



**GRANT COUNTY  
BOARD OF COUNTY COMMISSIONERS**

# Memo

**To:** Board of County Commissioners  
**From:** Janice Flynn, Administrative Services Coordinator *Janice*  
**Date:** January 5, 2023  
**Re:** *Authorization for Release of BOCC Approved Funds, Dept of Commerce, E-RAP 2.0 Grant #21-4619C-108, Opportunities Industrialization Center (OIC), Request #13*

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Opportunities Industrialization Center (OIC) has requested reimbursement for the above-referenced grant, per the contracted guidelines in the amount of \$37,608.31 The invoice and supporting documentation are attached for review.

I am requesting the release of funds for payment to OIC in the amount of \$37,608.31 for November 2022 expenses.

Thank you.



General Ledger System

OIC OF WASHINGTON

For User: CHARLENE PARKS

Fund Expenditure report for: 498 - ERAP 2.0 10/1/21-6/30/23 (Fund status: Active)

Report year: 10/1/2021 thru 6/30/2023

Period ending: November 2022

Page: Page 1 of 4

Date: 12/15/2022

Time: 3:02:37 PM

Account	-----Monthly-----			-----To Date-----				
	Budget	Expenditures	Pct	Budget	Expenditures	Pct	Annual budget	Unexpended
Department: 008 DIRECT ADMIN								
Program: 80 CEO OFFICE								
5311 SALARIES,WAGES EXPENSE	\$171.00	\$0.00	0.00%	\$2,394.00	\$2,940.02	122.81%	\$3,608.26	\$668.24
5351 FICA,OIC EXP	\$8.00	\$0.00	0.00%	\$112.00	\$155.14	138.52%	\$182.26	\$27.12
5352 LAND I,OIC SHARE	\$0.00	\$0.00	0.00%	\$0.00	\$6.65	0.00%	\$8.10	\$1.45
5353 STATE UO(ES),OIC EXP	\$1.00	\$0.00	0.00%	\$14.00	\$26.95	192.50%	\$32.19	\$5.24
5355 PAID FAMILY MEDICAL LEAVE	\$0.00	\$0.00	0.00%	\$0.00	\$11.76	0.00%	\$13.67	\$1.91
5360 DISABILITY OIC EXPENSE	\$1.00	\$0.00	0.00%	\$14.00	\$24.50	175.00%	\$29.99	\$5.49
5361 MEDICAL INSURANCE,OIC EXP	\$16.00	\$0.00	0.00%	\$224.00	\$297.44	132.79%	\$356.55	\$59.11
5362 LIFE INSURANCE,OIC EXP	\$0.00	\$0.00	0.00%	\$0.00	\$11.16	0.00%	\$13.48	\$2.32
5363 PENSION,OIC EXP	\$13.00	\$0.00	0.00%	\$182.00	\$233.77	128.45%	\$290.54	\$56.77
5364 ACCRUED PTO EXP	\$18.00	\$0.00	0.00%	\$252.00	\$302.52	120.05%	\$382.17	\$79.65
5602 DEPRECIATION EXP EQUIP	\$0.00	\$0.00	0.00%	\$0.00	\$0.72	0.00%	\$0.75	\$0.03
5910 INSURANCE	\$0.00	\$0.00	0.00%	\$0.00	\$3.75	0.00%	\$3.23	(\$0.52)
5960 COMMUNICATION	\$1.00	\$0.00	0.00%	\$14.00	\$36.36	259.71%	\$37.32	\$0.96
Total for sub program ----->	\$229.00	\$0.00	0.00%	\$3,206.00	\$4,050.74	126.35%	\$4,958.51	\$907.77
Sub program: 50 FACILITY MAINT								
5601 DEPRECIATION EXP BLDG.	\$0.00	\$0.00	0.00%	\$0.00	\$6.67	0.00%	\$5.71	(\$0.96)
5602 DEPRECIATION EXP EQUIP	\$0.00	\$0.00	0.00%	\$0.00	\$0.07	0.00%	\$0.04	(\$0.03)
5611 SPACE	\$5.00	\$0.00	0.00%	\$70.00	\$137.50	196.43%	\$116.54	(\$20.96)
5630 UTILITIES	\$1.00	\$0.00	0.00%	\$14.00	\$33.22	237.29%	\$30.51	(\$2.71)
5640 BULD. REPAIR/MAINT.	\$1.00	\$0.00	0.00%	\$14.00	\$49.11	350.79%	\$41.00	(\$8.11)
5910 INSURANCE	\$0.00	\$0.00	0.00%	\$0.00	\$0.24	0.00%	\$0.26	\$0.02
5912 LIABILITY INSURANCE	\$0.00	\$0.00	0.00%	\$0.00	\$14.82	0.00%	\$12.35	(\$2.47)
Total for sub program 50 ----->	\$7.00	\$0.00	0.00%	\$98.00	\$241.63	246.56%	\$206.41	(\$35.22)
Total for program 80 ----->	\$236.00	\$0.00	0.00%	\$3,304.00	\$4,292.37	129.91%	\$5,164.92	\$872.55
Program: 82 CFO / FISCAL								
5311 SALARIES,WAGES EXPENSE	\$441.00	\$0.00	0.00%	\$5,754.00	\$7,685.84	133.57%	\$8,646.88	\$961.04

General Ledger System

OIC OF WASHINGTON  
 For User: CHARLENE PARKS  
 Fund Expenditure report for: 498 - ERAP 2.0 10/1/21-6/30/23 (Fund status: Active)  
 Report year: 10/1/2021 thru 6/30/2023  
 Period ending: November 2022

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 Date: 12/15/2022  
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Account	Monthly			To Date				
	Budget	Expenditures	Pct	Budget	Expenditures	Pct	Annual budget	Unexpended
5351 FICA,OIC EXP	\$30.00	\$0.00	0.00%	\$420.00	\$575.19	136.95%	\$649.15	\$73.96
5352 LAND I,OIC SHARE	\$1.00	\$0.00	0.00%	\$14.00	\$21.32	152.29%	\$23.14	\$1.82
5353 STATE UO(ES),OIC EXP	\$5.00	\$0.00	0.00%	\$70.00	\$101.47	144.96%	\$113.52	\$12.05
5355 PAID FAMILY MEDICAL LEAVE	\$2.00	\$0.00	0.00%	\$28.00	\$44.93	160.46%	\$50.16	\$5.23
5360 DISABILITY OIC EXPENSE	\$5.00	\$0.00	0.00%	\$70.00	\$97.16	138.80%	\$110.91	\$13.75
5361 MEDICAL INSURANCE,OIC EXP	\$65.00	\$0.00	0.00%	\$910.00	\$1,228.30	134.98%	\$1,370.17	\$141.87
5362 LIFE INSURANCE,OIC EXP	\$2.00	\$0.00	0.00%	\$28.00	\$41.70	148.93%	\$47.77	\$6.07
5363 PENSION,OIC EXP	\$30.00	\$0.00	0.00%	\$420.00	\$569.16	135.51%	\$646.35	\$77.19
5364 ACCRUED PTO EXP	\$50.00	\$0.00	0.00%	\$700.00	\$856.99	122.43%	\$1,054.19	\$197.20
5602 DEPRECIATION EXP EQUIP	\$0.00	\$0.00	0.00%	\$0.00	\$3.04	0.00%	\$2.90	(\$0.14)
5910 INSURANCE	\$0.00	\$0.00	0.00%	\$0.00	\$21.18	0.00%	\$19.44	(\$1.74)
5960 COMMUNICATION	\$5.00	\$0.00	0.00%	\$70.00	\$84.98	121.40%	\$111.40	\$26.42
<b>Total for sub program 50 -----&gt;</b>	<b>\$606.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$8,484.00</b>	<b>\$11,331.26</b>	<b>133.56%</b>	<b>\$12,845.98</b>	<b>\$1,514.72</b>
<b>Sub program: 50 FACILITY MAINT</b>								
5601 DEPRECIATION EXP BLDG.	\$1.00	\$0.00	0.00%	\$14.00	\$20.70	147.86%	\$23.41	\$2.71
5602 DEPRECIATION EXP EQUIP	\$0.00	\$0.00	0.00%	\$0.00	\$0.17	0.00%	\$0.16	(\$0.01)
5611 SPACE	\$23.00	\$0.00	0.00%	\$322.00	\$430.04	133.55%	\$485.40	\$55.36
5630 UTILITIES	\$6.00	\$0.00	0.00%	\$84.00	\$111.83	133.13%	\$131.34	\$19.51
5640 BUILD. REPAIR/MAINT.	\$10.00	\$0.00	0.00%	\$140.00	\$183.58	131.13%	\$213.16	\$29.58
5910 INSURANCE	\$0.00	\$0.00	0.00%	\$0.00	\$0.88	0.00%	\$1.11	\$0.23
5912 LIABILITY INSURANCE	\$2.00	\$0.00	0.00%	\$28.00	\$45.48	162.43%	\$50.83	\$5.35
<b>Total for sub program 50 -----&gt;</b>	<b>\$42.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$588.00</b>	<b>\$792.68</b>	<b>134.81%</b>	<b>\$905.41</b>	<b>\$112.73</b>
<b>Total for program 82 -----&gt;</b>	<b>\$648.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$9,072.00</b>	<b>\$12,123.94</b>	<b>133.64%</b>	<b>\$13,751.39</b>	<b>\$1,627.45</b>
<b>Total for department 008 -----&gt;</b>	<b>\$684.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$12,376.00</b>	<b>\$16,416.31</b>	<b>132.65%</b>	<b>\$18,916.31</b>	<b>\$2,500.00</b>
Department: 010 PROGRAM								
Program: 25 PROGRAM SUPPORT								
5311 SALARIES,WAGES EXPENSE	\$1,893.00	\$18,331.13	968.36%	\$26,502.00	\$36,439.45	137.50%	\$39,753.20	\$3,313.75
5351 FICA,OIC EXP	\$136.00	\$1,359.14	999.37%	\$1,904.00	\$2,692.68	141.42%	\$2,858.44	\$165.76

