

LOCAL GOVERNMENTS AND THE CORONAVIRUS RELIEF FUND

Application information for the
WV Municipal League



OVERVIEW

- On March 27, 2020, the President signed into law the U.S. government's Phase 3 aid package to provide relief due to the novel coronavirus ("COVID-19") through the Coronavirus Aid, Relief, and Economic Security Act (the "CARES Act").
- West Virginia received \$1.25 Billion dollars from the \$150 billion allocated by Congress through the Coronavirus Relief Fund.
- Governor Justice has made available \$200 million-dollars of this fund to reimburse local governments for expenditures relating to their response to the public health emergency.

THE CARES
ACT PROVIDES
THAT
PAYMENTS
FROM THE
FUND MAY
ONLY BE USED
TO COVER
COSTS THAT:

- are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19)
- Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government
- Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

U.S.
DEPARTMENT
OF TREASURY
FAQS

- Applicants may find more information on guidelines by visiting <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Frequently-Asked-Questions.pdf>




PAYROLL

- **Police/ Fire/EMS/911**
Dispatchers/Health Care
- Payroll costs for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.



ALLOWABLE

- Wages
- Break out Hero/Hazard Pay from hourly rate with additional support from you and scrutiny from us. New 9/3/2020 Guidance states this pay may only be covered to the extent it is related to COVID-19. For example, a recipient may use payments from the Fund to cover hazard pay for a police officer coming in close contact with members of the public to enforce public health or public safety orders, but across-the-board hazard pay for all members of a police department regardless of their duties would not be able to be covered with payments from the Fund.
- Benefits paid ***by employer***
 - FICA is an allowable expense
 - Social Security (6.25%)
 - Medicare (1.45%)
 - Health Insurance
 - Life Insurance
- COVID Leave Separate Commodity
 Line 84131609
- OT Separate Commodity Line
 80111502



CHANGES
BASED ON NEW
GUIDANCE
RECEIVED
9/3/2020

An even higher level of detail will now be required with very detailed descriptions on the individual job positions;

Eligible wages are now Reimbursable for 911 Dispatchers;

Covered benefits include the cost of all types of leave (vacation, family-related, sick, military, bereavement, sabbatical, jury duty) to be potentially eligible for reimbursement.

PAYROLL

- **Sewer Dept, Water Dept, Street Dept, and Office Personnel**
- COVID Leave and OT are generally **Allowable**
- COVID Leave Separate
Commodity Line 84131609
- OT Separate
Commodity Line 80111502

POTENTIALLY
REIMBURSABLE

- “Reassigned COVID-19 Wages”
 - time that can be identified as “Reassigned to COVID related work”
 - must be different than regular Job Duties
 - Must have back-up documentation

ORGANIZATION OF BACK UP DOCUMENTATION



For payroll please show exactly how you arrived at the requested amount



Writing the total at the bottom of each page is helpful and a summary sheet will make the process run smoother. computer generated payroll documentation with the total on the last page that matches the month requested is also fine



You **MUST** have a summary sheet for all purchases with the receipts in order. Please don't upload every receipt separately. One attachment with the summary sheet and receipts is ideal.



Must have receipts. Providing only a list of what was purchased is not sufficient.

ELIGIBLE EXPENDITURES

- Please see <https://grants.wv.gov/en/flexible-page?pagelid=1429> for more examples of eligible expenditures and ineligible expenditures.

ELIGIBLE EXPENSES INCLUDE BUT ARE NOT LIMITED TO:

I. Medical expenses such as:

- COVID-19-related expenses of public hospitals, clinics, and similar facilities.
- Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
- Costs of providing COVID-19 testing, including serological testing.
- Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
- Expenses for establishing and operating public telemedicine capabilities for COVID-19 related treatment.

ELIGIBLE EXPENSES INCLUDE BUT ARE NOT LIMITED TO:

2. Public health expenses such as:

- Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
- Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.
- Expenses for disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency.
- Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.
- Expenses for public safety measures undertaken in response to COVID-19.
- Expenses for quarantining individuals.

