

Phelps County Application for CARES Act Reimbursement

The Coronavirus Aid, Relief, and Economic Security ACT (CARES Act) passed on March 27, 2020, and signed by President Trump, established the Coronavirus Relief Fund and appropriated \$150 billion to Coronavirus Relief Fund. This fund is to be used to make payments for specified uses to states and certain local governments. The State of Missouri received about \$2.3 billion of this fund and Phelps County's share is \$5,229,302. Phelps County will use the guidelines provided by the U.S. Department of Treasury and the State of Missouri in making awards of the funds received under the CARES Act. To ensure the project meets the guidelines for reimbursement, please complete this application, provide the necessary documentation, and sign the application prior to submission. Please review the list of eligible expenses (pages 4&5) prior to applying. Please note while businesses may be eligible for funding, the county has yet to determine that and a separate application would be used if a business grant program is established.

Are you a (please check one):

County Department

Public Entity

Other

Entity/Department Name

Type of Public Entity

(City, School, Fire Dept.,

EMS, non-profit, etc.)

Address

City

State

Zip

Contact

Title

Contact Phone Number

Contact Email

Federal Tax ID

Amount Requested: \$

Detailed Description of Request

In an effort to ensure that the request for reimbursement meets the guidance provided by the U.S. Department of Treasury and the State of Missouri, please make sure that your request for reimbursement description is detailed and explains “why” you need the funds from Phelps County to meet the unexpected needs and expenses incurred because of COVID-19 and the direct impact to your organization. If the expense is for an existing employee’s salary/payroll, explain how this expense is different from their original job responsibilities or in addition to regular job duties. For multiple items, please address each one in detail.

Applicant’s Authorized Signature

As the authorized signor for this application and organization, I certify that the project meets the eligible activity guidelines and is not being used for revenue replacement or any other ineligible activity. I also certify that no other State or Federal funding sources have been applied for, used for or will be applied for or used for this same project and reimbursement request.

Signature: _____

Date: _____

Print Name: _____

Instructions for Submitting Reimbursement Requests

- All entities EXCEPT county departments - Complete Certification – For the first reimbursement, please complete the CARES Funding Certification. Note that you are certifying that you will only submit requests for eligible expenses and that should it be determined that any expense is ineligible, you will repay the funds to the county.
- Complete this application and the attached spreadsheets to summarize all of your entity's reimbursable costs. Completed spreadsheets must be submitted with your request.
- Be sure to cite the relevant reimbursement code from the identification key attached.
- Submit a copy of all invoices and supporting documentation for each item requested for reimbursement (including all receipts and proof of payment).
- Provide payroll documentation for any labor reimbursement requests.
- Submit completed request and required documentation to:

Meramec Regional Planning Commission
4 Industrial Drive
St. James, MO 65559
or by email at Kellysb@meramecregion.org.

- Points of contact to email or call:

Meramec Regional Planning Commission
Kelly D. Sink, Project Development Manager
kellysb@meramecregion.org
573-265-2993
Fax: 573-265-2993

Phelps County Commission
Randy Verkamp, Presiding Commissioner
Gary Hicks, Associate Commissioner
Larry Stratman, Associate Commissioner
Dr. Pam Grow, Clerk
573-458-6000

- MRPC will then process your eligible invoices and submit to Phelps County to complete through its Accounts Payable process and issue payment as soon as possible.

Applications will be accepted until December 15, 2020.

Please note: While businesses may be eligible for reimbursements, the county has yet to decide if it will implement a business relief grant. Should the county offer such a grant, business requests will have a separate application process.

Identification Key for Eligible Reimbursable Expenditures under the CARES Act

1. Medical expenses such as:
 - a. COVID-19-related expenses of public hospitals, clinics, and similar facilities.
 - b. Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
 - c. Costs of providing COVID-19 testing, including serological testing.
 - d. Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
 - e. Expenses for establishing and operating public telemedicine capabilities for COVID-19-related treatment.
2. Public health expenses such as:
 - a. Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
 - b. 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.
 - c. Expenses for disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency.
 - d. Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.
 - e. Expenses for public safety measures undertaken in response to COVID-19.
 - f. 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:
 - a. Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
 - b. Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
 - c. Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.
 - d. Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
 - e. 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.
 - f. 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:

- a. Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.
 - b. Expenditures related to a State, territorial, local, or Tribal government payroll support program.
 - c. 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.
 - d. Other expenses deemed eligible through the Treasury guidance which can include, rent, utility and mortgage assistance.
6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria