CT Senior Centers ARPA Beneficiaries Information Form

During the 2022 Legislative session, American Rescue Plan Act (ARPA) funds were allocated within the CT Department of Aging and Disability Service's (ADS) budget, to be distributed to Connecticut senior centers; the Department's State Unit on Aging (SUA) has been tasked with administering the funds. Municipalities can use this form to identify allocations for each senior center within the town limits and to request funds for all municipal-run senior center(s) within their town. Municipalities that do not have a senior center within their town limits may contract with another municipality to allocate funds to them, for the benefit of their residents aged 60 years and older. Funds must be used to benefit the senior center and members and must be used in a manner related to the mitigation of COVID-19 or to respond to the negative public health impacts related to COVID-19.

When the SUA receives a municipality's completed form, it will review the information to ensure the anticipated projects are appropriate uses for ARPA funds. If they are, the SUA will work with ADS's finance department to distribute funds to the requesting municipality. Monies distributed to a municipality through this funding opportunity must be used in the way a municipality identifies they are going to be used. Inappropriate use of ARPA funds may result in the state reclaiming these funds from a municipality.

All "CT Senior Centers ARPA Beneficiaries Information" forms must be completed and submitted by 4:00 p.m. on Friday, June 28, 2024.

For the purposes of this funding opportunity, the definition of a senior center is: *"Senior centers include municipal senior centers and 501(c)(3) senior centers. For the purposes of this funding opportunity, senior centers are defined as those that provide multiple services including the core services of information, referral, and assistance. Additional services could include nutrition, wellness, educational, social, and recreational activities."*

Please provide complete and accurate information so the State Unit on Aging can review and process your request.

Name of municipality *

Street address *

City/Town *

Zip code *

Name of authorized representative for the municipality (the person who will be signing this form) *

Street address *

City/Town *

Zip code *

Job title *

Phone number *

Please enter a valid phone number.

Email *

If the senior center authorized representative is also the designee, click here

Name of designee for the municipality *

Street address *

City/Town *

Zip code *

Job title *

Phone number *

Please enter a valid phone number.

Email *

A Unique Entity Identifier (UEI) is required for all organizations and municipalities to receive federal funds

UEI Number *

If you don't already have a UEI number, you can go to: sam.gov/content/duns-uei to get one. This page provides step by step directions for getting a UEI to replace your DUNS number if you haven't done so already

FEIN *

Name of primary person to whom communications should be sent *

Street address *

City/Town *

Zip code *

Job title *

Phone Number *

Please enter a valid phone number.

Email *

Name of alternate person to whom communications should be sent

Street address

City/Town

Zip code

Job title

Phone number

Please enter a valid phone number.

Email

Finance Contact Person *

Finance Contact Person Job title *

Finance Contact Person Phone number *

Please enter a valid phone number.

Finance Contact Person Email *

How do you wish to receive funding? *

Check

ACH (automated clearing house)

*If you wish to receive payment via ACH (also known as a direct deposit) please set that up with the Office of the State Comptroller (OSC): [Vendor Resources - OSC](#)

In which Area Agency on Aging (AAA) region are you located? *

If you do not know within which region your town is located, please check with the following link: [Area Agencies on Aging (ct.gov)](#)

How many senior centers are in your municipality? *

Municipalities who do not have a Senior Center within their town limits may contract with another municipality, allocating funds to them, for the benefit of their Residents aged 60 years and older.

The definition of a Senior Center is: *"Senior centers include municipal senior centers and 501(c)(3) senior centers. For the purposes of this funding opportunity, senior centers are defined as those that provide multiple services including the core services of information, referral, and assistance. Additional services could include nutrition, wellness, educational, social, and recreational activities."*

If you do not have any Centers within your municipality, will you be contracting with another municipality for Senior Center services? *

Yes

No

N/A

If yes, which municipality will you contract with?

Has another municipality allocated their ARPA Senior Center funding to your municipality?

Yes

No

If yes, which municipality?

