



City Update on the Coronavirus Relief Fund Strategic Plan

This report provides City Council with an update on the Community Services programs that were approved under the Coronavirus Relief Fund (CRF) Strategic Plan.

Summary

On March 27, 2020 the CARES Act was signed into law to address the economic fallout resulting from the COVID-19 pandemic in the United States. The bill is the largest economic bill in United States history totaling over \$2.1 trillion. The CARES Act provides different types of funding for which local governments can apply for funding to offset COVID-19 related expenses. As a large city with a population in excess of 500,000, Phoenix was awarded a direction allocation of \$293 million in Coronavirus Relief Funds. The CRF is intended to cover only those costs that are necessary expenditures incurred due to the public health emergency with respect to COVID-19. On May 5, City Council approved a plan to allocate the CRF into three major categories:

- Community Services - \$75 million
- City Operations - \$75 million
- Reserve to Preserve City Services - \$143 million

The Community Services portion of CRF was allocated to projects related to the health and safety of residents, small business assistance, and other social assistance programs. Programmatic expenditures under Community Services were broken down into seven distinct sections:

- Business Assistance - \$15.7 million
- Utility & Rent/Mortgage Assistance - \$30 million
- Distance Learning and Wi-Fi Access - \$3.3 million
- Mitigation and Care for Vulnerable Populations - \$10 million
- Food Delivery - \$5 million
- Better Health Outcomes and Community Testing - \$5 million
- Unallocated Funds - \$6 million

The purpose of this report is to provide City Council with a regular update on the progress staff has made on the programs under Community Services. To date, we have released approximately \$31.7 million of the funding to participants or vendors responsible for delivering services. The bulk of expenditures have been spent in the Business Assistance and Utility & Rent/Mortgage Assistance section, together they represent approximately \$21.1 million in expenditures. A detailed breakdown of the life-to-date spending and activities for each program can be found in **Attachment A**. In addition, **Attachment B** from Wildfire provides a detailed year-to-date summary of direct payments made on behalf of residents under the Utility & Rent/Mortgage Assistance Program. To date, approximately 13,000 individuals have visited the Summer Heat Respite Center, the detailed daily attendance metrics can be found in **Attachment C**.

Responsible Department

This item is submitted by Deputy City Manager Jeff Barton and the Budget and Research Department.

ATTACHMENT A

**2020-21
CORONAVIRUS RELIEF FUND
COMMUNITY SERVICES
STATUS UPDATE
Updated August 12, 2020**

Program/Status	Budgeted Amount	Life to Date Expenditures
<u>Business Assistance - \$15,700,000</u>		
1. <u>Program: Small Business Assistance (CED)</u> More than 130 Phoenix businesses in or adjacent to low income census tracts (with 6-25 employees) received grant funding to mitigate the impact of the COVID-19 pandemic.	\$5,000,000	\$1,384,820
2. <u>Program: Small Business Guidance (CED)</u> Staff continues to evaluate options.	100,000	-
3. <u>Program: Restaurant Restart Resiliency Grant (CED)</u> This program is currently closed and fully subscribed. 103 restaurants received funding. (Grant program closed)	1,000,000	1,000,000
4. <u>Program: Airport Small Business Assistance Program (CED)</u> Grant funding was awarded to 18 small business concessionaires operating at Phoenix Sky Harbor International Airport. 18 concessionaires funded. (Grant program closed.)	1,000,000	1,000,000
5. <u>Program: Microenterprise Resiliency Program (CED)</u> More than 748 Phoenix businesses with 5 or fewer employees have received grant funding to mitigate the impact of the COVID-19 pandemic.	6,000,000	3,385,628
6. <u>Program: Arts and Culture Coronavirus Relief Program (Office of Arts and Culture)</u> The Office of Arts and Culture funded \$1,885,000 in relief grants to 68 nonprofit arts and culture organizations and \$383,110 in a first-round application to 272 individual artists as part of the city's Coronavirus Relief Fund. The Office of Arts and Culture will open a second round of individual artist support in late summer to grant out the remaining funds.	2,600,000	2,268,110
Total Business Assistance	15,700,000	9,038,558