General Ledger System

OIC OF WASHINGTON  
 For User: CHARLENE PARKS  
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 Report year: 10/1/2021 thru 6/30/2023  
 Period ending: November 2022

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Account	Monthly			To Date				
	Budget	Expenditures	Pct	Budget	Expenditures	Pct	Annual budget	Unexpended
5352 LAND OIC SHARE	\$9.00	\$94.48	1049.78%	\$126.00	\$200.40	159.05%	\$202.74	\$2.34
5353 STATE UCKES), OIC EXP	\$30.00	\$225.58	751.93%	\$420.00	\$474.19	112.90%	\$640.05	\$165.86
5355 PAID FAMILY MEDICAL LEAVE	\$13.00	\$116.63	897.15%	\$182.00	\$235.40	129.34%	\$276.11	\$40.71
5360 DISABILITY OIC EXPENSE	\$30.00	\$213.70	712.33%	\$420.00	\$467.56	111.32%	\$632.36	\$164.80
5361 MEDICAL INSURANCE, OIC EXP	\$529.00	\$2,560.66	484.06%	\$7,406.00	\$5,594.71	75.54%	\$11,113.91	\$5,519.20
5362 LIFE INSURANCE, OIC EXP	\$11.00	\$85.58	778.00%	\$154.00	\$187.12	121.51%	\$251.04	\$63.92
5363 PENSION, OIC EXP	\$153.00	\$1,360.50	889.22%	\$2,142.00	\$2,745.76	128.19%	\$3,219.81	\$474.05
5364 ACCRUED PTO EXP	\$609.00	\$1,345.85	220.99%	\$8,526.00	\$3,534.67	41.46%	\$12,797.29	\$9,262.62
5500 TRAVEL	\$29.00	\$0.00	0.00%	\$319.00	\$29.25	9.17%	\$535.20	\$505.95
5602 DEPRECIATION EXP EQUIP	\$1.00	\$0.00	0.00%	\$14.00	\$6.69	47.79%	\$33.30	\$26.61
5712 REPRODUCTION SUPPLIES	\$12.00	\$0.00	0.00%	\$168.00	\$15.01	8.93%	\$268.61	\$253.60
5910 INSURANCE	\$7.00	\$65.19	931.29%	\$98.00	\$134.29	137.03%	\$163.58	\$29.29
5960 COMMUNICATION	\$51.00	\$0.00	0.00%	\$714.00	\$151.89	21.27%	\$1,077.54	\$925.65
Total for sub program	\$3,513.00	\$25,758.44	733.23%	\$49,095.00	\$52,909.07	107.77%	\$73,823.18	\$20,914.11
Total for program 25	\$3,513.00	\$25,758.44	733.23%	\$49,095.00	\$52,909.07	107.77%	\$73,823.18	\$20,914.11
Program: 30 DIRECT SERVICES								
5599 SERVICES	\$25,521.00	\$11,975.93	46.93%	\$357,294.00	\$383,229.12	107.26%	\$535,954.95	\$152,725.83
Total for sub program	\$25,521.00	\$11,975.93	46.93%	\$357,294.00	\$383,229.12	107.26%	\$535,954.95	\$152,725.83
Total for program 30	\$25,521.00	\$11,975.93	46.93%	\$357,294.00	\$383,229.12	107.26%	\$535,954.95	\$152,725.83
Program: 50 BLDG MAINT/FACILITY								
