

Questions and Answers from 7/29/2020 Webinar

Please note that answers to these questions serve as guidance and all proper documentation must be submitted when requesting reimbursement.

Question	Answer
General Questions	
If we know we are not going to go over our maximum allotment, is it acceptable to enter all eligible expenses through the CURE act rather than through FEMA? Or do we need to do FEMA and then apply the 25% that is not covered with FEMA?	It is up to the Local Government to determine if they wish to submit eligible costs through FEMA or Local CURE. Once reimbursed by either program, the costs are ineligible to be reimbursed a second time by the other program. Note that costs between 3/1/20 and 12/30/20 are eligible for reimbursement under Local CURE.
Is it required to follow Federal bidding requirements when making purchases or are local policies sufficient.	Local bidding processes are sufficient provided costs met the criteria for reimbursement under the Local CURE program.
Can we turn expenses in on a rolling basis or just a one time submission?	Specific guidance will be issued on submitting expenses, but it will not be a one-time submission. There will be the opportunity for at least three submissions.
Reimbursable Expense Tests include the following: The expense is not funded thru another budget line item, allotment or allocation, as of March 27, 2020. The expense wouldn't exist without COVID-19 OR would be for a "substantially different" purpose. However, it appears public health or public safety employees have certain exceptions to this rule. Some of the arguments contradict one another. Would it be possible for DCEO to provide a checklist of some sort to be used as guidance in determining allowable costs for these type of payroll expenses?	A helpdesk will be announced soon, as well as future webinars and a program manual to explain unique reimbursement situations.
If we turn expenses into FEMA (FEMA) can the 25% that the Town is required be allocated to the CURE money?	Yes, Local CURE can be used to provide the 25% match for FEMA. Please note that the same costs cannot be reimbursed by both programs.
Our Community Center has lost rental revenues due to COVID-19. Is loss of revenue covered in the Local CURE Support Program?	Revenue replacement is not an eligible cost under Local CURE.
The reimbursement is 100% of our COVID expense (that are eligible and accepted)?	Yes, for Local CURE. Costs submitted to FEMA are 75% reimbursements and require a 25% match. Local CURE can be considered the 25% match, but the same costs cannot be reimbursed under both programs.
What does "substantially dedicated" mean? Is this based on number of hours a day/week/month spent on COVID-19 related tasks?	It is time exclusively spent on COVID-19 related tasks and is documented.
Can this PowerPoint be emailed to participants?	The PowerPoint was e-mailed to all webinar participants and can be accessed by clicking on this hyperlink.
The BIG program is now closed and when it was open it was highly restrictive, can you explain how this program will be implemented?	An overview of the Local CURE program and allowable costs can be found in this presentation and on our website. Greater detail on the reimbursement process via the Crowe online portal will be provided via a webinar and handbook that will be available on August 12 and can sign up through the Local CURE Support Program website.
Please explain what GATA registration refers to.	GATA registration refers to the Grants Accountability and Transparency Act. Further information on GATA and its registration requirements can be found by clicking on this hyperlink.
The Gov's Office stopped accepting jail inmates, so our local jail handled the prisoners that were suppose to be in state jails. Is the additional cost to house these inmates an eligible expense?	This would be an allowable expense as long as it wasn't budgeted or being reimbursed by another funding source.
If the LHD is a department of a county and its allotment is insufficient to cover costs, should we state this in the certification or should we ask the county to see if they can absorb some of our costs?	If the County Health Department's allotment is insufficient, it would be possible to submit remaining costs via the County 'Allotment A' request assuming they were not reimbursed by any other federal program. An additional submission window may be available late in the program to assist with costs if the entire allotments for A, B, and C are not fully utilized.
Payroll	

<p>We had two employees we required to stay home for two weeks because of exposure to someone who had tested positive for COVID-19. We paid them their regular salary, but labeled it as COVID-19 pay. Are we able to get reimbursed by CURES for this payroll and the overtime it caused to other employees?</p>	<p>If the employee was placed on administrative leave with pay due to COVID-19, the cost would be reimbursable. The overtime would only be reimbursed if substantially related to duties required for COVID-19.</p> <p>If the specifics are true for all the following, these funds can be used for reimbursement:</p> <ul style="list-style-type: none"> -The expense is connected to the COVID-19 emergency. -The expense is "necessary". -The expense is not filling a short fall in government revenues. -The expense is not funded thru another budget line item, allotment or allocation, as of March 27, 2020. -The expense is not being reimbursed through a different emergency response program. -The expense wouldn't exist without COVID-19 OR would be for a "substantially different" purpose.
<p>Payroll question: We have tracked our police calls that are COVID related and put a daily percentage on each day based on the total number of calls for our police department. Can we multiply the percentage of COVID calls times the total wages paid for our Police Officers to come up with a dollar amount request for reimbursement?</p>	<p>Police officers would meet the criteria of 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. Evidence is required that the time allocated and submitted is attributable to COVID-related response activities and the costs can be supported through documentation.</p>
<p>Can the money be used for hazard/essential employee pay? If so which employees ?</p>	<p>Essential and hazard pay is eligible 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. However, this does not allow for "across-the-board" hazard pay for other employees working during a state of emergency.</p> <p>If the specifics are true for all the following, these funds can be used for reimbursement:</p> <ul style="list-style-type: none"> -The expense is connected to the COVID-19 emergency. -The expense is "necessary". -The expense is not filling a short fall in government revenues. -The expense is not funded thru another budget line item, allotment or allocation, as of March 27, 2020. -The expense is not being reimbursed through a different emergency response program. -The expense wouldn't exist without COVID-19 OR would be for a "substantially different" purpose.
<p>If I want to pay election judges serving November 3, 2020 hazard pay over and above their normal stipend is that covered under CURE?</p>	<p>These costs will likely be covered by a COVID program operated by the State Board of Elections. If that funding is insufficient to cover costs, Local CURE may be an option beyond normally budgeted stipends.</p>
<p>We had to furlough employees. we expect to have unemployment insurance costs for these employees receiving unemployment during their furlough. would the unemployment insurance costs be eligible?</p>	<p>As the extra unemployment insurance was not budgeted and directly related to Covid-19, it would be a reimbursable expense during the program period.</p>
<p>We are a unique municipality that supports several program/entertainment based departments that were or are still closed. However staff is working diligently on COVID-related changes to facilities and planning new programming for reopening--all duties that are NOT what their salaries were originally budgeted for (especially since there is no resulting income from their work during closure). Can these COVID-impacted salaries be claimed in CURE?</p>	<p>Covid-19 related overtime would be an allowable expense, provided that there is proper documentation to account for the time spent on Covid-19 expenses. Regular salaries for staff would have been budgeted by the municipality. Note that only positions related to 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 are categories eligible for more comprehensive salary reimbursement.</p>

<p>Is the payroll expense for a police officer who was quarantined due to having symptoms a reimbursable expense even if they tested negative?</p>	<p>If the specifics are true for all the following, these funds can be used for reimbursement:</p> <ul style="list-style-type: none"> -The expense is connected to the COVID-19 emergency. -The expense is "necessary". -The expense is not filling a short fall in government revenues. -The expense is not funded thru another budget line item, allotment or allocation, as of March 27, 2020. -The expense is not being reimbursed through a different emergency response program. -The expense wouldn't exist without COVID-19 OR would be for a "substantially different" purpose.
<p>Could you please elaborate on what documentation you would need to support payroll expenditures? In your example, you indicated a listing on a roster, but many of our employees who were dedicated to COVID-19 would not be listed as such on a roster, such as Police Lieutenants, Deputy Fire Chiefs, Deputy Police Chiefs, etc. Would a letter from the City Manager indicating their assignment, or them having been assigned a role in the Emergency Operations structure be sufficient?</p>	<p>Timesheets and corresponding pay stubs must be included to confirm expenses were related to COVID-19. Salaried employees be eligible only for OT and/or hazard pay resulting from COVID? Their normal salaries would have been budgeted by the local government.</p>
<p>The IT Director spending significant amount of time on setting up employees to work remotely be eligible for reimbursement? A previous DCEO webinar indicated that would be an eligible expense.</p>	<p>Overtime expenses incurred by the IT director that are substantially related to COVID 19 would be reimbursable with proper documentation. The IT Director's regular salary expenses would have been budgeted by the municipality as of 3/27/20 and would not be eligible.</p>
<p>CARES Guidance (June 30, 2020) lists "expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions." Is this also an allowable CURE expense? If so, what documentation is required to submit this expenditure for reimbursement?</p>	<p>Administrative leave expenses related to Covid-19 would be eligible for reimbursement under this program and timesheets or paystubs will be required as backup documentation.</p>
<p>Payroll question: Our Police Chief and Deputy Chiefs have spent many hours on meetings related to COVID. Learning about the Governors orders and safety precautions etc. Is any of that time reimbursable. They are all 3 salaried employees.</p>	<p>Note that only positions related to 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 are the categories eligible for comprehensive salary reimbursement. For staff generally administrative in nature, overtime worked directly related to COVID-19 would be eligible.</p>
<p>Any set amount of wage/hazard/essential pay increase?</p>	<p>The guidance does not provide a set amount, but any increase must be related to COVID-19 to be eligible for reimbursement.</p>
<p>We had multiple employees that were unable to work from home but were allowed to work either half days or work every other day, in order to comply with the stay at home order, but they were still paid their full salary. Would these salaries be eligible?</p>	<p>Salaries for staff that are 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 are eligible for comprehensive salary reimbursement. If the employees were administrative and allowed to work from home, their regular salaries outside of overtime specific to COVID 19 would not be eligible. Below are additional expenditure tests to determine eligibility:</p> <p>If the specifics are true for all the following, these funds can be used for reimbursement:</p> <ul style="list-style-type: none"> -The expense is connected to the COVID-19 emergency. -The expense is "necessary". -The expense is not filling a short fall in government revenues. -The expense is not funded thru another budget line item, allotment or allocation, as of March 27, 2020. -The expense is not being reimbursed through a different emergency response program. -The expense wouldn't exist without COVID-19 OR would be for a "substantially different" purpose.
