

## Stakeholder Responses to CoVid19 CDBG Funding Items for LCCEDD Plan Amendment

4-16-2020

12:18 PM

Should I presume that the funds are for future purposes and not for reimbursement of items that have already been purchased?

I believe, at least in the foreseeable future, standard operating procedures will require our employees to wear PPE (masks, gloves, Tyvek suits, etc.) and that crews will have readily available hand wash and sanitizer onboard their equipment. Maybe thermometers to record temperatures of employees, or is that getting too intrusive? Intercom systems to minimize public contact for persons showing up to public facilities?

John M. Bach, Public Works Director  
Town of Highland  
3333 Ridge Road  
Highland, Indiana 46322  
(219) 972-5069

12:46 PM

Then I would like to allocate funds for all. Any suggestions on the amount to allocate? I know we should give to NWI food bank. As far as transportation do we contact Townships?

Councilwoman Cid: Yes to transit if CoVid19 patient related in areas we can assist, Yes to rent and mortgages in areas we can assist and yes all food banks. Tim

On Apr 16, 2020 11:35 AM, "Cid, Christine" <[cidcx@lakecountyin.org](mailto:cidcx@lakecountyin.org)> wrote:  
Tim,

Do you know if these funds can be used to give money to food banks or township for transportation needs, especially in the areas where folks are most vulnerable? Or, can it be used to assist with rent?

Christine Cid  
Lake County Councilwoman - 5th District

4:32 PM

Please see the attached letter from Sheriff Oscar Martinez Jr.

Thank you  
Raquel Guerrero

(Letter is attached at the end of this doc.)

4:39 PM

Lori Burke,

The Town of Schererville purchased a pallet of sanitizer which we shared with several communities the cost was over \$7,000.00. We are planning on billing the others for their share of the product but it would be great if this purchase would qualify under this program. How do we find out?

Sincerely,  
Bob Volkmann

4:40 PM

Thank you for the opportunity to respond and let you know that the Town of New Chicago would welcome any and all money available to help combat, recover, and prepare for future events with this Coronavirus pandemic.

Needs:

Reimbursement for purchases of gloves, masks, bleach wipes, hand sanitizer as well as funds to continue to purchase more of these items throughout the year.

We need hazard pay for our essential workers (police, police clerks, utility workers, water clerks).

We need funds to replace the glass panes for our water department. They currently have a central open hole which we cannot continue to allow when we open the doors to the public as it would expose our clerks to the virus.

We need funds to help pay for the sanitizing of all playground equipment in our parks. We don't have staff for this and will need to hire it to be completed and keep our citizens safe.

Do you need estimated dollar amounts for these needs at this time?

As an aside, Sue Pelfrey said to tell Tim that we are poor and need help! :-)

Thanks,  
Dorothy R Zimmer  
Clerk Treasurer  
Town of New Chicago

8:39 PM

The Lake County Coroner's Office is in an emergent need of an indoor cooler to prevent spread of COVID-19 during this state of emergency pandemic. This cooler is to maintain a temperature controlled environment for the deceased to prevent the spread of infection. The Coroners Office has the physical space to place this cooler.

May I please ask that this be put in place immediately and that this be a priority item during this pandemic.

As Coroner, I must be prepared for this pandemic. Prior to the pandemic we were struggling with the challenges of adequate cooler space. Now more than ever we are in a very urgent need.

As Coroner, I must respond to death calls rapidly and bring the deceased into our care for a Coroners investigation.

In addition we are in urgent need of 20 new stainless steel carts with table tops with a cost of approximately \$40,000. To prevent the spread of COVID-19 we are also in need of PPE supplies and morgue supplies.

Additionally, while responding to multiple calls over 17 cities and towns we are in need of an SUV for transportation of deceased. Many corners offices are now using this type of vehicle and it is a most cost-effective option.

May I please ask for your assistance in this very emergent need.

Respectfully,  
Merrilee Frey  
Lake County Coroner  
RN, BSN, MS, FNE

4-20-2020

12:59 PM

The Town of Munster has been tracking our Covid-19 related expenses.

I would like to submit the attached invoice for Cleaning Specialist, Inc. for the amount of \$ 11,593.00 for reimbursement through the CARE's Act Funding; Public Law 116-136 via the Lake County Community Economic Development Department.

