

July 20, 2020

To: Rice County entities impacted by COVID-19

The State of Kansas made funding available to each county as part of the Coronavirus Aid, Relief and Economic Security (CARES) Act and Coronavirus Relief Fund (CRF). Rice County will receive \$1.9 million to be distributed to tax supported entities and businesses impacted by COVID-19. Distribution is based upon verification of costs already incurred as well as anticipated expenses through December 30, 2020 directly related to the **unexpected and unbudgeted** impact of COVID-19.

The commissioners of Rice County established a small working group to communicate availability of funds to the public and to record and report to the State of Kansas as required by the initiative called SPARK, Strengthening People and Revitalizing Kansas. It is extremely important that all funds allocated to Rice County be distributed locally since SPARK requires funds not appropriated by August 15, 2020 to be returned to the State. Our county commissioners have a duty to comply with all provisions of SPARK, including timely distribution, accurate reporting and audits.

Please identify expenses on the Sub-recipient Reimbursement Form incurred from March 1, 2020 through July 31, 2020. You must also include all receipts listed in the same order and emailed in a separate pdf. file. Your response is needed by August 7, 2020 in order to assimilate all requests and allow our county commissioners to move forward in this process of reimbursement from SPARK funds.

For planned expenditures, please complete the Direct Aid Program Plan which should list your projects and costs for the remainder of the year directly related to accommodating COVID-19. All spending plans will be reviewed before payments are made and may be subject to compliance audits by the State.

Cities, schools, county departments and other tax-supported entities should submit the

- [Sub-recipient Reimbursement Form](#), and if applicable, the separate file of supporting receipts and,
- [Direct Aid Program Plan](#).

Due to the strict timelines of the SPARK program, all information is due August 7, 2020 by 5pm. Late submissions will not be accepted. Upload all documents to spark@ricecounty.us with your entity name in the subject line.

Businesses (profit and non-profit) requests for reimbursement and direct aid spending plans will be addressed as a grant program administered by the county's SPARK working group. Businesses will be asked to complete a grant application that will be available on ricecounty.us. Further details for businesses will be available on the Rice County website beginning August 17.

Please refer to this State website for more details: <https://covid.ks.gov/spark-county-resources>.

Questions? Contact 620-257-5166 or email rced@ricecounty.us.

Sincerely,

SPARK Fund Working Group for Rice County
on behalf of the Rice County Commissioners

Section 5001 of the CARES Act, as codified in 42 U.S.C., 801, provides the eligible purposes for which CRF payment may be used. Under 42 U.S.C., 801(d) funds may be used for:

- a. necessary expenditures incurred due to the public health emergency with respect to COVID-19;
- b. not accounted for in the budget most recently approved for the County as of March 27, 2020; and
- c. incurred during the period that begins March 1, 2020 and ends December 30, 2020.

The following are examples of public health expenditures allowed pursuant to Paragraph 1a. above and 42 U.S.C., 801(d):

- COVID-19 related expenses of public hospitals or clinics
- COVID-19 testing and quarantine costs
- Payroll of employees substantially dedicated to COVID-19 mitigation or response
- Expenses for establishing and operating public telemedicine capabilities
- Technological improvements to facilitate distance learning
- Improving telework capabilities
- Grants or loans to small businesses to reimburse the costs of business interruption caused by required closures
- Government payroll support program
- Unemployment insurance costs related to COVID-19.

The following are examples of public health expenditures NOT allowed pursuant to Paragraph 1a. above and 42 U.S.C., 801(d):

- Damages covered by insurance
- Payroll or benefits for employees not substantially dedicated to mitigating or responding to COVID-19
- Expenses that will be reimbursed under any federal program
- Reimbursement to donors for donating items or services
- Workforce bonuses other than hazard pay or overtime
- Severance pay
- Legal settlements.

Utilize the attached CRF, Frequently Asked Questions from US Treasury guidance for more detailed information. Note that fund payments may not be used for government revenue replacement. Also, you can find additional information at:

<https://home.treasury.gov/policy-issues/cares/state-and-local-governments>
<https://covid.ks.gov/spark-recovery-office>