

CITY OF ANN ARBOR, MICHIGAN

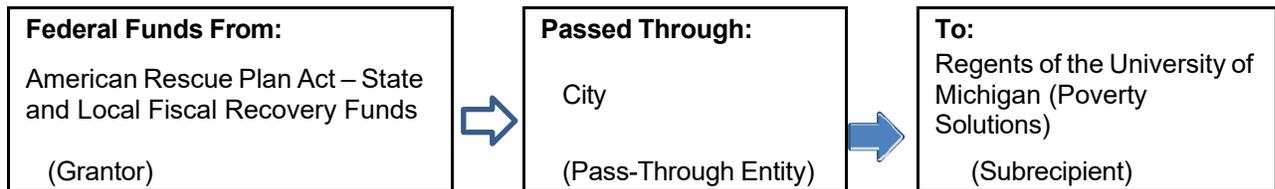
**Agreement for Subaward of Federal Financial Assistance
American Rescue Plan Act (ARPA)
Coronavirus State and Local Fiscal Recovery Funds (SLFRF)**

The CITY OF ANN ARBOR is a recipient of federal financial assistance grant dollars. These funds are received directly from the federal government and indirectly from the State of Michigan and several local entities. The City sometimes passes through a portion of this federal financial assistance to other organizations located within (or in the vicinity of) the geographical boundaries of the City to assist them in carrying out the objectives of the applicable federal grant or program.

AGREEMENT is made this __ day of _____, 2023, by the CITY OF ANN ARBOR, a municipal corporation, with offices located 301 E. Huron St. Ann Arbor, Michigan 48104, as the pass-through entity (hereinafter referred to as the City) and, Regents of the University of Michigan on behalf of Poverty Solutions located at 503 Thompson Street, Ann Arbor, MI 48109-1340 (hereinafter often referred to as the Subrecipient).

This agreement is a subaward of federal financial assistance by the City to the Subrecipient intended to assist, stimulate, or support the Subrecipient in carrying out its allowable activities under the American Rescue Plan Act – State and Local Fiscal Recovery Funds.

Flow of Federal Financial Assistance in this Subaward Agreement



ARTICLE I – REQUIRED DATA ELEMENTS

(As detailed in Section 200.331 of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Chapter I, and Chapter II, Parts 200, 215, 220, 225, 230) issued December 26, 2013 by the Executive Office of the President, Office of Management and Budget, hereinafter referred to as the Uniform Guidance.)

Subrecipient Name (must match registered name in SAM.gov)	Regents of the University of Michigan
Subrecipient UEI Number (historically DUNS number)	GNJ7BBP73WE9
Federal Award Identification Number (FAIN)	N/A
Federal Award Date (the date when the federal award is signed by the authorized official of the federal awarding agency)	May 14, 2021
Subaward Period of Performance (start and end date)	April 2023 – December 2026
Amount of Federal Funds Obligated by this Agreement	\$1,585,000
Total Amount of Federal Funds Obligated to the Subrecipient	\$1,585,000

Total Amount of the Federal Award	\$24,182,630
Federal Award Project Description (as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA) described in Title 2 Code of Federal Regulations Part 170)	Development of a guaranteed income pilot program designed to support low- and moderate-income Ann Arbor families that have been impacted by COVID-19.
Name of Federal Awarding Agency	US Department of Treasury
Name of City (Pass-Through Entity)	City of Ann Arbor, Michigan
Name and Contact Information for Awarding Official	Mr. John Fournier, Deputy City Administrator jfournier@a2gov.org 734-794-6110
AL Number and Name	21.027 Coronavirus State and Local Fiscal Recovery Funds (CSLFRF), SLFRF
Is this Subaward for Research and Development? (answer Yes or No)	No

In consideration of the promises below, the parties mutually agree as follows:

ARTICLE II - SCOPE OF SERVICES

The Subrecipient shall provide the services as outlined in Subrecipient's Proposal and Budget, as amended, in Attachment B.

ARTICLE III - PAYMENT AND CASH MANAGEMENT

If the City is paid in advance by the federal awarding agency under the above-named federal assistance award, the Subrecipient may also be paid in advance if it meets the requirements in Section 1 below.

Section 1 - Cash Advances. The Subrecipient may request an advance of funds under this agreement if it maintains or demonstrates the willingness to maintain both:

1. written procedures that minimize the time elapsing between the transfer of funds from the City and the subsequent disbursement of the funds by the Subrecipient,
2. financial management systems that meet the standards for fund control and accountability as defined in Section 200.305 of the Uniform Guidance.

Requests for advance of funds must be limited to the minimum amount needed and must be timed to be in accordance with the actual, immediate cash requirements of the Subrecipient in carrying out the terms of this agreement. The timing and amount of the advance must be as close as is "administratively feasible" to the actual disbursement to be made by the Subrecipient.

Section 2 - Reimbursement. If the Subrecipient does not meet the requirements in Section 1 above, it shall submit periodic reimbursement requests to the City. This may be done on a monthly or quarterly basis. The reimbursement request shall be accompanied by the agreed upon financial and programmatic reports. The City shall pay the Subrecipient within 30 calendar days after the receipt of the reimbursement request and the agreed upon financial/programmatic reports, unless the City reasonably believes the reimbursement request to be improper.

ARTICLE IV - REPORTING OF SUBRECIPIENT

Section 1 - The Subrecipient is to report to Mr. John Fournier, Deputy City Administrator and will cooperate and confer with him as necessary to insure satisfactory work progress.

Section 2 - The Subrecipient shall submit all financial reports no less than quarterly by electronic submission to Kelly Reynolds at kreynolds@a2gov.org. The Subrecipient shall submit all programmatic reports no less than quarterly by electronic submission to Kelly Reynolds at kreynolds@a2gov.org.

Section 3 - All reports, estimates, memoranda and documents submitted by the Subrecipient must be dated and bear the Subrecipient's name. Financial reports shall be submitted in a timely manner to the City and shall be in agreement with the amounts shown in the Subrecipient's financial system and shall be supported by appropriate documentation (payroll records, invoices, etc.). Final financial and programmatic reports shall be submitted by the Subrecipient within 60 days of the end of this agreement unless an extension of time is granted in writing by the City.

Section 4 - The Subrecipient agrees to only incur costs under this agreement which are eligible under the Cost Principles detailed in Section 200.400-475 of the Uniform Guidance.

Section 5 - The Subrecipient shall retain all reports, records and supporting documentation pertaining to this agreement for a period of five years from the date of submission of the final expenditure report and shall make them available to the City and the federal awarding agency upon request.

Section 6 - All reports made in connection with these services are subject to review and final approval by the City Administrator.

Section 7 - The City may review and inspect the Subrecipient's activities during the term of this agreement.

Section 8 - When applicable, the Subrecipient will submit a final, written report to the City Administrator.

Section 9 - After reasonable notice to the Subrecipient, the City may review any of the Subrecipient's internal records, reports, or insurance policies.

Section 10 - The Subrecipient and/or subcontractors shall disclose in writing to the City any potential conflict of interest it has related to the City or this agreement subject to the provisions 2 CFR 200.318.

Section 11 - The Subrecipient shall disclose in writing to the City in a timely manner all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting this agreement.

Section 12 - The Subrecipient shall report to the City in a timely manner if any adverse or problematic situations arise between reporting deadlines describing the nature of the problem and what is being done to address it.

ARTICLE V – ARPA - SLFRF REPORTING REQUIREMENTS

The State and Local Fiscal Recovery Funds program as established by the American Rescue Act plan requires reporting expenditures, programmatic data, and project demographic distribution.

Expenditure reports are to be submitted as outlined in Section 3 of Article IV – Reporting of Subrecipient. Including the data required as identified in Attachment A - Standard Data Elements for All Projects.

On a quarterly basis, due no later than the 15th of the month following the end of a calendar year quarter programmatic data, and project demographic distribution data as outlined in Attachment A will be required. This is in addition to any expenditure reports. Reports are due by no later than January 15th, April 15th, July 15th and October 15th.

ARTICLE VI - TERM

This contract begins on the date of this agreement and ends on December 31, 2026.

No costs eligible under this agreement shall be incurred by the Subrecipient before or after these dates, except with prior written approval of the City.

ARTICLE VII- RESPONSIBILITIES OF THE SUBRECIPIENT

Section 1 - The Subrecipient agrees to comply with all applicable federal, State, and local regulations including the Uniform Guidance. The Subrecipient agrees to comply with the management systems standards (financial management (Sections 200.302-304), procurement (Sections 200.317-326), and property management (Sections 200.310-316)) of the Uniform Guidance.

Section 2 - The Subrecipient agrees to have performed a Single Audit of its federal expenditures if it reaches the Single Audit dollar threshold in federal expenditures during its fiscal year as detailed in Section 200.501 of the Uniform Guidance. The City, at its own expense, reserves the right to perform or cause to be performed additional audits if it deems such to be necessary to ensure compliance with the terms of this agreement or to determine the eligibility of the reported expenditures for reimbursement.

Section 3 - The Subrecipient agrees to comply with the provisions of the Byrd Amendment (Public Law 101-121, Section 319 - 31 U.S. Code Section 1352) which prohibits the use of federal funds by the recipient or subrecipient of a Federal contract, grant, loan, or cooperative agreement to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the federal funds awarded under this agreement.

Section 4 – The Subrecipient agrees to comply with the provisions of the Stevens Amendment (Section 8136 of the Department of Defense Appropriations Act – Public Law 100-463) which stipulates that when issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with federal money, all grantees receiving federal funds, including but not limited to state and local governments, shall clearly state (1) the percentage of the total cost of the program or project

which will be financed with federal money, (2) the dollar amount of federal funds for the project or program, and (3) the percentage and dollar amount of the total costs of the project or program that will be funded by non-governmental sources.

Section 5 - In addition to this agreement, the Subrecipient shall complete, sign, and submit to the City the following documents which are attached as part of this agreement:

1. Standard Assurances
2. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
3. Audit Certification

ARTICLE VIII – SUSPENSION OF FUNDING

The City may suspend funding to the Subrecipient, in whole or in part, or other measures may be imposed for any of the following reasons:

1. Failure to expend funds in a timely manner consistent with the agreement milestones, guidance, and assurances.
2. Failure to comply with the requirements or statutory objectives of federal or state law.
3. Failure to follow agreement requirements or special conditions.
4. Proposal or implementation of substantial plan changes to the extent that, if originally submitted, the application would not have been approved for funding.
5. Failure to submit required reports.
6. Filing of a false certification on the application or other report or document.
7. Failure to adequately manage, monitor or direct the activities of its subrecipients that are funded under this agreement.

Before taking action, the City will provide the Subrecipient reasonable notice of intent to impose corrective measures and will make every effort to resolve the problem informally.

The City reserves the right to recommend to the federal government that the Subrecipient be suspended or debarred in the case of sustained significant noncompliance by the Subrecipient with the award provisions.

ARTICLE IX- PERSONNEL

Section 1 - The Subrecipient will provide the required services and will not subaward or assign the services without the City's written approval.

Section 2 - The Subrecipient will not hire any City employee for any of the required services without the City's written approval.

Section 3 - The parties agree that all work done under this agreement shall be completed in the United States and that none of the work will be partially or fully completed by either an offshore entity or offshore business interest either owned or affiliated with the Subrecipient. For purposes of this agreement, the term, "offshore" refers to any area outside the contiguous United States, Alaska or Hawaii.

ARTICLE X-INDEPENDENT CONTRACTOR

Contractor and the City shall, at all times, be deemed to be independent contractors and nothing herein shall be construed to create or imply that there exists between the parties a

partnership, joint venture or other business organization. Contractor shall hold no authority, express or implied, to commit, obligate or make representations on behalf of the City and shall make no representation to others to the contrary.

Nothing herein is intended nor shall be construed for any purpose as creating the relationship of employer and employee or agent and principal between the parties. Except as otherwise specified in this contract, Contractor retains the sole right and obligation to direct, control or supervise the details and means by which the services under this contract are provided.

Contractor shall not be eligible for, or participate in, any insurance, pension, workers' compensation insurance, profit sharing or other plans established for the benefit of the City's employees. Contractor shall be solely responsible for payment of all taxes arising out of the Contractor's activities in connection with this Agreement, including, without limitation, federal and state income taxes, social security taxes, unemployment insurance taxes and any other tax or business license fees as required. The City shall not be responsible for withholding any income or employment taxes whatsoever on behalf of the Contractor.

ARTICLE XI

RESERVED

ARTICLE XII- INSURANCE REQUIREMENTS

The Subrecipient will maintain at its own expense during the term of this Agreement, the following insurance:

1. Workers' Compensation Insurance with Michigan statutory limits and Employers Liability Insurance with a minimum limit of \$100,000 each accident for any employee.
2. Commercial General Liability Insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage.
3. Automobile Liability Insurance covering all owned, hired and non-owned vehicles with Personal Protection Insurance and Property Protection Insurance to comply with the provisions of the Michigan No Fault Insurance Law, including residual liability insurance with a minimum combined single limit of \$1,000,000 each accident for bodily injury and property damage.

Insurance companies, named insureds and policy forms may be subject to the approval of the City Administrator, if requested by the City Administrator. Such approval shall not be unreasonably withheld. Subrecipient shall furnish the City Administrator with satisfactory certificates of insurance, if requested by the City Administrator.

No payments will be made to the Subrecipient until the current certificates of insurance have been received and approved by the Administrator. If the insurance as evidenced by the certificates furnished by the Subrecipient expires or is canceled during the term of the agreement, services and related payments will be suspended. Subrecipient shall furnish certification of insurance evidencing such coverage and endorsements at least ten (10) working days prior to commencement of services under this agreement. Certificates shall be addressed to the City c/o:

City Administrator's Office, 301 E. Huron 3rd Floor, Ann Arbor, MI 48104, and shall provide for written notice to the Certificate holder of cancellation of coverage.

ARTICLE XIII - COMPLIANCE WITH LAWS AND REGULATIONS

The Subrecipient will comply with all federal, state and local regulations, including but not limited to all applicable OSHA/MIOSHA requirements and the Americans with Disabilities Act.

