Demonstration of Eligible COVID-19 Needs

Demonstrating COVID-19 impacts within the scope of the American Rescue Plan Act’s Coronavirus Fiscal Recovery Fund is key to determining state and local relief funds. Below is a fillable form special districts may use to tally need-based funding eligibility.

Upon completion, special districts are strongly encouraged to double check measurements, submit, and download a PDF of the completed form for their records. Resources are provided on the submission page to download the file and email local officials with a demonstration of your need. CSDA will also automatically receive a copy of your submission, but CSDA will not share your information. The district is responsible for sharing this information with county or city officials.

For full details on how to demonstrate needs eligible for State and Local Coronavirus Fiscal Recovery Funds, click the following link for the U.S. Department of the Treasury’s final interim rule for the program, as published on May 17, 2021: <https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>

NOTE: This form cannot be saved. Districts are encouraged to complete and save responses to each question in a separate document, such as Microsoft Word, then copy and paste answers into the fields provided below. This form is not an official document; rather, it is a resource for districts to guide their advocacy.

1.Name of District



2.Full Name of District’s Point of Contact



3.Title/Position of District's Point of Contact



4.Phone Number of District’s Point of Contact



5.Email Address of District's Point of Contact



6.District's Physical Address



7.District’s Mailing Address



8.District's County

Select your answer

9.Estimate your district’s expenditures on support for public health expenditures by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff dating back to March 3, 2021.

This includes: Personal Protective Equipment (PPE) purchases, COVID-19 testing, COVID-19 contact tracing, enforcement of public health orders, public communication efforts, and HVAC improvements in key settings such as healthcare facilities.

For healthcare/emergency response facilities, eligible expenses include support for prevention, mitigation, or other services in congregate living facilities, capital investments in public facilities to meet operational needs, enhancement for healthcare operation capacity, and measures to isolate or quarantine. Further eligibility includes expenses for behavioral healthcare responses such as substance abuse, mental health service outreach, and crisis intervention.

For help calculating this total, see page 3 of the U.S. Department of the Treasury’s final interim rule for the program, as published, or follow this link: <https://www.federalregister.gov/d/2021-10283/p-78>



10.What is your district’s estimated total of expenditures on public health and safety personnel payroll and benefits for employees whose time was devoted to COVID-19 response and mitigation?

“Public health and safety personnel” includes doctors, nurses, clinical staff, firefighters, police officers, and EMS/emergency response workers.

Employees who are members of a work unit primarily dedicated to COVID-19 response, such as doctors and nurses, may have full payroll and benefits covered dating back to March 3, 2021.

All other employees who were not part of a work unit dedicated/focused on COVID-19 response but spent a certain number of hours dedicated to response and mitigation, such as EMS response, may have the documented hours spent responding to COVID-19 covered for payroll and benefits.

For full information on calculating this total, see page 6 of the U.S. Department of the Treasury’s final interim rule for the program, as published, or follow this link: <https://www.federalregister.gov/d/2021-10283/p-88>



11.Calculate your district’s revenue losses. DO NOT INCLUDE UTILITY ARREARS. If your district does not have revenue loss beyond arrears, enter 0.

For full information on calculating this total, see page 14 of the U.S. Department of the Treasury’s final interim rule for the program, as published, or follow this link: <https://www.federalregister.gov/d/2021-10283/p-259>



12.Estimate the total of essential worker “premium pay” for which your district may be eligible.

ARP’s premium pay policy is aimed to offer additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors. Premium pay may be used for employees who were responsible for the ongoing critical/essential provision of services such as water, wastewater, fire protection, healthcare, home health, childcare, etc. Hours teleworked should not be calculated. Premium pay is capped at $13 per hour in addition to regular wages, with a maximum of $25,000 per employee. This is eligible dating back to January 27, 2020, and eligible until December 31, 2023. An employee should not make more than 150 percent a state’s average hourly wage for all occupations. For California, the maximum hourly amount an employee can make without exceeding the reporting threshold is $47.41 per hour.

For full information on calculating this total, see page 12 of the U.S. Department of the Treasury’s final interim rule, or follow this link: <https://www.federalregister.gov/d/2021-10283/p-204>



13.For utility providers only: What is the total amount of unpaid customer utility bills (utility arrears) dating back to January 27, 2020?



14.For districts providing water and wastewater services: What is the total dollar amount of “necessary investments” your special district could make to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet?

*Guidelines are flexible, deferring determination of what is “necessary” to the receiving agency. Projects must meet the Clean Water State Revolving Fund criteria and Drinking Water State Revolving Fund criteria to be eligible for project funding.

For full Clean Water State Revolving Fund criteria:* [*https://www.epa.gov/cwsrf/learn-about-clean-water-state-revolving-fund-cwsrf#eligibilities*](https://www.epa.gov/cwsrf/learn-about-clean-water-state-revolving-fund-cwsrf#eligibilities) *For full Drinking Water State Revolving Fund criteria:* [*https://www.epa.gov/dwsrf/dwsrf-eligibilities*](https://www.epa.gov/dwsrf/dwsrf-eligibilities)



15.For districts providing water and wastewater services: If you entered an estimated total for question 14, use the space provided below to describe the eligible infrastructure project(s). Include the title of the project(s), what the estimated total of the (each) project is, an explanation of why the project(s) is considered a “necessary investment”, the intended outcome of the project(s), and any additional information the district wishes to provide.



16.What is the total amount of federal, state, and/or local assistance your special district has received to offset the financial impacts of COVID-19? If the district has received no aid, enter “0”, skip question 17



17.Using the space provided below, list each federal, state, and/or local program from which the district has received pandemic assistance and the total amount received from each program.



18.Does the district have any outstanding fiscal COVID-19 relief applications to state and/or federal agencies? If "no", skip questions 19 and 20, and submit the form

Yes

No

19.What is the total amount of potential funding from pending applications to other state and/or federal agencies?



20.Using the space below, enter each program and agency to which the district has an outstanding application and the dollar amount requested for each.