Program/Status	Budgeted Amount	Life to Date Expenditures
<u>Utility & Rent/Mortgage Assistance - \$30,000,000</u>		
<p>1. <u>Program: Residential Utility and Rent/Mortgage Assistance Program (NSD)</u> Wildfire received \$12,000,000, or 50% of the total contract, in advance payment to get the program started. Through a variety of outreach efforts, 107,673 residents have been contacted. To date, 652 households have received \$2,121,900 in rent/mortgage assistance and \$407,700 in utility assistance. A total of \$2,219,700 in assistance has been provided to date. Eight of the nine participating agencies are accepting applications and Wildfire continues to provide technical assistance as needed, to mitigate service barriers. Wildfire follows up on a weekly basis with the one pending agency to work through technical issues to ensure they will meet expenditure targets. (See Attachment B for additional information from Wildfire).</p>	24,000,000	12,000,000
<p>2. <u>Program: Commercial City Services Assistance Program (Water Services)</u> CED and WSD have partnered on distribution of CARES Commercial Assistance funds to Phoenix small businesses. In a joint outreach effort, 20,000 small businesses were contacted by phone and made aware of the multiple programs being offered. Arizona Community Foundation has worked with CED to determine eligibility and provided WSD with lists of eligible applicants. WSD then verifies that the applicant has a COP City Services Bill (CSB) and credits the account for four months of actual bills. The number of eligible accounts has been reduced by the fact that many small businesses are tenants and the CSB is paid by their landlord, so they do not have their own CSB. As follow-up, WSD has included CARES Assistance messaging on Residential (107,673) and Commercial (28,773) CSBs. To date, more than 60 small businesses have received assistance through this program. Outreach efforts are ongoing.</p>	6,000,000	124,962
Total Utility & Rent/Mortgage Assistance	30,000,000	12,124,962

Program/Status	Budgeted Amount	Life to Date Expenditures
<u>Distance Learning and WiFi Access - \$3,300,000</u>		
1. <u>Program: WiFi and Tablets for Public Housing (Housing)</u> Purchase order for all of the devices has been issued. Payment to T-Mobile will not be made until all of the tablets and accessories have been delivered and deployed. To date, 543 of 800 tablets have been distributed to public housing residents. All devices are expected to be delivered and distributed by the end of August, with most being delivered before school starts.	660,000	-
2. <u>Program: WiFi at Additional Recreation Centers (ITS and Parks)</u> Completed site surveys and design for indoor WiFi at the 4 sites. Indoor WiFi access points are in ITS stock. Circuits to connect the sites to the City network have been ordered. Three sites will require carrier vendor to install cable and equipment prior to site activation.	70,000	-
3. <u>Program: Access Points and Antennas at 52 Public Facilities (ITS and Parks)</u> Completed site surveys and WiFi design at all 52 public facilities. Outdoor WiFi has been activated at 5 of 52 sites with an additional 17 sites scheduled for activation this week. Intense heat has affected speed of outside installations, but the project remains on schedule.	520,000	433,068
4. <u>Program: Bridging the Digital Divide (ITS, CMO and CED)</u> CED and ITS are investigating opportunities to bridge the digital divide with our educational institutions. The collaboration team is reviewing opportunities around hardware, digital literacy and connections.	2,050,000	-
Total Distance Learning and WiFi Access	3,300,000	433,068

Program/Status	Budgeted Amount	Life to Date Expenditures
<u>Mitigation and Care for Vulnerable Populations – \$10,000,000</u>		
<p>1. <u>Program: Refugee and Asylee Microenterprise Assistance (NSD)</u> The International Rescue Committee (IRC) is actively working with Refugee and Asylee organizations to overcome barriers and complete successful applications. The marketing and outreach plan, which included distributing grant information directly to refugee businesses and organizations and a social media marketing campaign, has been implemented. As of August 11, one grant has been approved for funding, seven applications were submitted for funding consideration and 24 applications are currently receiving technical assistance.</p>	300,000	-
<p>2. <u>Program: Refugee and Asylee Residential Utility and Rent/Mortgage Assistance</u> Wildfire received \$900,700, or 50% of the total contract, in advance payment to get the program started. To date, 45 households have received \$145,200 in rent/mortgage assistance and \$17,100 in utility assistance. A total of \$162,300 in assistance has been provided to date. Wildfire continues to work with two of the six participating agencies to ensure their success with the program. (See Attachment B for additional information from Wildfire)</p>	1,700,000	900,700
<p>3. <u>Program: Refugee and Asylee Non-Profit COVID Relief Grants</u> Pre-contract documents (partial submissions) have been received for 18 of 18 agencies representing 21 of the 21 programs. Staff is working with 16 agencies to receive any missing documentation. Two draft contracts are pending final review prior to being routed for signatures. Additionally, staff received corrected proposals for funding consideration from three additional agencies. It is estimated that all contracts will be executed in September.</p>	1,000,000	-
<p>4. <u>Program: Domestic Violence (HSD)</u> Contract executed. Payment to Arizona Coalition to End Sexual and Domestic Violence issued. Sub-awards to Chicanos Por La Causa, Chrysalis, DOVES, Shelter Without Walls and Sojourner Center have also been issued.</p>	1,090,000	1,090,000
<p>5. <u>Program: Human Trafficking (Housing, HSD, and PD)</u> Housing Department staff worked with the on-site property manager at Starfish Place to increase the frequency of common area cleanings, purchase PPE for staff and residents, stock up on disinfectant and sanitizer, as well as, installing social distancing decals in common areas.</p>	310,000	-