Every municipality requesting funds has an obligation to support every senior center within its town limits, including 501c(3) non-profit Senior Centers. See the definition of "senior centers" at the beginning of this application and in the introduction letter from Commissioner Porter.
If your municipality hosts multiple senior centers, you will have to determine a funding allocation for each senior center. Information that municipalities may take into consideration when determining this amount for each senior center include: usership/membership of the senior center, safety needs of users, staff and volunteers of the senior center, current and anticipated needs of the senior center (according to senior center leadership), and the annual budget of the senior center. If your municipality hosts multiple centers, please describe how you plan to determine funding amounts for each senior center within your municipality.

0/500

Senior Center Profile 1: Information and Project Descriptions

Please complete an entire "Senior Center Profile" for each senior center within your municipality.

1. Senior Center Name *

a. Street address *

City/Town *

Zip code *

b. Senior Center Director Name *

c. Senior Center Director job title *

d. Senior Center Director email *

e. Total allocation of ARPA funds for this senior center *

f. The senior center is: *

    Municipal government

    501c(3) non-profit

g. Senior Center Director phone *

Please enter a valid phone number.

h. Senior center website address

i. Is this Senior Center located in a qualified census tract (QCT)? *

    Yes

    No

To determine if your Senior Center is located within a QCT go to [2022 and 2023 Small DDAs and QCTs | HUD USER](#)

Under "Map Options" click on "Color QCT Qualified Tracts." In the upper left hand corner of the page, enter the physical address of the Senior Center, and then click on "Go."

j. Status of Current Operations *

Closed to the public

Open by appointment/registration only

Open to members only

Open to members and the public

If open, check all programs/services that apply:

Arts, crafts

Benefits application assistance, including Medicare

Entertainment

Exercise/fitness

Games (BINGO, billiards, etc.)

Information and referral services

Lectures, classes, lifelong learning

Congregate or meals to go

Medical Services such as foot care

Social work services/counseling

Support groups

Transportation to medical appointments

Transportation for other errands/needs

k. Approximately how many unduplicated members/participants does the center typically serve annually? If you have a membership, please provide your current membership count. *

l. Number of dedicated senior center full-time staff *

m. Number of dedicated senior center part-time staff *

ARPA senior center funds may be used for facility improvements or programming that mitigate the spread of COVID-19 and/or respond to the negative public health impact due to COVID-19. There will be an opportunity for each project for a senior center to describe how it relates to the COVID-19 pandemic

Working definition and examples of "Facility Improvements": means improvements to senior center infrastructure, which may include capital improvements to promote and encourage older
adults to access senior centers. Improvements that encourage healthier living environments, outdoor recreation, socialization, connection amongst older adults and to services and programs designed to mitigate the spread of COVID-19 and/or to respond to the negative public health effects of COVID-19. Examples may include, but are not limited to: building a covered outdoor
seating area at the senior center for participants to allow for social distancing; upgrades to HVAC systems that provide better air filtration; building modifications to reconfigure or enlarge indoor
spaces to allow for social distancing; or purchase of vehicles to provide transport to senior center and senior center activities to promote better access to the services provided by the senior center including, but not limited to, health services (including vaccines), social services, and social engagement.

Working definition and examples of "Programming": means services and/or events that support social connection and the physical, emotional, spiritual, or educational needs of senior center members, while supplying opportunities for enriching quality of life, expanding interests, tapping potential, and developing talents. senior center programming may include purchased items, promotional materials, and services, associated staffing and contracted services associated with providing services or events at a senior center that respond to the negative public health impact of COVID-19. Examples may include but are not limited to: extended hours and associated needed staffing to attract new members; contracted mental health services; registration software and equipment that encourage social distancing; or credit card systems that discourage cash/check exchange between individuals.

What type of project(s) is this senior center funding going to be used? (Check all that apply)

Check here if used for Facility Improvements

Check here if used for Programming

Please complete "Project Description", "COVID-Relation" "Project Detail", "Project Budget" "Equity Efforts" and "Community Engagement Efforts" for each anticipated project at each Senior Center within your municipality:

Facility Improvements

Project Description: This brief description should detail the project's purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome).