The Subrecipient agrees to maintain the proper organizational status (such as 501 (c)(3) if needed) to be eligible to receive federal financial assistance under this grant, including proper licensure, registration, etc. Subrecipient agrees to keep itself in the same legal position/mode of organization as when it entered into this agreement.

ARTICLE XIV - INTEREST OF SUBRECIPIENT AND CITY

The Subrecipient promises that it has no interest which would conflict with the performance of services required by this agreement. The Subrecipient also promises that, in the performance of this agreement, no officer, agent, employee of the City, or member of its governing bodies, may participate in any decision relating to this agreement which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested or has any personal or pecuniary interest. However, this paragraph does not apply if there has been compliance with the provisions of Section 3 of Act No. 317 of the Public Acts of 1968 and/or Section 30 of Act No. 156 of Public Acts of 1851, as amended by Act No. 51 of the Public Acts of 1978, whichever is applicable.

ARTICLE XV - CONTINGENT FEES

The Subrecipient promises that it has not employed or retained any company or person, other than bona fide employees working solely for the Subrecipient, to solicit or secure this agreement, and that it has not paid or agreed to pay any company or person, other than bona fide employees working solely for the Subrecipient, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this agreement. For breach of this promise, the City may cancel this agreement without liability or, at its discretion, deduct the full amount of the fee, commission, percentage, brokerage fee, gift or contingent fee from the compensation due the Subrecipient.

ARTICLE XVI - EQUAL EMPLOYMENT OPPORTUNITY

The Subrecipient will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

The Subrecipient will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicant and the treatment of employees. Affirmative action will include, but not be limited to: Employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

The Subrecipient agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of the Subrecipient, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.

ARTICLE XVII - LIVING WAGE

The parties understand that the City has enacted a Living Wage Ordinance that requires covered vendors who execute a service or professional service agreement with the City to pay their employees under that agreement, a minimum of either \$14.82 per hour with benefits or \$16.52 per hour without benefits. Subrecipient agrees to comply with this Ordinance in paying its employees. The Subrecipient understands and agrees that an adjustment of the living wage amounts, based upon the Health and Human Services poverty guidelines, will be made on or before April 30, 2023 and annually thereafter which amount shall be automatically incorporated into this agreement. City agrees to give the Subrecipient thirty (30) days written notice of such change. The Subrecipient agrees to post a notice containing the City's Living Wage requirements at a location at its place of business accessed by its employees.

ARTICLE XVIII - ASSIGNS AND SUCCESSORS

This agreement is binding on the City and the Subrecipient, their successors and assigns. Neither the City nor the Subrecipient will assign or transfer its interest in this agreement without the written consent of the other.

ARTICLE XIX - TERMINATION OF AGREEMENT

Termination without cause. Either party may terminate the agreement by giving thirty (30) days written notice to the other party. Upon any such termination, the Subrecipient agrees to return to the City any funds not authorized for use, and the City shall have no further obligation to reimburse the Subrecipient. Upon termination of the agreement, the Subrecipient shall submit documentation, in a format specified by the City, to formally end its participation in the agreement.

ARTICLE XX - EQUAL ACCESS

The Subrecipient shall provide the services set forth in the Scope of Service section of this agreement without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

ARTICLE XXI - OWNERSHIP OF DOCUMENTS AND PUBLICATION

All documents developed as a result of this agreement will be freely available to the public. None may be copyrighted by the Subrecipient. During the performance of the services, the Subrecipient will be responsible for any loss of or damage to the documents while they are in its possession and must restore the loss or damage at its expense. Any use of the information and results of this agreement by the Subrecipient must reference the project sponsorship by the City. Any publication of the information or results must be co-authored by the City.

ARTICLE XXII - PAYROLL TAXES

The Subrecipient is responsible for all applicable state and federal social security benefits and unemployment taxes for its employees and agrees to indemnify and protect the City against such liability.

ARTICLE XXIII - PRACTICE AND ETHICS

The parties will conform to the code of ethics of their respective national professional associations.

ARTICLE XXIV - CHANGES IN SCOPE OR SCHEDULE OR SERVICES

Changes mutually agreed upon by the City and the Subrecipient, will be incorporated into this agreement by written amendments signed by both parties.

Unilateral modification of the agreement may take place by the City if the underlying programmatic legislation or regulations are changed by the federal government. If this unilateral modification is objectionable to the Subrecipient, it may withdraw from receiving further federal financial assistance under this agreement by giving (thirty) 30 days written notice to the City.

The Subrecipient agrees to inform the City in writing concerning any proposed changes of dates, budget, or services indicated in this agreement, as well as changes of address or personnel affecting this agreement. Changes in dates, budget, or services are subject to prior written approval of the City.

ARTICLE XXV - CHOICE OF LAW

This agreement is to be interpreted by the laws of the State of Michigan.

ARTICLE XXVI - EXTENT OF AGREEMENT

This written agreement, including any attachments thereto, represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

ARTICLE XXVII – PRIVACY / THIRD PARTIES

This agreement is solely between the City and Subrecipient. No other parties are part of this agreement. This agreement is not intended to make any person or entity, not a party to this agreement, a third party beneficiary hereof or to confer on a third party any rights or obligations enforceable in their favor.

ARTICLE XXVIII - SEVERABILITY

The invalidity or unenforceability of any provisions of this agreement shall not affect the validity or enforceability of any other provision of this agreement, which shall remain in full force and effect.

ARTICLE XXIX - NOTICES

Communication notices for this agreement may be delivered via electronic mail, U.S. mail, hand delivery, or fax.

The individual or officer signing this agreement certifies by his or her signature that he or she is authorized to sign this agreement on behalf of the organization he or she represents. By signing this agreement, the City and the Subrecipient agree to comply with all of the requirements specified in this agreement.

[Signatures appear on the following page.]

**FOR REGENTS OF UNIVERSITY
OF MICHIGAN**

FOR THE CITY OF ANN ARBOR

By *Peter J. Gerard*

By _____
Christopher Taylor, Mayor

Name: **Peter J. Gerard**

Title: **Asst. Director-Sponsored
Programs**

By _____
Jacqueline Beaudry, City Clerk

Date: _____

Date: 05/04/2023

Approved as to substance

Milton Dohoney Jr., City Administrator

Marti Praschan, Chief Financial Officer

Approved as to form and content

Atleen Kaur, City Attorney

STANDARD ASSURANCES - NON-CONSTRUCTION PROGRAMS

Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis- Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327- 333), regarding labor standards for federally-assisted construction sub-agreements.

- 10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93- 205).
- 12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the

Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

- 14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- 15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
- 16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
- 17. Will cause to be performed the required financial and compliance audits in accordance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Chapter I, and Chapter II, Parts 200, 215, 220, 225, 230) issued December 26, 2013 by the Executive Office of the President, Office of Management and Budget.
- 18. Will comply with all applicable requirements of all other Federal laws, executive orders regulations, and policies governing this program.
- 19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

Rebecca Timmermans

Signature of Subrecipient's Authorized Representative

Project Representative

Title of Subrecipient's Authorized Representative

Regents of the University of Michigan

Name of Subrecipient Organization

05/03/2023

Date Submitted

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying," and 34 CFR Part 85, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when City determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110—

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily

excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transaction (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610 –

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about:

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction; (e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: City of Ann Arbor City Administrator's Office, 301 E. Huron St, Ann Arbor, MI 48104. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, State, zip code)

Check [] if there are workplaces on file that are not identified here.

**DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610-

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: City of Ann Arbor City Administrator's Office, 301 E. Huron St, Ann Arbor, MI 48104. Notice shall include the identification number(s) of each affected grant.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Regents of the University of Michigan

Name of Subrecipient Organization

Becca Timmermans, Project Representative

Printed Name and Title of Subrecipient's Authorized Representative

Becca Timmermans

Signature of Subrecipient's Authorized Representative

05/03/2023

Date

Subrecipient Audit Certification

Federal Audit Requirements - Fiscal Years Beginning After December 26, 2014

Non-federal organizations which expend \$750,000 or more in federal funds during their fiscal year are required to have a Single Audit performed in accordance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Chapter I, and Chapter II, Parts 200, 215, 220, 225, 230) issued December 26, 2013 by the Executive Office of the President, Office of Management and Budget. Subrecipients must submit their audit report to the Federal Audit Clearinghouse within the earlier of 30 days after receipt of the auditor's report, or within 9 months after the end of the audit period for each year the Subrecipient meets the \$750,000 federal expenditure threshold.

Program: _____ ALNumber: _____

Subrecipient Information:

Organization Name: Regents of the University of Michigan

Street Address: 503 Thompson Street

City, State, Zip Code: Ann Arbor, MI 48109-1340

Independent Audit Firm: PricewaterhouseCoopers LLP

Certification for Fiscal Year Ending (mm/dd/yyyy): 06/30/2022

(Check appropriate box):

- I certify that the Subrecipient shown above **does not expect** to expend \$750,000 or more in federal funds during at least one fiscal year that funds are received for the above listed program and thus it will not be required to have a Single Audit performed under the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Chapter I, and Chapter II, Parts 200, 215, 220, 225, 230) issued December 26, 2013 by the Executive Office of the President, Office of Management and Budget, for the above listed program.
- I certify that the Subrecipient shown above **expects it will** expend \$750,000 or more in federal funds during at least one fiscal year that funds are received for the above listed program and thus it will be required to have a Single Audit performed under the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Chapter I, and Chapter II, Parts 200, 215, 220, 225, 230) issued December 26, 2013 by the Executive Office of the President, Office of Management and Budget.

Rebecca Timmermans
Signature of Subrecipient's Authorized Representative

05/03/2023
Date

For City Use Only

Reviewed By: _____ Date: _____

ATTACHMENT A TO SUBRECIPIENT AGREEMENT

Standard Data Elements for All Projects

Subrecipient Identification Information Required:

1. One of the following
 - a. TIN – Tax identification number
 - b. UEI – Unique Entity Identifier created in SAM.gov
(Recipients should be aware that the federal government transitioned from the use of DUNS starting in April 2022. Active SAM.gov registrants will have their UEI assigned and viewable within SAM.gov.)
2. Full name
3. Point of contact email address. This is optional but strongly preferred.
4. Full address
5. Primary place of performance
6. The US Treasury reporting portal requires that an entity receiving federal funds must acknowledge whether they are registered with SAM.gov and will maintain a current profile. Please confirm your current registration in SAM.gov. Yes or ~~No~~
Please provide your SAM Unique Entity I.D. GNJ7BBP73WE9

If you are not registered, you will be requested to complete a questionnaire that collects your response to questions required by SAM.gov. If you choose to create an account in SAM.gov go to <https://sam.gov/content/entity-registration> and follow the instructions. There is no charge to register.

Reporting Requirements:

There is required quarterly reporting with this subrecipient agreement. All awardees are required to provide the following information by no later than the 15th of the month following the end of a quarter. Due dates are April 15, July 15, October 15, and January 15 for all years the agreement is active.

Standard Data Elements for All Projects:

1. Project expenditure category group and category.
This information will be included in the agreement for clear identification of award.
2. Project name.
This information will be included in the agreement, taken from the application
3. Status of completion. Provided by subrecipient.
 - a. Not Started
 - b. Completed less than 50%
 - c. Completed more than 50%
 - d. Completed
4. Adopted budget - approved award amount
6. Total expenditure – actual expense through the end of the quarter being reported.

There is additional programmatic data that is required based on the expenditure category (EC) that your project is classified in as provided by the U.S. Treasury. Below is the data that will be required to be provided in each quarterly report.

Community Priority Fund projects categories included in required reporting:

- Community Violence Interventions (EC 1.11)
- Addressing Educational Disparities(EC 2.24 - 2.27)
- Expanding Early Childhood Education (EC 2.11)
- Direct Assistance to Households Program (EC 2.1 – 2.8)
- Addressing Housing and Homelessness (EC 2.15 – 2.18)

Programmatic Data:

- Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced
- Brief description of how a recipient’s response is related and reasonably and proportional to a public health or negative economic impact of COVID-19.
- Number of households served (by program if recipient establishes multiple separate household assistance programs) - **NOTE:** This reporting requirement is only for the category of Direct Assistance to Households Program (EC 2-15 – 2.18)

Use of Evidence:

- The dollar amount of the total project spending that is allocated towards evidence-based interventions
- Is a program evaluation of the project is being conducted? Yes or No

Project Demographic Distribution (EC 1.1 – 2.37):

Recipients must report whether certain types of projects are targeted to impacted and disproportionately impacted communities. Recipients will be asked to respond to the following:

- a. What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served.
- b. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served.

Please select from the following options:

	Impacted	Disproportionately Impacted
Public Health	<ul style="list-style-type: none"> • General Public 	
Assistance to Households	<ul style="list-style-type: none"> • Low- or-moderate income households or populations ¹² • Households that experienced Unemployment • Households that experienced 	<ul style="list-style-type: none"> • Low-income households and Populations ¹⁴ • Households and populations residing in Qualified Census Tracts

	<p>increased food or housing insecurity</p> <ul style="list-style-type: none"> • Households that qualify for certain federal programs ¹³ • For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time • Other households or populations that experienced a negative economic impact of the pandemic other than those listed above (please specify) 	<ul style="list-style-type: none"> • Households that qualify for certain federal programs ¹⁵ • Households receiving services provided by Tribal governments • Households residing in the U.S. territories or receiving services from these governments • For services to address educational disparities, Title I eligible schools ¹⁶ • Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (please specify)
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¹² Low or moderate-income households and communities are those with (i) income at or below 300 percent of the Federal Poverty Guidelines for the size of the household based on the most recently published poverty guidelines by the Department of Health and Human Services (HHS) or (ii) income at or below 65 percent of the Area Median area median income for the City and size of household based on the most recently published data by the Department of Housing and Urban Development (HUD).

¹³ For Impacted households, these programs are Children’s Health Insurance Program (“CHIP”); Childcare Subsidies through the Child Care and Development Fund (“CCDF”) Program; Medicaid; National Housing Trust Fund (“HTF”), for affordable housing programs only; Home Investment Partnerships Program (“HOME”), for affordable housing programs only.

¹⁴ Low-income households and communities are those with (i) income at or below 185 percent of the Federal Poverty Guidelines for the size of the household based on the most recently published poverty guidelines by HHS or (ii) income at or below 40 percent of Area Median Income for its City and size of household based on the most recently published data by HUD.

