcecollab.org>  
Subject: Re: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy

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~~~~~  
Good morning Faye,

Tina and I are hoping you can jump on a quick call with us and our insurance agent tomorrow at 4 to review the County requirements and make sure we're all on the same page and have everything in place to move our contract forward. It should be a fairly quick call so thank you in advance for your assistance and time. I'll forward a Google Meet link via a separate email.

On Mon, Mar 13, 2023 at 11:55 AM Ian Smith <ian@rochesterinsurance.com> wrote:

How about 4:00?

Ian C. Smith, CIC

President & CEO

"We protect you as if you were family"

Gerard P Smith Insurance Agency

4 East Main Street

Webster, N.Y. 14580

585-872-5700 (office)

585-872-2073 (fax)

585-613-5138 (cell)



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Please remember we cannot honor any request to bind and/or effect coverage, alter, and/or amend coverage or terms of any policy via e-mail or voice mail

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Sent: Monday, March 13, 2023 11:55 AM
To: Jocelyn Basley <jrbasley@c3consultancy.org>; Ian Smith <ian@rochesterinsurance.com>
Subject: Re: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy

EXTERNAL: Proceed with Caution Think before clicking.

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I think it's important for you to be there so let's find a time that works for you. Can you do earlier?

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I can do 11 - but if everyone else can I am good with that so long as I get the cliff notes.

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RE: [EXTERNAL] Re: Insurance
Subject: Required- Endorsement for Umbrella Policy
Date: Mon, 13 Mar 2023 15:44:11 +0000
From: Ian Smith <ian@rochesterinsurance.com>
To: Jocelyn Basley <jrbasley@c3consultancy.org>
CC: Tina Paradiso <tinap@commresourcecollab.org>

Can we do 11:00 tomorrow?

Ian C. Smith, CIC
President & CEO

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Sent: Monday, March 13, 2023 11:14 AM
To: Ian Smith <ian@rochesterinsurance.com>
Cc: Tina Paradiso <tinap@commresourcecollab.org>
Subject: Rc: [EXTERNAL] Re: Insurance Required-Endorsement for Umbrella Policy

EXTERNAL: Proceed with Caution Think before clicking

My calendar is open after 3 today and tomorrow between 10:30 and noon. I'm appreciative of your time and expertise but just want to ensure that the County has what they need.

On Mon, Mar 13, 2023, 9:39 AM Ian Smith <ian@rochesterinsurance.com> wrote:

Hi Jocelyn – I think it would make most sense to have a quick call. Can we do that today?

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President & CEO

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From: Jocelyn Basley
<jrbasley@e3consultancy.org>
Sent: Friday, March 10, 2023 3:50 PM
To: Tina Paradiso
<tinap@commresourcecollab.org>
Cc: Ian Smith
<ian@rochesterinsurance.com>
Subject: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy

Ian, thank you for all you've done to support us through this process. Tina knows I'm not an insurance expert and all of this is foreign to me. However I think our program officer Faye Pellow is accustomed to seeing and receiving a specific set of forms. Perhaps if you send a message explaining how their request for a separate endorsement has been fulfilled via the umbrella policy you've provided, you can help us all learn and alleviate any additional confusion or concerns.

----- Forwarded Message

Subject: Insurance Required- Endorsement for Umbrella Policy
Date: Fri, 10 Mar 2023 12:32:24 -0500
From: Faye Pellow
<nonrcply@monroecounty.gov>
Kim Boedicker
<kimboedicker@monroecounty.gov>
Laura Smith
<LauraSmith@monroecounty.gov>
Rebecca Case Caico
<RebeccaCaico@monroecounty.gov>
To: Faye Pellow
<FayePellow@monroecounty.gov>, Tina Paradiso
<tinap@commresourcecollab.org>, Jocelyn Bassley

[<neighborhoodcollaborative@gmail.com>](mailto:neighborhoodcollaborative@gmail.com)

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from Monroe County's
Contract Management
System
(<http://contracthq.com>).
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EMAIL.

To reply to this message &
download attachments, visit:
<https://contracts.monroecounty.gov/contract/10313/messages/view/71194>

Hi Tina,

We received this feedback
on your insurance packet
from Kim:

I have confirmed everything
except the GL. I let Tina
know this on 3/2/23 and
3/7/23 in email: If they are
using the umbrella policy to
meet the Gen Liability
requirement of \$3M
aggregate, they would also
need to provide an
endorsement form for the
umbrella policy.

Can you please provide an
endorsement for the
umbrella policy? Once
received, I will add this to
the packet and then continue
the contract in the routing
process.

Thanks!
Faye

To reply to this message &
download attachments, visit:
<https://contracts.monroecounty.gov/contract/10313/messages/view/71194>

Contract Information:

<http://contracthq.com/contract/10313>

Vendor: Community
Resource Collaborative, Inc.
Contract: ARPA Subaward

Grant Agreement -
Neighborhood Collaborative
Project (NCP)
Department: Planning and
Development
Division: Start Date:
03/01/2023
End Date: 12/31/2026
Type: New Contract

This is an automated email
from Monroe County's
Contract Management
System
(<http://contracthq.com>).
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recipient, you may not use,
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information. If you are not
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please contact the sender
immediately by reply email
and destroy all copies of the
original message,
including attachments.

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=

Stay safe and be well... Best wishes for a fabulous day!

Jocelyn Basley, Community Consultant

C3 Consultancy Services

==

Tina Paradiso

Executive Director

Community Resource Collaborative, Inc.

--

Stay safe and be well . . . Best wishes for a fabulous day!

Jocelyn Basley, Community Consultant

C3 Consultancy Services

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Stay safe and be well . . . Best wishes for a fabulous day!

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C3 Consultancy Services

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Tina Paradiso

Executive Director

Community Resource Collaborative, Inc.

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From: [Pelow, Faye](#)
To: [Jocelyn Basley](#)
Cc: [Case Caico, Rebecca](#)
Subject: ARPA Data Reporting Review- Community Resource Collaborative (NCP)
Date: Thursday, March 16, 2023 4:25:36 PM
Attachments: [Quarterly Data Report Form Final.xlsx](#)
[Data Summary Sheet.docx](#)
[ARPA Data Guidebook.pdf](#)
[mwhc-chq-overview.pdf](#)
[community Resource Collaborative Budget Year 1.xlsx](#)

Good Afternoon Jocelyn,

Rebecca and I would like to schedule some time with you (and your team) this week or next to go over the data reporting form and budget documents that we have created. At the meeting, we will explain the components of the data report and which categories we feel your program would fit into. We will discuss this with you and can certainly make adjustments. After the meeting, we will send you a highlighted version of the Quarterly Data Report Form so you will know exactly which categories you should be focusing on when you report to us. Attached is a copy of the Quarterly Data Report Form for your review prior to the meeting. Also attached is a guidebook that we hope will answer some of your questions and help you to navigate the process.

In addition, we would like to discuss the attached budget document and the vouchering process with you.

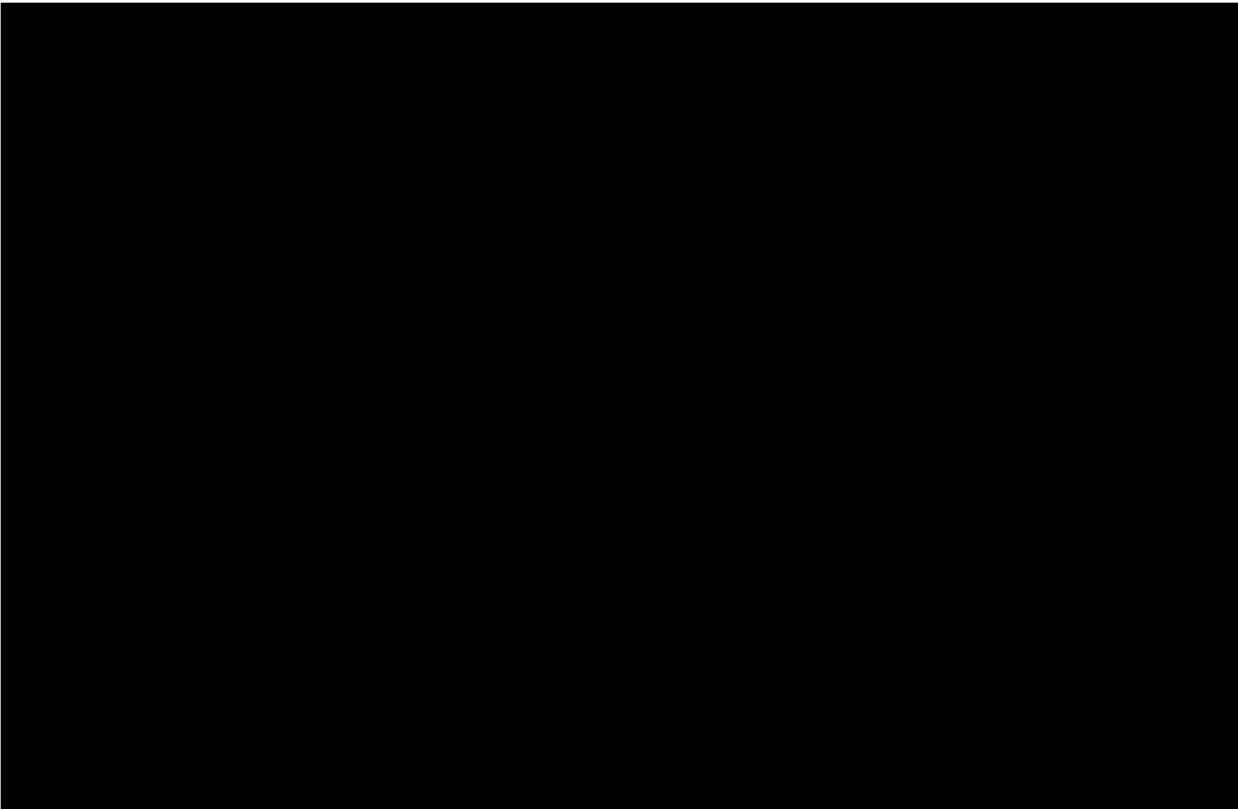
Please click on the link below and select all dates and times that will work with your schedule from March 17-24:

<https://doodle.com/meeting/participate/id/bWPNVzOd>

If you have any questions, please feel free to reach out.

Thank you!

Dr. Faye Pelow
Community Development Initiatives Manager
Monroe County Department of Planning & Development
50 West Main Street, Suite 1150
Rochester, NY 14614
(585)753-2033 - Office
(585)233-2030 - Mobile



From: Tina Paradiso <tinap@commresourcecollab.org>
Sent: Tuesday, March 14, 2023 3:56 PM
To: Pelow, Faye <FayePelow@monroecounty.gov>; Jocelyn Basley <jrbasley@c3consultancy.org>
Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; Ian Smith <ian@rochesterinsurance.com>; Boedicker, Kim C <KimBoedicker@monroecounty.gov>
Subject: Re: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy

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~~~~~  
All:  
Please see attached Umbrella form 1/95.