0/250

COVID-Relation: How does the project respond to negative public health and economic impact caused by the COVID-19 pandemic?

0/500

Project Detail: Overview of main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable. Link to website of project if available. 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. Not required for projects that consist solely of capital expenditures.

0/1000

Project Budget: Do you anticipate this project will wholly be funded using ARPA funding?

Yes
No

If no, what other sources of funding do you anticipate using?

Please provide an outline of anticipated expenditures that will be funded out of ARPA funds for this senior center.

Project Timeline: Provide the anticipated start and end dates of the project, along with an anticipated schedule of major milestones. Please note that all ARPA funds must be obligated by December 31st, 2024 and expended by December 31st, 2026.

0/500

Equity Efforts: Discuss if and how the project is promoting equitable outcomes. Keep the following questions in mind to help guide your answer: Are there particular historically underserved, marginalized, or adversely affected groups that your Senior Center intends to serve? How are intended outcomes focused on closing gaps and/or reaching universal levels of service?

0/500

Community Engagement Efforts: Discuss if and how the project is incorporating community engagement strategies. Some examples of strategies include community meetings, focus groups, resident surveys, as well as person-centered and strategic planning activities.

0/500

Programming

Project Description: This brief description should detail the project's purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome).

0/250

COVID-Relation: How does the project respond to negative public health and economic impact caused by the COVID-19 pandemic?

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0/500

Community Engagement Efforts: Discuss if and how the project is incorporating community engagement strategies. Some examples of strategies include community meetings, focus groups, resident surveys, as well as person-centered and strategic planning activities.

0/500

Thank you for the information regarding this non-profit senior center. The State Unit on Aging will directly reach out to this Senior Center's leadership so they can provide further information regarding their ARPA funding allocation.

Senior Center Profile 2: Information and Project Descriptions

Please complete an entire "Senior Center Profile" for each senior center within your municipality.

1. Senior Center Name *

a. Street address *

City/Town *

Zip code *

b. Senior Center director name *

c. Senior Center director job title *

d. Senior Center director email *

e. Total allocation of ARPA funds for this senior center *

f. The senior center is: *

501c(3) non-profit

g. Senior center director phone *

Please enter a valid phone number.

h. Senior center website address

i. Is this Senior Center located in a qualified census tract (QCT)? *

Yes

No

To determine if your Senior Center is located within a QCT go to [2022 and 2023 Small DDAs and QCTs | HUD USER](#)

Under "Map Options" click on "Color QCT Qualified Tracts." In the upper left hand corner of the page, enter the physical address of the Senior Center, and then click on "Go."

j. Status of Current Operations *

Closed to the public

Open by appointment/registration only

Open to members only

Open to members and the public

If open, check all programs/services that apply:

Arts, crafts

Benefits application assistance, including Medicare

Entertainment

Exercise/fitness

Games (BINGO,billiards, etc.)

Information and referral services

Lectures, classes, lifelong learning

Congregate or meals to go

Medical Services such as foot care

Social work services/counseling

Support groups

Transportation to medical appointments

Transportation for other errands/needs

k. Approximately how many unduplicated members/participants does the center typically serve annually? If you have a membership, please provide your current membership count. *

l. Number of dedicated senior center full-time staff *

m. Number of dedicated senior center part-time staff *

ARPA senior center funds may be used for facility improvements or programming that mitigate the spread of COVID-19 and/or respond to the negative public health impact due to COVID-19. There will be an opportunity for each project for a senior center to describe how it relates to the COVID-19 pandemic.

Working definition and examples of "Facility Improvements": means improvements to senior center infrastructure, which may include capital improvements to promote and encourage older adults to access senior centers. Improvements that encourage healthier living environments, outdoor recreation, socialization, connection amongst older adults and to services and programs designed to mitigate the spread of COVID-19 and/or to respond to the negative public health effects of COVID-19. Examples may include, but are not limited to: building a covered outdoor seating area at the senior center for participants to allow for social distancing; upgrades to HVAC systems that provide better air filtration; building modifications to reconfigure or enlarge indoor spaces to allow for social distancing; or purchase of vehicles to provide transport to senior center and senior center activities to promote better access to the services provided by the senior center including, but not limited to, health services (including vaccines), social services, and social engagement.