<p>Hazard pay - There has been some discussion from our unions on hazard pay. If this goes through and the City retro's the hazard pay back to March, does the whole amount qualify?</p>	<p>The Department sees retroactive hazard pay as a bonus and bonuses are not allowed under the Treasury guidance, unless documentation is submitted to prove that there has been negotiations or proposed ordinances dating back to early in the pandemic. Documentation should include the rate of hazard pay.</p>

<p>For payroll expenses for public safety, public health, health care, human services, and similar employees whose services were substantially dedicated to mitigating or responding to COVID-19. What about employees who were reassigned from other departments to work on the COVID-19 response? For instance, a communications officer from Police, Fire, Public Works and the City Manager's office were all assigned for a period of one month to provide information and messaging to the public on COVID-19. They all worked together on providing that information and messaging. Would only the payroll for the Communications Officers from the Police and Fire Departments be eligible? Or would all of their payroll be eligible as they were all assigned to work on the Public Health emergency?</p>	<p>In this situation, all staff were assigned to a substantially different purpose than what they were originally assigned.</p>
<p>The Purchasing Manager is spending over half her time tracking expenditures and PPE inventory, attending FEMA and DCEO webinars, making PPE purchases all related to COVID-19. These are tasks she would not do if there was not a pandemic. Would this qualify?</p>	<p>The Procurement Manager would have a normal salary for duties that is paid by the local government. Work during those regular hours would not be considered reimbursable. If the Procurement Manager is incurring overtime expenses that can be attributed to COVID, those would be eligible under program rules with proper documentation.</p>
<p>Payroll question: Our public works staff took shifts for a few weeks in March/April. 1/2 were at home on call but not working one week and working the other week. Is the time we paid them when they were at home and not working reimbursable?</p>	<p>Only overtime related to COVID-19 would qualify. The regular salaries for staff would have been budgeted by the local government and would be ineligible.</p>
<p>Would a copy of the check stub suffice for proof of payment? Or would you rather have a report ran from our G/L?</p>	<p>A helpdesk will be announced soon, as well as future webinars and a program manual to explain unique reimbursement situations.</p>
<p>Can the program reimburse their entire wages?</p>	<p>Only payroll costs "substantially dedicated" to COVID efforts are eligible. Several good examples are provided in the introductory Local Cure PowerPoint that can be found at this link: https://www2.illinois.gov/dceo/CURE/DCEO%20Local%20CURE%20Presentation%20for%20Local%20Governments.pdf</p>
<p>police had to increase staffing, hired two new officers that weren't planned. Are these payroll costs eligible?</p>	<p>The program can cover payroll for substantially dedicated officers through December 30th.</p>
<p>During March and April, almost all of our City Manager's time was spent on COVID. The City joined forces with our health department, hospital, County and ESDA to create a unified executive leadership team. Our City Manager was the Chief information officer of this team and spent most of his time in meetings with these organizations and putting out daily COVID updates to our citizens. Would this be a reimbursable expense?</p>	<p>Any overtime incurred by the City Manager for COVID related purposes would be a reimbursable expense. The regular salary for the position is budgeted annually by the municipality and would be ineligible.</p>
<p>Will payroll expenses be eligible for individuals who are on leave as they need to quarantine due to exposure to COVID-19 through their work? What if they were not under a direct order from the Public Health Department to quarantine, but the City still wanted them to quarantine? For example, a firefighter tested positive for COVID-19 so the City directs the firefighters who worked the same shift and therefore came into close contact with that firefighter to quarantine, to avoid the possibility of the virus spreading through an entire Fire Station or those firefighters infecting members of the public, even though they were not under a direct order from Public Health Department to do so. Would their payroll expenses for that quarantine period be eligible?</p>	<p>Fire fighters are considered public safety and since they are substantially dedicated, the program can cover that cost. Also, since they were unable to work and it is a substantially different purpose, that expenditure can be covered.</p>
<p>The municipality has established a COVID-19 Team that meets weekly. This is comprised of department heads and key staff members. These meetings are to discuss anything related to COVID-19. Would this qualify?</p>	<p>The meeting is unlikely to qualify if it is held during normal hours as department heads and key staff members are paid a regular salary that was budgeted by the local government. If it is an overtime expense and can be documented as COVID related, it could be eligible for reimbursement.</p>

We had to furlough employees and therefore expect to have unemployment insurance costs for these employees receiving unemployment during their furlough. Would the unemployment insurance costs be an eligible expense under the Local CURE program?	Unemployment insurance cost increases directly related to COVID-19 would be reimbursable during the period.