Thanks!  
Tina

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Hi Jocelyn,

Of course! We all want to get your contract where it needs to be! I spoke to Kim and unfortunately her schedule is very closed over the next few weeks and she is unable to meet. She wanted me to send along the attached document that outlines everything that we require. If you pass this along to your insurance rep, it should hopefully help them to get the full picture of what we are looking for. As far as I know, the last thing that we are waiting for (Per Kim) is the umbrella endorsement on the 1/95 form. Once I have that, I will attach it to your packet and move it along in the contract routing. If legal requires anything else, they will let us know.

If you still would still like to meet tomorrow, I am happy to do so- just let me know.

Thanks!

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**Subject:** Re: [EXTERNAL] Re: Insurance Required-Endorsement for Umbrella Policy

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<[jrbasley@c3consultancy.org](mailto:jrbasley@c3consultancy.org)>  
**Sent:** Friday, March 10, 2023 3:50 PM  
**To:** Tina Paradiso  
<[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>  
**Cc:** Ian Smith  
<[ian@rochesterinsurance.com](mailto:ian@rochesterinsurance.com)>  
**Subject:** [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy

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**From:** Faye Pellow  
<[fnoreply@monroecounty.gov](mailto:fnoreply@monroecounty.gov)>  
Kim Boedicker  
<[kimboedicker@monroecounty.gov](mailto:kimboedicker@monroecounty.gov)>,  
Laura Smith  
<[LauraSmith@monroecounty.gov](mailto:LauraSmith@monroecounty.gov)>,  
Rebecca Case Caico  
<[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>,  
**To:** Faye Pellow  
<[FayePellow@monroecounty.gov](mailto:FayePellow@monroecounty.gov)>, Tina Paradiso  
<[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>,  
Jocelyn Bassley  
<[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>

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To reply to this message &  
download attachments, visit:  
<https://contracts.monroecounty.gov/contract/10313/messages/view/71194>

Hi Tina,

We received this feedback  
on your insurance packet  
from Kim:

I have confirmed everything  
except the GL. I let Tina  
know this on 3/2/23 and  
3/7/23 in email. If they are  
using the umbrella policy to  
meet the Gen Liability  
requirement of \$3M  
aggregate, they would also  
need to provide an  
endorsement form for the  
umbrella policy.

Can you please provide an  
endorsement for the  
umbrella policy? Once  
received, I will add this to  
the packet and then continue  
the contract in the routing  
process.

Thanks!  
Faye

To reply to this message &  
download attachments, visit:  
<https://contracts.monroecounty.gov/contract/10313/messages/view/71194>

Contract Information:

<http://contracthq.com/contract/10313>

Vendor: Community  
Resource Collaborative, Inc.  
Contract: ARPA Subaward  
Grant Agreement -  
Neighborhood Collaborative  
Project (NCP)  
Department: Planning and  
Development  
Division: Start Date:

03/01/2023  
End Date: 12/31/2026  
Type: New Contract

-----  
-----  
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(<http://contractkhq.com>).  
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=  
*Stay safe and be well . . . Best wishes for a fabulous day!*  
Jocelyn Basley, Community Consultant  
C3 Consultancy Services

--  
Tina Paradise  
Executive Director  
Community Resource Collaborative, Inc.

--  
*Stay safe and be well . . . Best wishes for a fabulous day!*  
*Jocelyn Basley, Community Consultant*  
*C3 Consultancy Services*

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*Stay safe and be well . . . Best wishes for a fabulous day!*  
*Jocelyn Basley, Community Consultant*  
*C3 Consultancy Services*

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--

Tina Paradiso  
Executive Director  
Community Resource Collaborative, Inc.

**From:** [Pelow, Faye](#)  
**To:** [Jocelyn Basley](#)  
**Cc:** [Boedicker, Kim C](#); [Case Caico, Rebecca](#); [Ian Smith](#); [Tina Paradiso](#)  
**Subject:** RE: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy  
**Date:** Monday, March 13, 2023 2:38:17 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)

---

Hi Jocelyn,

I actually just realized that I was looking at my calendar today and not tomorrow. I am not available tomorrow at 4, but can do Wednesday or Thursday. Let me know if either of those days would work for you.

Thanks,

**Dr. Faye Pelow**

*Community Development Initiatives Manager*

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

**From:** Jocelyn Basley <[jrbasley@c3consultancy.org](mailto:jrbasley@c3consultancy.org)>  
**Sent:** Monday, March 13, 2023 2:33 PM  
**To:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>  
**Cc:** Boedicker, Kim C <[KimBoedicker@monroecounty.gov](mailto:KimBoedicker@monroecounty.gov)>; Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>; Ian Smith <[ian@rochesterinsurance.com](mailto:ian@rochesterinsurance.com)>; Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>  
**Subject:** Re: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy

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~~~~~

Thanks for sharing this list. Our insurance agent Ian is copied on this email as well. Ian, hopefully you can do a crosswalk comparing this list to the policies CRC has put in place.

I believe a quick call with all parties will still be beneficial so we're all on the same page. Again, thank you all for your assistance.

On Mon, Mar 13, 2023 at 2:27 PM Pelow, Faye <FayePelow@monroecounty.gov> wrote:

This message was sent securely using ZixCorp.

Hi Jocelyn,

Of course! We all want to get your contract where it needs to be! I spoke to Kim and unfortunately her schedule is very closed over the next few weeks and she is unable to meet. She wanted me to send along the attached document that outlines everything that we require. If you pass this along to your insurance rep, it should hopefully help them to get the full picture of what we are looking for. As far as I know, the last thing that we are waiting for (Per Kim) is the umbrella endorsement on the 1/95 form. Once I have that, I will attach it to your packet and move it along in the contract routing. If legal requires anything else, they will let us know.

If you still would still like to meet tomorrow, I am happy to do so- just let me know.

Thanks!

Dr. Faye Pelow

Community Development Initiatives Manager

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

From: Jocelyn Basley <jrbasley@c3consultancy.org>

Sent: Monday, March 13, 2023 12:31 PM

To: Pelow, Faye <FayePelow@monroecounty.gov>

Cc: Boedicker, Kim C <KimBoedicker@monroecounty.gov>; Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; Ian Smith <ian@rochesterinsurance.com>; Tina Paradiso <tinap@commresourcecollab.org>

Subject: Re: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy

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~~~~~  
Thank you so much for your continued assistance and support. We're hopeful that tomorrow's meeting will help get us across the finish line!

On Mon, Mar 13, 2023 at 12:20 PM Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)> wrote:

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Hi Jocelyn,

I am checking with Kim to see if she is also available to meet. Kim is more familiar with the

Monroe County insurance requirements and what is needed for the routing process so she would have a better idea of whether or not we have everything we need (I believe we are still waiting on the umbrella endorsement on a 1/95 form) to move your contract forward.

Thanks!

**Dr. Faye Pelow**

*Community Development Initiatives Manager*

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

**From:** Jocelyn Basley <[jrbasley@c3consultancy.org](mailto:jrbasley@c3consultancy.org)>

**Sent:** Monday, March 13, 2023 12:04 PM

**To:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>

**Cc:** Ian Smith <[ian@rochesterinsurance.com](mailto:ian@rochesterinsurance.com)>; Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>

**Subject:** Re: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy

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~~~~~  
Good morning Faye,

Tina and I are hoping you can jump on a quick call with us and our insurance agent tomorrow at 4 to review the County requirements and make sure we're all on the same page and have everything in place to move our contract forward. It should be a fairly quick call so thank you in advance for your assistance and time. I'll forward a Google Meet link via a separate email.

On Mon, Mar 13, 2023 at 11:55 AM Ian Smith <ian@rochesterinsurance.com> wrote:

How about 4:00?

Ian C. Smith, CIC

President & CEO

"We protect you as if you were family"

Gerard P Smith Insurance Agency

4 East Main Street

Webster, N.Y. 14580

585-872-5700 (office)

585-872-2073 (fax)

585-613-5138 (cell)



www.RochesterInsurance.com

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From: Tina Paradiso <tinap@commresourcecollab.org>
Sent: Monday, March 13, 2023 11:55 AM
To: Jocelyn Basley <jrbasley@c3consultancy.org>; Ian Smith <ian@rochesterinsurance.com>
Subject: Re: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy

EXTERNAL: Proceed with Caution Think before clicking.

Or before 10:00

On 3/13/2023 11:53 AM, Jocelyn Basley wrote:

I think it's important for you to be there so let's find a time that works for you. Can you do earlier?

On Mon, Mar 13, 2023 at 11:52 AM Tina Paradiso <tinap@commresourcecollab.org> wrote:

I can do 11 - but if everyone else can I am good with that so long as I get the cliff notes.

----- Forwarded Message -----

Subject:RE: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy

Date:Mon, 13 Mar 2023 15:44:11 +0000

From:Ian Smith <ian@rochesterinsurance.com>

To:Jocelyn Basley <jrbasley@c3consultancy.org>

CC:Tina Paradiso <tinap@commresourcecollab.org>

Can we do 11:00 tomorrow?

Ian C. Smith, CIC
President & CEO

"We protect you as if you were family"

Gerard P Smith Insurance Agency

4 East Main Street
Webster, N.Y. 14580

585-872-5700 (office)

585-872-2073 (fax)

585-613-5138 (cell)



www.RochesterInsurance.com

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From: Jocelyn Basley <jrbasley@c3consultancy.org>

Sent: Monday, March 13, 2023 11:14 AM

To: Ian Smith <ian@rochesterinsurance.com>

Cc: Tina Paradiso <tinap@commresourcecollab.org>

Subject: Re: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy

EXTERNAL: Proceed with Caution Think before clicking

My calendar is open after 3 today and tomorrow between 10:30 and noon. I'm appreciative of your time and expertise but just want to ensure that the County has what they need.

On Mon, Mar 13, 2023, 9:39 AM Ian Smith

<ian@rochesterinsurance.com> wrote:

Hi Jocelyn – I think it would make most sense to have a quick call.
Can we do that today?

Ian C. Smith, CIC

President & CEO

"We protect you as if you were family"

Gerard P Smith Insurance Agency

4 East Main Street

Webster, N.Y. 14580

585-872-5700 (office)

585-872-2073 (fax)

585-613-5138 (cell)

****Please remember we cannot honor any request to bind and/or effect coverage, alter, and/or amend coverage or terms of any policy via e-mail or voice mail****

From: Jocelyn Basley <jrbasley@c3consultancy.org>
Sent: Friday, March 10, 2023 3:50 PM
To: Tina Paradiso <tinap@commresourcecollab.org>
Cc: Ian Smith <ian@rochesterinsurance.com>
Subject: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy

Ian, thank you for all you've done to support us through this process. Tina knows I'm not an insurance expert and all of this is foreign to me. However I think our program officer Faye Pellow is accustomed to seeing and receiving a specific set of forms. Perhaps if you send a message explaining how their request for a separate endorsement has been fulfilled via the umbrella policy you've provided, you can help us all learn and alleviate any additional confusion or concerns.