¹⁵ For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families (“TANF”), Supplemental Nutrition Assistance Program (“SNAP”), Free- and Reduced-Price Lunch (“NSLP”) and/or School Breakfast (“SBP”) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (“SSI”), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (“WIC”), Section 8 Vouchers, Low-Income Home Energy Assistance Program (“LIHEAP”), and Pell Grants.

¹⁶ For educational services and other efforts to address educational disparities, Treasury will recognize Title I eligible schools as disproportionately impacted and responsive services that support the school generally or support the whole school service as eligible. “Title I eligible schools” means schools eligible to receive services under section 1113 of Title I, Part A of the Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6313), including schools served under section 1113(b)(1)(C) of that Act.

SAM.gov Registration Questionnaire

The US Treasury reporting portal requires that an entity receiving federal funds must acknowledge whether they are registered with SAM.gov. Please answer the following questions as applicable.

- 1) If the answer is “Yes” please provide your registration number and no further action or information is necessary. SAM Unique Entity I.D. GNJ7BBP73WE9

- 2) If the answer is “No” and you are not registered in SAM.gov please answer the following questions by circling an answer.
 - In the preceding fiscal year did recipient receive 80% or more of its annual gross revenue from federal funds? Yes or No
 - In the preceding fiscal year did recipient receive \$25 million or more of its annual gross revenue from federal funds? Yes or No

- 3) If the recipient received 80% or more of its annual gross revenue from federal funds **AND** the recipient received \$25 million or more of its annual revenue from federal funds please answer the questions below:

- ❖ Are you registered in SAM.gov? Yes or No
 If “YES” you can stop here.
 If the answer is “No” please answer the following questions:
 - In the preceding fiscal year did recipient receive 80% or more of its annual gross revenue from federal funds? Yes or No
 - In the preceding fiscal year did recipient receive \$25 million or more of its annual gross revenue from federal funds? Yes or No
 - Is the “total compensation” for the organization’s five highest paid officers publicly listed or otherwise listed in SAM.gov? Yes or No
 - If the answer is “Yes” no further information is needed
 - If the answer is “No” please provide this information for the five highest compensated officers. If there is less than five, please fill blank spaces with “N/A” for name and “\$0” for compensation
 - Total compensation means the cash and noncash dollar value earned by the executive during the recipient’s or subrecipient’s preceding fiscal year: salary and bonus; awards of stock, stock options and stock appreciation rights; earnings for services under non-equity incentive plans.

No.	Name	Total Compensation
1		
2		
3		
4		
5		

CONTRACTOR: By: _____ Date: _____

ATTACHMENT B TO SUBRECIPIENT AGREEMENT

STATEMENT OF WORK AND BUDGET, AS AMENDED



January 26, 2023

RE: Cover Letter for ORSP Number 23-PAF04320
Proposal Title: "Increasing Economic Security through Payments to Small Business Entrepreneurs"
Principal Investigator: Kristin Seefeldt, Ph.D.
Period: April 1, 2023, through December 31, 2026
Amount Requested: \$1,585,000

To Whom It May Concern:

The Regents of the University of Michigan are pleased to submit the enclosed proposal to the City of Ann Arbor for the above-named project. The enclosed proposal will remain valid for at least 90 days from the proposal deadline, February 1, 2023. The rates quoted in the budget will remain firm for the entire project period stated within the proposal. In the event that the project is funded, we agree to carry out contract and grant administration policies and responsibilities as are assigned or delegated in the award.

The appropriate University official approved this submission on behalf of the Regents of the University of Michigan. If this proposal is accepted, please contact me so that we may determine the most expeditious mechanism for implementing an agreement to facilitate this research. The University retains the right to negotiate terms and conditions for a non-profit research and educational institution.

If you have any questions of a technical nature, please contact Dr. Kristin Seefeldt, U-M Principal Investigator for the project, by email at kseef@umich.edu. For questions of an administrative nature, or to begin the negotiation of an agreement for the project, please contact me at (734) 764-4750 and or by email at rlankton@umich.edu.

Our institution enthusiastically looks forward to our collaboration with your organization on this project.

Sincerely,



Ryan Lankton

Assistant Managing Project Representative – Government Sponsors
U-M Office of Research and Sponsored Projects

Increasing Economic Security through Payments to Small Business Entrepreneurs

A response to RFP No.22-78 – Administration and Evaluation of a Pilot Guaranteed Income Project
Prepared by the University of Michigan - Poverty Solutions
3003 S. State Street
Ann Arbor, MI 48109-1340

Overview

Poverty Solutions at the University of Michigan is pleased to submit this proposal in response to Request for Proposals (RFP) 22-78, and we acknowledge receipt of Addendum No. 1, and all attachments, to the RFP. Our proposed project, “Increasing Economic Security through Payments to Small Business Entrepreneurs” will be a random assignment evaluation of Ann Arbor’s pilot Guaranteed Income program. We propose to administer payments of \$530 per month for 24 months to 100 Ann Arbor community members, using Steady, an online app that other Guaranteed Income pilots around the United States have used and that does not require participants to have a bank account to obtain payments. We will collaborate with several community partners including Friends In Deed, a local nonprofit that provides various forms of assistance to families with low incomes. We will leverage our partnership with Friends In Deed and other local organizations, along with a robust outreach strategy, to recruit low and moderate-income small business owners, entrepreneurs, and people with informal businesses for participation in the pilot.

We believe that focusing on this population is important for several reasons. First, microbusinesses are important sources of income for many low-income households, providing a supplement to low or volatile wages and allowing parents to work at home and manage caregiving responsibilities (Servon 1999). People who are immigrants may find that entrepreneurship is a way to find work in a labor market that may not value the skills they bring from their home countries, and immigrants form about 25 percent of new businesses every year (Bipartisan Policy Center 2022). Small businesses also generate significant economic activity and contribute to the unique character of Ann Arbor’s community. However, many small business efforts, particularly those led by Black owners and other people of color, face multiple barriers to success, including lack of access to capital and credit, the result of longstanding racial wealth stripping and discriminatory lending practices, making this a matter of racial equity (see Fairlie and Robb 2007). Additionally, the COVID pandemic was particularly challenging for Black, Latinx, and women-owned small businesses who were disproportionately more likely to close than those with white owners (Fairlie 2020). As the worst of the pandemic subsided, the number of very small businesses grew, but now that the economy has cooled and inflation remains high, some of these entrepreneurs may find themselves economically unstable (Ember 2023). Finally, Washtenaw County has identified the growth and support of BIPOC-owned businesses as one of its economic development goals, putting this proposed project in line with an important local priority (YMJ and Associates 2021).

Poverty Solutions and the assembled research team, led by Principal Investigator Kristin S. Seefeldt and Co-Investigators Rebecca Sokol and William Lopez, are uniquely qualified to conduct this project, having strong ties to the community and established partnerships with different agencies and programs operating within Ann Arbor and Washtenaw County, significant experience conducting community-based and mixed methods research, and a commitment to producing and disseminating findings that are both accessible to a broad audience and that help practitioners and policymakers develop solutions to pressing social issues. We are able to leverage the resources of the larger University of Michigan community, drawing on the talent of student research assistants and the expertise of nationally recognized scholars, including survey researchers, statisticians, experts on small businesses, and others who can advise the team as the project advances.

Administration and Research Team Personnel

Poverty Solutions at the University of Michigan was established in 2016 as a university-wide initiative that partners with communities and policymakers to find new ways to prevent and alleviate poverty through action-based research. Since that time, we have worked closely with the City of Detroit through the Partnership on Economic Mobility to provide technical assistance and guidance to identify and implement concrete, evidence-based strategies that significantly improve economic opportunity and reduce poverty in Detroit. We partner with the State of Michigan Department of Health and Human Services (MDHHS) to inform anti-poverty and economic mobility initiatives that enhance public benefit programs and identify pathways for sustainable employment for those experiencing major barriers to work.

Closer to home, we operate a number of initiatives within Washtenaw County, including working with the County Prosecutor's office to develop a dashboard providing data on prosecutorial decisions and helping to develop the Washtenaw County Opportunity Index, which maps a number of metrics related to health, job access, economic well-being, education and training, and community engagement and stability by census tract within Washtenaw County. Since summer 2017, we have been a partner with the County's summer youth employment program, now called SummerWorks. This program provides internships and professional development opportunities for teens and young adults in Washtenaw County, including numerous internships at the University of Michigan. Poverty Solutions is involved in all aspects of the program, including recruitment of participants and employers, development and delivery of professional development activities, and day-to-day oversight of the program. To date we have served 481 young adults from Washtenaw County.

As a university-wide initiative, we are able to draw upon the numerous resources at the larger University of Michigan. For example, through our connections to the Institute for Social Research (ISR) we can consult with some of the nation's leading experts on random assignment, survey development, and participant retention strategies as well as ISR's Survey Research Center, which is currently involved in several large-scale guaranteed income programs. Our internal administrative team works closely with the University's Office of Sponsored Projects to ensure that all grant and contract reporting requirements are met in a timely manner.

Our approach is grounded in action-oriented partnerships where we look for ways to intervene through small scale, community-focused projects all the way to large-scale policy change. As a partner in the Detroit Child Tax Credit coalition, for example, we provided capacity building training to a network of grassroots community partners to promote access to the credit and authored several publications arguing for a permanent federal expansion of the program. We believe in the importance of listening to communities- the true experts on their lives and environment, and we have a strong commitment to an anti-racist approach to research and policy solutions aimed at dismantling systemic and institutional racism. In response to community concern about housing quality in Detroit, our team analyzed federal data to estimate the scale of home repair needs in Detroit and authored a brief highlighting the historical roots of the current crisis. Our work is frequently cited to make the case for additional investment in home repairs for low and moderate income Detroiters.

Poverty Solutions has a communications team that deploys a variety of engagement strategies, including maintaining our website, publishing research reports and articles, working with the media, and hosting meetings and events. In 2022, the Poverty Solutions website received more than 267,800 views, our social media content reached more than 818,000 people, and our staff and faculty affiliates were mentioned in news coverage 418 times. We are currently partnering with the U.S. Department of Health and Human Services to develop and execute events for the Administration for Children and Families. One effort of which we are extremely proud is our Coronavirus Stimulus Payment website. In partnership with Civilla,

we developed a website to help Michigan residents, including those without bank accounts or who had not filed taxes, navigate the process of claiming the benefit. Since the Stimulus Payment website launched in April 2020, 791,770 people have used the page.

Our primary community partner for this project is Friends In Deed in Ypsilanti, which has been in operation since 1983, and offers direct assistance, transportation, and referral services to low-income community members. The organization runs a local chapter of Circles, a national program aimed to permanently lift families out of poverty. Circles' unique strategy utilizes education, goal setting, training, and above all, relationships to help participants develop the resources and social capital they need to rise out of poverty and achieve economic independence. Many Circles participants are also entrepreneurs, with microbusinesses ranging from wellness products to hospitality services. Friends In Deed has deep connections with low-income community members across the county, as well as a wide network of social service and faith based organizations in Ann Arbor and Ypsilanti.

Steady, our disbursement partner, is a financial technology company founded to help part-time workers with volatile incomes increase their earnings. Since 2017, Steady has worked with governments to disburse unemployment, SNAP and other benefits to part-time, freelance and gig workers. Steady is the technology partner for Mayors for a Guaranteed Income, and partners with UPenn's Center for Guaranteed Income Research (CGIR) to measure the impact of MGI's programs, providing them with unified and automated datasets that surface crucial evidence around nationwide outcomes. Steady manages the cash distribution for 10 guaranteed income programs and has completed direct cash transfers to over 17,000 participants as part of this work.

Below we provide brief descriptions of our study team and their areas of expertise. Included in this list are staff and faculty whose efforts will be funded as in-kind contributions by the University of Michigan in support of the project. Roles and responsibilities will be highlighted in the budget narrative.

Kristin S. Seefeldt (Principal Investigator) has a PhD in sociology and public policy from the University of Michigan and is a faculty member of the School of Social Work and the Gerald R. Ford School of Public Policy. She is also an Associate Director of Poverty Solutions and is a nationally recognized expert on issues around poverty in the U.S. Her work focuses on how large macroeconomic and policy changes shape the lives of low to moderate-income families. Her most recent book, *Credit Where It's Due* (with Frederick Wherry and Anthony Alvarez), focuses on the financial challenges faced by economically marginalized groups, including those trying to start their own businesses. She uses both surveys and qualitative interviews in her work, has been part of several research teams that have designed and fielded large scale surveys within Michigan, and has been a part of random assignment evaluations conducted by MDRC and Abt Associates. Along with other Poverty Solutions staff, she works with the County on the evaluation of the SummerWorks program and is currently working in partnership with Jefferson East, Inc., a neighborhood-based nonprofit in Detroit, to understand the technology needs of small businesses and deploy community-based technology workers to help address those needs.

William Lopez (co-Principal Investigator) is a Clinical Assistant Professor at the School of Public Health, Senior Advisor at Poverty Solutions, and Faculty Associate in the Latina/o Studies Program, all at the University of Michigan. Dr. Lopez is the author of the book, *Separated: Family and Community in the Aftermath of an Immigration Raid*. His research and organizing aim to address the health impacts of policies that shape the lives of marginalized communities, especially Latino immigrant communities, by considering how behaviors change under government surveillance. Lopez has published widely using quantitative and qualitative data. He teaches a range of classes—including Communication Fundamentals, Social Determinants of Health, and Qualitative Research for the Social Sciences.

Rebecca Sokol (co-Principal Investigator) is an Assistant Professor at the University of Michigan School of Social Work, affiliated faculty of the Institute for Firearm Injury Prevention, as well as Poverty Solutions at the University of Michigan. Dr. Sokol received her PhD from the Department of Health Behavior and Health Education at the University of North Carolina-Chapel Hill Gillings School of Global Public Health. Dr. Sokol is a behavioral scientist who studies violence exposure and social needs. Dr. Sokol works with inter-disciplinary and inter-sectoral teams to consider strategies that promote positive social determinants of health and prevent violence. Studies that Dr. Sokol leads or supports utilize primary data collection as well as leverage existing administrative data sources. Dr. Sokol has developed a line of research concerning identifying and addressing families' negative social determinants of health through healthcare-based and school-based screening and community resource linkages. Dr. Sokol will bring this expertise to the proposed project, in which the team will evaluate the potential for guaranteed income to work towards the equitable improvement of upstream, structural determinants of health and well-being.

