



## ARPA-3

ARP Application - Jefferson County

**Status:** Active

**Date Created:** Oct 28, 2021

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### Applicant

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### Internal Section

### Certification

#### Digital Signature

Deborah Lowe  
10/28/2021

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### Contact Information

#### Organization Name

Jefferson County Sheriff's Office

#### Address

102 Industrial Blvd Kearneysville WV 25430

#### Website (if applicable)

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#### Phone Number

3047283205

#### Email Address

dlowe@jeffersoncountywv.org

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### Project Summary

#### 1. Brief description of the proposal

Building Renovation for Animal Control

#### 2. Purpose and key anticipated outcomes

To move Animal Control into a new office space using current office for kennels only

#### 3. Individuals or communities served

**4. How the COVID-19 pandemic has necessitated this request**

Their current office has been in poor repair for some time; however, during the pandemic their office had a rat infestation causing additional issues to the building.

**5. Amount of funding requested**

50,000

**6. Amount of any bids or cost estimates received to date, if applicable**

0

**7a. Amount of matching funds raised or committed by your organization**

0

**7b. Source of matching funds raised or committed by your organization**

N/A

**8. How ARP funds, if awarded, will be used**

to renovate an old house near the current office so it can be used for office space

**9. How long it will take you to complete the project if awarded funding**

6 months

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**Proposal Details**

**1. Please describe the problem or need which your project seeks to address**

Animal Control's current office space is small and is no longer offering a healthy environment for employees to be in. This will also allow a currently vacant county building to be used.

**2. Please describe goals and expected outcomes of your proposal.**

To provide additonal office space in a healthy environment that still allows them close proximity to the kennels

**3. Please provide your project timeline**

6 month

**4. Please provide your project's total proposed budget.**

50,000.00

**5. Please list any partners in this proposal, and the partner's role and your relationship with them.**

Jefferson County Maintenance Department - they are a department of the County Commission who provides maintenance services to all county properties

**6. Please describe your plan for sustainability of the project or initiative after the grant award has been exhausted.**

The project would be complete with grant award.

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**Organization Information**

**1. Please provide your organization's mission statement.**

The mission of the Jefferson County Sheriff's Office is to provide the citizens and visitors of Jefferson County with professional law enforcement services, as well as respect, efficiency, and integrity. The Sheriff's Office strives to work in collaboration with the other law enforcement agencies in the county and surrounding areas. The Sheriff's Office endeavors to make our community proud of those that are sworn to protect it. Our desire is a safer Jefferson County with less crime and more involved citizens.

**2. Describe the history of your organization, tell us about your current programs and activities**

The Jefferson County Sheriff's Office provides law enforcement services to the county and has been in existence for probably about as long as their has been a county.

**3. Please describe three significant accomplishments of your organization.**

N/A


**4. Please list your Owner(s), Board of Directors, senior staff members, or other key members of your organization:**

N/A


**5. Please list the staff involved with this project and describe their roles and responsibilities:**

Lt Steven Holz, LEO who oversees Animal Control  
Jess Ebersole, Animal Control Supervisor  
Laura Kuhn, Maintenance Director


**Cash flow statement for applicant's most recent fiscal year**

 Uploaded by ... on


**Two years of audited financial statements**

 Uploaded by ... on

**Current operating budget**

 Uploaded by ... on

**If the applicant has not been audited, please include an unaudited balance sheet and income statement as prepared by the applicant**

 Uploaded by ... on

**7. List any federal, state, local or private grant awards or funding received in the last three years and the current status of those funds. If your organization has previously received funds from Jefferson County, please list the amount, nature of the project(s) and current status of the funding and project(s).**

GHSP  
JAG  
HSEM

**8. If you have made an application for funding for this project from other sources (city, state, private or non-profit organizations) please list the same here.**

N/A

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Impact of the COVID-19 Pandemic

1. Please explain the impact of the COVID-19 pandemic and how it relates to your request.

The pandemic placed additional strain on our maintenance department due to increased cleaning measures and decrease in staffing making it more difficult for them to address the issues of the infestation at the current building.

2. How will ARP funding, if awarded, aid in the recovery from the COVID-19 pandemic?

This will allow additional office space creating greater distance between employees and customers

3. Are you requesting lost revenue due to COVID-19

No

Supplementary Information

1. Please enter contact information (name, email, and phone) for at least one third-party reference.

N/A

2. Please include any supplementary information or documentation (such as letters of support, newspaper articles, etc) which you feel will be essential to the County's review.

Uploaded by ... on

Attachments

pdf

ARPA-3 Animal Control Email 10-28-2021.pdf

Uploaded by Michelle Gordon on Oct 28, 2021 at 10:08 am

History

Date	Activity
Oct 28, 2021 at 8:54 am	Deborah Lowe started a draft of Record ARPA-3
Oct 28, 2021 at 9:49 am	Deborah Lowe submitted Record ARPA-3
Oct 28, 2021 at 9:49 am	approval step Application Review was assigned to Michelle Gordon on Record ARPA-3
Oct 28, 2021 at 9:49 am	changed the deadline to Oct 29, 2021 on approval step Application Review on Record ARPA-3
Oct 28, 2021 at 10:08 am	Michelle Gordon added attachment ARPA-3 Animal Control Email 10-28-2021.pdf to Record ARPA-3