----- Forwarded Message -----

Subject: Insurance Required- Endorsement for Umbrella Policy
Date: Fri, 10 Mar 2023 12:32:24 -0500
From: Faye Pellow <noreply@monroecounty.gov>
To: Kim Boedicker <kimboedicker@monroecounty.gov>, Laura Smith <LauraSmith@monroecounty.gov>, Rebecca Case Caico <RebeccaCaico@monroecounty.gov>, Faye Pellow <FayePellow@monroecounty.gov>, Tina Paradiso <tinap@commresourcecollab.org>, Jocelyn Bassley <neighborhoodcollaborative@gmail.com>

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<https://contracts.monroecounty.gov/contract/10313/messages/view/71194>

Hi Tina,

We received this feedback on your insurance packet from Kim:

I have confirmed everything except the GL. I let Tina know this on 3/2/23 and 3/7/23 in email: If they are using the umbrella policy to meet the Gen Liability requirement of \$3M aggregate, they would also need to provide an endorsement form for the umbrella policy.

Can you please provide an endorsement for the umbrella policy? Once received, I will add this to the packet and then continue the contract in the routing process.

Thanks!
Faye

To reply to this message & download attachments, visit:
<https://contracts.monroecounty.gov/contract/10313/messages/view/71194>

Contract Information:

<http://contracthq.com/contract/10313>

Vendor: Community Resource Collaborative, Inc.
Contract: ARPA Subaward Grant Agreement - Neighborhood Collaborative Project (NCP)
Department: Planning and Development
Division: Start Date: 03/01/2023
End Date: 12/31/2026
Type: New Contract

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--
Stay safe and be well . . . Best wishes for a fabulous day!
Jocelyn Basley, Community Consultant
C3 Consultancy Services

--
Tina Paradise
Executive Director
Community Resource Collaborative, Inc.

--
Stay safe and be well . . . Best wishes for a fabulous day!
Jocelyn Basley, Community Consultant

C3 Consultancy Services

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*Stay safe and be well . . . Best wishes for a fabulous day!
Jocelyn Basley, Community Consultant
C3 Consultancy Services*

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*Stay safe and be well . . . Best wishes for a fabulous day!
Jocelyn Basley, Community Consultant
C3 Consultancy Services*

From: [Jocelyn Basley](#)
To: [Pelow, Faye](#)
Cc: [Boedicker, Kim C](#); [Case Caico, Rebecca](#); [Jan Smith](#); [Tina Paradiso](#)
Subject: Re: [EXTERNAL] Re: Insurance Required- Endorsement for Umbrella Policy
Date: Monday, March 13, 2023 12:31:36 PM
Attachments: [image002.png](#)
[image003.png](#)
[image001.png](#)

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Thank you so much for your continued assistance and support. We're hopeful that tomorrow's meeting will help get us across the finish line!

On Mon, Mar 13, 2023 at 12:20 PM Pelow, Faye <FayePelow@monroecounty.gov> wrote:

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Hi Jocelyn,

I am checking with Kim to see if she is also available to meet. Kim is more familiar with the Monroe County insurance requirements and what is needed for the routing process so she would have a better idea of whether or not we have everything we need (I believe we are still waiting on the umbrella endorsement on a 1/95 form) to move your contract forward.

Thanks!

Dr. Faye Pelow

Community Development Initiatives Manager


Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile



From: Tina Paradiso <tinap@commresourcecollab.org>

Sent: Tuesday, March 7, 2023 11:24 AM

To: Boedicker, Kim C <KimBoedicker@monroecounty.gov>; Pelow, Faye <FayePelow@monroecounty.gov>; Jocelyn Basley <neighborhoodcollaborative@gmail.com>; Ian Smith <ian@rochesterinsurance.com>

Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>

Subject: Re: Insurance Expiring on 2/16/23- \$3M in Aggregate Coverage Needed

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~~~~~  
All:

Please see the coverage - I want to make sure we are committing to what is needed before I commit to the quote.

Thanks!  
Tina

On 3/2/2023 11:12 AM, Boedicker, Kim C wrote:

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Hi All-

I think Faye's assessment of the insurance is correct.  
The only thing I would add (based on prior experience in dealing with our Law dept and what they find acceptable) is if you are using the umbrella policy to meet the Gen Liability requirement of \$3M aggregate, you would also need to provide an endorsement form for the umbrella policy.

Faye is correct with the Professional Liability and what is needed there.

Thank You-  
Kim

**From:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>  
**Sent:** Monday, February 27, 2023 10:03 AM  
**To:** Tina Paradiso <[tinapi@commresourcecollab.org](mailto:tinapi@commresourcecollab.org)>; Jocelyn Basley <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>; Ian Smith <[ian@rochesterinsurance.com](mailto:ian@rochesterinsurance.com)>  
**Cc:** Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>; Boedicker, Kim C <[KimBoedicker@monroecounty.gov](mailto:KimBoedicker@monroecounty.gov)>  
**Subject:** RE: Insurance Expiring on 2/16/23- \$3M in Aggregate Coverage Needed

Hi Tina and Jocelyn,

I do see the \$3M aggregate (with the umbrella) for General Liability- thank you! I do not, however, see the additional Professional Liability Policy that is required with \$1M per occurrence and \$3M aggregate- this is usually listed separately on the ACORD. Insurance documents are not in my normal day job, though (this is something that Rebecca and I are doing specifically for ARPA) so I could certainly be missing something. I am CCing Kim Boedicker who is much more familiar with these documents than I am to also assist and explain what the County requires.

Thanks!

**Dr. Faye Pelow**  
*Community Development Initiatives Manager*

Monroe County Department of Planning & Development  
50 West Main Street, Suite 1150  
Rochester, NY 14614  
(585)753-2033 - Office  
(585)233-2030 - Mobile

**From:** Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>  
**Sent:** Friday, February 24, 2023 4:48 PM  
**To:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>; Jocelyn Basley <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>; Ian Smith <[ian@rochesterinsurance.com](mailto:ian@rochesterinsurance.com)>  
**Cc:** Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>  
**Subject:** Re: Insurance Expiring on 2/16/23- \$3M in Aggregate Coverage Needed

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~~~~~

That's what I sent you - it has the 3MM aggregate - its the way they show it. I am ccing in my insurance agent in case I am using the wrong words. But that's what I got.

Ian:
Can you chime in please? Because I appear to be lost.

Thanks!
Tina

On 2/24/2023 4:42 PM, Pelow, Faye wrote:

 Zix

Hi Tina,

Thank you! I have uploaded these documents into ContractHQ. The only thing that appears to be missing from the ACORD form is the Professional Liability policy (\$1M per occurrence, \$3M aggregate). Could you please have proof of this policy sent to me or update this in ContractHQ (in the Professional Liability section)? We should then be able to move your contract forward!

Thanks!

Dr. Faye Pelow
Community Development Initiatives Manager
Monroe County Department of Planning & Development
50 West Main Street, Suite 1150

Rochester, NY 14614
(585)753-2033 - Office
(585)233-2030 - Mobile

From: Tina Paradiso <tinap@commresourcecollab.org>
Sent: Friday, February 24, 2023 3:08 PM
To: Pelow, Faye <FayePelow@monroecounty.gov>; Jocelyn Basley
<neighborhoodcollaborative@gmail.com>
Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>
Subject: Re: Insurance Expiring on 2/16/23- \$3M in Aggregate Coverage
Needed

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~~~~~

Happy Friday!! Please see attached.

Have a great weekend!  
Tina

On 2/24/2023 1:09 PM, Pelow, Faye wrote:

 Zix

Hi Tina,

Just following up on this- any news?

Thanks!

**Dr. Faye Pelow**  
*Community Development Initiatives Manager*  
Monroe County Department of Planning & Development  
50 West Main Street, Suite 1150  
Rochester, NY 14614  
(585)753-2033 - Office  
(585)233-2030 - Mobile

**From:** Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>  
**Sent:** Friday, February 17, 2023 9:43 AM  
**To:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>; Jocelyn

**From:** [Case Caico, Rebecca](#)  
**To:** [jrbasley@c3consultancy.org](mailto:jrbasley@c3consultancy.org); [neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)  
**Cc:** [Pelow, Faye](#)  
**Subject:** FW: ARPA Draft Scopes of Work - Community Resource Collaborative  
**Date:** Friday, February 3, 2023 5:14:40 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[Community Resource Collaborative on Behalf of the Neighborhood Collaborative Project Exhibit A.docx](#)

---

Good Afternoon –

Please review the attached draft Scope of Services which will be attached to your contract with Monroe County. Please provide all appropriate edits and additions as needed and return it back to us ASAP.

Thank you.

Rebecca Case Caico (She/Her/Hers)  
Deputy Director  
Planning and Development  
(585) 753-2005  
1150 City Place  
50 W. Main St.  
Rochester, NY 14614



Adam J. Bello



**From:** Case Caico, Rebecca

**Sent:** Friday, February 3, 2023 4:22 PM

**To:** Alexandra Cicero <[grants@foodlinkny.org](mailto:grants@foodlinkny.org)>; Clark, Allison <[AllisonClark@monroecounty.gov](mailto:AllisonClark@monroecounty.gov)>; Alyssa Whitfield <[alysawhitfield@dfsrochester.org](mailto:alysawhitfield@dfsrochester.org)>; Amy DAMico <[adamico@communityalternatives.org](mailto:adamico@communityalternatives.org)>; Liss, Ana J <[AnaLiss@monroecounty.gov](mailto:AnaLiss@monroecounty.gov)>; Ann Graham <[agraham@rawny.org](mailto:agraham@rawny.org)>; Anne Byer <[abeyer@uir.org](mailto:abeyer@uir.org)>; Annie Wells <[awells@lifespans-roch.org](mailto:awells@lifespans-roch.org)>; Bivette Stodghill <[Bivette@dfsrochester.org](mailto:Bivette@dfsrochester.org)>; Carol Tegas <[carol\\_tegas@flpps.org](mailto:carol_tegas@flpps.org)>; Carolyn Hunt <[chunt014@monroerc.edu](mailto:chunt014@monroerc.edu)>; Chad Rieflin <[ctieflin@cccsofrochester.org](mailto:ctieflin@cccsofrochester.org)>; Diana Pryntz <[pryntzdra@gmail.com](mailto:pryntzdra@gmail.com)>; Elizabeth McDade <[emcdade@racf.org](mailto:emcdade@racf.org)>; Erin DiCesare <[edicesare@marycarola.org](mailto:edicesare@marycarola.org)>; Gerard Hunt <[admin@mapping.org](mailto:admin@mapping.org)>; Gerard Hunt 2 <[ghunt@rocmapp.org](mailto:ghunt@rocmapp.org)>; hdiaz@hadenstreet.org; Jeffrey Kaczorowski <[jeffrey\\_kaczorowski@urmc.rochester.edu](mailto:jeffrey_kaczorowski@urmc.rochester.edu)>; Jennifer Sahrle <[jsahrle@sjncenter.org](mailto:jsahrle@sjncenter.org)>; Jessica Kingsley <[Jessica.Kingsley@RochesterYMCA.org](mailto:Jessica.Kingsley@RochesterYMCA.org)>; jwilson19@trilliumhealth.org; Jocelyn Basley <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>; Katherine Rogala <[katherine\\_rogala@flpps.org](mailto:katherine_rogala@flpps.org)>; Kelly Coleman <[KellyC@willowcenterny.org](mailto:KellyC@willowcenterny.org)>; Kereem Berry <[kberriv@rocmapp.org](mailto:kberriv@rocmapp.org)>; Laura Merkl <[lmerkl@brockport.edu](mailto:lmerkl@brockport.edu)>; Laura Stradley <[grants@vocroc.org](mailto:grants@vocroc.org)>; Lisa Mattoon