Cleaning Specialist, Inc. provided a thorough Covid-19 cleaning, disinfection, and sanitization of eight of our municipal buildings to protect our employees and the public. The cleaning was done specifically to prevent the spread and to prepare for and respond to the coronavirus.

Thank you for your consideration.  
Respectfully submitted,  
Wendy Mis  
Town of Munster  
Clerk-Treasurer, Town of Munster

4-21-2020

9:53 AM

In-pact Inc. would like to request \$100,000.00 of the allocated Covid funding. Specifically we have spent funds for quarantine site preparation equipment and sterilization, PPE supplies, and added staffing due to school and day program closure. Please advise what additional information you require in follow up to this request.

Sincerely,  
Herb Grulke CEO  
In-pact Inc.

1:52 PM

Please find attached a letter requesting funding for the Lake County Quarantine/Isolation Safe Site Shelter

If questions or concerns, please call me

Thanks in advance Tim

Warmly,  
Sharron Liggins

(Letter is attached to the end of this doc.)

2:52 PM

Attached please find our CARES Act Funding Request, respectfully submitted. Should you need anything else in consideration of this request, please feel free to contact me by email or by mobile phone during this time at (219) 775-5328. We appreciate your continued partnership and this opportunity to apply. Wishing you and your team great health and wellness during the continuing public health crisis.

Kindly,

(The second attachment titled "Helping Hand (draft) Application Worksheet - 2020" is a reference document noted in the LCCEDD Grant Request document, thank you.)

Andrea Sherwin, President & CEO  
Mental Health America

(Letter is attached to the end of this doc.)

4:00 PM

I am proposing several suggestions to Lake County for the use of the additional CDBG funds (\$886,613) to meet COVID related needs. These suggestions also reflect potential requests by the City if deemed eligible, particularly 1), 2), & 3) noted below.

The City of Hobart, and potentially other communities, could make use of these funds to retrofit our public facilities to create a safer work place for both employees and the public. This could be one or more of the following improvements: 1) reduce unknowing disease spread via physical barriers at public counters, 2) remote communication like drive-up stations with pneumatic tube delivery systems, 3) modifications to HVAC systems with incorporation of UV lighting and/or special filters, and 4) modifications to ingress/egress locations to screen entering public and/or employees.

In addition any program that could assist small businesses in our historic downtown would be most beneficial. Often with older buildings the financial needs are greater for small business operations in terms of building upkeep or renovation. If there were CDBG programs that could assist in the retention of these small businesses whose needs may not be addressed by other programs I would suggest Lake County consider this as well. Also programs might be needed to attract new small businesses to replace

those that may not survive. A vibrant downtown, especially in Hobart, is important to a community's quality of place.

While at present our need for PPE is being met, there may be a point in the future where supplemental funds for these type of purchases will be needed.

Please let me know further details on how the City of Hobart can apply for additional CDBG funds. I appreciate your request for our input.

Thank you,

Mayor Brian Snedecor

4-22-2020

10:46 AM

Good Morning,

Please find the attached letter requesting the CARES act funding.  
Please let me know if you need anything further.

Thank you,  
Dawn

Dawn Michaels  
Executive Director  
Habitat for Humanity of Northwest Indiana

(Letter is attached to end of doc.)

12:06 PM

Please see attached letter regarding your request for input for potential community needs associated with the coronavirus pandemic.

John M. Bach, Public Works Director  
Town of Highland

(Letter is attached to end of doc.)

Stakeholder Response Document to be emailed to LCRDC & Att., Commissioner's, Commissioner's Staff, County Council, LCCEDD Staff, and LCCEDD HUD Consultant on 4-22-2020 at 12:30 PM. Tim Brown

OSCAR MARTINEZ JR  
LAKE COUNTY SHERIFF

LAKE COUNTY, INDIANA

April 16, 2020

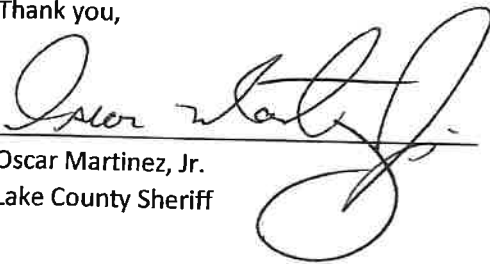
Mr. Tim Brown  
Executive Director  
Lake County Community Economic Development Department

Re: CARE's Act Funding; Public Law 116-136

Mr. Brown;

Since March 31, 2020, the Lake County Sheriff's Office, which includes Administrative, Law Enforcement, and Jail operations has incurred expenses in regards to our efforts to prevent, prepare for, and respond to the coronavirus pandemic. These expenditures were required to ensure that Lake County Sheriff's Office civilian and sworn employees would be able to continue to safely provide essential and emergency services to the public, and protect the health of our inmate population, our employees, and their families.

Thank you,



Oscar Martinez, Jr.  
Lake County Sheriff



April 21, 2020

Timothy Brown, Executive Director

Lake County Economic Development

2293 North Main Street

Crown Point, IN 46307

**RE: Quarantine/Isolation Shelter /Safe Site Funding Request**

Dear Mr. Brown,

Please accept this letter on behalf of the Continuum of Care Network NWI, Inc., Region 1-A of the BOS/COC of Indiana, serving the entire Lake County area on behalf of the homeless citizens and those precariously housed. The population we serve are found in the LMI citizenry of our county. The Continuum of Care has membership of approximately 40 plus organizations that provide direct and indirect services to the LMI/homeless/precariously housed individuals and families. Therefore, the Continuum of Care is seeking funding for the reason expressed below.

Due to the COVID-19 pandemic, we are now national faced with as well as in our county, the need for a Quarantine/Isolation Shelter (QIS) has now been required to aid in fostering the Shelter-in-place and isolation for those who but for the QIS will be without proper care and housing during this time. The shelter concept is for the homeless who through

Medical professional services/referral:

- (a) Have been tested by a medical professional and are awaiting the COVID-19 test results,
- (b) Been diagnosed and tested positive with the need of shelter but not hospitalization,
- (c) Have been hospitalized with COVID-19 and are ready for discharge, but have not been symptom free for at least 72 hours

Referrals can be made by:

- (a) Emergency Departments and hospitals,
- (b) Outpatient clinics, (i.e. Marram, Methodist Clinics, CHN, North Shore, etc.)
- (c) Public Health Departments within Lake County

The shelter location will be at the Red Roof INN, 8290 Georgia Street, Merrillville, IN. The opening date is being negotiated with details and established criteria as set by the Indiana State Health Department and State-wide FSSA.

"The purpose of this program is to maintain the health and safety of the clients in its care, the staff and volunteers of the program, and society as a whole. This program is established in accordance with Executive Order 20-02, which declares that a public health disaster emergency exists in Indiana attributable to COVID-19 and orders all health care providers to "cooperate with the ISDH in its response to the public health disaster emergency and the implementation of this [EO 20-02]." As such, this program and those carrying out the functions of this program are subject to the immunity granted by various state and federal statutes, including, but not limited to, Indiana Code 10-14-3-15 and Indiana Code 34-30-13.5 *et seq.*"

Again, the request of funds from the CARES ACT stimulates dollars for the Isolation shelter in Lake County would be of great benefit to serve those homeless and precariously housed who are impacted by COVID-19 in this time of crisis. The Funds would be used for the operations/supplies/PPE/food/equipment/transportation needs of the Quarantine/Isolation Shelter.

If greater details are required, do not hesitate to contact me at [Sharronliggins@aol.com](mailto:Sharronliggins@aol.com) and/or 219-613-7571.

I am most grateful with deep appreciation for any support you may provide us for the Quarantine/Isolation Shelter.

Sincerely,

*Sharron Liggins*

Sharron Liggins, Consulting Executive Director

Continuum of Care Network NWI, Inc

Chair, Region 1-A BOS/COC/IHCDA





**Tim Brown**  
**Executive Director**  
Lake County Community Economic  
Development Department  
2293 N. Main St., Rm. A-310  
Crown Point, IN 46307

**Lori Burke**  
**Deputy Director**  
Lake County Community Economic  
Development Department  
2293 N. Main St., Rm. A-310  
Crown Point, IN 46307

**DATE: April 22, 2020**  
**SUBJECT: CARES Act Funding Request**

Mental Health America of Northwest Indiana (MHANWI) respectfully requests funding support through the Lake County Community Economic Development Department (LCCEDD) in the amount of **\$20,000** for COVID-19 relief for **(A)** program family emergency financial relief to sustain housing and utilities; and **(B)** to provide for the purchase of PPE materials for our essential work staff. Costs are detailed below in this request and are submitted humbly and with thanks for the opportunity to request support.