5601 DEPRECIATION EXP BLDG.	\$19.00	\$0.00	0.00%	\$266.00	\$69.03	25.95%	\$400.35	\$331.32
5602 DEPRECIATION EXP EQUIP	\$0.00	\$0.00	0.00%	\$0.00	\$0.04	0.00%	\$0.00	(\$0.04)
5611 SPACE	\$16.00	\$1,200.00	75.00%	\$224.00	\$140.87	62.89%	\$351.13	\$210.26
5630 UTILITIES	\$20.00	\$17.42	87.10%	\$280.00	\$76.02	27.15%	\$436.21	\$360.19
5640 BULD. REPAIR/MAINT.	\$22.00	\$23.00	104.55%	\$308.00	\$72.96	23.69%	\$465.67	\$392.71
5910 INSURANCE	\$0.00	\$0.00	0.00%	\$0.00	\$0.15	0.00%	\$0.00	(\$0.15)
5912 LIABILITY INSURANCE	\$8.00	\$10.79	134.88%	\$112.00	\$41.17	36.76%	\$187.73	\$146.56

Handwritten notes: \$11,975.93, 46.93%, 1173.73%

General Ledger System

OIC OF WASHINGTON  
 For User: CHARLENE PARKS  
 Fund Expenditure report for: 498 - ERAP 2.0 10/1/21-6/30/23 (Fund status: Active)  
 Report year: 10/1/2021 thru 6/30/2023 Period ending: November 2022

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 Date: 12/15/2022  
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Account	Monthly			To Date				
	Budget	Expenditures	Pct	Budget	Expenditures	Pct	Annual budget	Unexpended
Total for sub program -->	\$85.00	\$0.00	0.00%	\$1,190.00	\$400.24	33.63%	\$1,841.09	\$1,440.85
Total for program 50 -->	\$85.00	<i>+111,511</i> <i>we \$0.00</i>	0.00%	\$1,190.00	\$400.24	33.63%	\$1,841.09	\$1,440.85
Total for department 010 -->	\$29,119.00	\$37,734.37	129.59%	\$407,579.00	\$436,538.43	107.11%	\$611,619.22	\$175,080.79
Fund Totals	\$30,003.00	\$37,734.37	125.77%	\$419,955.00	\$452,954.74	107.86%	\$630,535.53	\$177,580.79
		<i>+112,511 Prev. Mo</i>			<i>&lt;243,577</i>			<i>+243,577</i>
		<i>37,851.98</i>			<i>452,911.17</i>			<i>177,824.36</i>
		<i>&lt;243,577</i> <i>fig and hot spot records</i>						
		<i>37,608.31</i>						

\$ 25,758.44  
 .02  
 \$6.20  
 27.92  
 23.06  
 .03  
 10.28  
\$ 25,875.44 operations



TEN

**Eviction Rent Assistance Program 2.0 (ERAP 2.0) - Report Form VERSION 4**

Report Period: Enter corresponding week or month that matches the invoice reimbursement request. Match all of the information below to the information collected on the ERAP 2.0 Payment Forms and Household Information and Eligibility Form.