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What type of project(s) is this senior center funding going to be used? (Check all that apply)

Check here if used for Facility Improvements

Check here if used for Programming

Please complete "Project Description", "COVID-Relation" "Project Detail", "Project Budget" "Equity Efforts" and "Community Engagement Efforts" for each anticipated project at each Senior Center within your municipality:

Facility Improvements

Project Description: This brief description should detail the project's purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome).

0/250

COVID-Relation: How does the project respond to negative public health and economic impact caused by the COVID-19 pandemic?

0/500

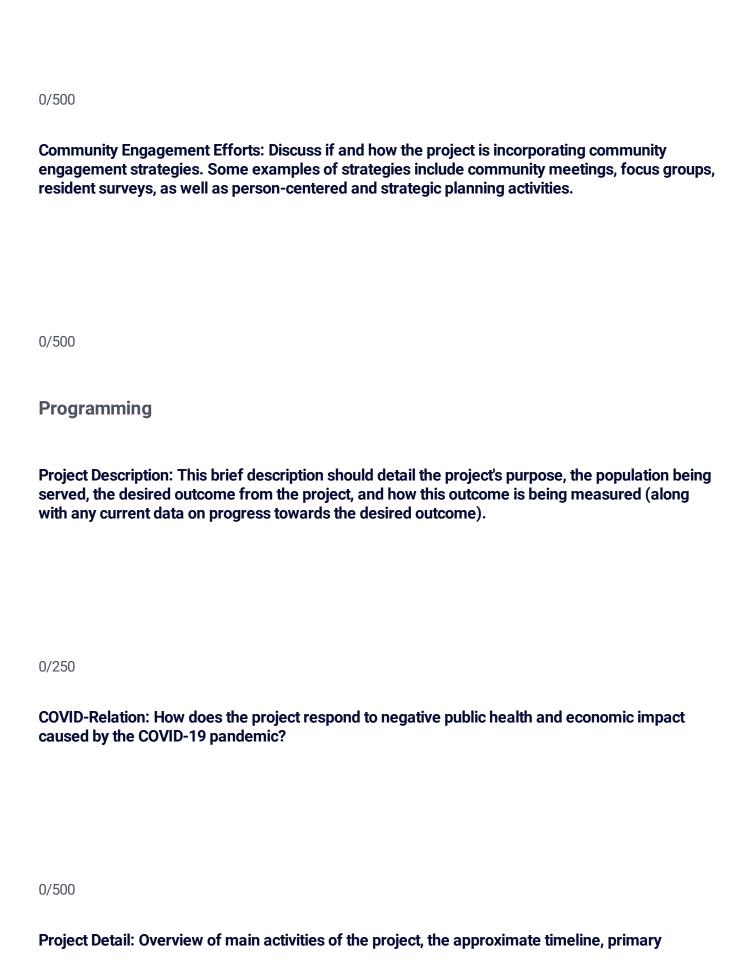**Project Detail: Overview of main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable. Link to website of project if available. Brief description of how a recipient's response is related, and reasonably and proportional to a public health or negative economic impact of COVID-19. Not required for projects that consist solely of capital expenditures.**

0/1000

Project Budget: Do you anticipate this project will wholly be funded using ARPA funding?

Yes

No

If no, what other sources of funding do you anticipate using?

Please provide an outline of anticipated expenditures that will be funded out of ARPA funds for this senior center.

Project Timeline: Provide the anticipated start and end dates of the project, along with an anticipated schedule of major milestones. Please note that all ARPA funds must be obligated by December 31st, 2024 and expended by December 31st, 2026.

0/500

Equity Efforts: Discuss if and how the project is promoting equitable outcomes. Keep the following questions in mind to help guide your answer: Are there particular historically underserved, marginalized, or adversely affected groups that your Senior Center intends to serve? How are intended outcomes focused on closing gaps and/or reaching universal levels of service?