Program/Status	Budgeted Amount	Life to Date Expenditures
<p>Tablets for school age children will be purchased in August and the property wide WiFi system and computer lab equipment are currently out to bid. Proposals for the WiFi system and computer lab equipment are due back in early August. The Phoenix 1st Step Drop-In Center has been meeting with partners to determine how to proceed in a COVID environment.</p>		
<p>6. <u>Program: Landlord Tenant (HSD)</u> The contract with Community Legal Services (CLS) has been executed and the hiring of the staff attorney is underway. Conversations have been facilitated between CLS and Phoenix Justice courts. Marketing materials are in development. The Human Services portion of this program is underway and programming in the case management system has been completed, it is anticipated that deployment of services began 8/3/20.</p>	1,150,000	854,200
<p>7. <u>Program: Heat Relief (HSD)</u> Shade structures and additional staffing have been added to St. Vincent de Paul's three campuses and to the Justa Center facility. These costs will be reimbursed as soon as we receive invoices from both parties. Since opening at the end of May, the Summer Heat Respite Center has served approximately 13,000 individuals and over 16,000 meals to Respite Center attendees (see Attachment C for detail). Originally the Respite Center was only scheduled to run through the end of July, however based temperature, the increasing number of COVID-19 cases, and the need to coordinate with the county's respite center we now intend to run the center through the end of September. It is estimated that as much as \$450,000 in additional funding will be needed to continue the Respite Center through the end of September.</p>	870,000	102,428
<p>8. <u>Program: Seniors (HSD and Public Works)</u> The contract with the Area Agency on Aging has been executed and the program design, partnerships, and marketing materials have been developed. Additionally, Public Works has selected the firms who are responsible for identifying the recommended improvements to the senior center facilities. These assessments are expected to be complete within the next 30 days and then the physical improvements can begin in earnest.</p>	3,580,000	775,000
<p>Total Mitigation and Care for Vulnerable Populations</p>	<p>5,000,000</p>	<p>3,722,328</p>

Food Delivery - \$5,000,000

1.	<u><i>Program: AZ Food Bank (HSD)</i></u> The contract with the AZ Food Bank has been executed and funding has been awarded. To date the AZ Food Bank has awarded over \$361,000 in grants to eligible agencies.	500,000	500,000
2.	<u><i>St. Mary's Food Bank (HSD)</i></u> Contract executed; funding received by vendor. Food distribution has begun.	2,000,000	2,000,000
3.	<u><i>St. Vincent de Paul (HSD)</i></u> To date St. Vincent de Paul has used approximately \$283,000 to provide over 141,000 meals to those needing assistance.	365,000	365,000
4.	<u><i>Salvation Army (HSD)</i></u> The contract with the Salvation Army has been executed and planning is underway for a food distribution event in Maryvale that will expend the full contract amount.	135,000	135,000
5.	<u><i>City of Phoenix (HSD)</i></u> To date the Human Services Department has used approximately \$76,000 to distribute over 9,000 meals to Senior Center members.	300,000	76,000
6.	<u><i>Other Community Needs (Office of Environmental Programs)</i></u> Feed Phoenix - funding for restaurants, caterers, event venues, farmers, mobile markets, CSAs. Local First Arizona Foundation (LFAF) is administering the funds. A total of 1,600 meals were delivered as of Aug 9. For the week of Aug. 10-14, 8 restaurants are preparing 2,220 meals that will be delivered to Harvest Compassion Center, FIBCO Family Services, Living Streams Church Pantry, MOMS Pantry, Arizona Kosher Pantry, and Wesley Community Health Center. Project Roots and Gregory's Fresh Markets are delivering 150 CSA boxes to Native Health and Washington Manor Senior Center. Alhamka Farms, Yobro, and Green on Purpose are providing local produce to the restaurants/caterers.	1,700,000	322,000

Funds to Feed Phoenix - funding for community and grassroots organizations, nonprofits, health centers, Local Initiatives Support Corporation (LISC) is administering the funds. Grant applications are being accepted through August 14.