<[imattoon@bhhsr.org](mailto:imattoon@bhhsr.org)>; Meaghan D <[MeaghanD@willowcenterny.org](mailto:MeaghanD@willowcenterny.org)>; Michael Coleman <[mtolivethc@mtolivetrcnny.com](mailto:mtolivethc@mtolivetrcnny.com)>; Pat Drake <[pdrake@voaupny.org](mailto:pdrake@voaupny.org)>; Rebecca Ferri <[rferri@e-success.org](mailto:rferri@e-success.org)>; Mikell, Rokele <[RokeleMikell@monroecounty.gov](mailto:RokeleMikell@monroecounty.gov)>; [rthomas@badenstreet.org](mailto:rthomas@badenstreet.org); Sherita Bullock <[Sherita@Healthy-Baby.net](mailto:Sherita@Healthy-Baby.net)>; Steph Sharpe <[StephS@WillowCenterNY.org](mailto:StephS@WillowCenterNY.org)>; Suzanne Nye <[SuzanneN@willowcenterny.org](mailto:SuzanneN@willowcenterny.org)>; Sciarabba, Tony <[TonySciarabba@monroecounty.gov](mailto:TonySciarabba@monroecounty.gov)>; [Tree.Clemonds@dor.org](mailto:Tree.Clemonds@dor.org); Wayne Rainey <[wrainey@corteseauto.com](mailto:wrainey@corteseauto.com)>  
**Cc:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>; Adell, Cynthia <[cynthiaadell@monroecounty.gov](mailto:cynthiaadell@monroecounty.gov)>  
**Subject:** ARPA Draft Scopes of Work

Good afternoon ARPA Grantees –

I hope you are somewhere warm today!

As you know we have been working on developing your contract language so we can begin services on March 1st. You will be receiving a second email from me with an attachment specific to your ARPA funded program. The attachment will include Monroe County's revisions to your scope of work based on our understanding of what you are planning to do under the ARPA contract. Some of the documents will include changes we made to further specify what we believe you are doing and to better clarify the scope of work. Some of the documents will include gaps that we are requesting you to fill in because the specific tasks were not clear to us. It is important to note that the scopes of work will be attached and made a part of the final contract, so please review our changes carefully and submit any changes, insertions, or additions back to us ASAP.

Thank you everyone!

Rebecca Case Caico (She/Her/Hers)  
Deputy Director  
Planning and Development  
(585) 753-2005  
1150 City Place  
50 W. Main St.  
Rochester, NY 14614



Adam J. Bello



Rebecca Case Caico (She/Her/Hers)  
Deputy Director



Planning and Development  
(585) 753-2005  
1150 City Place  
50 W. Main St.  
Rochester, NY 14614



Adam J. Belle



**From:** [tina@commresourcecollab.org](mailto:tina@commresourcecollab.org)  
**To:** "Pelow, Faye"  
**Cc:** "Carmen Allen"; "Andy Carey"; "Jocelyn Basley"; "Case Caico, Rebecca"; "Neighborhood Collaborative Project"; "Janelle Duda-Banwar"  
**Subject:** RE: ARPA Survey Follow Up  
**Date:** Monday, January 23, 2023 10:42:33 AM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[e-Postcard Filing Confirmation 990N 2021.pdf](#)  
[CRCReceiptsandExpenditures.pdf](#)

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~~~~~  
Faye:

Hoping all is well with you. I believe these were submitted into the portal already.

What you should be seeing:

2021 – CRC was established and self-funded – so a postcard 990 was done.

2022 was our first active year receiving funding – internal statement attached – we have not yet had our taxes done yet for 2022.

If you should have any questions, please feel free to reach out.

In Gratitude,

Tina

Tina Paradiso
Executive Director



Community Resource Collaborative
(O) 888-444-1060 x2000
(C) 585-261-4475

From: Pelow, Faye <FayePelow@monroecounty.gov>
Sent: Friday, January 20, 2023 5:02 PM
To: Tina Paradiso <tinap@commresourcecollab.org>
Cc: 'Carmen Allen' <beyondthesanctuary20@gmail.com>; 'Andy Carey' <mccollaborative1@gmail.com>; 'Tina Paradiso' <tinap@commresourcecollab.org>; 'Jocelyn Basley' <jrbasley@c3consultancy.org>; Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; 'Neighborhood Collaborative Project' <neighborhoodcollaborative@gmail.com>; Janelle Duda-Banwar <janelle@onthegroundny.com>
Subject: RE: ARPA Survey Follow Up

This message was sent securely using ZixCorp.

Hi Tina,

Could you please provide the financial statements for the Community Resource Collaborative?

Thank you.

Dr. Faye Pelow

Community Development Initiatives Manager
Monroe County Department of Planning & Development
50 West Main Street, Suite 1150
Rochester, NY 14614
(585)753-2033 - Office
(585)233-2030 - Mobile

From: janelle@onthegroundny.com <janelle@onthegroundny.com>
Sent: Friday, January 20, 2023 4:52 PM
To: Pelow, Faye <FayePelow@monroecounty.gov>
Cc: 'Carmen Allen' <beyondthesanctuary20@gmail.com>; 'Andy Carey' <mccollaborative1@gmail.com>; 'Tina Paradiso' <tinap@commresourcecollab.org>; 'Jocelyn Basley' <jrbasley@c3consultancy.org>; Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; 'Neighborhood Collaborative Project' <neighborhoodcollaborative@gmail.com>
Subject: RE: ARPA Survey Follow Up

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Hi Faye,

Can you please clarify whether you are referring to the Neighborhood Collaborative Project (NCP) or to our fiscal sponsor, the Community Resource Collaborative? The NCP doesn't have any financial statements because the NCP is the umbrella under which all of our partners fall. If you are

requesting CRC's financial statements, then please contact Tina Paradiso (cc'd here).

Thank you,
Janelle

Janelle Duda-Banwar, MSW, PhD
she/her



Founder & Director
400 Andrews St | Suite 212 C | Rochester, NY 14604
585.683.3638

From: Pelow, Faye <FayePelow@monroecounty.gov>
Sent: Friday, January 20, 2023 1:59 PM
To: Janelle Duda-Banwar <janelle@onthegroundny.com>; Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>
Cc: Carmen Allen <beyondthesanctuary20@gmail.com>; Andy Carey <mccollaborative1@gmail.com>; Tina Paradiso <tinap@commresourcecollab.org>; Jocelyn Basley <jrbasley@c3consultancy.org>; Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>
Subject: RE: ARPA Survey Follow Up

This message was sent securely using ZixCorp.

Hi Janelle,

We have a question from our auditor:

Could you please provide your 2021 and 2022 internal financial statements?

Thanks!

Dr. Faye Pelow
Community Development Initiatives Manager
Monroe County Department of Planning & Development
50 West Main Street, Suite 1150
Rochester, NY 14614
(585)753-2033 - Office
(585)233-2030 - Mobile

From: Janelle Duda-Banwar <janelle@onthegroundny.com>
Sent: Friday, January 20, 2023 11:14 AM
To: Pelow, Faye <FayePelow@monroecounty.gov>; Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>

Cc: Carmen Allen <beyondthesanctuary20@gmail.com>; Andy Carey <mccollaborative1@gmail.com>; Tina Paradiso <tinap@commresourcecollab.org>; Jocelyn Basley <jrbasley@c3consultancy.org>; Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>
Subject: Re: ARPA Survey Follow Up

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Thank you, Faye. It is unlocked now.

-Janelle

Janelle Duda-Banwar, PhD, MSW
she/her



Founder & Director
400 Andrews St | Suite 212 C |
Rochester, NY 14604 | 585.683.3638

From: Pelow, Faye <FayePelow@monroecounty.gov>
Date: Friday, January 20, 2023 at 11:12 AM
To: Janelle Duda-Banwar <janelle@onthegroundny.com>, Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>
Cc: Carmen Allen <beyondthesanctuary20@gmail.com>, Andy Carey <mccollaborative1@gmail.com>, Tina Paradiso <tinap@commresourcecollab.org>, Jocelyn Basley <jrbasley@c3consultancy.org>, Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>
Subject: RE: ARPA Survey Follow Up

This message was sent securely using ZixCorp.

Please try it now. After you hit submit the second time it relocked your survey.

Dr. Faye Pelow
Community Development Initiatives Manager
Monroe County Department of Planning & Development
50 West Main Street, Suite 1150
Rochester, NY 14614
(585)753-2033 - Office
(585)233-2030 - Mobile

From: Janelle Duda-Banwar <janelle@onthegroundny.com>
Sent: Friday, January 20, 2023 11:11 AM
To: Pelow, Faye <FayePelow@monroecounty.gov>; Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>
Cc: Carmen Allen <beyondthesanctuary20@gmail.com>; Andy Carey <mccollaborative1@gmail.com>; Tina Paradiso <tinap@commresourcecollab.org>; Jocelyn Basley <jrbasley@c3consultancy.org>; Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>
Subject: Re: ARPA Survey Follow Up

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~~~~~  
Good Morning Faye,

We went in to start working on this and everything is locked. If it isn't unlocked by noon today, then I don't see how we can make your Monday noon deadline.

Thank you in advance,  
NCP Team

Janelle Duda-Banwar, PhD, MSW  
she/her



Founder & Director  
400 Andrews St | Suite 212 C |  
Rochester, NY 14604 | 585.683.3638

**From:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>  
**Date:** Friday, January 20, 2023 at 10:41 AM  
**To:** Neighborhood Collaborative Project <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>  
**Cc:** [janelle@onthegroundny.com](mailto:janelle@onthegroundny.com) <[janelle@onthegroundny.com](mailto:janelle@onthegroundny.com)>, Carmen Allen <[beyondthesanctuary20@gmail.com](mailto:beyondthesanctuary20@gmail.com)>, Andy Carey <[mccollaborative1@gmail.com](mailto:mccollaborative1@gmail.com)>, Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>, Jocelyn Basley <[jrbasley@c3consultancy.org](mailto:jrbasley@c3consultancy.org)>, Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>  
**Subject:** RE: ARPA Survey Follow Up

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Good morning all,

The Action Item sheet is looking much more filled out- thank you. We will need you to clarify what the "NCP areas" are, how many of them there are and how they are defined (by neighborhood, zip code, agency etc.). Also in each of these spaces where you have indicated that you will serve residents by NCP area, you have put a range. We understand that this number could vary, but we need a commitment every quarter to a number of residents you plan to serve. Please indicate in this cell or in a separate line the total number of residents you plan to serve with your program in that quarter over all NCP areas. This should not be a range- this should be a clearly defined number and should correlate with the number given in your scope- 5,200.

We also need to know about the specific programs and services you plan to offer and when you plan to offer them. Beyond engagement walks and pop-up events-If you are planning to address food insecurity, behavioral health service etc- please indicate how you plan to do this and what services you will be offering to the community in the action item sheet. Legal will want this clearly defined in your contract. The action item sheet should mirror your scope and should be detailed regarding the services you plan to provide to the community.

Per your project management and fiscal reporting, we expect that these amounts would get rolled into the cost of doing the project. They are the general administrative fees that correspond with the work so they can be added to the costs of that work and divided evenly. For our purposes, we do not need to note that you are doing the fiscal reporting or that you are meeting with your team every quarter- we assume that is a given. The purpose of the action item sheet is to lay out a plan for your project with real metrics and deliverables for your contract. If these extra items help you to remain organized then you can leave them in- at this point we do not want to give you additional work or stress.

We can give you until Monday 1/23 at noon to complete these changes but that is the final deadline- we have a full meeting with the legal and audit teams on Tuesday to finalize.

Please let us know if you have any questions. Thank you.

**Dr. Faye Pelow**

*Community Development Initiatives Manager*

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

**From:** Neighborhood Collaborative Project <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>

**Sent:** Thursday, January 19, 2023 10:02 PM

**To:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>; Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>

**Cc:** [janelle@onthegroundny.com](mailto:janelle@onthegroundny.com); Carmen Allen <[beyondthesanctuary20@gmail.com](mailto:beyondthesanctuary20@gmail.com)>; Andy Carey <[mccollaborative1@gmail.com](mailto:mccollaborative1@gmail.com)>; Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>; Jocelyn Basley

<jrbasley@c3consultancy.org>

**Subject:** Re: ARPA Survey Follow Up

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~~~~~  
Good evening Faye and Rebecca,

Thank you again for your assistance in unlocking the portal sections and the opportunity to update NCP's action item sheet. As you know, this project is unique in that it is 100% directed and responsive to the needs identified by the neighborhood residents, anchor agencies and supporting partner agencies. Information sharing, education and capacity building; delivery of programs and services, input and feedback regarding the project activities as well as the processes required to manage this citywide collaboration are all important and crucial tenets of NCP. Project management, fiscal reporting, data and evaluation are integral parts of implementing NCP and key components of our budget. Since the quarterly action item sheet includes % of budget and requires 100% of the budget to be accounted for to avoid submission errors, the action items associated with these components still remain. If you have an alternate method or preference as to how you would like us to document these components and demonstrate that 100% of the budget has been accounted for, please let us know.

As I shared previously, I will be away for the next two weeks, January 20th - February 4th with intermittent access to emails. So, I've included our project team on this response so they are aware of these updates and available for additional updates if needed. Please know the project team meets every Friday at 11 am via Zoom and Janelle will be monitoring this mailbox during my travels.

Jocelyn Basley, Community Consultant

Project Lead for the Neighborhood Collaborative Project (NCP)

On Thu, Jan 19, 2023 at 9:47 AM Neighborhood Collaborative Project
<neighborhoodcollaborative@gmail.com> wrote:

Faye, we're in, thank you!

As I shared before, I will complete the updates you've requested and resubmit before I leave in the morning but cannot by 5pm today.

Thank you in advance for your understanding and continued support.

Jocelyn Basley, Community Consultant

Project Lead for the Neighborhood Collaborative Project (NCP)

On Thu, Jan 19, 2023 at 9:04 AM Pelow, Faye <FayePelow@monroecounty.gov> wrote:

Hi Jocelyn,

Please try it now. Let me know if you continue to have issues and I will contact IT.

Dr. Faye Pelow

Community Development Initiatives Manager

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

From: Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>

Sent: Wednesday, January 18, 2023 9:43 PM

To: Pelow, Faye <FayePelow@monroecounty.gov>

Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; Dr. Janelle Duda-Banwar <janelle@onthegroundny.com>

Subject: Re: ARPA Survey Follow Up

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Good evening Faye and Rebecca,

Thank you for sharing this feedback but unfortunately merely unlocking the portal does not allow me to access and/or change any of the sections within the ARPA Survey. Each section of the survey remains locked as read only so I am unable to make the changes you've requested at this time. Please ensure that at a minimum, the Action Item Sheet section is unlocked and so I can make those changes before my flight leaves first thing Friday morning. Just in case there's a problem or delay, I've copied our project team member/evaluator Janelle Duda-Buda on this response so that she can complete the survey changes on our behalf.

As always, your continued support is greatly appreciated.

Jocelyn Basley, Community Consultant

Project Lead for the Neighborhood Collaborative Project (NCP)

On Wed, Jan 18, 2023 at 5:18 PM Pelow, Faye <FayePelow@monroecounty.gov> wrote:

Hi Jocelyn,

Rebecca and I reviewed your survey deliverables today and we have some feedback for you:

1. Action item sheet- we need to see concrete number of the residents you intend to serve in the action item sheet. This should reflect your individual and neighborhood

outcomes (which should be your action items and deliverables) and should amount to the 5,200 residents you put forward in your scope of work.

2. You can remove actions related to project management, fiscal data and evaluation. You can reference these in your annual reports and provide your findings, but we do not need these quarterly.

3. Years 2025-2026- you cannot leave this with "as defined with modifications as needed"- we will need this filled out with your actions, deliverables and the numbers of people you intend to serve in each quarter.

Below is the reference for how these action items should be framed as a refresher:

Action: this is the goal/ the action we are planning to take.

Deliverable: This is the means to achieving that goal- the services that will be provided, the supplies that will be acquired, what needs to be done in order to accomplish the goal.

Measurement: A projected outcome with a high level value/ number. How many people will be served as a result of this goal? How many people were trained/ fed/ housed/ provided medical care etc. This can be big picture- we will drill down on the real values of your data with your quarterly data reporting.

Examples (not specific to your program, just in general):

Action: Equip new office space

Deliverable: Purchased office supplies, enrolled with utilities, acquired internet and bought office furniture; provided invoices to County for reimbursement

Measurement: Office space will be ready to serve Monroe County residents by 7/1 (or the number of people you plan to serve in the space or both)

Action: Hire program staff

Deliverable: Hire Executive Director, Program Coordinator, Administrative Assistant; deliver staffing plan to County

Deliverable: Fill staffing positions per budget outline; for example- 3/10 positions filled –or- project is fully staffed (depending on where you are/ plan to be)

Action (More specific version- again, not to your program but in general): Increase access to healthcare by providing population served (specify for your program- veterans/seniors/families/ youth etc.) access to at least 3 preventative healthcare screens and/or mental health services.

Deliverable: Provide transportation, referrals, counseling, training and other support to population served.

Measurement: 150 population served will access healthcare screens and/or mental health services.

- You can repeat action items over several quarters if you are going to be measuring the same services/ populations consistently throughout your project.
- We do not need to see a separate line item for every administrative cost in your budget- you can roll these into the big picture action items.

I have unlocked your survey in the portal. Please make these edits by tomorrow, 1/19, at 5 PM and email us to confirm when this has been completed.

Thanks!

Dr. Faye Pelow

Community Development Initiatives Manager

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

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From: Neighborhood Collaborative Project
To: Pelow, Faye
Subject: Re: ContractHQ Login Instructions
Date: Friday, January 13, 2023 2:23:58 PM
Attachments: [image001.png](#)

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As always, thank you for your prompt response and best wishes for a wonderful holiday weekend. Please say hello to Rebecca and Cynthia for me!

On Fri, Jan 13, 2023 at 1:01 PM Pelow, Faye <FayePelow@monroecounty.gov> wrote:

Hi Jocelyn,

The risk assessments are internal and completed by Monroe County and our legal and audit departments- we will not be distributing these to the grantees. They are based upon your survey deliverables. The contractors and subcontractors that you are working with will not be held to this risk assessment, only the organization that is receiving grant funding will be subject to the assessment to determine risk.

Purchasing did confirm that they have received your ACH form in an internal email, so you should be all set.

Best,

Dr. Faye Pelow

Community Development Initiatives Manager

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

From: Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>
Sent: Friday, January 13, 2023 12:06 PM
To: Pelow, Faye <FayePelow@monroecounty.gov>
Subject: Re: ContractHQ Login Instructions

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Happy Friday Faye!

Hope you're doing well and staying warm on this snowy Friday! Just wanted to circle back and see if you received any insight or information back from Legal as to the scope and content of the risk assessment that will be used for the contractors/subcontractors of this grant? We plan to co-create an informal self-assessment for our Anchor Agency partners to help them organize and gauge their capacity building needs and want to make sure we don't miss any key focus areas or points.

As requested, I'm redoing the budget using your ARPA template and finally got our Action Plan to add up to 100% to meet Monday's deadline - didn't realize it was on the holiday!!! I'm meeting with our fiscal sponsor to walk through the vendor system and I'll let you know if we have any trouble with getting set-up in ContractHQ. I didn't receive confirmation that our ACH form was received from the email you indicated so I'll send it again with a copy to you in a separate email.

Thank you for your continued support throughout this process and as always, I look forward to receiving your response!

Best wishes for a safe and warm holiday weekend,

Jocelyn Basley, Community Consultant

Project Lead for the Neighborhood Collaborative Project (NCP)

On Wed, Jan 11, 2023 at 3:11 PM Pelow, Faye <FayePelow@monroecounty.gov> wrote:

Hi Grantees,

I hope that you are all doing well! A few things as you finish up your surveys. First, If I sent you an email and requested that you complete the attached ACH form (on 11/16) and you have not yet sent it to MCVendorReq@monroecounty.gov, please fill out the form (attached), return it to that email and CC me.

If you have not yet created a login for ContractHQ, please find the instructions below:

[Instructions for a vendor to have a new profile and associated users in ContractHQ:](#)

Please use the following link to register on our online contracting system, ContractHq:
<https://contracts.monroecounty.gov/login>

Then click the **vendor request form (online)** and select the radio button for a "New Vendor." Fill out the form and then select the green circle button to add user accounts you may need (at least one user for each vendor. If you only indicate one, that person will be the signatory. If you add more than one, the signatory must be defined. You can add as many user accounts as you would like).

Please indicate in the notes section that this is for an ARPA contract.

Click **Submit Vendor Request** and the request will be reviewed and approved by someone in Purchasing.

Contrack HQ

You have successfully logged out

You are attempting to gain access to a secure system and are required to read and acknowledge the [Electronic Submission Notice](#)

Contracts processed through this system will be made available to the public and searchable online in a digital format

By entering your username and password, you are acknowledging that you have read and understand the [Electronic Submission Notice](#) when you click the "I Accept" button

Username:

Password:

Forgot your username or password? Enter either your email address or your username below to have your login details emailed to you

[vendor manual](#) | [email help](#)
[vendor request form](#) | [real time](#)

Let me know if you have any questions- thanks!

Dr. Faye Pelow

Community Development Initiatives Manager

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

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From: [Neighborhood Collaborative Project](#)
To: [Pelow, Faye](#)
Cc: [Case Caico, Rebecca](#)
Subject: Re: ARPA Q&A Follow Up
Date: Tuesday, January 10, 2023 12:12:31 AM

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Thank you!

On Mon, Jan 9, 2023 at 10:57 AM Pelow, Faye <FayePelow@monroecounty.gov> wrote:

Hi Jocelyn,

Your survey should now be unlocked. Let me know if you continue to have any issues.