Terri Friedline (Faculty Researcher) is Associate Professor of Social Work at the University of Michigan's School of Social Work and a faculty affiliate at Poverty Solutions. Dr. Friedline received her training at the University of Pittsburgh. She is the author of *Banking on a Revolution: Why Financial Technology Won't Save a Broken System* (Oxford University Press). Her work draws on critical theories and is inspired by abolitionist politics. This includes work focusing on debt as racialized and gendered violence, credit scoring as a carceral practice and financial technology ("fintech") as invasive infrastructure. She has served as a member of the Consumer Financial Protection Bureau's Academic Research Council, has volunteered on the economic policy council of a presidential campaign, and has been endorsed by the Progressive Talent Pipeline. Friedline has presented her research before financial system regulators, provided written testimony to congressional committees, and served as an expert witness in discrimination lawsuits against banks.

Joseph Ryan (Faculty Researcher), PhD, is a Professor at the University of Michigan's School of Social Work. He received his doctorate from the University of Chicago. Dr. Ryan's research and teaching build upon his direct practice experiences with child welfare and juvenile justice populations. Dr. Ryan is the Co-Director of the Child and Adolescent Data Lab, an applied research center focused on using data to drive policy and practice decisions in the field. He is currently involved with several studies, including a randomized clinical trial of recovery coaches for substance abusing parents in Illinois (AODA Demonstration). Dr. Ryan has a significant history of building strong University and public agency partnerships that utilize empirical evidence to advance knowledge and address critical questions in the fields of child welfare and juvenile justice.

Trina Shanks (Faculty Researcher) is the Harold R. Johnson Collegiate Professor of Social Work at the University of Michigan and Faculty Associate, Survey Research Center, Institute for Social Research. Dr. Shanks is an expert on the impact of poverty and wealth on child well-being; asset-building policy and practice across the life cycle; and community and economic development. She is the Director of the Center for Equitable Family and Community Well-Being, the mission of which is to utilize collaborative relationships and innovative practice to foster a more equitable distribution of power and resources. Since 2018, she has overseen the School's strategic goal of community engagement and leads the evolving ENGAGE team that promotes, coordinates and facilitates greater impact in community and social justice. Dr. Shanks earned a PhD in Social Work from Washington University.

Trevor Bechtel (Strategic Projects and Student Engagement Manager) provides leadership and oversight to several Washtenaw County research projects, including the Prosecutor Transparency Project, and he engages students who seek to connect to Poverty Solutions by facilitating a variety of programs, events, and research opportunities, including academic initiatives like the Poverty Solutions Certificate (housed within the Community Action Social Change minor at the School of Social Work). Dr. Bechtel oversees

Poverty Solutions research assistants and liaises with student groups across the university. Dr. Bechtel earned a PhD in Constructive Theology from Loyola University Chicago.

Afton Branche-Wilson (Assistant Director of Community Initiatives) stewards Poverty Solutions' community engagement activities and conducts mixed methods research and evaluation projects in Detroit on topics including eviction prevention, financial well-being and child tax credit benefits. She has significant experience engaging with residents and facilitating community events, workshops and presentations, both in her work at Poverty Solutions and in her past role as Community and Policy Manager for Detroit City Council. Branche-Wilson holds a Masters in Public Policy from the University of Michigan.

Lauren Slagter (Senior Communications Specialist) shares the impact of the initiative's research with members of the media and the public. At Poverty Solutions, she worked with Washtenaw County's Office for Community and Economic Development to develop a narrative to guide interpretation of Opportunity Index data; has helped plan, produce, and promote virtual and in-person events; and works closely with community partners to incorporate their perspectives in Poverty Solutions' communications products. Slagter has a journalism degree from Grand Valley State University and spent eight years as a news reporter, including at MLive and The Ann Arbor News. She maintains close ties to local media and national reporters covering poverty issues. Slagter has volunteered with Circles of Washtenaw County since January 2020 as co-chair of the program's "Big View" advocacy committee.

Research Project Design and Methodology

Our proposed project focuses on the effects of guaranteed income payments made to lower-income small business owners, entrepreneurs, and people with informal businesses who are Ann Arbor community members. We define community members as those who live, work, study, worship, or do business in Ann Arbor. Based on our review of existing literature and information about currently or soon-to-be operating guaranteed income pilots, no demonstration has focused specifically on entrepreneurs and small but under-capitalized businesses, particularly those owned by Black, Indigenous, and people of color (BIPOC) individuals. Moreover, many of the conversations we had with numerous local social service agencies, workforce development leaders, and other community stakeholders identified small business owners, entrepreneurs, and informal business owners as a group for whom a guaranteed income could be potentially beneficial. While data on the number of individuals who are entrepreneurs is biased toward small businesses that are formalized and may not capture those with more informal operations, prior to the pandemic, there were 7858 minority owned businesses and 1,481 women owned businesses in Washtenaw County (U.S, Census Bureau undated). In the proposed project, our collaborative team will conduct a randomized experiment and use mixed methods research to assess whether guaranteed income:

1. Helps small businesses and entrepreneurs stabilize and/or grow their businesses;
2. Allows entrepreneurs the time and resources to focus on their business;
3. Contributes to the positive economic growth of the community.

We hypothesize that by receiving a monthly guaranteed income payment, small business owners/entrepreneurs may be able to save money, thus accumulating capital that they can invest into their ventures, either allowing them to maintain their inventory, equipment, or other business expenses or giving them additional income that could allow them to expand, potentially through producing more products, hiring staff, or engaging in more marketing. Relatedly, we hypothesize that having additional income will afford entrepreneurs the time and cognitive resources to expend more energy on their businesses, perhaps by being able to cut back on other work or through having reduced financial stress (Kramer et al 2019). Finally, we hypothesize that through stabilization and/or expansion of business efforts, the local economy will benefit through increased business revenues, potentially offsetting costs of the guaranteed income pilot and indicating its possible sustainability. We will primarily use survey and in-depth interview data (see *Design and Research*, below) to answer these questions, but we will also supplement these data with income, savings and spending data that can be collected by our distribution partner, Steady, to see if spending patterns related to business expenses change.

While the questions listed above will be the primary focus of our research, we will also address other, important questions about the impact of a guaranteed income on small business owners and entrepreneurs. For example, we will examine potential effects on participants' financial well-being, separate from and related to their businesses, including whether the payment allows recipients to pay their bills on time, improves their sense of financial security, and gives them the opportunity to have money left over at the end of the month.

We will also explore whether a guaranteed income improves small business owners' and entrepreneurs' positive social determinants of health (SDH)—including food security, housing security, reliable transportation, healthcare access, and childcare stability. Across Washtenaw County, 31 percent of households struggle to afford these basic necessities (Michigan Association of United Ways 2021). Many low-income small business owners and entrepreneurs in our community may fall into this category of Asset Limited, Income Constrained, Employed, otherwise known as ALICE. ALICE represents those in our communities who are working yet still struggling to make ends meet (Michigan Association of United Ways). Researchers have demonstrated that such impediments to meeting basic needs harms health and development throughout the lifecourse (Nagata et al 2019; Ridley, Schilbach and Patel 2020).

Finally, researchers have previously demonstrated that income support policies are inversely associated with violence, but research to date has not evaluated the association between guaranteed income, specifically, and community violence (Rowhani-Rahbar et al 2022). We thus will conduct an exploratory analysis to assess if positive economic growth in participants' communities (i.e., census tracts) mediate the association between GI receipt and community violence reduction.

Project Element: Design and Research

In order to isolate effects of the guaranteed income on these various outcomes, we will implement a randomized controlled trial, conducting intensive outreach within the community (see *Participant Recruitment*), enrolling enough eligible individuals to allow for a treatment sample of 100 small business owners/entrepreneurs who will receive the guaranteed income payment and another 100 small business owners/entrepreneurs who will serve as the control group and not receive the benefit. We used G*Power 3 to assess sample size needs to detect an effect of guaranteed income on our outcomes with a critical $\alpha=0.05$ at 80% power. Assuming 80% attrition within treatment and control groups, a baseline sample of 200 individuals would provide us with ~80% power to detect a moderate effect size of $d=0.45$.

Data Collection. Our primary mode of data collection will be questionnaires that the team will administer to participants upon enrollment in the pilot/control group (baseline), a questionnaire administered approximately one year into the program (year 1), and a final questionnaire to be given during the last quarter of payment distribution (year 2). We will draw from our team's significant experience developing and fielding surveys and use measures that have been validated, used in other studies, or are informed by the extant literature. For example, to measure the Social Determinants of Health (SDH), we can draw from The Accountable Health Communities Health-Related Social Needs Screening Tool. For questions related to bill payment timing, debt, and other financial well-being constructs we can use those developed for the Michigan Recession and Recovery Study (on which Seefeldt was a co-PI). We will also draw upon questions related to financial health and entrepreneurship that the Detroit Metro Area Community Study (DMACS), which is run out of Poverty Solutions, has used in its survey waves. To develop questions that will measure impacts of the guaranteed income on participants' businesses and the larger community (the primary focus of our study), we will scan the existing literature, consult with our community partners, and seek the input of campus partners such as the Detroit Neighborhood Entrepreneurs Program (DNEP), which provides free technical and other assistance to Detroit small businesses, particularly those owned by people of color. Finally, we will utilize local data sources including, to the extent available: data on economic mobility like that used to assemble the Washtenaw County Opportunity Index, which we developed in partnership with the County; and administrative data from the local criminal legal system like that used in the Prosecutor Transparency Project in which we partner with the Washtenaw County Prosecutor's Office, to conduct our exploratory analyses about the effects of guaranteed income.

Our questionnaires will be designed so that they are easily completed on a smartphone or other mobile device. For those who lack internet access, we will offer the option of completing the questionnaires over the telephone or in-person. Participants, including the control group, will receive \$50 each time they complete a questionnaire.

We also propose in-depth, qualitative interviews with a subsample of treatment and control group members during the first quarter of FY26. We will define a sample and design questions based upon initial findings from the year 1 surveys. Qualitative interviews are particularly useful in helping to explain quantitative findings that may be puzzling, uncovering the mechanisms contributing to certain outcomes, and highlighting new issues that we may want to ask about further in our year 2 and final surveys. We anticipate interviewing 50 participants, a mix of treatment and control groups, either in-person, over the phone, or video call.

Data Analysis. We will use multivariable linear regression to evaluate our quantitative hypotheses. We will control for any sociodemographic characteristics that are significantly different between the two groups post-randomization according to t-tests and chi-square tests. We will also control for baseline levels of the outcome variables (e.g., food insecurity, levels of debt) to address the threat of regression to the mean. Models will include categorical variables for the intervention arm (Guaranteed Income or Control Arm). We will calculate the effect of the guaranteed income payment on the quantitative outcomes.

We will audio record and professionally transcribe qualitative interviews for data analysis; we will use software such as Nvivo to facilitate coding and analysis, highlighting the major themes that emerge from the interviews. We will also combine qualitative and quantitative analyses to better understand emerging findings. For example, if we find that entrepreneurs who received a guaranteed income payment were more likely to expand their business, we can use data from the in-depth interviews to explain the processes through which this occurred.

We will submit all data collection materials and analysis plans to the University of Michigan's Institutional Review Board (IRB) for approval. All study team members are familiar with the IRB process and have received certification from the University in regulatory compliance and the responsible conduct of research.

Community Engagement. Community engagement and receiving input from community members is a crucial component of our research design. Our community engaged process, which will consist of multiple community forums and ongoing meetings with a community advisory board, ensures that the voices of those most affected by a Guaranteed Income pilot- entrepreneurs and the organizations that serve them- are part of the entire process. This includes informing the outreach and recruitment strategy (which will affect the success of the randomization process), refining eligibility criteria, developing application materials and methods of verification, deciding upon topics of interest in surveys and interviews, and helping to interpret results. We also plan to incorporate public engagement strategies in our dissemination strategy, as discussed further below.

Project Budget

The total budget for the project is \$1,585,000 for April 1, 2023 through December 31, 2026, with additional in-kind contributions from the University of Michigan in the amount of \$169,400 (approximately 9.7% of the Total Project Cost). See also Attachment A – Budget Spreadsheet.

	Fee Proposal	U-M Match	Total Project Cost
Administrative and Research Costs:			
Personnel	\$173,992	\$169,400	\$343,392
Payment Distribution Consultant (Steady)	\$83,800	\$0	\$83,800
Community Partner (Friends In Deed)	\$4,500	\$0	\$4,500
Additional Community Partners	\$13,500	\$0	\$13,500
Community Advisory Board Members	\$2,500	\$0	\$2,500
Survey Respondent Incentive Payments	\$35,000	\$0	\$35,000
Transcription	\$4,300	\$0	\$4,300
Materials & Supplies	\$208	\$0	\$208
Administrative / Research Subtotal	\$317,800	\$169,400	\$487,200
Guaranteed Income Pilot Payments	\$1,267,200	\$0	\$1,267,200
Total Project Cost	\$1,585,000	\$169,400	\$1,754,400

The budget request includes expenditures under the following major cost categories:

Personnel **\$173,992**

Name / Position	Annual Salary	Level of Effort *	Salary Cost	Fringe Cost	Total Cost to Project
(1) Kristin Seefeldt, Ph.D.	\$142,792	10%	\$52,167	\$15,650	\$67,817
(2) William Lopez, Ph.D.	\$96,615	5%	\$15,094	\$4,528	\$19,622
(3) Rebecca Sokol, Ph.D.	\$105,000	5%	\$18,101	\$5,430	\$23,531
(4) Trevor Bechtel, Ph.D.	\$70,890	10%	\$22,223	\$6,667	\$28,890
(5) Afton Branche-Wilson	\$83,754	10%	\$26,255	\$7,877	\$34,132
		Total	\$133,840	\$40,152	\$173,992

* Effort levels vary for project personnel over the life of the project.