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**About Mental Health America of Northwest Indiana**

A grateful and longstanding partner of the LCCEDD, Mental Health America of NWI has served the community for over 60 years. We have a unique focus on prevention and early intervention to ensure the health and wellbeing of our community. Our work eliminates the occurrence and impact of abuse, neglect, and other barriers limiting positive mental and physical health.

Much of our programming is dedicated to parent/child support through home visitation (building protective factors in the home). We also serve and advocate for all individuals living with mental illness in our community. Our mission is to transform our communities through proven programs that educate, empower, and strengthen the way families function for life.

Over 90% of the families we serve live at or just above poverty level; and all MHANWI programs and services are offered at NO COST to participating families.

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**Request (A) – Program Family Emergency Financial Relief to Sustain Housing & Utilities - \$15,000**

Funds requested will be used to provide **emergency financial support** to program families in crisis due to COVID-19 (layoffs, furloughs, and job loss). Many of our families struggle daily to make ends meet under normal circumstances, let alone the added stress and impact of global pandemic. We have built trusting, in-home relationships with each of the families we serve, and are often the first line of support for families during times of crisis. Many families are forced to choose ... “which bill can I pay this month?” putting families in a pattern of financial and emotional distress. To help reduce stressors associated with these constraints, we provide all services at NO COST to participating families, regardless of socioeconomic status; and we work with other community partners to ensure effective referrals to help reduce strain on all families.

With the financial impact of COVID-19, constraints on these families is escalating. We would like to utilize \$15,000 of the full amount requested to set up an **emergency financial relief fund** for our program families in the direst need.

In managing the distribution of funds to those most in need, we will apply best practices gained as a former Lake Area United Way Hand Up Grant Recipient, which allowed for emergency financial relief for program families in 2019 and was executed flawlessly by our team in support of 22 families in need. MHANWI will follow the same format and protocols put in place for emergency fund management and tracking. Our team successfully distributed grant funds of \$9,500 for emergency relief (eligible for mortgage/rent/utilities). We were able to successfully support 22 households/families during that grant period, expending the full \$9,500 in just 22 days.

To forecast the potential of emergency funding for families at this time, our last breakdown of support was as follows (and would be limited to these areas of support):

- **57% supported rent assistance**
- **33% supported utility assistance**
- **10% supported mortgage assistance**

*Our agency serves over 950 families per year. We anticipate that a \$15,000 grant would serve 30 families at an estimated \$500 (cap) support each. While this would support just 3.2% of our program families, we believe ANY relief during this time is a step in the right direction. Assuming an average of 2 children per home (national statistic), **with your help, we can make a difference for approximately 60 NWI children and their families.***

In partnership, we offer assurance that 100% of funds would be used for families in needs. Administrative costs will be provided in-kind by our team at MHANWI. Funds will be used to bridge short-term needs experienced by MHANWI program families (pregnant and parenting up to 5 years of age). A sample tracking sheet used for our past emergency funding program is attached for reference; this is the document that would be used to track funds distributed. All fund distribution would be managed by our VP Finance, with checks mailed to eligible participants within 7-10 days from time of request (emergency situations would be processed sooner – i.e. threat of eviction).

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#### **Request (B) – Purchase of PPE Materials for our Essential Work Staff**

Mental Health America of Northwest Indiana is identified as an **essential business** under the Indiana State definition ***Organizations That Provide Charitable and Social Services*** – this designation includes *businesses and religious and secular non-profit organizations when providing food, shelter, social services and other necessities of life for economically disadvantaged or otherwise needy individuals, individuals who need assistance as a result of this emergency, and people with disabilities.*

As a result of COVID-19, MHANWI temporarily moved to a virtual service platform on March 16th in compliance with the State’s shelter in place mandate and in support of keeping our employees and the families we serve healthy and safe. However, as we watch the State guide and plan for the potential reopening of our economy in the next 30-90 days, we are developing our plan for a physical return to the office (and hundreds of homes throughout Northwest Indiana) in that same timeframe.

