



CORONAVIRUS RELIEF FUNDS 2020 APPLICATION FOR FUNDING

Application Deadline: October 1, 2020

The attached application form must be used when requesting Coronavirus Relief Funds (CRF). The purpose of these funds is to provide ready funding to address unforeseen financial needs and risk created by the COVID-19 public health emergency. For State or local government, please be aware that CRF will not cover expenses that were accounted for in any budget approved on or before March 27, 2020.

QUALIFICATIONS FOR FUNDING

The CARES Act established the \$150 billion Coronavirus Relief Fund. The United States Treasury has provided funds to States and eligible units of local government to assist with expenditures that are incurred “due to” the public health emergency. This means that eligible expenditures must be used for actions taken to respond to the public health emergency, such as providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures. Funds may NOT be used to fill shortfalls in revenue.

This application is available to all Cache County non-profit entities and all businesses headquartered in Cache County, Utah.

CONSIDERATIONS FOR FUNDING DETERMINATION

The CARES Act provides that payments from the CRF Fund may only be used to cover costs that:

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were incurred during that period that begins on March 1, 2020, and ends on December 30, 2020.

Applications which are filled out must make it clear how it meets each of these required bullet points to qualify their project for funding.

EXPENDITURE REQUIREMENTS

Applications must be filled out completely including a concise line-item budget for the proposed project. Non-profit organizations must include their Tax Identification Number.

For project requests of \$3,500 or less, you will be asked to provide invoices, check copies, and receipts for all expenses. Applicants are strongly encouraged to spread out spending to multiple Cache County businesses.

For project requests of \$3,500 or more, applicants are strongly encouraged to solicit bids for work. Please provide bids, invoices, check copies, and receipts for all expenses.

For additional information please see the attached “Guidance for State, Territorial, Local, and Tribal Governments” which provides additional information and guidance related to CRF spending.

SUBMITTING THE APPLICATION

All information should be limited to the pages provided on the application except where additional information is requested. Questions or concerns regarding the application process should be directed to Bryce Mumford at 435-755-1853 or by email to Bryce.Mumford@cachecounty.org. CRF dollars will be distributed first come, first served and based on merit. **Application deadline is October 1, 2020 or until funds run out.**

**SUBMIT ONE COPY OF THE APPLICATION WITH ALL
APPLICABLE ATTACHMENTS TO:**

Cache County Executive Department
Attn: Bryce Mumford
199 North Main Street
Logan, UT 84321



Coronavirus Relief Fund (CRF) 2020 APPLICATION FORM

1. APPLICANT/CONTACT INFORMATION

Applicant Name:					
Address:					
City:		Zip Code:		Website:	
Contact Person:			Email:		
Wk Phone:		Hm Phone:		Cell Phone:	

2. PROJECT SPECIFICS

Project Title:					
Total Project Budget:			CRF Funds Requested:		
Population Served: (check all that apply)	Children	Elderly	Low-Income	Other (please specify)	
Type of Entity:	Government		Private Business		Nonprofit Organization
Project Pre-Approval?	Yes	No	Date of Pre-Approval: (write N/A if no pre-approval)		

Project Description:					
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Depending on the nature of the applicant request, additional information may be requested.				Tax Identification Number	

3. PROJECT MERIT

a. Describe how COVID-19 has impacted your operations?					

b. Provide a brief overview of what the funding will be used for, including estimated budget items:

c. List your top three priorities for the use of CRF Funds indicating the associated dollar amounts with each priority:

4. TIMELINE AND BUDGET

a. Give a precise timeline below for completion of the proposed project, or attach one to this document. All projects must be completed by October 1, 2020.

b. Provide a precise line-item budget.

5. CERTIFICATION STATEMENT

1. I declare under criminal penalty under the law of Utah that to the best of my knowledge and belief the information in this application is true and correct.

Initials _____

2. I understand that submitting false or misleading information in connection with this application may result in the applicant being disqualified from receiving Coronavirus Relief Funds from Cache County, Utah.

Initials _____

3. The applicant will comply with all applicable laws and regulations prohibiting discrimination on the basis of race, sex, religion, national origin, age, or handicap.

Initials _____

4. The applicant will comply with all federal, state, local and tribal laws, statutes, ordinances, and regulations.

Initials _____

5. If awarded Coronavirus Relief Funds from Cache County, the applicant will, upon request by Cache County, provide a report on how the awarded funds were used.

Initials _____

6. Consistent with Utah public information laws, the applicant waives all rights to confidentiality for the contents of this application and any resulting grant award resulting from this application.

Initials _____

7. I understand that any information provided to Cache County in this application or other correspondence related to this applications is public information and the applicant waives any right to the confidentiality of that information.

Initials _____

8. I certify that the applicant has never been debarred or suspended from applying for Federal grant funding.

Initials _____

6. DUPLICATION OF FUNDS

I declare under criminal penalty under the law of Utah that the applicant has not received, and has not applied and will not apply to receive additional Coronavirus Relief Funds from any other government entity for purposes of this project.

Signature of Entity Representative

Title

Date

Coronavirus Relief Fund
Guidance for State, Territorial, Local, and Tribal Governments
Updated June 30, 2020¹

The purpose of this document is to provide guidance to recipients of the funding available under section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”). The CARES Act established the Coronavirus Relief Fund (the “Fund”) and appropriated \$150 billion to the Fund. Under the CARES Act, the Fund is to be used to make payments for specified uses to States and certain local governments; the District of Columbia and U.S. Territories (consisting of the Commonwealth of Puerto Rico, the United States Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands); and Tribal governments.