Will force labor pay an eligible expense to claim as a reimbursement?	This may be an eligible expense. At the time of submission, the policy that allows force labor must be submitted along with justification that it meets the eligibility test.
Can the funding be used for hazard/essential employee pay? If so, which employees?	Yes provided the expenses meet required criteria under the program. A local government can claim payroll for Public Safety, Public Health, Health Care, Human Services and similar
Is there a maximum or cap on the amount of wage/hazard/essential pay increase eligible for reimbursement?	A help desk will be announced soon, as well as future webinars and a program manual to explain unique reimbursement situations.
Can the program reimburse an employee's entire wage?	Please review the payroll and salary guidance for substantially dedicated public health and safety employees on the Program website.
Can we back date hazard/essential employee pay and request reimbursement from the Local CURE program?	The Department sees retroactive hazard pay as a bonus and bonuses are not allowed under the Treasury guidance, unless documentation is submitted to prove that there has been negotiations or proposed ordinances dating back to early in the pandemic. Documentation should include the rate of hazard pay.
Our Finance Director, Finance manager, and other directors including the police chief have worked on an amended budget for COVID19 as well as other trainings. Could any of their time be reimbursed?	Overtime specifically related to COVID-19 would be eligible for administrative employees. Positions related to 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 are the categories eligible for comprehensive salary reimbursement provided it can be documented.
During the initial onset of the COVID pandemic, the County Board approved a MOU with the Union at the Courthouse. As part of the MOU, offices at the courthouse required employees to take OFF for one week in order to MITIGATE the potential spread of the disease. Is their salary/wage during this time an eligible expense? (They were paid to spend time at home to mitigate spread and keep Courthouse open.)	This would qualify for reimbursement, provided documentation is submitted (the MOU) to verify the administrative leave. Note that if the employees were working remotely on their tasks vs. on administrative leave, the costs likely would not qualify.
Can the time a City's retained legal staff committed to COVID19 be a reimbursable/eligible expense? (The legal staff are not new hires, but the usual legal team and cost.)	Only overtime specifically related to COVID-19 would be eligible as the costs for the legal team were budgeted in the most recent local government budget.
Does hazard pay include Correctional Officers, Public Safety and government workers that were considered essential workers and performed duties during the pandemic? (These were most likely their normal duties, before the pandemic.)	If the employee was substantially dedicated to COVID-19 to begin with, payroll would be covered. If they were given hazard pay, that would be eligible as well.
In example 2a – is the eligible reimbursement for hazard pay only or all salary and wages?	If the employee was substantially dedicated to COVID-19 to begin with, payroll would be covered. If they were given hazard pay, that would be eligible as well.
Can we claim reimbursement for an employee who tested positive and was quarantined for two weeks? Can we request reimbursement for his payroll during this time?	Administrative leave expenses related to COVID-19 would be eligible for reimbursement under this program. Proper documentation must be submitted.
Instead of paying overtime can the employee that had to work extra be issued a bonus if they are salary?	The Department sees retroactive hazard pay as a bonus and bonuses are not allowed under the Treasury guidance, unless documentation is submitted to prove that there has been negotiations or proposed ordinances dating back to early in the pandemic. Documentation should include the rate of hazard pay.
Can you confirm that if we maintained all staff working as essential, then payroll for this staff would be <u>ineligible</u> despite most of the staff being assigned to COVID response (a task that is outside of their normal duties)? Additionally, if we put the staff on leave, would we be eligible to claim the administrative leave payroll as an eligible expense?	Base salaries for administrative staff would not be eligible, but costs for essential employees related to COVID-19 overtime with appropriate documentation would be eligible. Beyond administrative employees, a local government can claim payroll 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. Documentation will be required to show when staff were "substantially dedicated." Administrative leave expenses related to Covid-19 would be eligible for reimbursement under this program.