As we are all experiencing a “new” normal, MHANWI wants and needs to be prepared with equipment that will protect its employees in the face of health threats now and moving forward. Under usual

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#### **Main Office**

5311 Hohman Avenue, Hammond, IN 46320  
P. 219.937.7733 ▪ F. 219.937.7433 ▪ E. info@mhanwi.org

[mhanwi.org](http://mhanwi.org)



#### **Additional Program Offices**

7656 Harvest Drive, Schererville, IN 46375  
402 E Indiana Ave, Valparaiso, IN 46383  
5926 Calumet Avenue, Hammond, IN 46320  
13330 Parrish Avenue, Cedar Lake, IN 46303

working conditions, 70% of our staff (53 of 77 total employees currently) are in the field each day. Given what we are learning from our experience with COVID-19, including its unknown continued impact, **we need to invest now in PPE for our team to use upon its return.**

Given availability and lag time in obtaining PPE, our goal is to have supplies on hand when our staff returns so that they may safely, and without hesitation, conduct their essential work. We would like to utilize **\$5,000** of the full amount requested to **purchase PPE items for our essential workers** as estimated below (cost based on current availability/pricing of suitable materials):

- **Facemask/Covers (53) - 1,000**
- **Carbon Filters, 4-week supply - \$2,000**
- **Medical Grade Air Purifiers for common work zones (8) - \$2,000**

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We truly appreciate your consideration of this proposal. If you have any questions, please feel free to contact me at (219) 775-5328 (mobile) or [asherwin@mhanwi.org](mailto:asherwin@mhanwi.org).

In shared service to our community,



Andrea Sherwin  
**President | CEO**  
Mental Health America of Northwest Indiana  
5311 Hohman Avenue  
Hammond, IN 46320  
asherwin@mhanwi.org  
Office: 219.937.7733, x105  
Mobile: 219.775.5328  
Fax: 219.937.7433

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**HELPING HAND COVID -19 RESPONSE PROGRAM**

Application & Demographic Worksheet  
(Awarded based on availability of funds)

**PURPOSE OF GRANT:** One-time financial assistance for Lake County families that are struggling to make ends meet due to financial strains as a result of COVID-19 illness or diminished work and resources. Families currently enrolled in an MHANWI program are eligible for this grant with funds awarded on a first come first serve basis until funds are depleted.

**Instructions:** Families must complete this worksheet in order to be considered for the Helping Hand grant opportunity funded through a partnership with the Lake County Community Economic Development Department (LCCEEDD). Eligible families must confirm a direct impact such as loss of work or access to resources as a result of COVID19 imposed safety measures or household illness. This opportunity allows for a one-time grant, up to \$500 maximum, for assistance with one month of utilities, rent or mortgage. Approved families will provide the address and copy of billing to the payable vendor, and MHANWI will pay the relief grant directly to the utilities company, landlord or mortgage lender. Applicant name must match the name on the billing statement.

**MHANWI Enrolled Program:** \_\_\_\_\_ **Referring Staff:** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **DOB:** \_\_\_\_\_ **Gender:** \_\_\_\_\_ **Relationship to enrolled child:** \_\_\_\_\_

<b>Applicant Race/Ethnicity:</b> (check one:)	Hispanic (YES / NO)	English Second Language _____
<input type="checkbox"/> African American <input type="checkbox"/> Am Indian/Alaskan <input type="checkbox"/> Asian Pacific Island <input type="checkbox"/> Caucasian <input type="checkbox"/> Multi-racial <input type="checkbox"/> Other		

<b>COVID19 RELATED FINANCIAL HARDSHIP:</b>	<input type="checkbox"/> LOSS OF WORK (laid off, furloughed, decrease in hours, sick leave) <input type="checkbox"/> OTHER DIMINISHED RESOURCES (i.e. lost child support, lapse in other assistance due to access issues)
<b>NOTES:</b>	_____

PLEASE CIRCLE ANNUAL INCOME RANGE UNDER CURRENT HOUSEHOLD SIZE (DOES NOT DETERMINE ELIGIBILITY)