Thanks,

Dr. Faye Pelow

Community Development Initiatives Manager

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

From: Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>
Sent: Saturday, January 7, 2023 10:13 PM
To: Pelow, Faye <FayePelow@monroecounty.gov>
Subject: Re: ARPA Q&A Follow Up

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~~~~~  
Hi Faye,

Unfortunately, when I login to the portal, everything is still read-only from our November 30th ARPA Survey submission so I cannot upload the documents you've requested or access our responses to copy & paste into a Word document for our records. Hopefully you can unlock the portal on your end so that I can access and update our submission.

As always, thank you for your continued assistance and support.

*Jocelyn Basley, Community Consultant*

**Project Lead for the Neighborhood Collaborative Project (NCP)**

On Thu, Jan 5, 2023 at 12:53 PM Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)> wrote:

Hi Jocelyn,

We are fielding a lot of questions/ having several meetings with grantees who are working on their survey deliverables right now so I do not anticipate that we will provide any additional feedback before the week of the 16<sup>th</sup>. We have taken a preliminary look at some of the information provided by the grantees, but we will be doing a deep dive that week and will be meeting with legal to go over what has been provided in the weeks following as we prepare contracts- they will be involved in providing further direction regarding any edits to your scope of work. Taking a look, it does not look like you uploaded a resume for Tina in the portal but she is listed under personnel so we will need that. It also looks like the budget was provided in a pdf- could you please provide a version of this in the excel format that we had discussed with the grantees? We appreciate the narrative provided, but the excel spreadsheet will help up to confirm totals and help with any data analysis that we may need to perform as we identify reporting metrics.

If you have any specific questions about the survey or deliverable, please feel free to ask. We are also happy to meet with you to go over any questions that you may have.

Thanks!

**Dr. Faye Pelow**

*Community Development Initiatives Manager*

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

**From:** Neighborhood Collaborative Project <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>

**Sent:** Thursday, January 5, 2023 12:27 PM

**To:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>

**Subject:** Re: ARPA Q&A Follow Up

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~~~~~

Thanks for getting back to me so quickly - I appreciate your response. Do you anticipate providing feedback before or after January 16th and is there anything outstanding from my end?

On Thu, Jan 5, 2023 at 11:04 AM Pelow, Faye <FayePelow@monroecounty.gov> wrote:

Hi Jocelyn,

I hope that you had a wonderful holiday season as well! Unfortunately we do not have the ability to create a clean PDF from the system that we can send over to you. You can print from the system or create print screens/ snip the material to create your own documents if you would like to create your own PDFs. We do not have any feedback for you at this time- we will be reviewing the surveys more in depth in the coming weeks and will be in touch accordingly.

Best,

Dr. Faye Pelow

Community Development Initiatives Manager

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

From: Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>

Sent: Thursday, January 5, 2023 8:02 AM

To: Pelow, Faye <FayePelow@monroecounty.gov>

Subject: Re: ARPA Q&A Follow Up

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~~~~~  
Good morning Faye and happy new year!

Just checking in with you regarding our previous requests - is it possible for you to provide a PDF/print ready copy of our ARPA Survey responses from your side of the grant portal and do you have any feedback, corrections or concerns with our initial submission from November 30th?

Hope you and yours enjoyed a wonderful holiday season and I look forward to hearing from you soon.

*Jocelyn Basley, Community Consultant*

Please let us know if you have any additional questions or need further support as you work through your survey deliverables in the portal. We would be happy to schedule 1:1 meetings with you and your teams or answer any questions you have via email- reach out at any time.

Thank you again! Happy Holidays!

**Dr. Faye Pelow**

*Community Development Initiatives Manager*

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

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**From:** [Neighborhood Collaborative Project](#)  
**To:** [Pelow, Faye](#)  
**Cc:** [Case Caico, Rebecca](#); [tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)  
**Subject:** Re: YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer Letter for our Fiscal Sponsor  
**Date:** Thursday, December 22, 2022 6:51:18 PM  
**Attachments:** [image001.png](#)

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~~~~~  
Please forward the draft letter Tina shared with your legal team for review and any necessary corrections. Once approved, please return a signed copy on County letterhead as requested.

Thanks so much and happy holidays!

Joelyn Basley, Community Consultant
Project Lead for the Neighborhood Collaborative Project (NCP)

On Wed, Dec 21, 2022 at 11:47 AM <tinap@commresourcecollab.org> wrote:

All:

Thank you for the quick response. Please see below and edit as necessary. I appreciate the support!

To whom it may concern:

This is a letter from Monroe County in connection to the ARPA funding awards. We want to clarify that Community Resource Collaborative Inc. (CRC), a 501 (c)3, is the fiscal sponsor, or passthrough, of the award to the Neighborhood Collaborative Project (NCP), not the recipient as stated in the media and on other social platforms.

We want to clarify they are the fiduciary or trustee of the funding only. They are not responsible for the programming, organizational partners or the initiative itself. CRC is a valued piece to NCP in that it is managing the funding for the agencies and organizations who are doing the work on the community/grass roots level in accordance with the grant guidelines.

We want to make sure the misconception is cleared up so their other potential avenues and streams of funding are not impacted by misinformation, misinterpretation or misconception.

Should you have any additional questions, please feel free to contact

Thank you in advance for your support of the work Community Resource Collaborative Inc. does for our community.

In gratitude,

Tina

Tina Paradiso

Executive Director



Community Resource Collaborative

(O) 888-444-1060 x2000

(C) 585-261-4475

From: Pelow, Faye <FayePelow@monroecounty.gov>

Sent: Wednesday, December 21, 2022 9:47 AM

To: Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>; Tina Paradiso <tinap@commresourcecollab.org>

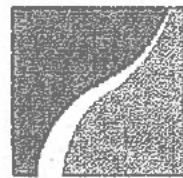
Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>

Hi Faye!

Congratulations on the approval of the ARPA grants! I know you all worked hard and kept at it to get them approved before the end of the year. I reached out to Becky to see if it was possible to get copies of the ARPA applications as the Foundation is interested in seeing the organizations that applied and learning about potential projects that were funded and those that didn't make the cut due to limited funds; especially those that relate to education. She let me know she was out of the country (so she shouldn't have responded, lol) and to reach out to you.

Let me know if this is possible.

Berta



THE
COMMUNITY
FOUNDATION

Berta Rivera *(she/her)*

Director, Community Programs
Rochester Area Community Foundation
500 East Avenue, Rochester, NY 14607
585.341.4365 585.271.4100 (main)

Learn how you can *Take Charge of Change* at www.racf.org

This message was secured by **Zix**[®].

First let me thank you for today's webinar. I appreciate your sharing of information and look forward to receiving your feedback and guidance regarding our Survey submission.

The reason for this email is on behalf of our fiscal sponsor, Community Resource Collaborative (CRC). To date, all of the County Executive Office's media and printed communication regarding the ARPA awards has inaccurately purported that CRC is the proposed recipient of the award instead of accurately reflecting that CRC is solely the fiscal sponsor on behalf of the Neighborhood Collaborative Project. Unfortunately, this subtle nuance has caused CRC to not receive a pending grant award from Excellus BCBS because they mistakenly believe CRC has been awarded \$7.1M from the County Executive's Office.

It would be a significant help if you could provide a simple statement that acknowledges the budget and proposal submitted and awarded was for the Neighborhood Collaborative Project (NCP) and that the Community Resource Collaborative has been identified solely as NCP's pass-through fiscal agent.

If you have any questions or need further clarification, please feel free to reach out to Tina Paradiso who is copied on this email and can be reached by phone at 585-261-4475.

Thank you in advance for your consideration and immediate attention to this matter.

Jocelyn Baslev, Community Consultant

Project Lead for the Neighborhood Collaborative Project (NCP)

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Faye

Sent from my iPhone

Begin forwarded message:

From: Neighborhood Collaborative Project
<neighborhoodcollaborative@gmail.com>
Date: December 20, 2022 at 8:32:37 PM EST
To: "Pelow, Faye" <FayePelow@monroecounty.gov>, "Case Caico, Rebecca" <RebeccaCaico@monroecounty.gov>
Cc: Tina Paradiso <tinap@commresourcecollab.org>
Subject: **YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer Letter for our Fiscal Sponsor**

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~~~~~

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*Jocelyn Basley, Community Consultant*

**Project Lead for the Neighborhood Collaborative Project (NCP)**

**From:** [Pelow, Faye](#)  
**To:** [Neighborhood Collaborative Project](#); [Tina Paradiso](#)  
**Cc:** [Case Caico, Rebecca](#)  
**Subject:** RE: YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer Letter for our Fiscal Sponsor  
**Date:** Wednesday, December 21, 2022 9:45:59 AM

---

Hi Jocelyn,

We ran this by legal and they suggest that you draft a letter and we can review/ put on County letterhead. Could you or Tina please get that over to me today or tomorrow so we can get this to you before the holiday?

Thanks!

**Dr. Faye Pelow**

*Community Development Initiatives Manager*  
Monroe County Department of Planning & Development  
50 West Main Street, Suite 1150  
Rochester, NY 14614  
(585)753-2033 - Office  
(585)233-2030 - Mobile

**From:** Neighborhood Collaborative Project <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>  
**Sent:** Tuesday, December 20, 2022 8:32 PM  
**To:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>; Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>  
**Cc:** Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>  
**Subject:** YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer Letter for our Fiscal Sponsor

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---

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Thank you in advance for your consideration and immediate attention to this matter.

*Jocelyn Basley, Community Consultant*

**Project Lead for the Neighborhood Collaborative Project (NCP)**

Begin forwarded message:

**From:** Neighborhood Collaborative Project  
<[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>  
**Date:** December 20, 2022 at 8:32:37 PM EST  
**To:** "Pelow, Faye" <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>, "Case Caico, Rebecca"  
<[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>  
**Cc:** Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>  
**Subject:** **YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer**  
**Letter for our Fiscal Sponsor**

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Should you have an any additional questions, please feel free to contact

---

Thank you in advance for your support of the work Community Resource Collaborative Inc. does for our community.

In gratitude,  
Tina

Tina Paradiso  
Executive Director



Community Resource Collaborative  
(O) 888-444-1060 x2000  
(C) 585-261-4475

**From:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>  
**Sent:** Wednesday, December 21, 2022 9:47 AM  
**To:** Neighborhood Collaborative Project <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>; Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>  
**Cc:** Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>  
**Subject:** RE: YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer Letter for our Fiscal Sponsor

Hi Jocelyn,

We ran this by legal and they suggest that you draft a letter and we can review/ put on County letterhead. Could you or Tina please get that over to me today or tomorrow so we can get this to you before the holiday?

Thanks!