<p>Can the Local CURE program funding be used for hazard/essential employee pay?</p>	<p>Yes provided the expenses meet required criteria under the program. A local government can claim payroll 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. Documentation will be required to show when staff were “substantially dedicated.”</p>
<p>Eligible Expenses</p>	
<p>My municipality would like to purchase PPE (facemasks, shields, etc.) to hand out to our local business community. Would this be an allowable expense?</p>	<p>Yes, this would be eligible to be reimbursed by the program.</p>
<p>The City of Crystal Lake has a Library as a component unit. They have a separate board, but they share our federal tax ID, they are included in our CAFR, we levy for their property taxes and are responsible for their pension payments to IMRF. Can we submit expenses from the Library relating to COVID or do they need to apply separately?</p>	<p>As long the Library is a component unit of the municipality and shares the municipal tax ID, COVID related expenditures would qualify to be reimbursed under the Local CURE Support Program. Additional public support may be available to cover expenses through the Illinois Emergency Management Agency. More information can be found by clicking this hyperlink.</p>
<p>Our municipality was going to host a summer day camp for several weeks this summer. Numerous supplies and advertising brochures were bought in preparation for the camp which was ultimately cancelled due to the pandemic. Can we recover the costs associated with purchasing supplies that were ultimately unused/thrown away?</p>	<p>No, this expense would not be reimbursed because the expense is not connected to the COVID-19 emergency.</p>
<p>Will our municipality receive the per capita allotment regardless of whether we submit any receipts pertinent to the Covid Pandemic?</p>	<p>Funds will be reimbursed after receiving proof of expenses that qualify under the program and will not be disbursed in a lump sum. The per capita allotment represents a ceiling for eligible reimbursements.</p>
<p>Can the County insurance deductible (\$8000) be used on this grant? We had to have our courthouse cleaned after a COVID exposure and we submitted the expense of the cleaning to our FEMA grant but wondered if this could help with the large deductible? This would be under the County expenses.</p>	<p>FEMA will reimburse 75% of eligible COVID costs and Local CURE can be used as the 25% match. The courthouse cleaning would be a valid expense under Local CURE rules and costs for that cleaning not recovered from FEMA could be submitted for reimbursement.</p>
<p>Hazard pay was defined in two tiers for all employees; Public Safety at a single payment of \$500 and administrative at a single payment of \$250. Are both groups fully reimbursable?</p>	<p>Hazard pay is an allowable expense, but only to the level it can be documented for each employee specific to COVID-19 expenses. Many administrative employees would not meet the criteria as part of 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.</p>
<p>What documentation is required to submit Administrative Leave expenditures for reimbursement?</p>	<p>Administrative leave expenses related to COVID-19 would be eligible for reimbursement under this program. The administrative leave policy would need to be submitted along with supporting documentation such as the following: 1) payroll records for each position included within the request, including at a minimum, the position title, rate of pay and time period covered; 2) general ledger records demonstrating the expense items; 3) a copy of the administrative leave policy and/or leave agreement with the employee; and 4) justification narrative.</p>
<p>We had to purchase laptops and other tech items for employees to work remotely. Would this be considered a reimbursable expense?</p>	<p>Yes, this would be an eligible expense to be reimbursed. Documentation must be submitted to show that this expense was necessary and would not have happened otherwise.</p>
<p>Our Village has both an ambulance and police department, We are looking at completely revamping our phone system and making it so, that ambulance and police never have to leave their wing of the building. If they go out on a call they would be able to communicate with us from their wing of the building and not have to leave it. We have had issues where an ems and police employee who went out on a call came over to ask questions and then later found out they were exposed and it caused us to have to pay to have the whole building sanitized. Would the phone system revamp be eligible?</p>	<p>Portions of this expense may be reimburseable if they were not already scheduled improvements to take place prior to COVID. Each line item must go through the reimbursement test on the Program's website and expenses must occur within the Local CURE program timeframe (March 1 -December 30, 2020).</p>

<p>Our Economic Development and Planning Board department allocated \$60,000.00 for a COVID-19 Relief Grant Program for businesses within our Township in April. It was spent within 60 days. Would it be possible to get refunded that amount?</p>	<p>At this moment, economic support expenses cannot be reimbursed through the Local CURE Support Program. DCEO administers an economic support program, called the Business Interruption Grant. More information can be found by clicking this hyperlink.</p>
<p>Our Regular Board Meetings are usually held at Village Hall down in the office area, but the space is too small to hold meetings with 6' social distancing requirements. In the same building upstairs from Village Hall is our Community Center, this is where we held our last meeting as well as other meetings prior to the executive order for remote meeting allowance. The room is very large with an occupancy limit of 190 people including high ceilings, I can send pictures if you would like. I have Board Members and the Village President telling me the distance requirements made it hard to hear during the meeting.</p> <p>Q: Would the Local CURE Support Program reimburse the cost of installing a sound system?</p>	<p>Due to the sound system having uses beyond COVID, this most likely would not qualify to be reimbursed. If a justification can be submitted with more information that meets the test below, it may be reimbursed, but more information must be submitted for context.</p> <p>If the specifics are true for all the following, these funds can be used for reimbursement:</p> <ul style="list-style-type: none"> -The expense is connected to the COVID-19 emergency. -The expense is "necessary". -The expense is not filling a short fall in government revenues. -The expense is not funded thru another budget line item, allotment or allocation, as of March 27, 2020. -The expense is not being reimbursed through a different emergency response program. -The expense wouldn't exist without COVID-19 OR would be for a "substantially different" purpose.