0/500

Community Engagement Efforts: Discuss if and how the project is incorporating community engagement strategies. Some examples of strategies include community meetings, focus groups, resident surveys, as well as person-centered and strategic planning activities.

0/500

Programming

Project Description: This brief description should detail the project's purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome).

0/250

COVID-Relation: How does the project respond to negative public health and economic impact caused by the COVID-19 pandemic?
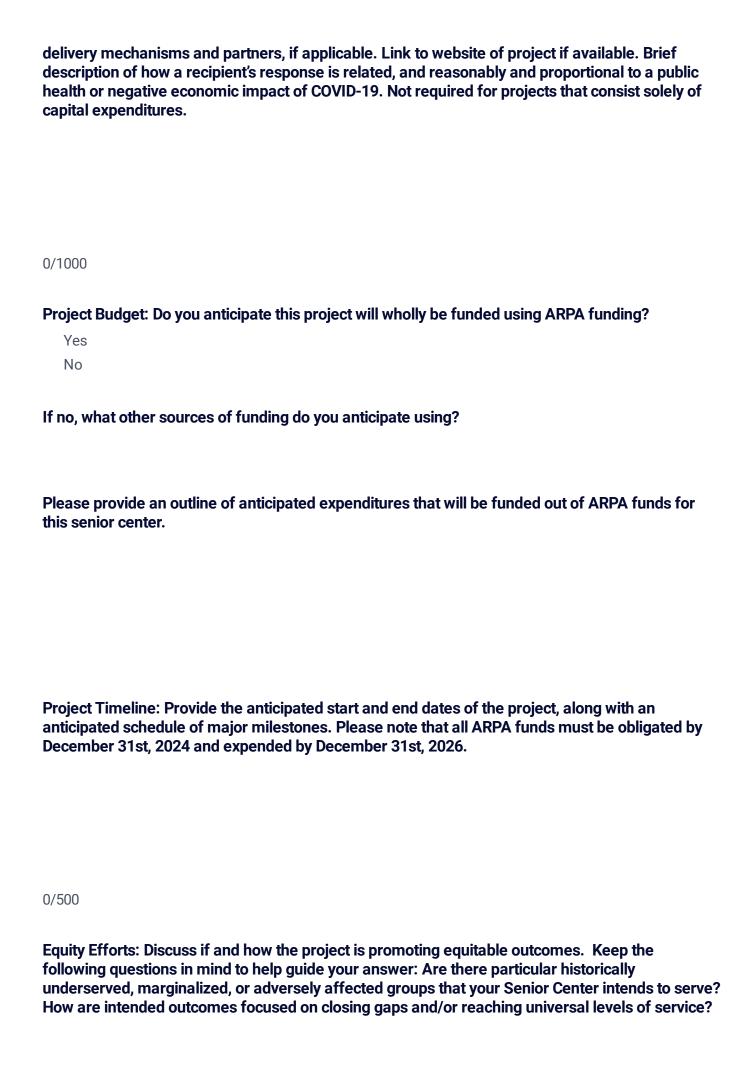
0/500

Project Detail: Overview of main activities of the project, the approximate timeline, primary

delivery mechanisms and partners, if applicable. Link to website of project if available. 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. Not required for projects that consist solely of capital expenditures.

0/1000

Project Budget: Do you anticipate this project will wholly be funded using ARPA funding?

Yes

No

If no, what other sources of funding do you anticipate using?

Please provide an outline of anticipated expenditures that will be funded out of ARPA funds for this senior center.

Project Timeline: Provide the anticipated start and end dates of the project, along with an anticipated schedule of major milestones. Please note that all ARPA funds must be obligated by December 31st, 2024 and expended by December 31st, 2026.

0/500

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0/500

Community Engagement Efforts: Discuss if and how the project is incorporating community engagement strategies. Some examples of strategies include community meetings, focus groups, resident surveys, as well as person-centered and strategic planning activities.