- (1) K. Seefeldt (PI) will be involved in all phases of the project, including liaising with the City, working with community partners, conducting outreach and recruitment, developing and implementing research activities, overseeing administrative activities and reporting, and day-to-day oversight of the project. She will devote 10% of her effort in Year 1 and 8% thereafter.
- (2) W. Lopez (Co-PI) will work with Seefeldt in designing, conducting, and analyzing the in-depth interviews, and contribute to outreach and recruitment efforts, particularly engagement with the immigrant community. He will commit 5% of his time in Years 1 and 4 and 3% in Years 2 and 3.
- (3) R. Sokol (Co-PI) will work with Seefeldt to develop the three questionnaires and will take the lead on analyzing this data and preparing reports. She will also oversee the random assignment process. Her effort will be 5% in Years 1 and 4 and 3% in Years 2 and 3.
- (4) T. Bechtel (Strategic Projects Mgr.) will serve as the main contact for community engagement, assist with outreach and recruitment, and oversee the hiring and work of the student research assistants. He will commit 10% of his effort in Year 1, 8% in Years 2 and 3, and 5% in Year 4.
- (5) A. Branche-Wilson (Asst. Director of Community Initiatives) will serve as the liaison with Steady, our payment distribution partner, and assist with community engagement and outreach activities.

She will also work on questionnaire and interview protocol development, devoting 10% of her time in Year 1, 8% in Years 2 and 3, and 5% in Year 4.

Salaries/Wages are based upon University established rates/salaries which are comparable to others doing similar research effort both within and outside the University. All employees will be paid according to the living wage provisions outlined in the project solicitation. An annual 3% escalation rate has been factored into salary amounts for each year of the project.

Fringe Benefits: The University does not have a negotiated fringe benefit rate. Rather, estimates of probable benefits expenses are used in proposal budgets, grants, and contracts and then charged for actual benefits expenses incurred, in direct proportion to the applicable salaries and wages charged. Fringe rates for the personnel involved in this project were set at 30% for faculty and staff.

Consulting & Professional Fees \$1,410,800

Guaranteed Income Pilot Payments: Payments will be made to 100 program participants in the amount of \$528 per month for 24 months, for a total of \$1,267,200. These payments will be distributed to participants by our payment distribution partner, Steady.

Payment Distribution Consultant (Steady): Funds in the amount of \$83,800 will be provided to our third-party online payment distribution partner, Steady, to administer the guaranteed income pilot payments, including setting up participants with accounts and cards (if needed), providing technical assistance to participants, and overseeing the consistent payment to recipients in a timely manner.

Community Partners: A subgrant of \$4,500 will be provided to Circles / Friends In Deed to partner with the project team for outreach and recruitment activities in Year 1 and consultation on research activities in Years 2-4. We anticipate partnering with up to three additional local organizations or agencies from Ann Arbor/Washtenaw County to assist with the project's outreach and recruitment activities and to provide feedback in an advisory capacity. These additional community partners will also be provided \$4,500 to assist with covering their expenses, for a total of \$13,500.

Community Advisory Board Members: We anticipate engaging an additional two community members to serve in an advisory capacity for the project. Each member will be provided \$500 in Year 1 and \$250 per year for Years 2-4 of the project as compensation for their participation, for a total of \$2,500.

Respondent Incentive Payments: Funds are requested for survey and interview respondents, estimated at \$50 each for 200 survey respondents in Years 1, 2, and 3 (baseline, midpoint, and final surveys), and for 50 interview respondents in Years 2 and 3 (two rounds of in-depth interviews before and after the midpoint survey), as an acknowledgement of the time and effort required to complete the questionnaires and interviews. Total incentive funds requested over the grant period are \$35,000.

Transcription: \$4,300 in project funds are requested for transcription of the project's in-depth interviews, based upon an estimate of 45-60 minutes per interview for 100 interviews at \$0.75 a minute.

Materials & Supplies \$208

We have budgeted \$208 in supplies to offset printing costs and other supplies for community outreach.

Communications & Publications \$0

No communications and publications-related funds are requested for the project. The University is supporting the effort of L. Slagter (Senior Communications Specialist) as an in-kind contribution for the project. If other communications or publications costs arise, the University will cover the expense as an additional in-kind contribution for the project.

Travel & Accommodations \$0

No travel or accommodation funds are requested for the project. If any such costs arise over the course of the project, the University will cover the expense as an in-kind contribution.

Conferences, Conventions, Meetings \$0

No conference, convention, or meeting funds are requested for the project. If any such costs arise over the course of the project, the University will cover the expense as an in-kind contribution.

Institutional Overhead / Indirect Costs \$0

No institutional overhead or indirect costs are requested for the project. The value of these expenses (absorbed by the University) has not been included as an in-kind contribution since these were not an allowable expense for the project.

U-M In-Kind Support:

The following resources will be provided as in-kind support from University sources for the project.

Personnel \$169,400

Name / Position	Annual Salary	Level of Effort *	Salary Cost	Fringe Cost	Total Cost to Project
(1) Kristin Seefeldt, Ph.D.	\$142,792	5%	\$40,130	\$12,039	\$52,169
(2) Terri Friedline, Ph.D.	\$141,313	3%	\$18,269	\$5,481	\$23,750
(3) Joseph Ryan, Ph.D.	\$186,706	3%	\$24,136	\$7,241	\$31,377
(4) Trina Shanks, Ph.D.	\$184,447	3%	\$23,843	\$7,153	\$30,996
(5) Lauren Slagter	\$72,975	3%	\$7,310	\$2,193	\$9,503
(6) Research Assistants	\$18/hour	1,115 hrs	\$20,070	\$1,535	\$21,606
		Total	\$133,758	\$35,642	\$169,400

* Effort levels vary for project personnel over the life of the project.

- (1) K. Seefeldt (PI) will include 5% effort in Year 1 and 7% thereafter to conduct the activities described above as well as dissemination activities.
- (2) T. Friedline (Faculty Researcher) will include 3% effort, contributing to the development of questionnaire and interview topics, particularly around financial well-being, and supporting dissemination activities, including writing reports and papers.
- (3) J. Ryan (Faculty Researcher) will include 3% effort, assisting with use of administrative data and providing support to dissemination activities, including writing reports and papers.
- (4) T. Shanks (Faculty Researcher) will include 3% effort, assisting with community engagement and supporting dissemination activities, including writing reports and papers.
- (5) L. Slagter (Sr. Communications Specialist) will include 3% effort in Years 1 and 4 and 5% in Year 3 to oversee development of outreach and recruitment materials, other public facing materials (e.g., press releases), and other activities related to dissemination of project findings.
- (6) The Research Assistants, primarily University graduate students, will assist with the day-to-day activities of the project, including outreach and dissemination, data collection, coding, and analyzing data, and other support activities for roughly 1,115 hours over the life of the project.

All employees will be paid according to the living wage provisions outlined in the project solicitation. An annual 3% escalation rate has been factored into salary amounts for each year of the project. Fringe rates for the above personnel were set at 30% for faculty and staff and 7.65% for Research Assistants.

Detailed Program Narrative

In this section we discuss in detail the steps we will take to define eligibility, recruit a diverse group of participants, design an application process that places a limited burden upon participants, conduct randomization, hold orientations and enroll participants, and distribute payments to participants. We will use processes that center the needs of participants and reduce burdens to their ability to participate. As noted in the *Administration and Research Team Personnel* section, Poverty Solutions and our affiliated faculty have the requisite qualifications and experience to conduct this project. Our research is community-engaged and focused, we have developed materials to assist individuals trying to navigate complex systems, and we have strong relationships with organizations in the community. Every winter and spring we conduct outreach to enroll young adults, particularly those living in underserved zip codes, in the county's SummerWorks employment program, and we can draw upon that experience in designing and carrying out those tasks for the pilot. The assembled research team is experienced in community-engaged methods, survey design and implementation, qualitative and mixed methods, and project management. We believe that our identified community partner, Friends In Deed, will bring important experience working with individuals who have started their own businesses, and our payment distribution partner, Steady, has successfully delivered guaranteed income payments in other city pilots operating throughout the country.

Eligibility Criteria. The target population for our program is low to moderate income entrepreneurs or small business owners who live, work, study, workshop, or do business in Ann Arbor. Our target participant might work part-time as a childcare worker and operate a hair care business on the side, or they might be the sole employee and owner of a small computer repair shop. While we anticipate that refining these criteria will be one of the initial steps we take in partnership with our community advisory board, other community partners, and in consultation with University of Michigan experts from UM's Ross School of Business and Detroit Neighborhood Entrepreneurs Project, we offer several suggested criteria below.

To define "low- and moderate- income," we propose using the definition as listed in the SLFRF guidance: U.S. Department of Housing and Urban Development's 65% of Area Median Income range for Washtenaw County or 2) income at or below 300% of the Federal Poverty Guidelines for the size of household, as specified by ARPA regulations. To define a "small business," we propose using the Washtenaw Association of Businesses of Color's definition of five or fewer employees, including the owner. There are many other terms for these entrepreneurs, including micro-business owner, someone who is self-employed, or someone who has a "side-hustle." These businesses may include established businesses with brick and mortar or online locations, sole proprietorships, and businesses not yet registered with the state. Whether or not we would include individuals operating as independent contractors, such as rideshare drivers, would also be a decision we would need to make in consultation with our community advisory board and other partners.

Project Element: Participant Recruitment

Outreach and Recruitment Strategies. We will employ a variety of strategies to reach the largest number of potentially eligible applicants, ensuring the robustness of our research sample. Upon commencement of the project, we will hold a series of community forums in locations that are accessible to those who are most likely to be interested and eligible for the pilot, including churches, community centers and Washtenaw Community College. The purpose of these sessions is to explain the pilot and evaluation, focusing particularly on the random assignment process and why randomization is important (e.g., it ensures the highest level of research integrity, while instituting a process that is fair in that it's random),

while at the same time listening to potential participants and their concerns and finding opportunities to integrate their suggestions into the design.

We will also convene our community advisory board, which will consist of two members from the community, preferably people with experience with small businesses, our identified community partner, Friends In Deed, and several other organizations that serve individuals with small businesses and entrepreneurial efforts (for example, the Entrepreneurship Center at Washtenaw Community College and the Association of Businesses of Color). Advisory board members will identify recruitment opportunities and work with us to sign up participants for the pilot. To recruit community members for the advisory board, we will host an open call and circulate a brief application form to our on campus and community partners.

Once we have finalized our design and application materials, we will seek out meetings with major social service organizations in Ann Arbor and Washtenaw County that may know of clients who meet eligibility criteria, including but not limited to: Avalon Housing, Groundcover, Ozone House, Peace Neighborhood Center, and Jewish Family Services of Washtenaw County. We plan to partner with the Ann Arbor District Library to reach out to their clientele and make them aware of the program. Due to historic and present racist policies and practices in the United States, individuals of color disproportionately experience poverty and as noted earlier, businesses owned by the BIPOC community face many more challenges to success. As such, we will strive to ensure that Black and Latinx individuals, including those who are immigrants, are sufficiently represented in our recruitment and enrollment efforts.

We will develop flyers that we can take to these meetings and other publicity materials, including a website to learn more about and apply for the program. The study team has experience creating public-facing materials including websites and resource guides that center the users' experience and provide information in plain, accessible language (example: [COVID-19 stimulus check website](#), [Child Tax Credit website](#), [land contract buyer guide](#)). We routinely work with translators to make FAQ sheets, resource guides, and social media content available in multiple languages. We follow accessibility best practices for graphics and videos to make the content available to people using screen readers. We use analytics to track the reach of different types of messaging and adapt materials to better reach target audiences. We will also attend various in person events, such as the Ann Arbor and Ypsilanti Farmers and Artisan Markets, DIYPSI, the Ann Arbor African American Downtown Festival, Juneteenth celebrations in Ann Arbor and Ypsilanti, and others. Where feasible, we would bring tablets or other devices to allow residents to apply for the program.

An important part of the outreach and recruitment, as well as enrollment, processes is to accurately and carefully explain to individuals and counsel them on the potential impact of the guaranteed income payment on any public benefits they might receive. In order to minimize this to the greatest extent possible, one of our first activities will be to seek out a waiver from the Michigan Department of Health and Human Services (MDHHS), a past partner of Poverty Solutions, so that participation in the pilot does not negatively affect eligibility for cash, food,¹ child care, or medical assistance. This practice was used in the Stockton SEED pilot (West et al, 2021), and we would seek out counsel from the SEED team, as well as other experts, such as researchers with the University of Pennsylvania's Center for Guaranteed Income Research. We describe our capability to obtain a waiver below. However, we do not believe we will be able to obtain a waiver that would exempt public housing benefits, and we are still exploring the impact

¹ It may be the case that receiving a guaranteed income payment would be counted in determining eligibility for food assistance (i.e., the Supplemental Nutrition Assistance Program or SNAP). According to guidance provided by the Food and Nutrition Service of the U.S. Department of Agriculture, guaranteed income payments that are financed via public funds, such as ARPA dollars, may not be excluded from income eligibility requirements. However, we will pursue this issue further.

of a guaranteed income payment on Supplemental Security Income (SSI) program receipt. If the waiver from MDHHS is not granted, we will develop a plan to walk recipients through potential impacts. The Federal Reserve Bank of Atlanta, for example, has developed the GI dashboard (https://emar-data-tools.shinyapps.io/gi_dashboard/), which allows potential applicants to enter information about income, expenses, and benefit receipt to show the effect of receiving a guaranteed income payment on their overall income as well as public assistance benefits.

Application. We will create a brief, user-friendly application to join the guaranteed basic income lottery, following the example of the City of Chelsea, MA's direct cash assistance program (Liebman, et. al. 2022). The application will be available online and at various community locations, in multiple languages. We will design the application in collaboration with community advisory board members but suggest the following core components: self-attested income and receipt of means tested benefits, proof of business ownership and nature of their connection to Ann Arbor. To verify business ownership, applicants will be able to submit a variety of materials: website, address, or social media page; evidence of business receipts, such as public Venmo or Cash App history; or evidence they have sold at farmer's or maker's market. Our current plan is that the application would be open for a minimum of three months, ideally from the beginning of June through the end of August 2023. Lastly, we plan to employ student research assistants to verify all materials submitted and ask clarifying questions if needed.