Instructions:	OIC of Washington	
Grantee:	11/1/2022	
Report period:	31	
Total No. of Applications Received	Household Payment Information	

Household ID	Total no. of months of rental assistance	Total no. of months of utilities assistance	Total Rental Assistance Provided	Total Utilities Assistance Provided	Head of Household is 18-24 or Unaccompanied Youth 16-17	Gender	Race	Ethnicity	Rental Type	Percent Area Median Income (AMI)
EAAPRLE-090120200945	12	12	100.00	\$	No	Man	American Indian/Alaska Native/Indigenous	Non-Hispanic/Non-Hispanic/Latino	leased lot space/mooring fee	30% or less
PA-LAL	2		217.38	\$	no	Gendered Woman	White	Non-Hispanic/Non-Hispanic/Latino		30% or less
PA-LAL	2		360.63	\$	no	Gendered Woman	White	Non-Hispanic/Non-Hispanic/Latino		30% or less
PA-SAN	4		230.94	\$	no	Gendered Woman	White	Non-Hispanic/Non-Hispanic/Latino		31-50%
PA-SAN	3		207.09	\$	no	Gendered Woman	White	Hispanic/Latino		51-80%
PA-SAN	2		118.69	\$	no	Gendered Woman	White	Non-Hispanic/Non-Hispanic/Latino		30% or less
PA-SAN	2		226.35	\$	no	Gendered Man	White	Non-Hispanic/Non-Hispanic/Latino		30% or less
PA-SAN	5		216.63	\$	no	Gendered Man	White	Non-Hispanic/Non-Hispanic/Latino		31-50%
PA-SAN	10		599.65	\$	no	Gendered Woman	White	Hispanic/Latino		51-80%
PA-SAN	3		164.45	\$	no	Gendered Man	White	Non-Hispanic/Non-Hispanic/Latino		30% or less
PA-SAN	2		108.18	\$	no	Gendered Woman	White	Non-Hispanic/Non-Hispanic/Latino		30% or less
PA-SAN	5		561.35	\$	yes	Gendered Man	White	Non-Hispanic/Non-Hispanic/Latino		30% or less
PA-SAN	2		173.49	\$	no	Gendered Woman	White	Non-Hispanic/Non-Hispanic/Latino		30% or less
PA-SAN	3		130.18	\$	no	Gendered Man	White	Non-Hispanic/Non-Hispanic/Latino		51-80%
PA-SAN	4		702.75	\$	no	Gendered Woman	White	Non-Hispanic/Non-Hispanic/Latino	leased rental unit	30% or less
PA-SAN	10		1,234.96	\$	no	Gendered Woman	White	Non-Hispanic/Non-Hispanic/Latino		30% or less
PA-SAN	2		342.51	\$	no	Gendered Woman	White	Hispanic/Latino		30% or less
PA-SAN	4		256.48	\$	yes	Gendered Woman	White	Hispanic/Latino		30% or less
PA-SAN	2		63.46	\$	no	Gendered Woman	White	Hispanic/Latino		31-50%
PA-SAN	1		110.63	\$	no	Gendered Woman	White	Hispanic/Latino		51-80%
PA-SAN	3		295.00	\$	no	Gendered Woman	White	Hispanic/Latino		51-80%
PA-SAN	2		1,075.32	\$	no	Gendered Woman	White	Hispanic/Latino		51-80%
PA-SAN	10		693.23	\$	no	Gendered Woman	White	Hispanic/Latino		30% or less
PA-SAN	3		208.54	\$	no	Gendered Man	White	Hispanic/Latino		31-50%
PA-SAN	5		971.56	\$	no	Gendered Woman	White	Hispanic/Latino		51-80%
PA-SAN	2		361.53	\$	no	Gendered Woman	White	Hispanic/Latino		51-80%
PA-SAN	3		480.46	\$	no	Gendered Woman	White	Hispanic/Latino		51-80%
PA-SAN	2		410.09	\$	no	Gendered Woman	White	Hispanic/Latino		51-80%
PA-SAN	1		60.01	\$	no	Gendered Woman	White	Hispanic/Latino		51-80%
PA-SAN	4		385.85	\$	no	Gendered Woman	White	Hispanic/Latino		31-50%
PA-SAN	12		584.59	\$	no	Gendered Woman	White	Non-Hispanic/Non-Hispanic/Latino	leased rental unit	30% or less
PA-SAN	5		186.28	\$	no	Gendered Man	White	Non-Hispanic/Non-Hispanic/Latino		51-80%