<p>The city sent home employees on a rotation so we were only staffing departments with one person per building during the initial shelter in place period. All employees were paid their regular rate of pay. is this a reimbursable expense?</p>	<p>If employees were instructed to work remotely, their regular salaries would be ineligible for reimbursement unless they are 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. If the employees were placed on administrative leave, the costs would be reimbursable.</p> <p>If the specifics are true for all the following, these funds can be used for reimbursement:</p> <ul style="list-style-type: none"> -The expense is connected to the COVID-19 emergency. -The expense is "necessary". -The expense is not filling a short fall in government revenues. -The expense is not funded thru another budget line item, allotment or allocation, as of March 27, 2020. -The expense is not being reimbursed through a different emergency response program. -The expense wouldn't exist without COVID-19 OR would be for a "substantially different" purpose.
<p>Is there a way to get preapproval of capital improvements related to COVID-19? Since those funds were not allocated in the original fiscal year budget they would be new expenses for our municipality. An example would be touchless sinks and hand dryers in city hall restrooms that are open and utilized to the public.</p>	<p>Expenses directly related to the prevention of the spread of COVID-19 such as touchless sinks and hand dryers would be eligible for reimbursement.</p>
<p>We split our public works team and some police staff into two groups. The two groups rotated the weeks worked (Group A worked week one and was off week two, etc.). They were paid for the weeks not worked. This was done in case an employee in one of these groups were to be quarantined, the whole department wouldn't have to be quarantined and we still had employees to do the essential work. Are we able to submit this type of paid admin leave for reimbursement?</p>	<p>If placed on administrative leave due to COVID, this would eligible for reimbursement as part of administrative leave expenses that were not budgeted. The administrative leave policy must be submitted with this request.</p>
<p>The County was allocated \$xxx amount and the County's Health Department was allocated \$xx amount . If the Health Department exhausts all of its allocated funds can the County claim the remainder of the Health Department's expenses?</p>	<p>If the County and the Health Department share the same FEIN, the remaining County Health Department COVID-related expenditures could be claimed by the County.</p>
<p>The Economic Development Director has devoted her time to assisting local businesses with applying for COVID-related grant and loan programs. All of her other responsibilities have been put on hold during the pandemic. Would this qualify?</p>	<p>At this moment, economic support expenses cannot be reimbursed through the Local CURE Support Program. DCEO administers an economic support program, called the Business Interruption Grant. More information can be found by clicking this hyperlink.</p>

<p>Due to the cancellation of sporting events, all registration fees needed to be refunded. Will the program reimburse for athletic supplies purchased but not used due to the pandemic?</p>	<p>The athletic supplies would not be considered an allowable expense under Local CURE. The funds also cannot be used to replace lost revenues.</p>
<p>Our municipality hosts different recreational sports leagues throughout the year and registration/payments for those are taken months ahead of the season. There were many payments made by residents and then the leagues were cancelled. Refunds had to be issued to those that had already paid. Will those refund be eligible for reimbursement?</p>	<p>Local CARE funds cannot be used for revenue replacement purposes.</p>
<p>Could a digital sign be purchased with these grant funds? We live in a rural community and our newspaper only prints twice a week. A large portion of our population does not listen to our local radio station so that leaves Facebook for our advertising of COVID screening clinics and other COVID information. If it is allowed, is there a cap on the amount we can spend one one to put by the road on main street? This would be under the Local Health Department expenses</p>	<p>Due to the use of the sign also being for purposes beyond COVID - such as notifying the local population about additional services - the cost of the sign is not likely to qualify specifically as a COVID expense. Please see the eligibility test below:</p> <p>If the specifics are true for all the following, these funds can be used for reimbursement:</p> <ul style="list-style-type: none"> -The expense is connected to the COVID-19 emergency. -The expense is "necessary". -The expense is not filling a short fall in government revenues. -The expense is not funded thru another budget line item, allotment or allocation, as of March 27, 2020. -The expense is not being reimbursed through a different emergency response program. -The expense wouldn't exist without COVID-19 OR would be for a "substantially different" purpose.
<p>The local hospital required the county to move the coroner morgue refrigerator from the hospital grounds. The county had no other location to place the refrigerator and had to purchase property and building for approximately \$50,000 to house the refrigerator and associated EMA and Coroner supplies. Is the purchase of the property reimbursable?</p>	<p>The example does not indicate whether the move was necessitated due to COVID concerns or other reasons. As a building will serve other purposes beyond COVID, it is not likely to qualify for full reimbursement.</p>
<p>We have a couple of banquet facilities that we rent out for weddings and other large gatherings. We obviously had several events that had to be canceled due to the Governor's social gathering restrictions - would these refunds be reimbursable? (I want to be clear, this is not a replacement of revenue shortfalls, these are actual reimbursements/expenses that were not budgeted and not going to be offset by anything else.)</p>	<p>Providing reimbursement for the refunds would be considered revenue replacement and would not be eligible under Local CURE.</p>
<p>If I need to have staff at polling locations to take temperatures and perform sanitizing duties throughout the day on election day is that a covered expense? What if those people are county employees but performing duties on a holiday?</p>	<p>The State Board of Elections has a COVID program that will likely cover these costs.</p>
<p>we had to change police officer schedules due to the response, the officers grieved to their union, are costs associated with this grievance eligible?</p>	<p>This type of expenditure does not seem like it would be eligible for reimbursement under this program. A program manual will be released soon to describe unique reimbursement situations.</p> <p>If the specifics are true for all the following, these funds can be used for reimbursement:</p> <ul style="list-style-type: none"> -The expense is connected to the COVID-19 emergency. -The expense is "necessary". -The expense is not filling a short fall in government revenues. -The expense is not funded thru another budget line item, allotment or allocation, as of March 27, 2020. -The expense is not being reimbursed through a different emergency response program. -The expense wouldn't exist without COVID-19 OR would be for a "substantially different" purpose.

