

To: Public Libraries, Community Centers and Senior Centers
From: Oakland County Executive Office and Oversight Committee
Re: CARES Act Coronavirus Relief Fund – Expenditure Submissions

Oakland County Executive David Coulter, and the Oakland County Board of Commissioners, are pleased to make available resources from the County's CARES Act allocation to local public libraries, community centers and senior centers to remediate the impact of the COVID-19 pandemic in your community.

Guidelines

These funds are made available under the following guidelines:

- All expenditures must meet the guidance established by the U.S. Treasury Department, and Oakland County.
[Coronavirus Relief Fund Guidance for State, Territorial, Local, and Tribal Governments](#)
[Coronavirus Relief Fund Frequently Asked Questions](#)
- 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); AND
 - 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.
- All expenditures must be supported by records sufficient to demonstrate that the amount of payments from the Fund have been in accordance with section 601 (d) of the Social Security Act. 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.
- The entity must agree that shall it receive direct funding from the federal or state government to cover these expenses, the County money will be returned.
- Each entity must submit an expenditure form to the County to ensure compliance.
- These 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.
- The entity and Oakland County will enter an interlocal agreement prior to disbursement of the funds.

Process for Submission and Reporting

Information Guidelines on Eligible Expenses

We anticipate that expenses eligible for reimbursement from the fund may include:

- Reimbursement for personnel protection equipment and equipment (i.e., touchless thermometers) to adhere to state or local health orders.
- Reimbursement for supplies necessary to ensure your facility complies with state and local health orders (i.e., plexiglass, disinfectant).
- Reimbursement for expenses to allow for online or remote access for the community to access your services and comply with state and local health orders.

Submission

Submissions must be made by **Wednesday, September 30, 2020**. For the submission link or for additional questions, please contact 248-858-2090.