ELIGIBLE EXPENSES INCLUDE BUT ARE NOT LIMITED TO:

3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

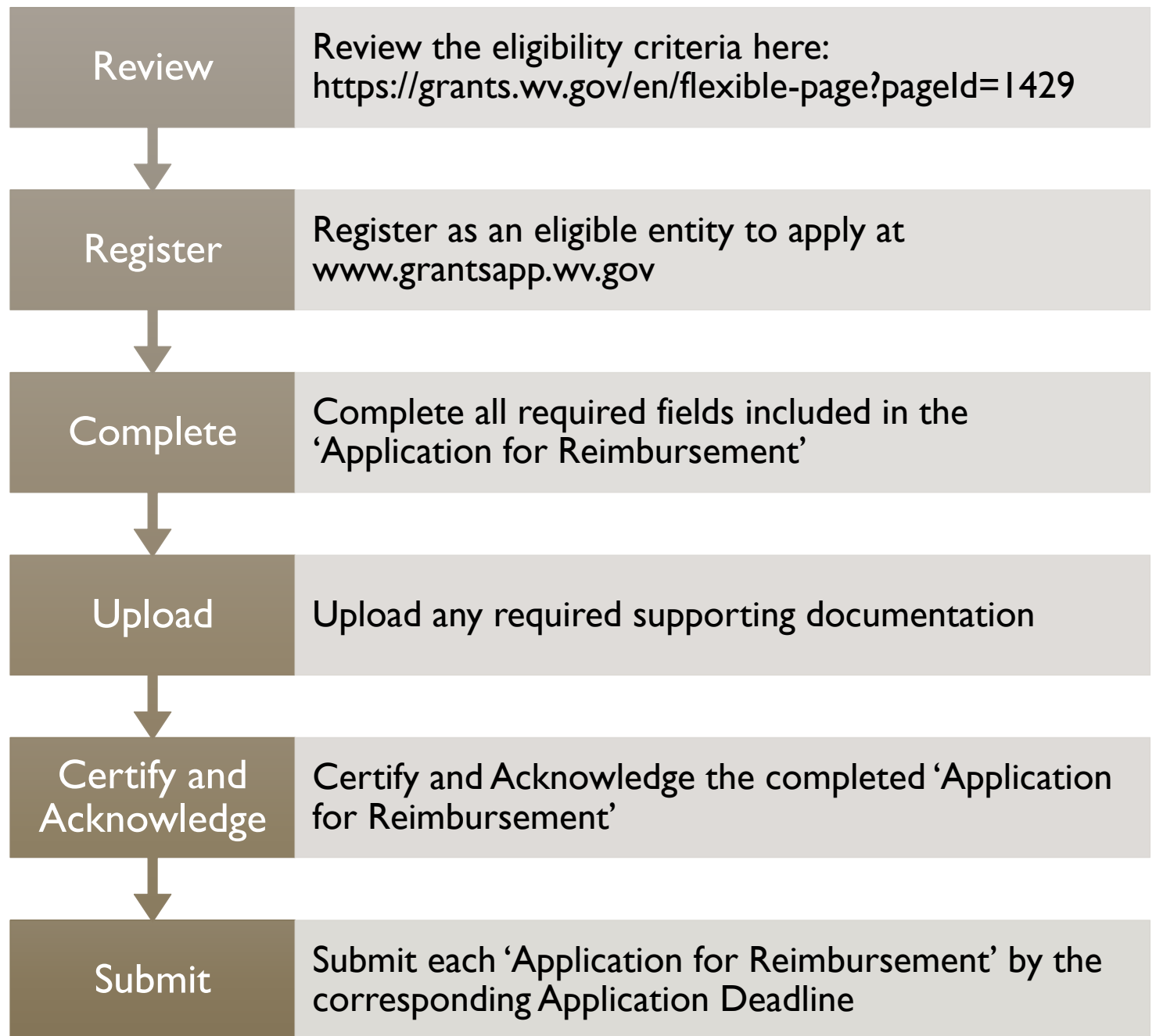
4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:

- Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
- Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
- Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.

ELIGIBLE EXPENSES INCLUDE BUT ARE NOT LIMITED TO:

- Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
 - COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
 - Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.
6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.

STEPS FOR
COMPLETION OF THE
'APPLICATION FOR
REIMBURSEMENT'



IMPORTANT NOTE:

- If you are a newly registered vendor, you will need to contact us to have the correct application turned on for your account.
- We will need your username and email to do this once you are a registered vendor.

*Currently the application portal defaults new vendor to the Small Business Grant Program application. *If you have already accessed the Local Government CARES Act application, you do not need to take this step.*

CONTACT INFORMATION FOR CORONAVIRUS RELIEF FUND

- Applicants may contact WV GrantHelp at:
 - Phone: 1-833-94-GRANT
 - Email: GrantHelp@wv.gov