Participant Randomization. The study team will randomize participants to treatment and control conditions after the initial applications are completed and verified. Research assistants will follow-up with applicants via phone or email (and in-person, if needed) to let them know their group assignment. Treatment group members will receive counseling on potential impacts of participation on means-tested benefits.

Orientation and Participant Enrollment. We will hold a pre-enrollment orientation session for eligible participants, one for treatment group members and one for control group members, offering the same content at multiple times and dates to accommodate schedules." Following the work of Goldberg and Kiernan (2004), the pre-enrollment orientations will describe the specifics of the guaranteed income pilot to potential participants, explain key research methods—including the importance of a control condition, random assignment, the influence of attrition on results, and the benefits and drawbacks of participating, including any impact on benefits. The team will hold these sessions in a group format, with both in-person and virtual session options and at locations throughout the area that are easily accessible to participants. Researchers have found that such pre-enrollment orientation sessions increase the proportion of participants who complete questionnaires and yield high participant retention (Mayhew, et. al., 2020; Goldberg & Kiernan, 2004).

Research study personnel will lead the pre-enrollment orientation sessions. For in-person sessions, study staff will consent and enroll participants on site after the orientation session; participants who consent and enroll will then complete an online baseline questionnaire on site using an electronic tablet. For online pre-enrollment orientation sessions, potential participants will be directed to a one-on-one virtual video call with study staff after the orientation where they will complete the consent and enrollment process; study staff will then direct participants who consent to an online baseline questionnaire. Treatment group members will also be offered the opportunity to sign up for the Steady app during this session.

The study team will offer \$50 per questionnaire for the baseline questionnaire (and for the subsequent year 1 and final questionnaire). The study team will also collect (as applicable and available) participant email(s), phone number(s), address, social media usernames, and contact information for three close friends or relatives. The team will ask participants to update this contact information for themselves and their friends/relatives during each questionnaire. The team will use this contact information to create a

study database to contact and track participants, using multiple methods that reflect participants' preferred method of contact (text, phone call, and/or email).

Project Element: Disbursement of Payments

Steady, a financial technology company, will handle the disbursement of payments for this project. The company has significant experience in this area and is currently the technology partner of Mayors for a Guaranteed Income. One of the reasons we opted to partner with Steady to administer the payments is that their application allows users to choose how they want to receive the funds. Steady's disbursement process is as follows:

1. Participants with smartphone access and bank accounts will join the Steady app with their email, then link their desired bank account to the app to receive payments. These participants will receive payment via direct deposit.
2. Participants without smartphone access will share bank account information via phone with the Steady team to receive direct ACH transfers to their bank accounts – no app needed.
3. Participants without bank accounts (or any other participant who so desires) will receive payments on a reloadable debit card. The card requires no personal information (e.g. SSN, permanent address, or state identification). This card does not charge participants any overdraft fees, monthly fees, or minimum deposit fees.

The Steady platform seeks to minimize participant burden by creating a simple and straightforward onboarding process that makes linking a bank account and receiving funds as hassle-free as possible. There is no need to gather an account or routing number – participants can simply link their bank account within our smartphone app, using the same log-in credentials that they use to log into their bank online. After each payment, participants will receive email notifications that their funds have been distributed. The study team will have real-time access to payment status information via a shared database. Steady can also share this information via email and in monthly syncs.

Steady delivers funds consistently on-time and does so at scale – last month the company delivered over 2,700 payments to participants across 12 guaranteed income and pandemic benefits programs. The company has designed simple processes for participants to change their bank account information if they want to receive funds in a different account, face bank account closure, or want to move from bank account transfer to card. Lastly, if a participant enters the program without a bank account but is interested in obtaining one, Steady can assist in setting up a no-fee, online banking account through existing partners.

Steady provides customer support to program participants in two ways: through the Member Loyalty Team (our customer service agents) and Guaranteed Income Project Management. Steady's customer service team (8 agents) is available from Monday – Friday and Sunday, 8 am – 5pm ET, to answer questions and troubleshoot issues. For high-touch, hands-on support, Steady's Project Manager is available by email, phone, and text to troubleshoot any payment difficulties one-on-one with participants. She is well-versed in issues related to bank linkage, failed payments, and switching payment methods, and she works directly with participants across all of our guaranteed income programs. Real-time support is currently offered in English, but we will explore how to offer this service in other languages as needed.

Recipient-Centered Service Delivery. Our study team and distribution partner will provide a positive program experience for guaranteed income recipients by utilizing a clear, accessible communications style and centering efficient service delivery. To do this, we will ensure all program materials are simple and well-designed, and create a service blueprint, a human-centered design tool which illuminates how

participants experience a program and what your team needs to do on the front and back end to create that experience.

We will designate one study team member to serve as resident engagement coordinator, responsible for sharing information and answering all questions outside of payment distribution. This person can walk participants through expected impacts on public benefits, share proactive updates about the research process, and serve as a “point person” for all other needs. We will provide a public dedicated email address and phone number for residents to text, call or email the coordinator directly.

Project Element: Dissemination of Research Findings

Our dissemination strategy will focus on sharing findings with study participants, poverty and guaranteed income scholars, local municipalities exploring similar guaranteed income programs, policymakers who might support guaranteed income policies at the state or federal level, small business development organizations, and philanthropic organizations whose support could make more guaranteed income programs possible. To reach these audiences, the study team will pursue the following dissemination activities:

- Sharing research findings to study participants via written summary, video, and/or in-person or virtual events, to be held prior to or after release of reports;
- Publishing research reports, which could include a policy brief that focuses on key takeaways and actionable recommendations as well as a peer-reviewed journal articles to be published in open access journals that would dig deeper into study methodology and inform future academic research;
- Holding in-person and virtual convenings to share findings, answer questions, and discuss next steps for sustaining guaranteed income programs. Invitees for these convenings would include policymakers from across the country interested in learning from Ann Arbor’s model, philanthropic organizations, small business development organizations, and community leaders invested in promoting economic mobility and BIPOC-owned businesses;
- Producing press releases and op-eds aimed at local news outlets as well as regional and national news outlets that cover anti-poverty efforts and BIPOC-owned business development;
- Creating video and/or personal essays that allow study participants to share about their experiences with the guaranteed income pilot in their own words. This would connect individual impact to broader study findings and allow for a diverse set of narrators to contribute to conversations about guaranteed income approaches. We will draw upon the best practices outlined by Bhattacharya et al, 2021 to ensure that this narrative element of the project is grounded in respect, principles of justice, and dignity;
- Sharing all materials on the guaranteed income study website and via a social media campaign that leverages the University of Michigan’s and City of Ann Arbor’s online following and networks;
- Coordinating with U-M’s government relations to share findings with relevant policymakers and support faculty affiliates in sharing findings at academic conferences.

Project Element: Grant Oversight and Reporting

As required by ARPA, all participant and research funds will be expended by the end of 2026. Further, we agree that as recipients of ARPA funding, we will complete financial, performance, and compliance reporting as required throughout the life of the project. The University of Michigan will maintain accounting records for compiling and reporting accurate, compliant financial data, in accordance with appropriate accounting standards and principles, and controls are in place to ensure completion and timely submission of all mandatory performance and/or compliance reporting. Project personnel and other

University financial staff will be dedicated, as needed, to completing quarterly reports to the City, as well as other reports as requested, to comply with federal funding obligations.

Timeline and Workflow

The fourth quarter of fiscal year 2023 (q4 23), the beginning of the project period, will be spent performing intensive planning activities, engaging with the community and relevant stakeholders, developing recruitment and enrollment strategies, designing the baseline survey, and obtaining needed permissions from the University of Michigan's Institutional Review Board (IRB) and the Michigan Department of Health and Human Services (MDHHS). Upon award, we will immediately begin discussions with our community advisory board and will hold at least three community forums to discuss the pilot and the research component and to listen to the community's concerns and suggestions, so that our plans are informed by their input. We will also quickly engage with UM's IRB so that we can preemptively address any concerns and with MDHHS to obtain a waiver that would allow participants who receive cash assistance (TANF), SNAP, Medicaid, and/or other benefits administered by MDHHS to have the guaranteed income, or a portion of it, not counted toward program income requirements. Poverty Solutions' Director, Dr. H. Luke Shaefer, serves as special counselor to MDHHS and will assist us in moving this request forward. Based upon research we have conducted, we do not believe that it will be possible for us to secure such a waiver for any U.S. Department of Housing and Urban Development housing benefits, so during this time we will also work with local housing experts to discuss ways we might best address the potential impact on benefits with applicants.

After meetings with our advisory board/community partners and the larger community, the project team will refine: a) eligibility criteria for the pilot, b) a plan for registering people for the pilot, c) the randomization process, and d) the baseline questionnaire. We will also finalize the outreach and publicity strategy that was outlined above and develop public materials, including flyers and a website (either a standalone website or one hosted by the City). Publicity and the outreach activities noted above will also take place in this quarter.

We are planning to open the registration process toward the end of q4 23 and continue enrolling people into q1 24 (approximately 3 months), all the while continuing our outreach activities. Upon closing registration, we will contact at least 200 eligible individuals to invite them to attend one of the orientation sessions, where they will be consented into the study and complete the baseline questionnaire. After these sessions are completed, we will randomize the study sample and contact treatment group members to sign them up with Steady, the distributor of payments. Our goal is to have enrollment and the baseline survey completed by the end of q2 24, although this process may not wrap up until the first month of q3 24. Payments to participants will begin sometime in q3 24 and run through q2 26, for a total of 24 months.

As noted above, participants (including the control group) will complete a baseline survey when they enroll in q4 23- q1 24. We will analyze the descriptive statistics in q3 24 and produce a draft short report, summarizing the characteristics of the sample. The following quarter (q4 24) we will hold a meeting with our community advisory board/partners and the City, presenting the results and obtaining feedback. We will finalize this report by the end of q4 24.

In q1 25 we will develop our year 1 survey and submit it to the UM IRB, with the goal of collecting the data in q2 25 and analyzing the data in q3 25 and preparing a short report on early findings. As with the baseline survey report, we will submit the report to the community advisory board/partners and city staff for feedback in q4 25 and then finalize the report.

At the same time, we will begin designing our qualitative interview guides and submit them to the IRB. These interviews will be conducted during q1 26. Because qualitative data analysis is an iterative process, we can start coding and analyzing data as soon as it is transcribed, although the analysis will continue into q2 26. The initial analysis in q1 26 will simultaneously inform development of the final survey instrument. Data collection will occur in q2 26, the final quarter of payment distribution.

The final four quarters of the project will be spent conducting additional analysis of both the qualitative and the questionnaire data. Throughout the life of the project, we will disseminate our findings through a variety of activities. The timing of some dissemination activities will coincide with the development and/or release of reports. For example, sharing findings with study participants or producing op-eds and press releases would most likely take place in q4 25; q4 26; q1 or q2 27. In person or virtual convenings would be developed and held in consultation with City and community partners, at dates to be mutually agreed upon. Website updates would be ongoing, as would coordination with UM's government relations office. We will submit a journal article to an open access journal no later than q2 27.

As specified in the RFP, we will produce quarterly reports and a final report to the City and will engage with other members of the Project Team on an as needed basis. All activities will be concluded and funds expended by the end of q2 27, which corresponds to December, 2026.

University of Michigan Authorized Negotiator:

Ryan Lankton, Assistant Managing Project Representative - Government Sponsors
University of Michigan
(734) 764-4750
rlankton@umich.edu

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List of Attachments

- Attachment A – Budget Spreadsheet
- Attachment B – Legal Status of Offeror
- Attachment C – Non-Discrimination Ordinance Declaration of Compliance Form
- Attachment D – Living Wage Declaration of Compliance Form
- Attachment E – Vendor Conflict of Interest Disclosure Form
- Attachment F – Endorsements from Local Organizations
 - Friends In Deed (subgrant recipient)
 - Ann Arbor District Library
 - Groundcover News
 - Washtenaw County Office of Community Economic Development
 - Association of Businesses of Color
 - Express Your Yes Foundation
- Attachment G – Endorsement from Administering Organization - Steady

ENTER BASIC BUDGET INFORMATION

1) Enter Project Information

Organization Name	University of Michigan Poverty Solutions
Organization Type	U.S. University
Project Title	Increasing Economic Security through Payments to Small Business Entrepreneurs

2) Major Activities/ Project Elements

Project Element	Design and Research
Project Element	Participant Recruitment
Project Element	Disbursement of Payments
Project Element	Dissemination of Research Findings
Project Element	Grant Oversight and Reporting
Project Element	Activity 6
Project Element	Activity 7
Project Element	Activity 8
Project Element	Activity 9
Project Element	Activity 10

Additional worksheets can be revealed by right clicking on a worksheet tab. Worksheet should be named with the Activity or Element Input

3) Project Quarters

Project Quarters	Project Elements / Activities Involved
Q4 FY23	Design and Research, Participant Recruitment, Grant Oversight and Reporting
Q1 FY24	Design and Research, Participant Recruitment, Grant Oversight and Reporting
Q2 FY24	Design and Research, Participant Recruitment, Grant Oversight and Reporting
Q3 FY24	Design and Research, Disbursement of Payments, Dissemination of Research Findings, Grant Oversight and Reporting
Q4 FY24	Design and Research, Disbursement of Payments, Dissemination of Research Findings, Grant Oversight and Reporting
Q1 FY25	Design and Research, Disbursement of Payments, Grant Oversight and Reporting
Q2 FY25	Design and Research, Disbursement of Payments, Grant Oversight and Reporting
Q3 FY25	Design and Research, Disbursement of Payments, Dissemination of Research Findings, Grant Oversight and Reporting
Q4 FY25	Design and Research, Disbursement of Payments, Dissemination of Research Findings, Grant Oversight and Reporting
Q1 FY26	Design and Research, Disbursement of Payments, Grant Oversight and Reporting
Q2 FY26	Design and Research, Disbursement of Payments, Grant Oversight and Reporting
Q3 FY26	Design and Research, Grant Oversight and Reporting
Q4 FY26	Design and Research, Dissemination of Research Findings, Grant Oversight and Reporting
Q1 FY27	Dissemination of Research Findings, Grant Oversight and Reporting
Q2 FY27	Dissemination of Research Findings, Grant Oversight and Reporting

University of Michigan Poverty Solutions
Increasing Economic Security through Payments to Small Business Entrepreneurs
Subgrants to Organizations

Subgrants to Other Organizations

Complete the table below for each organization receiving a subgrant from you as part of this project.