Family Size	1	2	3	4	5	6	7	8
Household Income	0-15,300	0-17,500	0-21,330	0-25,750	0-30,170	0-34,590	0-39,010	0-43,430
	15,301-25,500	17,501-29,150	21,331-32,800	25,751-36,400	30,171-39,350	34,591-42,250	39,011-45,150	43,431-48,050
	25,501-40,800	29,151-46,600	32,801-52,450	36,401-58,250	39,351-62,950	42,251-67,600	45,151-72,250	48,051-76,900
	40,801+	46,601+	52,451+	58,251+	62,951+	67,601+	72,251+	76,901+

**ATTACH PROOF OF RESIDENCY IN LAKE COUNTY & COPY OF BILL– COPY OF BILL BEING PAID CAN DOUBLE AS PROOF OF RESIDENCY. APPLICANT NAME MUST BE ON THE BILL.**

Application ID \_\_\_\_\_





3777 Colfax St.  
Gary, IN 46408  
Tel 219.923.7265  
Fax 219.923.7416  
[www.nwihabitat.org](http://www.nwihabitat.org)

Tim Brown  
Executive Director  
Lake County Community Economic  
Development Department  
2293 N. Main St., Rm. A-310  
Crown Point, IN 46307

Good Morning,  
Habitat for Humanity of Northwest Indiana would like to apply for the CARES ACT funding, COVID-19 funding.

We are asking for the cost of PPE Supplies along with sanitizing solutions in order to reopen our ReStore locations and to protect our volunteers safely at all locations- ReStores, administrative office and Construction sites.

At our ReStores, Most of our items are donated by the community and we want people to feel safe purchasing these items. We also need to keep our drivers, employees, and volunteers safe when picking up donations and sanitizing each item.

We are asking to cover the cost for gloves and masks for our drivers, employees and volunteers at our ReStores.

We also will be purchasing cover booties for our drivers when they are required to go into a donor's home to pick up the donated items.

Sanitizing solutions will be needed as well, for each donated item dropped off and picked up. We will be sanitizing items before we place them in our donation trucks and then again, once they are delivered at either ReStore.

Each of our ReStores help support building 1 Habitat home per year with the revenue generated by these donations. Without these donations, we are unable to continue to assist struggling, working families in Northwest Indiana through funding our mission and vision.

For our construction sites, we will be purchasing gloves, masks and sanitizing wipes/gels for our construction team and all of the volunteers that help build our homes daily.

For our administrative office, we will be purchasing gloves, masks and sanitizing solutions/wipes for the common areas where volunteers and guests frequent.

Thank you for your consideration to Habitat for Humanity of Northwest Indiana.  
Best Regards,

  
Dawn Michaels  
Executive Director

BUILD

DONATE

VOLUNTEER



## TOWN OF HIGHLAND PUBLIC WORKS

\* 8001 Kennedy Ave, Highland, IN 46322 \* Phone 219-972-5083 \* Fax 219-972-5085

April 21, 2020

Timothy A. Brown  
Lake County Community Economic Development Department  
2293 N. Main Street  
Crown Point, Indiana 46307

Re: Care's Act Funding; Public Law 116-136  
Grant Opportunity

Dear Tim:

Thank you for reaching out to communities regarding grants to cover costs associated with our battle with COVID-19. As I understand, your outreach is for input and once that is received and weighed, you will follow up with a formal solicitation of needs. We have reached out to our department heads and asked for input into the types of needs they may have to protect their respective employees. We've received feedback on the following items:

1. Personal Protective Equipment
  - Masks
  - Nitrile Gloves
  - Fire Hoods (Public safety personnel)
  - "Tyvek" protections suits
2. Cleaning Supplies
  - Disinfectant wipes
  - Hand sanitizer
3. Infrared Digital Thermometers
4. Hand Sanitizer Stations
5. Sneeze Shields
6. Physical barriers (Glass partitions) to separate and protect employees from the public in the Town Hall.

Highland has estimated pricing on the items listed above; however, as you probably know, some of the PPE is backordered. Finally, we believe that it would be appropriate that the distribution is based upon a reasonable allocation formula so that all communities get a fair share funding.

Any questions, call me at (219) 741-4434.

Sincerely,



John M. Bach,  
Public Works Director