With the push to go paperless to avoid germ spread the Village Board would like to look at options to install TV monitors to broadcast board meeting packets. Would the cost of the TVs and costs associated with installation qualify for repayment under the Local CURE Support Program?	This request most likely would not qualify unless a case can be made that this was a necessary expense.
Would a commercial washing machine utilized by multiple departments qualify so that first responder could wash and sanitize their clothing contaminated with COVID-19 virus, or other bloodborne pathogens?	This would depend on whether there was already commercial washing machine and it must meet the eligibility test.
Staff is disinfecting their workstations, buildings, and vehicles daily. This is would not be done without COVID-19. Is this time spent on this task reimbursable?	The cost of the supplies or cleaning would be reimbursable, but not the time for staff if the employees are disinfecting during their normal work shifts.
Would additional days added to a cleaning contract for public buildings to reduce COVID transmission and comply with CDC recommendations be eligible for reimbursement?	Enhanced cleaning costs to combat the spread of COVID 19 would be eligible provided they occur within the program period (3/1/20 - 12/30/20).
The county court house entry was remodeled to separate the entry from the lobby to allow screening (temp and questionnaire) is the cost of the remodel reimbursable?	If costs are specific to COVID-19, this would be a reimbursable expense. Costs not specific to COVID-19 would not be eligible.
Our Treasurer's Office was closed to the public and utilized its payment processing service to a greater extent due to more tax bills being mailed in. Is the portion of the expenditure that is greater than historical average costs reimbursable through the CURE program?	This type of reimbursement is too closely related to revenue replacement and out of an abundance of caution based on Federal guidelines, the Department does not see this as reimbursable.
We have two ambulances and we have dedicated one of the rigs, to strictly covid as to not expose the whole ambulance staff, would the salaries for those on that rig be eligible?	This would be a reimbursable expense under the program. Documentation must be provided to track staff time substantially dedicated to COVID-19.
If a temporary outside/curbside voting area needs to be placed at all polling places for November 3, 2020 is that a covered expense including voting booths or machines?	This would most likely be covered by the State Board of Elections budget and most likely would not be reimbursable under this program. Please refer to the eligibility test, i.e. the expense is not being reimbursed through a different emergency response program.
The municipality would like to install motion-sensored bathroom amenities such as soap dispensers, toilets and faucets to reduce high-touch surfaces. This upgrade would not take place but for COVID concerns. Would this be reimbursable?	Yes, expenses such as touchless soap dispensers, auto flush toilets and sensor activated faucets would qualify if the upgrades occur during the eligible period (Mar - Dec 2020).
Is staff time reimbursable by the hour or portion thereof when the staff member is responding to items specific to COVID, rather than performing the typical duties to which the employee would have otherwise been assigned?	For administrative employees, only overtime related to COVID-19 would qualify. The regular salaries for staff would have been budgeted by the local government and would be ineligible. Greater salary reimbursements are available to those . Positions related to 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 are eligible for more comprehensive salary reimbursement.
The county offices constructed temp Plexiglas barriers on service counters. In some instances the plexi is not fully transparent. The county is considering a professional remodel to install protective shields. Is this cost reimbursable?	The portions directly related to COVID health and safety preventative measures (such as plexiglass installation) would be reimbursable if they occur within the eligible reimbursement period (3/1/20 - 12/30/20). Remodeling not specific to COVID needs would be ineligible.
FMLA Leave under COVID pay for those people that stayed home but were paid in full. This was a new addition to FMLA pay under the CARES act. Would their pay be reimbursable?	If they were placed on paid administrative leave due to COVID, they would be eligible. Not all FMLA leaves are related to COVID and those that are not would not be eligible.
Can we go and back pay hazard/essential employee pay?	The Department sees retroactive hazard pay as a bonus and bonuses are not allowed under the Treasury guidance, unless documentation is submitted to prove that there has been negotiations or proposed ordinances dating back to early in the pandemic. Documentation should include the rate of hazard pay.
payroll costs with staffing the Emergency operation center. wasn't overtime, but instead of performing normal duties, personnel was staffing EOC. eligible?	Only Covid-19 related overtime expenses would be eligible in this scenario.