Funds for Schools - funding for Phoenix school districts. Grant applications opened on August 10 and are due August 21. Local Initiatives Support Corporation (LISC) is administering the funds for both programs.

Total Food Delivery	5,000,000	3,108,000
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Better Health Outcomes and Community Testing - \$5,000,000

1.	<p><u>Community COVID-19 Testing Events (CMO)</u> In response to the COVID-19 pandemic, the city has partnered with local providers to offer Community COVID-19 testing. The total cost for the community testing program was originally estimated at \$1 million however as the spread of the virus has increased it became prudent to expand the testing plan. As a result, the program is now estimated at approximately \$1.6 million and includes over 20 weekend testing events, a 12-day-two-site FEMA testing blitz, an extended testing event at Caesar Chavez Library, and a 100-day mobile testing program coordinated with Vincere Cancer Center. It is estimated that as much as \$600,000 in additional funding will be needed to offset the increased cost of the recently expanded testing program.</p>	1,000,000	587,751
2.	<p><u>Surgical Masks for the Community (Finance)</u> A purchase order was completed for the procurement of 1.2 million masks to distribute to the community. As of July 23, approximately 200,000 masks have been distributed. This distribution has included providing masks to the Mayor and City Council offices, at the Convention Center respite site, during on-site appointments and to partner organizations throughout the community, such as Circle the City. Staff continues to pursue opportunities to strategically distribute all of the remaining masks to partner organizations and the wider community.</p>	500,000	500,000
3.	<p><u>PPE and Other COVID-Related Supplies for Schools (Youth and Education)</u> To date staff has placed orders for various PPE materials requested by schools. To date hand sanitizer and gowns have been received. An order for cloth masks has been completed and a RFQ for the masks with plastic face shields is in process. Allocations of materials are made based on student enrollment percentages and will begin on Aug. 17.</p>	2,500,000	2,208,467
4.	<p><u>Health Navigators (CMO and HSD)</u> Staff is researching information and working with Finance on a procurement.</p>	700,000	-

5.	<u>COVID-19 HOPE Fund for Employees (CMO and HR)</u> At its last Policy meeting, the City Council approved \$300,000 to be allocated to assist City employees with COVID-19-related needs. Staff has created two programs. One to assist the families with funeral expenses for City employees who unfortunately passed away due to COVID-19 and one to assist current employees with COVID-19 expenses such as mortgage or utility assistance.	300,000	23,100
Total Better Health Outcomes and Community Testing		5,000,000	3,319,218
<u>Unallocated - \$6,000,000</u>			
1.	<u>Unallocated (City Council)</u> Funding is available for programming based on City Council direction. These funds could be used to address the additional costs of the expanded community testing events and the extension of the summer heat respite program through the end of September.	6,000,000	-
Total Unallocated		6,000,000	-
Total Community Investment Program		75,000,000	31,714,234

**Attachment B
Wildfire Expenditure Plan - YTD Totals**

City of Phx - COVID CARES

AGENCY	YTD ACTUAL				
	Approvals Households Served	Rent/Mortgage	Expenditures		Total
			Utilities		
RESIDENTS					
Chicanos Por La Causa	51	\$ 158,400	\$ 33,600	\$	192,000
City of Phx - Human Services	80	\$ 257,400	\$ 52,500	\$	309,900*
Foundation for Senior Living	34	\$ 112,200	\$ 25,200	\$	137,400
Lutheran Social Services	126	\$ 409,200	\$ 76,200	\$	485,400
Neighborhood Ministries	0	\$ -	\$ -	\$	-
Pilgrim Rest	57	\$ 184,800	\$ 40,200	\$	225,000
St Vincent de Paul	168	\$ 554,400	\$ 98,400	\$	652,800
Tanner	34	\$ 112,200	\$ 21,300	\$	133,500
Trellis	57	\$ 188,100	\$ 43,200	\$	231,300
REFUGEES					
AIRS	0	\$ -	\$ -	\$	-
Catholic Charities	2	\$ 6,600	\$ -	\$	6,600
International Rescue Committee	2	\$ 6,600	\$ -	\$	6,600
Lutheran Social Services	19	\$ 62,700	\$ 9,300	\$	72,000
Refugee & Immigrants Community for Empowerment	13	\$ 42,900	\$ 5,700	\$	48,600
Somali American UCA	9	\$ 26,400	\$ 2,100	\$	28,500
Totals	652	\$ 2,121,900	\$ 407,700	\$	2,219,700