0/500

Thank you for the information regarding this non-profit senior center. The State Unit on Aging will directly reach out to this Senior Center's leadership so they can provide further information regarding their ARPA funding allocation.

Senior Center Profile 3: Information and Project Descriptions

Please complete an entire "Senior Center Profile" for each Senior Center within your municipality.

1. Senior Center Name *

a. Street address *

City/Town *

Zip code *

b. Senior Center director name *

c. Senior Center director job title *

d. Senior Center director email *

e. Total allocation of ARPA funds for this senior center *

f. The senior center is: *

Municipal government

501c(3) non-profit

g. Senior center director phone *

Please enter a valid phone number.

h. Senior center website address

i. Is this Senior Center located in a qualified census tract (QCT)? *

Yes

No

To determine if your Senior Center is located within a QCT go to [2022 and 2023 Small DDAs and QCTs | HUD USER](#)

Under "Map Options" click on "Color QCT Qualified Tracts." In the upper left hand corner of the page, enter the physical address of the Senior Center, and then click on "Go."

j. Status of Current Operations *

Closed to the public

Open by appointment/registration only

Open to members only

Open to members and the public

If open, check all programs/services that apply:

Arts, crafts

Benefits application assistance, including Medicare

Entertainment

Exercise/fitness

Games (BINGO, billiards, etc.)

Information and referral services

Lectures, classes, lifelong learning

Congregate or meals to go

Medical Services such as foot care

Social work services/counseling

Support groups

Transportation to medical appointments

Transportation for other errands/needs

k. Approximately how many unduplicated members/participants does the center typically serve annually? If you have a membership, please provide your current membership count. *

l. Number of dedicated senior center full-time staff *

m. Number of dedicated senior center part-time staff *

ARPA senior center funds may be used for facility improvements or programming that mitigate the spread of COVID-19 and/or respond to the negative public health impact due to COVID-19. There will be an opportunity for each project for a senior center to describe how it relates to the COVID-19 pandemic.

Working definition and examples of "Facility Improvements": means improvements to senior center infrastructure, which may include capital improvements to promote and encourage older adults to access senior centers. Improvements that encourage healthier living environments, outdoor recreation, socialization, connection amongst older adults and to services and programs designed to mitigate the spread of COVID-19 and/or to respond to the negative public health effects of COVID-19. Examples may include, but are not limited to: building a covered outdoor

seating area at the senior center for participants to allow for social distancing; upgrades to HVAC systems that provide better air filtration; building modifications to reconfigure or enlarge indoor spaces to allow for social distancing; or purchase of vehicles to provide transport to senior center and senior center activities to promote better access to the services provided by the senior center including, but not limited to, health services (including vaccines), social services, and social engagement.

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What type of project(s) is this senior center funding going to be used? (Check all that apply)

Check here if used for Facility Improvements

Check here if used for Programming

Please complete "Project Description", "COVID-Relation" "Project Detail", "Project Budget" "Equity Efforts" and "Community Engagement Efforts" for each anticipated project at each Senior Center within your municipality:

Facility Improvements

Project Description: This brief description should detail the project's purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome).

0/250

COVID-Relation: How does the project respond to negative public health and economic impact caused by the COVID-19 pandemic?

0/500

Project Detail: Overview of main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable. Link to website of project if available. 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. Not required for projects that consist solely of capital expenditures.

0/1000

Project Budget: Do you anticipate this project will wholly be funded using ARPA funding?

Yes

No

If no, what other sources of funding do you anticipate using?

Please provide an outline of anticipated expenditures that will be funded out of ARPA funds for this senior center.

Project Timeline: Provide the anticipated start and end dates of the project, along with an anticipated schedule of major milestones. Please note that all ARPA funds must be obligated by December 31st, 2024 and expended by December 31st, 2026.

0/500

Equity Efforts: Discuss if and how the project is promoting equitable outcomes. Keep the following questions in mind to help guide your answer: Are there particular historically underserved, marginalized, or adversely affected groups that your Senior Center intends to serve? How are intended outcomes focused on closing gaps and/or reaching universal levels of service?