**Dr. Faye Pelow**  
*Community Development Initiatives Manager*  
Monroe County Department of Planning & Development  
50 West Main Street, Suite 1150

Rochester, NY 14614  
(585)753-2033 - Office  
(585)233-2030 - Mobile

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**Sent:** Tuesday, December 20, 2022 8:32 PM  
**To:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>; Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>  
**Cc:** Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>  
**Subject:** YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer Letter for our Fiscal Sponsor

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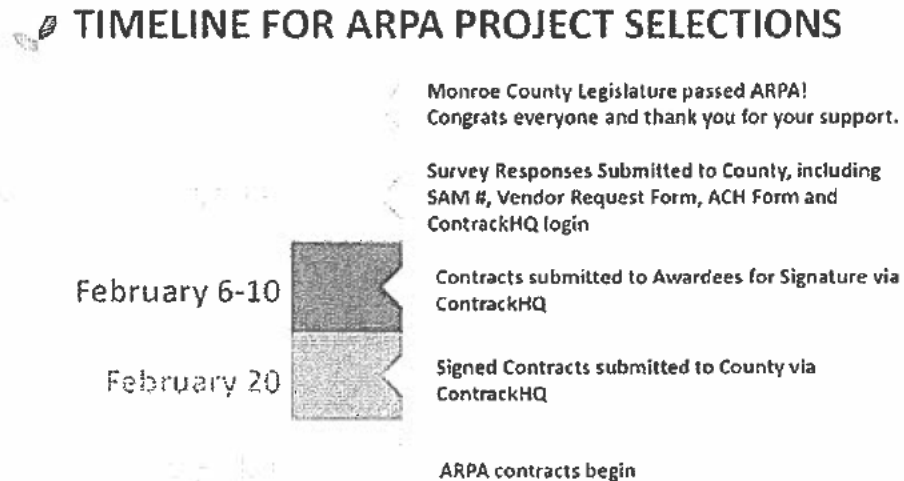
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Jocelyn Basley, Community Consultant
Project Lead for the Neighborhood Collaborative Project (NCP)

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Also attached is a copy of our Power Point slide deck from today.

Here is the updated timeline for deliverables and next steps:



Please let us know if you have any additional questions or need further support as you work through your survey deliverables in the portal. We would be happy to schedule 1:1 meetings with you and your teams or answer any questions you have via email- reach out at any time.

Thank you again! Happy Holidays!

Dr. Faye Pelow

Community Development Initiatives Manager

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

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From: tinap@commresourcecollab.org
To: "Case Caico, Rebecca"; "Neighborhood Collaborative Project"; "Pelow, Faye"
Subject: RE: YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer Letter for our Fiscal Sponsor
Date: Tuesday, December 27, 2022 1:28:37 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

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Thank you!

From: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>
Sent: Friday, December 23, 2022 1:45 PM
To: Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>; Pelow, Faye <FayePelow@monroecounty.gov>
Cc: tinap@commresourcecollab.org
Subject: RE: YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer Letter for our Fiscal Sponsor

Hello,

Attached is an electronically signed letter from the County Executive with language that should clarify the funding stream for Excellus.

I hope you enjoy your holidays!

Rebecca Case Caico (She/Her/Hers)
Deputy Director
Planning and Development
(585) 753-2005
1150 City Place
50 W. Main St.
Rochester, NY 14614



Adam J. Bello



From: Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>
Sent: Thursday, December 22, 2022 6:51 PM

To: Pelow, Faye <FayePelow@monroecounty.gov>

Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>; tinap@commresourcecollab.org

Subject: Re: YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer Letter for our Fiscal Sponsor

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~~~~~

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Thanks so much and happy holidays!

*Jocelyn Basley, Community Consultant*

**Project Lead for the Neighborhood Collaborative Project (NCP)**

On Wed, Dec 21, 2022 at 11:47 AM <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)> wrote:

All:

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To whom it may concern:

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Should you have any additional questions, please feel free to contact

---

Thank you in advance for your support of the work Community Resource Collaborative Inc. does for our community.

In gratitude,  
Tina

Tina Paradiso  
Executive Director



Community Resource Collaborative  
(O) 888-444-1060 x2000  
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**Sent:** Wednesday, December 21, 2022 9:47 AM  
**To:** Neighborhood Collaborative Project <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>; Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>  
**Cc:** Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>  
**Subject:** RE: YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer Letter for our Fiscal Sponsor

Hi Jocelyn,

We ran this by legal and they suggest that you draft a letter and we can review/ put on County letterhead. Could you or Tina please get that over to me today or tomorrow so we can get this to you before the holiday?

Thanks!

**Dr. Faye Pelow**  
*Community Development Initiatives Manager*  
Monroe County Department of Planning & Development  
50 West Main Street, Suite 1150  
Rochester, NY 14614  
(585)753-2033 - Office  
(585)233-2030 - Mobile

**From:** Neighborhood Collaborative Project <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>  
**Sent:** Tuesday, December 20, 2022 8:32 PM  
**To:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>; Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>  
**Cc:** Tina Paradiso <[tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)>  
**Subject:** YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer Letter for our Fiscal Sponsor



**From:** Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>  
**Sent:** Friday, December 23, 2022 2:39 PM  
**To:** Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>  
**Cc:** Pelow, Faye <FayePelow@monroecounty.gov>; tinap@commresourcecollab.org  
**Subject:** Re: YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer Letter for our Fiscal Sponsor

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Thanks Rebecca and happy holidays to you and the entire team!

On Fri, Dec 23, 2022 at 1:45 PM Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)> wrote:

Hello,

Attached is an electronically signed letter from the County Executive with language that should clarify the funding stream for Excellus.

I hope you enjoy your holidays!

Rebecca Case Caico (She/Her/Hers)  
Deputy Director  
Planning and Development  
(585) 753-2005

1150 City Place  
50 W. Main St.  
Rochester, NY 14614



Adam J. Bello



**From:** Neighborhood Collaborative Project <[neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)>  
**Sent:** Thursday, December 22, 2022 6:51 PM  
**To:** Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)>  
**Cc:** Case Caico, Rebecca <[RebeccaCaico@monroecounty.gov](mailto:RebeccaCaico@monroecounty.gov)>; [tinap@commresourcecollab.org](mailto:tinap@commresourcecollab.org)  
**Subject:** Re: YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer Letter for our Fiscal Sponsor

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Please forward the draft letter Tina shared with your legal team for review and any necessary corrections. Once approved, please return a signed copy on County letterhead as requested.

Thanks so much and happy holidays!

Jocelyn Basley, Community Consultant
Project Lead for the Neighborhood Collaborative Project (NCP)

On Wed, Dec 21, 2022 at 11:47 AM <tinap@commresourcecollab.org> wrote:

All:

Thank you for the quick response. Please see below and edit as necessary. I appreciate the support!

To whom it may concern:

This is a letter from Monroe County in connection to the ARPA funding awards. We want to clarify that Community Resource Collaborative Inc. (CRC), a 501 (c)3, is the fiscal sponsor, or passthrough, of the award to the Neighborhood Collaborative Project (NCP), not the recipient as stated in the media and on other social platforms.

We want to clarify they are the fiduciary or trustee of the funding only. They are not responsible for the programming, organizational partners or the initiative itself. CRC is a valued piece to NCP in that it is managing the funding for the agencies and organizations who are doing the work on the community/grass roots level in accordance with the grant guidelines.

We want to make sure the misconception is cleared up so their other potential avenues

and streams of funding are not impacted by misinformation, misinterpretation or misconception.

Should you have any additional questions, please feel free to contact

Thank you in advance for your support of the work Community Resource Collaborative Inc. does for our community.

In gratitude,
Tina

Tina Paradiso
Executive Director



Community Resource Collaborative
(O) 888-444-1060 x2000
(C) 585-261-4475

From: Pelow, Faye <FayePelow@monroecounty.gov>
Sent: Wednesday, December 21, 2022 9:47 AM
To: Neighborhood Collaborative Project <neighborhoodcollaborative@gmail.com>; Tina Paradiso <tinap@commresourcecollab.org>
Cc: Case Caico, Rebecca <RebeccaCaico@monroecounty.gov>
Subject: RE: YOUR ASSISTANCE IS NEEDED - Clarification / Disclaimer Letter for our Fiscal Sponsor

Hi Jocelyn,

We ran this by legal and they suggest that you draft a letter and we can review/ put on County letterhead. Could you or Tina please get that over to me today or tomorrow so we can get this to you before the holiday?

Thanks!

Dr. Faye Pelow

From: Myra Brown
To: mbrown@spirituschristi.org; Ann Graham
Cc: Eileen Hurley; Jim Smith; Pelow, Faye
Subject: Re: ARPA Funding
Date: Wednesday, November 23, 2022 8:44:56 AM

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Ann, thank you for reaching out and sharing your feedback. Forgive my long and what I hope is a thorough response, but I want to make sure we understand each other around this issue of equitable distribution of funding. First, let me say that it is my understanding that the list had not made it through the legislative approval and voting process yet, and that the funds allocation was set for 2023 when that process concludes. I believe that part of the anxiety is the premature release of information regarding these organizations and communications that were sent out. That part is for the politicians to figure out.

I am attaching an article that I think would be essential for you to read as we engage this issue and concerns around our call for equitable funding distribution. Please know that I am available to talk more about this anytime you are available. My direct number is 585-966-9082. I realize that email is probably not the best way to communicate, such an emotional topic around race and equity, so I hope we can talk more.

You can find the article here:

<https://racialequity.org/2020/04/are-you-funding-predominantly-white-organizations-to-do-racial-justice-work/>

When we spoke of racial equity and equitable dispensation of AARPA funds, we are talking about the disproportionate designation of those funds to White led and owned organizations in comparison to Black ones, which is indisputable and remains a huge problem not only in our county, but in our city as well, when it comes to funding allocations, grant requests etc. as I have been in conversation with black led organizations for the last two years listening to their concerns. As a side note, did you know for example that there is not one Black led organizational contract with the county to house the street homeless?

As Black pastors, we don't want to be the ones who have to call for justice around this, but someone has to or nothing will change. In the best scenario we would like for white led organizations to pose these questions with us as they seek funding. While we acknowledge the good work white led organizations are doing, it is a

paternalistic model that often leaves Black led organizations off the board to work effectively in their own communities as credible messengers, and culturally relevant service providers. The call for justice should not be seen as an affront to work like yours, but an expansion of it to include Black led organizations who are also seeking to do good work. Equity benefits us all.

As we stood before the media cameras, our thought was that we would also like the Monroe County legislature and County Executives office to be a place where Black led and owned organizations receive the same funding consideration that white led and owned organizations do. Repeatedly, they do not. In our county and city, it is preferred that white organizations are trusted and invested in to take care of people of color through their programs, while investments in Black led organizations to take care of people of color are minimal investments at best beyond the three on this list. Yet, Black voters like white voters have gone to the polls to pull levers for these same leaders and deserve the same consideration and opportunities. When paternalism is the preferred model over an equitable one, it becomes a racist model for service delivery and funding.

It is why I and many of these Black pastors have shown up at their meetings fighting for things like redistricting maps that are directly connected to resources in both Black and white communities. As you know the result was that it was vetoed by Bello and the Black community was paternalized saying we didn't deserve any more representation and that we are in essence "effectively black". While I am still working to get a map that will enfranchise the collective black community, I know that representation is always tied to resources.

I and these Black pastors returned again to this legislature to support the appointment of a Black led Public Defender's office and again, this legislature with Bello's support voted it down, even though he was deemed the highest qualified by the hiring committee, but instead, they created an alternate process to maintain a transparent preference for whiteness in its appointment of Julie Cianca who was previously voted down by the legislative committee that we as Black pastors bore witness to with our own eyes. This was another slap in the face of Black Pastors, the Black community, and Black leaders calling for equity and inclusion.