Attachment C
Phoenix Heat Relief Shelter Attendance

Working Draft - August 9, 2020

Date:	Daily High Temp. (F)	Hourly Head Count									Daily Peak Hourly	Total Daily Attendance
		1000	1100	1200	1300	1400	1500	1600	1700	1800		
5/29/2020	112		40		33	34	37	45	36	20	45	68
5/30/2020	111	33	43	48	44	43	52	57	39	20	57	86
5/31/2020	107	44	71	81	83	90	92				92	138
6/1/2020	105	30	33	38	45	49	51	49			51	77
6/2/2020	107	33	41	41	49	47	63	67	69		69	104
6/3/2020	110	34	47	49	53	42	53	40			53	80
6/4/2020	112	36	56	65	63	60	66	28			66	99
6/5/2020	107	37	48	65	65	69	63	38	42		69	104
6/6/2020	93	46	64	74	58	57	59	56	63		74	97
6/7/2020	97	37		75	67	85	78	42			85	101
6/8/2020	90	30		50	49	49	51	45	18		51	77
6/9/2020	94	29	41	58	47	46	42	27			58	96
6/10/2020	105	30	45	48	51	33	44	38			51	90
6/11/2020	108	34	54	53	56	59	64	49			64	107
6/12/2020	110	49	63	67	71	87	74	58			87	138
6/13/2020	106	56	65	62	59	61	74	58			74	113
6/14/2020	107	54	76	77	79	81	74	38			81	112
6/15/2020	106	49	64	62	74	72	77	57	58	27	77	127
6/16/2020	106	42	50	53	62	65	62	39	22	16	65	140
6/17/2020	104	54	72	68	61	48	46		41	31	72	125
6/18/2020	103	41	62	61	50	41	38	24	37	27	62	128
6/19/2020	102	44	66	85	83	78	61	51	43	40	85	138
6/20/2020	105	64	87	94	91	88	108	74	55	49	108	128
6/21/2020	108	62	85	102	102	106	117	76	63	54	117	176
6/22/2020	109	46	64	75	84	74	62	32	44	31	84	158
6/23/2020	110	60	82	90	83	87	91	86	67	40	91	165
6/24/2020	111	48	70	87	103	103	106	73	38	28	106	170
6/25/2020	110	50	76	82	82	74	68	57	39	30	82	146
6/26/2020	110	48	72	75	82	84	82	64	57	49	84	157
6/27/2020	108	67	98	111	102	102	110	86	73	39	111	174
6/28/2020	105	78	100	131	105	109	109	90	84	73	131	166
6/29/2020	101	57	78	89	94	105	106	88	77	47	106	182
6/30/2020	100	55	67	72	76	91	102	71	65	45	102	162
7/1/2020	105	48	69	65	73	73	80	68	49	44	80	145
7/2/2020	104	27	45	66	72	72	78	71	61	46	78	129
7/3/2020	105	46	93	91	100	87	89	65	35	36	100	178
7/4/2020	110	79	84	113	107	108	103	88	67	48	113	169
7/5/2020	112	81	97	92	99	105	95	80	63	42	105	175
7/6/2020	111	59	84	87	96	108	113	106	91	67	113	183
7/7/2020	111	55	74	96	104	109	112	90	71	53	112	184
7/8/2020	111	72	99	116	118	124	128	118	94	78	128	201
7/9/2020	110	66	81	84	98	103	108	90	79	26	108	133
7/10/2020	111	94	110	123	137	137	141	136	100	53	141	229
7/11/2020	115	105	141	158	164	168	171	146	120	74	171	247
7/12/2020	116	125	144	171	148	167	160	120	94	54	171	240
7/13/2020	111	80	118	134	144	148	159	140	127	79	159	233
7/14/2020	111	88	106	123	137	145	153	138	114	66	153	239
7/15/2020	109	69	107	122	137	149	172	147	101	84	172	250
7/16/2020	111	84	110	123	141	152	165	145	111	73	165	267
7/17/2020	108	75	102	124	129	134	139	120	101	64	139	238
7/18/2020	109	68	101	121	145	148	154	146	121	73	154	247
7/19/2020	107	106	137	135	134	143	152	137	78	43	152	233
7/20/2020	103	72	96	112	128	139	142	123	90	58	142	223
7/21/2020	109	63	105	113	138	150	155	147	117	67	155	250
7/22/2020	100	82	101	103	112	129	132	130	83	55	132	239
7/23/2020	100	87	110	121	118	126	129	101	72	47	129	223
7/24/2020	104	80	126	139	119	125	139	137	108	80	139	243
7/25/2020	105	93	142	145	141	146	157	133	117	67	157	242
7/26/2020	110	112	132	143	153	151	159	130	105	57	159	241
7/27/2020	111	64	104	115	126	129	144	133	100	44	144	230
7/28/2020	115	82	110	128	123	127	151	130	102	80	151	240
7/29/2020	115	91	110	142	123	146	157	146	131	87	157	257
7/30/2020	118	79	116	125	136	157	164	139	116	63	164	249
7/31/2020	116	58	76	90	93	98	114	80	52	25	114	198
8/1/2020	111	77	110	128	140	151	170	129	107	56	170	237
8/2/2020	109	86	114	107	109	130	134	120	100	66	134	208
8/3/2020	114	67	88	117	153	137	149	151	121	87	153	237
8/4/2020	111	63	91	111	132	145	159	140	106	59	159	245
8/5/2020	112	84	92	114	115	114	120	105	91	59	120	215
8/6/2020	109	73	94	109	115	119	131	110	92	61	131	214
8/7/2020	108	80	98	134	130	127	126	99	71	41	134	218
8/8/2020	109	84	104	123	133	134	135	115	96	74	135	216
8/9/2020	111	103	133	141	151	150	153	124	103	63	153	235