0/500

Community Engagement Efforts: Discuss if and how the project is incorporating community engagement strategies. Some examples of strategies include community meetings, focus groups, resident surveys, as well as person-centered and strategic planning activities.

0/500

Programming

Project Description: This brief description should detail the project's purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome).

0/250

COVID-Relation: How does the project respond to negative public health and economic impact caused by the COVID-19 pandemic?

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Project Budget: Do you anticipate this project will wholly be funded using ARPA funding?

Yes

No

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0/500

Thank you for the information regarding this non-profit senior center. The State Unit on Aging will directly reach out to this Senior Center's leadership so they can provide further information regarding their ARPA funding allocation.

Senior Center Profile 4: Information and Project Descriptions

Please complete an entire "Senior Center Profile" for each senior center within your municipality.

1. Senior Center Name *

a. Street address *

City/Town *

Zip code *

b. Senior center director name *

c. Senior center director job title *

d. Senior Center director email *

e. Total allocation of ARPA funds for this senior center *

f. The senior center is: *

501c(3) non-profit

g. Senior center director phone *

Please enter a valid phone number.

h. Senior center website address

i. Is this Senior Center located in a qualified census tract (QCT)? *

Yes
No

To determine if your Senior Center is located within a QCT go to [2022 and 2023 Small DDAs and QCTs | HUD USER](#)

Under "Map Options" click on "Color QCT Qualified Tracts." In the upper left hand corner of the page, enter the physical address of the Senior Center, and then click on "Go."

j. Status of Current Operations *

Closed to the public
Open by appointment/registration only
Open to members only
Open to members and the public

If open, check all programs/services that apply:

Arts, crafts
Benefits application assistance, including Medicare
Entertainment
Exercise/fitness
Games (BINGO, billiards, etc.)
Information and referral services
Lectures, classes, lifelong learning
Congregate or meals to go
Medical Services such as foot care
Social work services/counseling
Support groups
Transportation to medical appointments
Transportation for other errands/needs

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What type of project(s) is this senior center funding going to be used? (Check all that apply)

Check here if used for Facility Improvements

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Please complete "Project Description", "COVID-Relation" "Project Detail", "Project Budget" "Equity Efforts" and "Community Engagement Efforts" for each anticipated project at each Senior Center within your municipality:

Facility Improvements

Project Description: This brief description should detail the project's purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome).

0/250

COVID-Relation: How does the project respond to negative public health and economic impact caused by the COVID-19 pandemic?

0/500

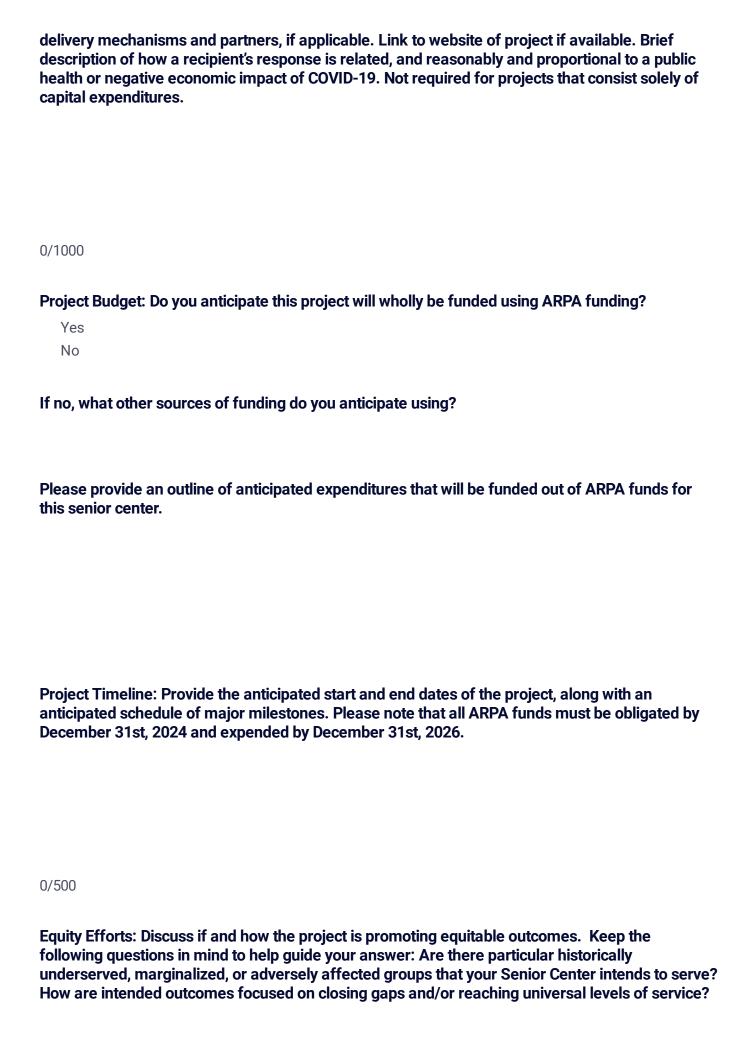**Project Detail: Overview of main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable. Link to website of project if available. Brief description of how a recipient's response is related, and reasonably and proportional to a public health or negative economic impact of COVID-19. Not required for projects that consist solely of capital expenditures.**