<p>In the presentation (example 2C), you indicated payroll expenses for employees who were unable to work due to restrictions (e.g. in order to socially distance only half of staff can work in-office at any given time) were eligible expenses. We instituted a COVID administrative leave policy where we provided full pay and benefits for employees who have had to stay at home due to statewide shelter in place orders and/or for those who are unable to perform their duties remotely. For example, parking meters were not being enforced during the past few months so Parking Enforcement Officers didn't have a job to perform remotely, but we continued to pay their full salary & benefits. Would these payroll expenses be eligible and if so, what documentation would be required?</p>	<p>If someone can do their job remotely, you cannot use administrative leave for this purpose. Parking Meter Officers cannot do their job at home and would qualify for administrative leave.</p>
<p>What type of documentation are you needing for payroll expenses?</p>	<p>A help desk will be announced soon, as well as future webinars and a program manual to explain unique reimbursement situations.</p>
<p>The municipality purchased hand sanitizer wall units to be available to staff and the public. This purchase was not planned and would have occurred but for COVID. Is this reimbursable?</p>	<p>Yes, the hand sanitizer wall units would be a reimbursable expense.</p>
<p>The Village canceled its typical community event schedule to comply with DCEO guidelines. It hosted alternative events in an effort to maintain community morale and engagement. The typical event schedule brings a profit to the Village, whereas these events were hosted at a loss. Can the event costs be submitted for reimbursement? If not, can event costs specifically necessary for COVID be submitted, for example, extra sanitizing, distance marking signs, etc.?</p>	<p>Local CURE funding cannot be used to reimburse local governments for lost revenue, but can be utilized to reimburse costs directly related to COVID preventative measures such as sanitizing, distance marking, etc.</p>
<p>Can we submit for reimbursements for grant programs offered to local businesses?</p>	<p>Under the rules of the Local CURE program, economic assistance is not currently a reimbursable expense.</p>
<p>The filters for the public buildings are being upgraded to HEPA filters. This is an expense that would not normally be needed prior to COVID-19. Would this be eligible for reimbursement?</p>	<p>Yes, this would be an eligible expense for the filter replacement.</p>
<p>If the municipality offered a utility discount to assist residents during the pandemic. Is this reimbursable?</p>	<p>Local CURE funding cannot be used to reimburse revenue shortfall replacement or provision of economic support.</p>
<p>Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, is allowed in the federal funding but why not in Illinois?</p>	<p>Funds for direct economic business support were appropriated by the Illinois General Assembly as part of the Business Interruption Grants (BIG) program. More information on BIG can be found by clicking on this hyperlink.</p>
<p>Counties across the country have communicated 'plans' to use the CARES Act funding to support local business and tourism businesses. Why are these funds not available for this use under the Local CURE program?</p>	<p>Funds for direct business support have been appropriated under the Business Interruption Grants (BIG) program. More information on BIG can be found by clicking on this hyperlink.</p>
<p>Can a municipality get reimbursed under the Local CURE program for unpaid water bills by residents who were affected by COVID (such as laid off from work)?</p>	<p>Revenue shortfall replacement is ineligible for reimbursement under the Local CURE program.</p>
<p>Can a municipality get reimbursed under the Local CURE program for costs related to cleaning / disinfecting courtrooms / other offices, and getting things related to elections (polling places hand sanitizer, etc.)?</p>	<p>Costs related to additional cleaning measures, disinfectants and hand sanitizer in an effort to prevent the spread of COVID-19 are eligible expenses provided they occur in the reimbursable period (March 1 - December 30, 2020).</p>
<p>We are a small municipality and have not had many expenses; however, our revenue has gone down significantly. Is this an</p>	<p>Revenue shortfall replacement is ineligible for reimbursement under the Local CURE program.</p>
<p>Program Applications</p>	
<p>How do we or can we increase what we asked for in our original application?</p>	<p>There will be a second application window available for Allotment C at a later date. Allocations for Allotment A are set based on LGDF per capita criteria and allocations for Allotment B were set based on IDPH's FY 20 Local Health Protection Grant Program formula.</p>
<p>When will the allotment C dollar thresholds be released?</p>	<p>Funds will be announced by mid to late August for the Allotment C funding.</p>

Are the allotment C funds withdrawn from the city/municipality in which it resides?	No. There are separate Allocations for Cities/Municipalities/Counties and other local governments filing under Allotment C. The allotment caps for cities, municipalities and counties are based on the Local Government Distributive Fund (LGDF) per capita formula.
Did the deadline for Local Cure applications pass for townships?	The initial window closed on July 24 th . A second window for Allotment C applications will be announced at a later date.
If we did not submit an Allotment C application by the deadline, will we have to wait until later in the year to apply again?	A second window for Allotment C applications will be announced at a later date.