All proposals will have at least one subgrant to an Ann Arbor local non-profit to assist with outreach and recruitment as indicated in the RFP.

If more than 2 subgrantees are required, additional input space can be revealed using the 'unhide' feature between rows 41 and 90.

Budget periods are in Fiscal Years. The Ann Arbor fiscal year is August - July. Therefore, Q423 corresponds to April-June of calendar year 2023.

Subgrantee name	Primary Activities Supported										Total Activities	Notes						
Friends In Deed																		
Subgrantee Organization Type	Local non-profit organization	Design and Research	40%	Dissemination of Research Findings	10%	Activity 7		Activity 10				100%						
		Participant Recruitment	50%	Grant Oversight and Reporting		Activity 8												
		Disbursement of Payments		Activity 6		Activity 9												
Expenses	Project Budget Period												Total	Notes				
	Q4 FY23	Q1 FY24	Q2 FY24	Q3 FY24	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Q1 FY26	Q2 FY26	Q3 FY26	Q4 FY26	Q1 FY27	Q2 FY27			
Personnel	3,000				500				500				500				\$	4,500
Consulting & Professional Fees																	\$	-
Materials & Supplies																	\$	-
Computers & Equipment																	\$	-
Communications & Publications																	\$	-
Travel & Accommodations																	\$	-
Conferences, Conventions & Meetings																	\$	-
Total Subgrantee Costs	\$3,000	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$	4,500
Subtotal: Subgrantee Costs	\$3,000	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$	\$4,500
TOTAL SUBGRANTS TO ORGANIZATIONS	\$3,000	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$	\$4,500

University of Michigan Poverty Solutions
 Increasing Economic Security through Payments to Small Business Entrepreneurs
 Budget Summary

Monday, May 1, 2023

	BUDGET PERIOD														Total	
	Q4 FY23	Q1 FY24	Q2 FY24	Q3 FY24	Q4 FY24	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Q1 FY26	Q2 FY26	Q3 FY26	Q4 FY26	Q1 FY27		Q2 FY27
Total Funding Requested by budget period	\$ 110,257	\$ 18,249	\$ 18,249	\$ 171,649	\$ 175,627	\$ 168,626	\$ 178,626	\$ 168,626	\$ 171,432	\$ 173,733	\$ 178,933	\$ 10,533	\$ 15,152	\$ 12,653	\$ 12,655	\$ 1,585,000.00
Funding Request	\$ 110,257	\$ 18,249	\$ 18,249	\$ 171,649	\$ 175,627	\$ 168,626	\$ 178,626	\$ 168,626	\$ 171,432	\$ 173,733	\$ 178,933	\$ 10,533	\$ 15,152	\$ 12,653	\$ 12,655	\$ 1,585,000.00
EXPENDITURES																
Design and Research																
Personnel	7,866	7,866	8,004	7,196	5,514	8,245	8,245	5,710	5,880	2,000	8,493	8,493	9,722	1,897	-	93,131.00
Consulting & Professional Fees	-	5,000	5,000	-	6,500	-	10,000	-	-	-	4,800	10,000	-	-	-	43,300.00
Materials & Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Computers & Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Communications & Publications	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Travel & Accommodations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Conferences, Conventions & Meetings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Design and Research	\$ 7,866	\$ 12,866	\$ 13,004	\$ 7,196	\$ 12,014	\$ 8,245	\$ 18,245	\$ 5,710	\$ 7,880	\$ 13,293	\$ 18,493	\$ 9,722	\$ 1,897	\$ -	\$ -	\$ 136,431.00
Participant Recruitment																
Personnel	4,289	4,289	4,289	-	-	-	-	-	-	-	-	-	-	-	-	12,867.00
Consulting & Professional Fees	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000.00
Materials & Supplies	208	-	-	-	-	-	-	-	-	-	-	-	-	-	-	208.00
Computers & Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Communications & Publications	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Travel & Accommodations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Conferences, Conventions & Meetings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Participant Recruitment	\$ 14,497	\$ 4,289	\$ 4,289	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,075.00
Disbursement of Payments																
Personnel	-	-	-	1,687	1,390	1,193	1,193	1,193	1,229	1,229	1,229	1,229	-	-	-	10,343.00
Consulting & Professional Fees	83,800	-	-	158,400	158,400	158,400	158,400	158,400	158,400	158,400	158,400	158,400	-	-	-	1,351,000.00
Materials & Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Computers & Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Communications & Publications	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Travel & Accommodations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Conferences, Conventions & Meetings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Disbursement of Payments	\$ 83,800	\$ -	\$ -	\$ 160,087	\$ 159,790	\$ 159,593	\$ 159,593	\$ 159,593	\$ 159,629	\$ 159,629	\$ 159,629	\$ -	\$ -	\$ -	\$ -	\$ 1,361,343.00
Dissemination of Research Findings																
Personnel	-	-	-	3,410	2,535	-	-	2,535	-	2,612	-	-	-	9,641	11,539	43,458.00
Consulting & Professional Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000	-	2,000.00
Materials & Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Computers & Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Communications & Publications	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Travel & Accommodations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Conferences, Conventions & Meetings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Dissemination of Research Findings	\$ -	\$ -	\$ -	\$ 3,410	\$ 2,535	\$ -	\$ -	\$ 2,535	\$ 2,612	\$ -	\$ -	\$ -	\$ -	\$ 11,641	\$ 11,539	\$ 45,458.00
Grant Oversight and Reporting																
Personnel	1,094	1,094	956	956	788	788	788	788	811	811	811	811	811	1,114	1,114	14,193.00
Consulting & Professional Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Computers & Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Communications & Publications	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Travel & Accommodations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Conferences, Conventions & Meetings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Grant Oversight and Reporting	\$ 1,094	\$ 1,094	\$ 956	\$ 956	\$ 788	\$ 788	\$ 788	\$ 788	\$ 811	\$ 811	\$ 811	\$ 811	\$ 811	\$ 1,114	\$ 1,114	\$ 14,193.00
Subgrants																
Subgrants to Organizations																
Friends In Deed	3,000	-	-	-	500	-	-	-	500	-	-	-	-	500	-	4,500.00
Total Subgrants	\$ 3,000	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ 4,500.00

ATTACHMENT B LEGAL STATUS OF OFFEROR

(The Respondent shall fill out the provision and strike out the remaining ones.)

The Respondent is:

- A constitutional corporation organized and doing business under the laws of the state of Michigan, for whom Ryan Lankton bearing the office title of Assistant Managing Project Representative, whose signature is affixed to this proposal, is authorized to execute contracts on behalf of respondent.*

*If not incorporated in Michigan, please attach the corporation's Certificate of Authority. (Note: The University is not a traditional corporation, but rather a corporate entity created under the state constitution at a constitutional convention.)

- A limited liability company doing business under the laws of the State of _____, whom _____ bearing the title of _____ whose signature is affixed to this proposal, is authorized to execute contract on behalf of the LLC.
- A partnership organized under the laws of the State of _____ and _____ filed with the County of _____, whose members are (attach list including street and mailing address for each.)
- An individual, whose signature with address, is affixed to this RFP.

Respondent has examined the basic requirements of this RFP and its scope of services, including all Addendum (if applicable) and hereby agrees to offer the services as specified in the RFP.



Signature

Date: January 26, 2023,

(Print) Name Ryan Lankton Title Assistant Managing Project Representative Firm: Regents of the University of Michigan, Office of Research and Sponsored Projects

Address: 3003 S. State Street, Ann Arbor, MI 48109-1274

Contact Phone 734-764-4750

Fax _____

Email rlankton@umich.edu

ATTACHMENT C CITY OF ANN ARBOR DECLARATION OF COMPLIANCE

Non-Discrimination Ordinance

The “non discrimination by city contractors” provision of the City of Ann Arbor Non-Discrimination Ordinance (Ann Arbor City Code Chapter 112, Section 9:158) requires all contractors proposing to do business with the City to treat employees in a manner which provides equal employment opportunity and does not discriminate against any of their employees, any City employee working with them, or any applicant for employment on the basis of actual or perceived age, arrest record, color, disability, educational association, familial status, family responsibilities, gender expression, gender identity, genetic information, height, HIV status, marital status, national origin, political beliefs, race, religion, sex, sexual orientation, source of income, veteran status, victim of domestic violence or stalking, or weight. It also requires that the contractors include a similar provision in all subcontracts that they execute for City work or programs.

In addition the City Non-Discrimination Ordinance requires that all contractors proposing to do business with the City of Ann Arbor must satisfy the contract compliance administrative policy adopted by the City Administrator. A copy of that policy may be obtained from the Purchasing Manager

The Contractor agrees:

- (a) To comply with the terms of the City of Ann Arbor’s Non-Discrimination Ordinance and contract compliance administrative policy.
- (b) To post the City of Ann Arbor’s Non-Discrimination Ordinance Notice in every work place or other location in which employees or other persons are contracted to provide services under a contract with the City.
- (c) To provide documentation within the specified time frame in connection with any workforce verification, compliance review or complaint investigation.
- (d) To permit access to employees and work sites to City representatives for the purposes of monitoring compliance, or investigating complaints of non-compliance.

The undersigned states that he/she has the requisite authority to act on behalf of his/her employer in these matters and has offered to provide the services in accordance with the terms of the Ann Arbor Non-Discrimination Ordinance. The undersigned certifies that he/she has read and is familiar with the terms of the Non-Discrimination Ordinance, obligates the Contractor to those terms and acknowledges that if his/her employer is found to be in violation of Ordinance it may be subject to civil penalties and termination of the awarded contract.

Regents of the University of Michigan
Company Name



January 26, 2023

Signature of Authorized Representative

Date

Ryan Lankton, Assist Managing Project Representative
Print Name and Title

3003 S. State St., Ann Arbor, MI 48109-1274
Address, City, State, Zip

(734)764-4750. / rlinkton@umich.edu
Phone/Email address

Questions about the Notice or the City Administrative Policy, Please contact:

Procurement Office of the City of Ann Arbor
(734) 794-6500

ATTACHMENT D CITY OF ANN ARBOR LIVING WAGE ORDINANCE DECLARATION OF COMPLIANCE

The Ann Arbor Living Wage Ordinance (Section 1:811-1:821 of Chapter 23 of Title I of the Code) requires that an employer who is (a) a contractor providing services to or for the City for a value greater than \$10,000 for any twelve-month contract term, or (b) a recipient of federal, state, or local grant funding administered by the City for a value greater than \$10,000, or (c) a recipient of financial assistance awarded by the City for a value greater than \$10,000, shall pay its employees a prescribed minimum level of compensation (i.e., Living Wage) for the time those employees perform work on the contract or in connection with the grant or financial assistance. The Living Wage must be paid to these employees for the length of the contract/program.

Companies employing fewer than 5 persons and non-profits employing fewer than 10 persons are exempt from compliance with the Living Wage Ordinance. If this exemption applies to your company/non-profit agency please check here No. of employees

The Contractor or Grantee agrees:

- (a) To pay each of its employees whose wage level is not required to comply with federal, state or local prevailing wage law, for work covered or funded by a contract with or grant from the City, no less than the Living Wage. The current Living Wage is defined as \$14.82/hour for those employers that provide employee health care (as defined in the Ordinance at Section 1:815 Sec. 1 (a)), or no less than \$16.52/hour for those employers that do not provide health care. The Contractor or Grantor understands that the Living Wage is adjusted and established annually on April 30 in accordance with the Ordinance and covered employers shall be required to pay the adjusted amount thereafter to be in compliance with Section 1:815(3).

Check the applicable box below which applies to your workforce

- Employees who are assigned to any covered City contract/grant will be paid at or above the applicable living wage without health benefits
- Employees who are assigned to any covered City contract/grant will be paid at or above the applicable living wage with health benefits

- (b) To post a notice approved by the City regarding the applicability of the Living Wage Ordinance in every work place or other location in which employees or other persons contracting for employment are working.
- (c) To provide to the City payroll records or other documentation within ten (10) business days from the receipt of a request by the City.
- (d) To permit access to work sites to City representatives for the purposes of monitoring compliance, and investigating complaints or non-compliance.
- (e) To take no action that would reduce the compensation, wages, fringe benefits, or leave available to any employee covered by the Living Wage Ordinance or any person contracted for employment and covered by the Living Wage Ordinance in order to pay the living wage required by the Living Wage Ordinance.

The undersigned states that he/she has the requisite authority to act on behalf of his/her employer in these matters and has offered to provide the services or agrees to accept financial assistance in accordance with the terms of the Living Wage Ordinance. The undersigned certifies that he/she has read and is familiar with the terms of the Living Wage Ordinance, obligates the Employer/Grantee to those terms and acknowledges that if his/her employer is found to be in violation of Ordinance it may be subject to civil penalties and termination of the awarded contract or grant of financial assistance.

Regents of the University of Michigan

3003 S. State St.

Company Name

Street Address



Signature of Authorized Representative

Date

Ann Arbor, MI 48109-1274

City, State, Zip

Ryan Lankton, Assist Managing PR

Print Name and Title

(734)764-4750

Phone/Email address

ATTACHMENT E



VENDOR CONFLICT OF INTEREST DISCLOSURE FORM

All vendors interested in conducting business with the City of Ann Arbor must complete and return the Vendor Conflict of Interest Disclosure Form in order to be eligible to be awarded a contract. Please note that all vendors are subject to comply with the City of Ann Arbor's conflict of interest policies as stated within the certification section below.

If a vendor has a relationship with a City of Ann Arbor official or employee, an immediate family member of a City of Ann Arbor official or employee, the vendor shall disclose the information required below.

1. No City official or employee or City employee's immediate family member has an ownership interest in vendor's company or is deriving personal financial gain from this contract.
2. No retired or separated City official or employee who has been retired or separated from the City for less than one (1) year has an ownership interest in vendor's Company.
3. No City employee is contemporaneously employed or prospectively to be employed with the vendor.
4. Vendor hereby declares it has not and will not provide gifts or hospitality of any dollar value or any other gratuities to any City employee or elected official to obtain or maintain a contract.
5. Please note any exceptions below:

Conflict of Interest Disclosure*	
Name of City of Ann Arbor employees, elected officials or immediate family members with whom there may be a potential conflict of interest.	<input type="checkbox"/> Relationship to employee <hr/> <input type="checkbox"/> Interest in vendor's company <input type="checkbox"/> Other (please describe in box below)

*Disclosing a potential conflict of interest does not disqualify vendors. In the event vendors do not disclose potential conflicts of interest and they are detected by the City, vendor will be exempt from doing business with the City.

I certify that this Conflict of Interest Disclosure has been examined by me and that its contents are true and correct to my knowledge and belief and I have the authority to so certify on behalf of the Vendor by my signature below:		
Regents of the University of Michigan	(734) 764-4750	
Vendor Name	Vendor Phone Number	
	1/26/2023	Assistant Managing Project Representative
Signature of Vendor Authorized Representative	Date	Printed Name of Vendor Authorized Representative

Questions about this form? Contact Procurement Office City of Ann Arbor Phone: 734/794-6500, procurement@a2gov.org



circles
with friends in deed

January 24, 2023

Dear Dr. Seefeldt,

I write to express the support of Friends In Deed to the proposed project tentatively titled, "Increasing Economic Security through payments to Small Business Entrepreneurs," submitted to the City of Ann Arbor. This project has potential to provide real support to resident community leaders, and aligns with our mission to help people in need and build community to end poverty.

Friends In Deed carries out its mission through direct assistance as well as through our poverty alleviation program, Circles. We know that many families living on the edge are only one unexpected bill away from losing their jobs or their homes. Others are getting by without adequate furniture or beds to sleep on. Our goal is to fill the gaps in social services for low-income Washtenaw County residents with a streamlined and people-centered approach, preventing one-time emergencies from spiraling into a disaster such as homelessness that can affect multiple generations.

Our Circles program is a relationship-based model that helps low-income families lift themselves out of poverty permanently. Circles USA is a national program with its own curriculum, which we customize for our community needs. FID Circles staff participates in Circles USA training and provides data on the Washtenaw County program to the national program. Our weekly meetings provide a communal meal, a robust children's program, and programming for the adult participants.

If Poverty Solutions is selected to administer the City of Ann Arbor's guaranteed income program, Friends In Deed will partner with Poverty Solutions to assist recruiting low-income community members for the pilot. We will share information about the opportunity via social media, targeted emails and other forms of communication. We also intend to join the project's advisory committee to provide ongoing feedback and overall direction on program implementation.

We are interested in further conversations with your team as this project moves forward and wish you the best success in the application.

Sincerely,
ro

Circles Director, Friends In Deed



Ann Arbor District Library

343 SOUTH FIFTH AVENUE
ANN ARBOR, MI 48104-2293
PHONE: 734-327-4200
FAX: 734-327-8309

January 23, 2023

Dear Dr. Seefeldt,

I am writing to express the support of the Ann Arbor District Library to the proposed project tentatively titled, "Increasing Economic Security through payments to Small Business Entrepreneurs" and submitted to the City of Ann Arbor. This is an interesting project doing potentially path breaking work in Guaranteed Income which could be a real value for underserved communities.

The Ann Arbor District Library provides collections, programs, and leadership to promote the development of literate and informed citizens through open and equal access to cultural, intellectual, recreational, and information resources. Our values include providing, supporting, and advocating access for all; acting with initiative, creativity, and flexibility; and the responsible stewardship of resources, and this is an exciting and innovative project that aligns with these values and vision.

We are interested in further conversations with your team as this project moves forward and wish you the best success in the application. If funded, we would be excited to find ways to collaborate in this work.

Sincerely,

Eli Neiburger
Director

GROUNDCOVER

NEWS AND SOLUTIONS FROM THE GROUND UP

Groundcover News
423 S. 4th Ave
Ann Arbor, MI. 48104

January 24, 2023

Dear Dr. Seefeldt,

I write to express the support of Groundcover News to the proposed project tentatively titled, "Increasing Economic Security through payments to Small Business Entrepreneurs" and submitted to the City of Ann Arbor. This is an interesting project doing potentially path breaking work in Guaranteed Income which could be a real value for underserved communities.

Groundcover News exists to create opportunity and a voice for low-income people while taking action to end homelessness and poverty. Our organization was founded in April, 2010 as a means to empower low-income persons to make the transitions from homeless to housed, and from jobless to employed.

We are interested in further conversations with your team as this project moves forward and wish you the best success in the application. If funded, we would be excited to find ways to collaborate in this work through recipient identification, communications, and reporting outcomes to the community.

In partnership,



Lindsay Calka, *Managing Director, Groundcover News*

Office phone: 734-263-2098

lindsay@groundcovernews.com

Groundcover News is a 501(c)(3) non-profit. Our Fedenl ID number is 27-3287108.

I, the undersigned representative, declare (or certify, verify, or state) under penalty of perjury under the laws of the United States of America that there were no goods or services provided as part of this donation. Furthermore, as of the date of this receipt the above-mentioned organization is a current and valid 501(c)(3) non-profit organization in accordance with the standards and regulations of the Internal Revenue Service (IRS).



Dear Dr. Seefeldt,

I write to express the support of Washtenaw County's Office of Community Economic Development (OCED) Economic Opportunity to the proposed project tentatively titled, "Increasing Economic Security through payments to Small Business Entrepreneurs" and submitted to the City of Ann Arbor. This is an interesting project doing potentially path breaking work in Guaranteed Income which could be a real value for underserved communities.

Washtenaw County OCED delivers critical services in the areas of affordable housing, human services, economic development, and community infrastructure. Our efforts are driven by community needs, available resources, and our commitment to ensuring equity and opportunity in the county.

We are interested in further conversations with your team as this project moves forward and wish you the best success in the application. If funded, we would be excited to find ways to collaborate in this work.

Sincerely,

Cheranissa Williams

Economic Opportunity Manager

Washtenaw County Office of Community Economic Development



Dear Dr. Seefeldt,

I am writing to express the support of the Association of Businesses of Color (ABC) to your proposed Ann Arbor guaranteed income project. This project has potential to provide real support to entrepreneurs in our county, and aligns with our work to create a thriving ecosystem of businesses of color in Washtenaw County. We accomplish our mission by lobbying for equitable funding, promoting opportunities, and empowering our members with tools to grow healthy, prosperous and resilient businesses.

If Poverty Solutions is selected to administer the City of Ann Arbor's guaranteed income program, ABC will partner with Poverty Solutions to assist recruiting business owners who may be eligible for the pilot. We will share information about the pilot via social media, targeted emails, and other forms of communication. We are interested in further conversations with your team about other forms of collaboration as this project moves forward and wish you the best success in the application.

Sincerely,

Ylondia Portis
Association of Businesses of Color
Board Chair

+1 (734) 489-2283

EXPRESS YOUR YES FOUNDATION

715 N. UNIVERSITY AVE, ANN ARBOR, MI 48104

Dear Dr. Seefeldt,

To thrive we must survive, which requires a guaranteed ground floor from which to rise!

I write to offer the support of Express Your Yes Foundation to the proposed project tentatively titled, "Increasing Economic Security through payments to Small Business Entrepreneurs" and submitted to the City of Ann Arbor. This is a provocative project doing potentially path breaking work in Guaranteed Income which could be a real value for underserved communities, as well as those wealthier folks affected by this daring act of trickle-up economics.

The Express Your Yes Foundation is dedicated to ARTivism - to leveraging creativity, building community, social innovation & introspection, activism, creating atypical content, making art, sharing ideas & resources, elevating marginalized perspectives, hosting events, reducing waste, and incubating a radically better nonviolent tomorrow full of consciousness, equity, and Empowerment For All.

We are interested in further conversations with your team as this project moves forward and wish you the best success in the application. If funded, we would be excited to find ways to collaborate in this work, including on a GI pitch we're working on for **Cultural Ambassadors/Civic Flitters** with a **UBI To Live Their Why** -- which would empower heart-centered, creative entrepreneurial locals focused on building myriad fortunes for collective benefit.

Creatively Yours,
Petals Sandcastle
Artist & founding director of
Express Your Yes Foundation



January 24th, 2023

Dear Dr. Seefeldt,

I write to express the support of Steady to the proposed project tentatively titled, “Increasing Economic Security through payments to Small Business Entrepreneurs,” submitted to the City of Ann Arbor. This project has potential to provide real support to residents and aligns with goals to help people obtain access to tools and resources that increase their income.

Steady is proud to serve as the technology partner for Mayors for a Guaranteed Income (MGI), and Mayor Michael Tubbs acts as a strategic advisor to our business. We also work with UPenn's Center for Guaranteed Income Research (CGIR) to measure the impact of MGI's programs, providing them with unified and automated datasets that surface crucial evidence around nationwide outcomes. In this work, we also contribute to [Stanford Basic Income Lab's Guaranteed Income Pilots Dashboard](#). We have completed direct transfers to over 17,000 participants across our guaranteed income and emergency cash distribution work, as well as to over 700,000 members of our app community. We pride ourselves on the tech and process infrastructure that we've built, which allows for the consistent and timely delivery of funds with a proven and tested UX.

If Poverty Solutions is selected to administer the City of Ann Arbor's guaranteed income program, Steady will:

- Handle payment facilitation for pilot participants, including onboarding, fund transfer and payment distribution;
- Maintain a database of participants that tracks participant payment status, help requests, issue tracking, etc. which can be shared with program administrators to track status;
- Provide customer service support for payment troubleshooting;
- Set up and maintain a secure database that will contain de-identified and disaggregated data on the spending, savings, and income activities of program participants who have given their consent.

We are open to further questions from your team as this proposal moves forward and wish you the best success in the application.

Best,

Dr. Lexi Gervis (VP, Impact)

A handwritten signature in blue ink, appearing to be 'Lexi Gervis', written over a light blue circular stamp.

AMENDMENT to Statement of Work

Increasing Economic Security through Payments to Small Business Entrepreneurs

In the following, Poverty Solutions at the University of Michigan provides a revised statement of work for the project “Increasing Economic Security through Payments to Small Business Entrepreneurs” (K. Seefeldt PI). We offer this amendment in response to questions from the proposal review committee; the list of questions is at the end of the document.

Project research questions:

In the proposed project, our collaborative team will conduct a randomized experiment and use mixed methods research to assess whether guaranteed income:

1. Helps small businesses and entrepreneurs stabilize and/or grow their businesses;
2. Allows entrepreneurs the time and resources to focus on their business;
3. Contributes to the positive economic growth of the community;
4. Positively contributes to participants’ social determinants of health, specifically through increased housing, food, and transportation security, improvements in physical and mental health and access to care, and improvements in access and quality of childcare.

Methodology

We will conduct two rounds of qualitative interviews with treatment and control group members at two different times during the life of the project. First, we will conduct in-depth interviews with 50 participants (we suggest a split of 25 treatment and 25 control) in order to gain early insights into the impact of the guaranteed income payment and to inform development of our midpoint survey. These interviews will be conducted in q4 24, the quarter prior to survey development.

We will also conduct in-depth interviews in q1 26, as specified in the proposal. We suggest that the same 50 participants be interviewed again. Longitudinal qualitative interviews allow researchers the opportunity to see the trajectory of people’s lives in ways that may not be captured in surveys. Additionally, interviewing the same people allows researchers the opportunity to build on the trust and rapport developed with participants during earlier interviews.

Eligibility Criteria

We plan to direct our outreach and recruitment efforts to individuals who are low and moderate income (65% of area median income and/or 300 percent of the federal poverty level) and for whom the entrepreneurial effort in which they are engaged is being undertaken with a primary (although not sole) purpose of helping their household meet basic needs. How we will make the latter determination will be one of the first issues we will need to discuss with the community advisory board and the City. Some initial ideas are to ask whether they receive any public assistance benefits (e.g., SNAP), enter their address into the Washtenaw Opportunity Index (<http://www.opportunitywashtenaw.org/opportunity-index1.html>) to determine if they live in one of the “low” opportunity Census tracts, add a small number of questions to the application about financial strain (see <https://sirenetwork.ucsf.edu/financial-strain-questions-0>).

Community Partner

We acknowledge that the Washtenaw County Department of Community and Economic Development is a public entity and as such would not receive funding from this project for any role they play in this project as a community partner. We left the budget allocation as originally submitted because we anticipate that we will be adding other nonprofit organizations as community partners and will reserve that funding for their participation.

Budget

In order to fund the additional qualitative interviews, we have moved money from the “Disbursement of Payments” category to “Design and Research.” Specifically, we budget \$35,000 in respondent payment incentives (an increase of \$2,500) to account for the additional interviews and an additional \$2,300 in transcription costs for a total of \$4,300 for that cost. With this change, monthly guaranteed income payments will be reduced from \$530 a month to \$528, a negligible change.

Questions from Proposal Review Committee

1. While we are interested in studying the effects of guaranteed income on entrepreneurship, we are also very interested in research findings examining the social measures that could be impacted by this program, including the social determinants of health.
2. We ask that interviews be conducted with the control group. You indicated in your presentation that you intended to do so, but that is not reflected in the written proposal as far as we could discern.
3. We ask that another round of interviews be added earlier in the process for recipients and control group members to better inform the survey questions, and we offer that we will allow the administrative cap to be increased to fund this activity.
4. We would like clarification on the total number of interviews that you intend to conduct and how they are to be split between the recipients and the control group.
5. We note that the Washtenaw County Department of Community and Economic Development is also a city agency that receives funding from the City and County. We can secure their participation at no charge.
6. We ask that the target group focus on low-mod income entrepreneurs that engage in lower-level business activity, perhaps informal business activity, to support themselves rather than formal business entities. In other words, we are interested in focusing on persons that require entrepreneurship to meet basic needs.

Document History

SignNow E-Signature Audit Log

All dates expressed in MM/DD/YYYY (US)

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Document Sent: 05/03/2023 20:59:23 UTC
Document Status: Signed
 05/03/2023 21:02:53UTC

Sender: pwillia@umich.edu
Signers: rjtim@umich.edu
CC:

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Document History

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SignNow SSO	Viewed the Document	guest_signer_321035242563@no.reply	05/04/2023 14:25:58 pm UTC	05/04/2023 14:25:58 pm UTC	68.32.73.145
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