0/1000

Project Budget: Do you anticipate this project will wholly be funded using ARPA funding?

Yes

No

If no, what other sources of funding do you anticipate using?

Please provide an outline of anticipated expenditures that will be funded out of ARPA funds for this senior center.

Project Timeline: Provide the anticipated start and end dates of the project, along with an anticipated schedule of major milestones. Please note that all ARPA funds must be obligated by December 31st, 2024 and expended by December 31st, 2026.

0/500

Equity Efforts: Discuss if and how the project is promoting equitable outcomes. Keep the following questions in mind to help guide your answer: Are there particular historically underserved, marginalized, or adversely affected groups that your Senior Center intends to serve? How are intended outcomes focused on closing gaps and/or reaching universal levels of service?

0/500

Community Engagement Efforts: Discuss if and how the project is incorporating community engagement strategies. Some examples of strategies include community meetings, focus groups, resident surveys, as well as person-centered and strategic planning activities.

0/500

Programming

Project Description: This brief description should detail the project's purpose, the population being served, the desired outcome from the project, and how this outcome is being measured (along with any current data on progress towards the desired outcome).

0/250

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0/500

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0/500

Thank you for the information regarding this non-profit senior center. The State Unit on Aging will directly reach out to this Senior Center's leadership so they can provide further information regarding their ARPA funding allocation.

TOTAL FUNDING AMOUNT REQUESTED: This is the total amount of funding for all projects for all municipal-run senior centers within the municipality's limits for which you are requesting ARPA funds. This amount may not exceed the total allocation for your municipality unless your municipality has been allocated ARPA senior center funds from another municipality. In that case, the total request must not exceed the combined allocation for both municipalities. This dollar amount must match the total within the municipality's budget. A municipality may request a portion of their town's allocated ARPA senior center funding but no more than what has been allocated. For municipalities that host non-profit senior centers within their town limits, do NOT include the amount of funding that is allocated to those non-profit senior centers.

Total Funding Amount Requested (For purposes of clarity, please enter your answers with appropriate comma separations, i.e.: $100,000 instead of $100000) *

SUBMISSION REQUIREMENTS:

Submit this completed application. Your application is NOT complete unless you have uploaded the following forms: *

1 Project budget per municipality

1 Agency Vendor Form

1 IRS Form W-9

Municipal agreement or correspondence between municipalities (if applicable)

Please note: All uploaded forms must be in PDF format. No JPEG or Microsoft Word docs will be accepted. Vendor profile forms and W-9s must have matching information, including vendor name, address, and authorized representative name/signature.

Please click here to download the Budget Worksheet and attach it below.

Please click here to download the Agency Vendor Form and attach it below.

Please click here to download the IRS Form W-9 and attach it below.

Name of authorized representative for municipality (or designee) *

Job title *

Date *

Month Day   Year