Summary

No. of Applications	Total Households	Months of Utility Assistance	Total Amount of Utility Assistance	Months of Rental Assistance	Total Amount of Rental Assistance																												
31	31	120	\$ 11,723.36	0	0																												
<table border="1"> <thead> <tr> <th>Gender</th> <th>Transgender Man or Transgender Woman</th> <th>A gender other than singularly man or woman (e.g. non-binary/genderfluid/gendered/culturally specific gender)</th> <th>Head of Household Gender</th> <th>Client Doesn't Know</th> <th>Client Refused</th> <th>Data Not Collected</th> </tr> </thead> <tbody> <tr> <td>Gender: Woman</td> <td>24</td> <td>6</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Gender: Man</td> <td>6</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td></td> <td>80%</td> <td>20%</td> <td>0%</td> <td>0%</td> <td>0%</td> <td>0%</td> </tr> </tbody> </table>						Gender	Transgender Man or Transgender Woman	A gender other than singularly man or woman (e.g. non-binary/genderfluid/gendered/culturally specific gender)	Head of Household Gender	Client Doesn't Know	Client Refused	Data Not Collected	Gender: Woman	24	6	0	0	0	0	Gender: Man	6	0	0	0	0	0		80%	20%	0%	0%	0%	0%
Gender	Transgender Man or Transgender Woman	A gender other than singularly man or woman (e.g. non-binary/genderfluid/gendered/culturally specific gender)	Head of Household Gender	Client Doesn't Know	Client Refused	Data Not Collected																											
Gender: Woman	24	6	0	0	0	0																											
Gender: Man	6	0	0	0	0	0																											
	80%	20%	0%	0%	0%	0%																											
<table border="1"> <thead> <tr> <th>American Indian/Alaska Native/Indigenous</th> <th>White</th> <th>Client Doesn't Know</th> <th>Client Refused</th> <th>Data Not Collected</th> <th>Head of Household Race</th> <th>Asian or Asian American</th> <th>Native Hawaiian or Pacific Islander</th> <th>Multiple Races</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>29</td> <td>0</td> <td>0</td> <td>0</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>0%</td> <td>97%</td> <td>0%</td> <td>0%</td> <td>0%</td> <td>3%</td> <td>0%</td> <td>0%</td> <td>0%</td> </tr> </tbody> </table>						American Indian/Alaska Native/Indigenous	White	Client Doesn't Know	Client Refused	Data Not Collected	Head of Household Race	Asian or Asian American	Native Hawaiian or Pacific Islander	Multiple Races	0	29	0	0	0	1	0	0	0	0%	97%	0%	0%	0%	3%	0%	0%	0%	
American Indian/Alaska Native/Indigenous	White	Client Doesn't Know	Client Refused	Data Not Collected	Head of Household Race	Asian or Asian American	Native Hawaiian or Pacific Islander	Multiple Races																									
0	29	0	0	0	1	0	0	0																									
0%	97%	0%	0%	0%	3%	0%	0%	0%																									
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