Now, a list of recipients have been selected with disproportionate representation again of the Black community as it relates to Black led and owned organization dollar allocation. It is rumored to include political patrons who allegedly gave funds to the Bello campaign.

The fact is that out of the list of 40 organizations, only 5 are potentially black led and owned organizations, with any significant investment given. That is not our idea of equitable distribution of funds and these patterns of racial injustice is what we as Black pastors pointed out at our press conference.

So, while this fight may seem merely political to you and that we don't have adequate information, I assure you that there is more at stake here than politics, and assumed ignorance on our part. There is a much bigger picture of equity and inclusion

happening here in our County that must be addressed in an ongoing manner. We are not against your organization receiving its funding or ours. We are a church with a commitment to anti-racism along with the Black pastors who stood with me and these issues are important in leaning into that commitment.

There is a quotes that have been helpful to me in this by John Stewart Mill that says, "He should not be lulled to repose by the delusion that he does no harm who takes no part in public affairs. **He should know that bad men need no better opportunity than when good men look on and do nothing.** He should stand to his principles even if leaders go wrong."

While we don't designate these folks as inherently bad, we do designate the place where decisions are being made as coming from a bad place if anti-blackness and structural racism continues to be a running theme in decision making and resource allocation.

Here is the list that was announced:

- <!--[if !supportLists]-->1. <!--[endif]-->Rochester ENergy Efficiency & Weatherization (RENEW)-
- <!--[if !supportLists]-->2. <!--[endif]-->The Research Foundation for SUNY Brockport
- <!--[if !supportLists]-->3. <!--[endif]-->YMCA of Greater Rochester
- <!--[if !supportLists]-->4. <!--[endif]-->Urban League of Rochester, NY, Inc
- <!--[if !supportLists]-->5. <!--[endif]-->Monroe Community College
- <!--[if !supportLists]-->6. <!--[endif]-->Multicraft Apprenticeship Preparation Program, Inc.
- <!--[if !supportLists]-->7. <!--[endif]-->St. Joseph's Neighborhood Center
- <!--[if !supportLists]-->8. <!--[endif]-->Department of Pediatrics UR Medicine and Rochester Regional Health
- <!--[if !supportLists]-->9. <!--[endif]-->Baden Street Settlement of Rochester, Inc
- <!--[if !supportLists]-->10. <!--[endif]-->Healthy Baby Network
- <!--[if !supportLists]-->11. <!--[endif]-->Deaf Refugee Advocacy
- <!--[if !supportLists]-->12. <!--[endif]-->Mary Cariola Center
- <!--[if !supportLists]-->13. <!--[endif]-->Reentry Association of WNY, Inc.
- <!--[if !supportLists]-->14. <!--[endif]-->Willow Domestic Violence Center of Greater Rochester, Inc.
- <!--[if !supportLists]-->15. <!--[endif]-->Volunteers of America of Western New York, Inc.
- <!--[if !supportLists]-->16. <!--[endif]-->EnCompass: Resources for Learning
- <!--[if !supportLists]-->17. <!--[endif]-->Foodlink, Inc.

- <!--[if !supportLists]-->18. <!--[endif]-->Mt. Olivet Baptist Church
- <!--[if !supportLists]-->19. <!--[endif]-->Trillium Health
- <!--[if !supportLists]-->20. <!--[endif]-->Lifespan of Greater Rochester
- <!--[if !supportLists]-->21. <!--[endif]-->Community Resource Collaborative on Behalf of the Neighborhood Collaborative Project
- <!--[if !supportLists]-->22. <!--[endif]-->Dress for Success Rochester
- <!--[if !supportLists]-->23. <!--[endif]-->Big Brothers Big Sisters of Greater Rochester NY
- <!--[if !supportLists]-->24. <!--[endif]-->Veterans Outreach Center, Inc.
- <!--[if !supportLists]-->25. <!--[endif]-->Consumer Credit Counseling Service of Rochester
- <!--[if !supportLists]-->26. <!--[endif]-->Providence Housing Development Corporation
- <!--[if !supportLists]-->27. <!--[endif]-->FLPPS
- <!--[if !supportLists]-->28. <!--[endif]-->Center for Community Alternatives
- <!--[if !supportLists]-->29. <!--[endif]-->Monroe County Department of Planning
- <!--[if !supportLists]-->30. <!--[endif]-->Monroe County Sheriff
- <!--[if !supportLists]-->31. <!--[endif]-->Monroe County Public Health/ DHS
- <!--[if !supportLists]-->32. <!--[endif]-->Monroe County Public Health
- <!--[if !supportLists]-->33. <!--[endif]-->Monroe County Public Safety
- <!--[if !supportLists]-->34. <!--[endif]-->Monroe County Public Safety
- <!--[if !supportLists]-->35. <!--[endif]-->Monroe County Public Safety
- <!--[if !supportLists]-->36. <!--[endif]-->Monroe County DHS
- <!--[if !supportLists]-->37. <!--[endif]-->Monroe County DHS
- <!--[if !supportLists]-->38. <!--[endif]-->Monroe County Department of Planning
- <!--[if !supportLists]-->39. <!--[endif]-->Monroe County DEI

On Tuesday, November 22, 2022, 09:10:08 PM EST, Ann Graham <agraham@rawny.org> wrote:

Dear Rev. Myra,

I was very upset to see a story on Channel 13, where a group of local Black pastors claimed that the Federal ARPA funds have somehow been distributed inequitably. The Reentry Association of WNY is one of the grant recipients (or will be, if the County Legislature ever let it come up for a vote). We work with men and women coming out of jails and prisons to ensure they can stabilize in the community and receive the services they and their families need. A portion of our funds are going to Spiritus Christi's Mental Health program. The application process was long and thorough, and the scoring of applications was determined by the Federal government. Over 25 years in non-profit work, I've applied for scores of grants and I can sincerely say I've never been through a more grueling, detailed application process. Sadly, this has turned into a political fight between Sabrina LaMar and Adam Bello, that is accomplishing nothing but punishing the most vulnerable people in our community. Please consider reaching out to someone who knows the facts:

Dr. Faye Pelow

Community Development Initiatives Manager
Monroe County Department of Planning &
Development
50 West Main Street, Suite 1150
Rochester, NY 14614
(585)753-2033 - Office
(585)233-2030 - Mobile

Thank you for your attention to this.

Most sincerely,
Ann



Ann M. Graham
President/CEO
Phone: 585.773.9079
agraham@rawny.org

www.rawny.org

From: janelle.duda-banwar
To: Pelow, Faye
Subject: Re: County of Monroe American Rescue Plan Act (ARPA) Subrecipient Questionnaire and Action Items
Date: Sunday, October 16, 2022 7:33:32 PM

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Good evening Dr. Faye Pelow,

Thank you for sharing this information and your continued guidance during this pending post-award process. I was wondering if/when applicant/grantee proposal score and reviewer(s) feedback would be made available? As you are aware the Neighborhood Collaborative Project (NCP) is not a standalone single nonprofit entity but exists as a collaborative with a fiscal sponsoring agency, Community Resource Collaborative. So, in reviewing the Grantee Survey and Action Item attachments, we expect to adopt, follow and use the insurance certifications, policies and procedures of our fiscal sponsoring agency for the overall Project and incorporate the same language and expectations outlined under your **COMPANY POLICIES AND INSURANCE DOCUMENTS and the ADDITIONAL FEDERAL GRANT REQUIREMENTS** sections in our TBD participating partner agreements. Is this a reasonable and allowable expectation or are there other circumstances that we will need to consider and comply with?

Perhaps this information will be covered by our upcoming technical assistance webinar and if so, my apologies for "jumping the gun" with my questions; if not, I appreciate your consideration, look forward to receiving your response and meeting you virtually Tuesday at 10am.

Stay safe and be well . . . Best wishes for a fabulous week!

*Jocelyn Basley, Community Consultant*

**Project Lead for the Neighborhood Collaborative Project (NCP)**

On Thu, Oct 13, 2022 at 12:43 PM Pelow, Faye <[FayePelow@monroecounty.gov](mailto:FayePelow@monroecounty.gov)> wrote:

Good Afternoon,

Congratulations again on your successful application to Monroe County! We look forward to working with you and are here to help you navigate this process.

We anticipate the Monroe County Legislature to vote on the approval of the funding of your project at its meeting on November 15, 2022. While we cannot guarantee your project will be approved by the Legislature, we strongly encourage you to begin looking over /gathering the requested information attached in anticipation of that date. After the vote, we will all be under a short time frame to finalize contracts before the January 1, 2023 deadline- especially

bearing in mind that this will be during the holiday season. Please consider preparing materials and gathering documents for the attached survey and submitting it to the County as soon as you are able via the ARPA portal at <https://www.monroecounty.gov/arpa-rfp>. We are currently creating this survey in the portal so it will not be complete by the time we send out this email, but we hope to have it finalized by the 18<sup>th</sup> or shortly after. We will alert you when it is open and ready for you to start adding your responses and documents.

If you have any questions, please feel free to reach out or bring them with you to the Q&A session on October 18<sup>th</sup> at 10 AM. We will have additional details regarding the process as well as representatives from our PTAC, Legal and DEI departments available to answer clarifying questions.

Thank you all for your cooperation and partnership!

**Dr. Faye Pelow**

*Community Development Initiatives Manager*

Monroe County Department of Planning & Development

50 West Main Street, Suite 1150

Rochester, NY 14614

(585)753-2033 - Office

(585)233-2030 - Mobile

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**From:** [mcrfpcoordinator@monroecounty.gov](mailto:mcrfpcoordinator@monroecounty.gov)  
**To:** [neighborhoodcollaborative@gmail.com](mailto:neighborhoodcollaborative@gmail.com)  
**Subject:** Monroe County RFP for American Rescue Plan Act Funding Opportunities  
**Date:** Friday, September 9, 2022 2:04:13 PM

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**Jocelyn Basley**

I am writing to inform you that **Community Resource Collaborative on Behalf of the Neighborhood Collaborative Project** has been selected to receive ARPA funds for **Neighborhood Collaborative Project (NCP)**.

I am pleased to share that Monroe County Executive Adam Bello will be submitting your project to the Monroe County Legislature next week for consideration with a final vote expected in October. Pending final approval from the Legislature and successful contract negotiations, a grant contract agreement will be sent to you by the Department of Planning and Development.

Through Monroe County's Bring Monroe Back Initiative, Monroe County has become aware of other potential funding opportunities outside of the County's ARPA Funding Opportunities. Monroe County intends to share your proposal with community organizations outside of the County in the event such organizations are interested in jointly funding **Neighborhood Collaborative Project (NCP)** for a total amount not to exceed **\$7,160,849**. If you **do not want** your proposal shared with other community funders and want to pursue funding only through Monroe County, please email [bringmonroeback@monroecounty.gov](mailto:bringmonroeback@monroecounty.gov) by September 16, 2022.

Thank you,  
Monroe County Purchasing