The CARES Act provides that payments from the Fund may only be used to cover costs that—

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. 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; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.²

The guidance that follows sets forth the Department of the Treasury’s interpretation of these limitations on the permissible use of Fund payments.

Necessary expenditures incurred due to the public health emergency

The requirement that expenditures be incurred “due to” the public health emergency means that expenditures must be used for actions taken to respond to the public health emergency. These may include expenditures incurred to allow the State, territorial, local, or Tribal government to respond directly to the emergency, such as by addressing medical or public health needs, as well as expenditures incurred to respond to second-order effects of the emergency, such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures.

Funds may not be used to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute. Although a broad range of uses is allowed, revenue replacement is not a permissible use of Fund payments.

The statute also specifies that expenditures using Fund payments must be “necessary.” The Department of the Treasury understands this term broadly to mean that the expenditure is reasonably necessary for its intended use in the reasonable judgment of the government officials responsible for spending Fund payments.

Costs not accounted for in the budget most recently approved as of March 27, 2020

The CARES Act also requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. A cost meets this requirement if either (a) the

¹ This version updates the guidance provided under “Costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020”.

² See Section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act.

cost cannot lawfully be funded using a line item, allotment, or allocation within that budget *or* (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation.

The “most recently approved” budget refers to the enacted budget for the relevant fiscal period for the particular government, without taking into account subsequent supplemental appropriations enacted or other budgetary adjustments made by that government in response to the COVID-19 public health emergency. A cost is not considered to have been accounted for in a budget merely because it could be met using a budgetary stabilization fund, rainy day fund, or similar reserve account.

Costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020

Finally, the CARES Act provides that payments from the Fund may only be used to cover costs that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020 (the “covered period”). Putting this requirement together with the other provisions discussed above, section 601(d) may be summarized as providing that a State, local, or tribal government may use payments from the Fund only to cover previously unbudgeted costs of necessary expenditures incurred due to the COVID-19 public health emergency during the covered period.

Initial guidance released on April 22, 2020, provided that the cost of an expenditure is incurred when the recipient has expended funds to cover the cost. Upon further consideration and informed by an understanding of State, local, and tribal government practices, Treasury is clarifying that for a cost to be considered to have been incurred, performance or delivery must occur during the covered period but payment of funds need not be made during that time (though it is generally expected that this will take place within 90 days of a cost being incurred). For instance, in the case of a lease of equipment or other property, irrespective of when payment occurs, the cost of a lease payment shall be considered to have been incurred for the period of the lease that is within the covered period, but not otherwise. Furthermore, in all cases it must be necessary that performance or delivery take place during the covered period. Thus the cost of a good or service received during the covered period will not be considered eligible under section 601(d) if there is no need for receipt until after the covered period has expired.

Goods delivered in the covered period need not be used during the covered period in all cases. For example, the cost of a good that must be delivered in December in order to be available for use in January could be covered using payments from the Fund. Additionally, the cost of goods purchased in bulk and delivered during the covered period may be covered using payments from the Fund if a portion of the goods is ordered for use in the covered period, the bulk purchase is consistent with the recipient’s usual procurement policies and practices, and it is impractical to track and record when the items were used. A recipient may use payments from the Fund to purchase a durable good that is to be used during the current period and in subsequent periods if the acquisition in the covered period was necessary due to the public health emergency.

Given that it is not always possible to estimate with precision when a good or service will be needed, the touchstone in assessing the determination of need for a good or service during the covered period will be reasonableness at the time delivery or performance was sought, *e.g.*, the time of entry into a procurement contract specifying a time for delivery. Similarly, in recognition of the likelihood of supply chain disruptions and increased demand for certain goods and services during the COVID-19 public health emergency, if a recipient enters into a contract requiring the delivery of goods or performance of services by December 30, 2020, the failure of a vendor to complete delivery or services by December 30, 2020, will not affect the ability of the recipient to use payments from the Fund to cover the cost of such goods or services if the delay is due to circumstances beyond the recipient’s control.

This guidance applies in a like manner to costs of subrecipients. Thus, a grant or loan, for example, provided by a recipient using payments from the Fund must be used by the subrecipient only to purchase (or reimburse a purchase of) goods or services for which receipt both is needed within the covered period and occurs within the covered period. The direct recipient of payments from the Fund is ultimately responsible for compliance with this limitation on use of payments from the Fund.

Nonexclusive examples of eligible expenditures

Eligible expenditures include, but are not limited to, payment for:

1. 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.
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.
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.

- 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.
5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:
 - Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.
 - Expenditures related to a State, territorial, local, or Tribal government payroll support program.
 - Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.
 6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund’s eligibility criteria.

Nonexclusive examples of ineligible expenditures³

The following is a list of examples of costs that would *not* be eligible expenditures of payments from the Fund.

1. Expenses for the State share of Medicaid.⁴
2. Damages covered by insurance.
3. Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
4. Expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds.
5. Reimbursement to donors for donated items or services.
6. Workforce bonuses other than hazard pay or overtime.
7. Severance pay.
8. Legal settlements.

³ In addition, pursuant to section 5001(b) of the CARES Act, payments from the Fund may not be expended for an elective abortion or on research in which a human embryo is destroyed, discarded, or knowingly subjected to risk of injury or death. The prohibition on payment for abortions does not apply to an abortion if the pregnancy is the result of an act of rape or incest; or in the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself, that would, as certified by a physician, place the woman in danger of death unless an abortion is performed. Furthermore, no government which receives payments from the Fund may discriminate against a health care entity on the basis that the entity does not provide, pay for, provide coverage of, or refer for abortions.

⁴ See 42 C.F.R. § 433.51 and 45 C.F.R. § 75.306.