



Oakland County

COVID-19 Updates for Libraries,
Community Centers, and Senior
Centers

July 2020



Agenda

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02 Expense Eligibility

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Application Best Practices

A few things to keep in mind when submitting your CRF Applications



Only Include Actual Expenses

Make sure to only submit things for actual expenses vs. projected or forecasted spend



Include any Supporting Invoices

Include the actual invoice for the expense submitted. Also include an excel spreadsheet that provides an overview of all expenses in the submission to help identify the corresponding invoices



No Duplication of Funding

Make sure each expense submitted to the County has not been paid for or reimbursed by a separate grant or funding program.



Provide a Detailed Justification

Include a detailed write up that justifies the need for the expense and the direct tie to the current Covid-19 pandemic

Expense Eligibility

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); and
3. Were **incurred during the period** that begins on March 1, 2020 and ends on December 30, 2020.

Eligible expenses may include

- ✓ Reimbursement for PPE equipment
- ✓ Reimbursement for Health Protocol equipment (plexiglass, etc.)
- ✓ Technology establishing or expanding remote access to your services
- ✓ Expenses to comply or adhere to state and local health orders

Application Submission

Materials required for the submission

- Completed [online submission](#) form
- Include invoices and other supporting documentation
- Signed interlocal agreements are required for Board approval

Additional program guidelines

1. The local entity must provide existing documentation and agree to participate in the production of documents required by any future audit of the CARES Act program, and funds not spent in accordance with the Act must be returned to the County.
2. Funds may not be re-distributed unless to assist individual residents as permitted by the CARES Act or pay for vendors or services as permitted by the CARES Act.
3. These reimbursements are not currently be counted toward Oakland County's CARES Act distribution cap for the local city, township, or village in which you are located

Submissions due by Friday, September 11, 2020

Questions?