Total Attendance
12,909
Average Daily Attendance
177
Highest Daily Attendance
267
Highest Peak Hourly Attendance
172
Total Number of Days Open
73
Average High Temp.
108
Highest Daily Temp.
118



Campaign Information Policy

Attached is the Campaign Information Policy for the Nov. 3, 2020 Mayoral and City Council election (**Attachment A**). The policy provides guidelines for responding to information and research requests by incumbent and non-incumbent candidates during election campaigns and also reviews the 60-day black-out periods, which for this election cycle begins Sept. 4, 2020.

THIS ITEM IS FOR INFORMATION ONLY.

Responsible Department

This item is submitted by the City Manager's Office.



City of Phoenix

ATTACHMENT A

CAMPAIGN INFORMATION POLICY

This Campaign Information Policy provides guidelines for responding to information and research requests by incumbent and non-incumbent candidates during election campaigns.

- In order to be placed on the candidates' information mailing list, persons intending to run for elective City office are requested to file a completed form with the City Clerk stating that they intend to be a candidate.
- All candidates will be given access to information which is immediately available to staff without research, or which may be photocopied. A photocopy charge of 24 cents/page will be assessed, which is the standard charge for copies of public records.
- Information or research requested by the Mayor and City Council to fulfill their duties and responsibilities, which can be prepared with less than eight hours of staff time, will be routinely performed and distributed to the Mayor and City Council during the campaign period. Copies of this information will be made available to other candidates upon request.
- Personal information collected by the City must be used solely for the purpose for which it was collected. Aside from early voting lists provided by the City Clerk, City mailing lists cannot be provided to or used by incumbent or non-incumbent candidates for campaign-related mailings.
- Research requests made by non-incumbents will be performed only upon City Council approval. Research requests made by incumbents that require more than eight hours of preparation only will be performed upon City Council approval. Once prepared, this information will be distributed to the Mayor and City Council. Other candidates may obtain this information upon request.
- Requests for information or research must be made by the individual candidate and not by campaign personnel. If campaign staff asks for information other than what is normally available to citizens, City staff will courteously indicate that the candidate must personally make special information requests.
- Beginning 60 days prior to Election Day (September 4, 2020), all legally declared incumbent and non-incumbent candidates for any elected office will not receive air time on Phoenix Channel 11 or know99 in any programming other than regularly scheduled coverage of City Council meetings and other official City events. This restriction shall remain in effect until after the applicable November or March election.
- Beginning 60 days prior to Election Day (September 4, 2020), all legally declared incumbent candidates for municipal office will not issue any newsletters, brochures and/or printed, electronic or web-based information updates that are produced with City dollars. **Routine constituent service communications and notices about City-sponsored events are allowable.** This restriction shall remain in effect until after the applicable November or March election.

Contact: Toni Maccarone, City Manager's Office, at 602-534-1210 or toni.maccarone@phoenix.gov.

(Approved by City Council March, 2017)