

Information for Applicants

LGER: Local Government Expense Reimbursement

Available at <http://acrpc.org/grants/>

Presented by **Addison County Regional Planning Commission**

21 August 2020

What is LGER?

- ❖ Reimbursement grant program
- ❖ Available for local governments
- ❖ Cover costs of eligible COVID-19 expenses
 - ❖ supplies and equipment, facilities alterations and overtime compensation
- ❖ Deadline to apply is [September 4, 2020](#)

Act 137 of 2020 appropriated \$13 million from the State of Vermont's Coronavirus Relief Fund dollars to fund the Local Government Expense Reimbursement grant program.

Resource: Act 137 Legislation at

<https://legislature.vermont.gov/Documents/2020/Docs/ACTS/ACT137/ACT137%20As%20Enacted.pdf>

Information for Applicants

- ❖ Eligible applicants and limits per applicant
- ❖ Action deadlines
- ❖ FEMA PA vs LGER
- ❖ Eligible Expenses
- ❖ Application Process

Limits Per Applicant

- ❖ Maximum \$750,000 per recipient
 - ❖ Counties - \$1 per person maximum (2019 census data)
 - ❖ Cities/Towns/Gores/Incorporated Villages
 - ❖ Fire Districts
 - ❖ Consolidated Water Districts
 - ❖ Consolidated Sewer Districts
 - ❖ Solid waste management districts - \$200,000 total; AoA can set limits
- \$25 per person
(2019 census data)

Limits are not guarantees. Awards may be more or less dependant on how CRF evolves.

Action Deadlines

September 4	LGER applications due; maximum limit of expenses estimated
Sept 15	LGER application approval date, if not sooner
December 15	ULGs must submit actual costs for reimbursement
December 30	Last day to incur expenses

September 15 Agency of Administration submits a report to the Joint Fiscal Office. It can recommend program changes, including reallocation of funding.

November 15 Agency can award additional funding above capped levels.

FEMA Public Assistance vs LGER

FEMA PA

- Category B: Emergency protective measures only
 - Covered: buying PPE's or overtime pay for emergency response to COVID
 - Non Covered: physical improvements or procedures to enhance safety for public interactions (ex. plexiglass, temp. screening tools in muni buildings), hazard pay
- PA applications due by September 1, 2020
 - Federal guidelines may change → Encourage towns to apply ASAP!
 - For more information please contact Kimberly Canarecci, Vermont State Public Assistance Officer at Kim.Canarecci@vermont.gov
- Andrew L'Roe at ACRPC is available to assist with the application process
- (alroe@acrpc.org)

FEMA Public Assistance vs LGER

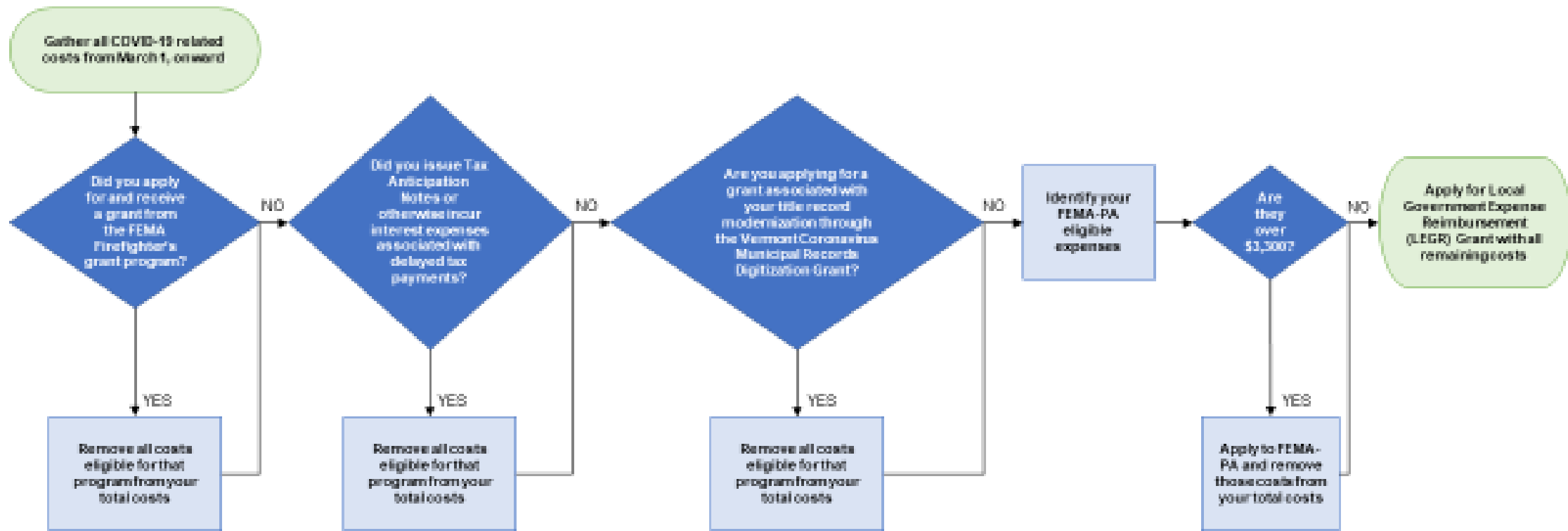
LGER

- No double dipping!
 - LGER will not reimburse expenses that are covered by insurance or other funding sources

Applicants are encouraged to apply to FEMA PA for eligible costs first

- LGER applications due by September 4, 2020
 - Federal PA guidelines may change → Encourage towns to add FEMA PA costs into LGER application. Application questions will ask about this to help separate early estimate costs.

Local Government Funding



Total Eligible Costs



Steps to Apply for LGER

Gather all COVID-19 related costs (March 1 onward)

Remove all eligible costs applied for from,

- FEMA Firefighter's grant program
- Tax Anticipation Notes/Delayed Tax Payments
- Title Record Modernization/Municipal Records Digitization grant

Identify FEMA-PA eligible expenses and Remove (if over \$3,300)

Apply for LGER grant with all remaining costs

LGER Eligible Expenses

- ❖ Necessary expenditures incurred due to the public health emergency
- ❖ Costs to respond directly to the emergency
 - ❖ Addressing medical or public health needs; and
 - ❖ Addressing second-order effects of the emergency (business interruptions)
- ❖ Costs not accounted for in most recently approved budget as of March 27, 2020
- ❖ Costs incurred March 1, 2020 - December 30, 2020

Resource: US Treasury CRF Guidelines available at <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>

LGER Eligible Expenses

Hazard pay

Supplies and Equipment

Sanitation

Facility Alterations

Overtime Compensation

Redirection of staff for first-response needs

Any other eligible COVID-19 expenses not covered by other funding sources

LGGER Eligible Expenses

Hazard pay

for select set of “substantially dedicated” employees

Definition coming soon: FAQ and Memo to be published later on LGGER website

LGER Eligible Expenses

Supplies and Equipment

Examples:

- Public health precautions signs (printing, laminating, installing signs or materials)
- Computer hardware/software (laptops for employees to work at home, software for remote meetings)
- Technology upgrades/purchases (phone, internet, cell phones)
- Air purification units

LGER Eligible Expenses

Sanitation

Examples:

- Cleaning, disinfection supplies (hand sanitizer)
- Increased cleaning services
- Increased trash removal
- Rental and management fee's of portable toilet

LGER Eligible Expenses

Facility Alterations

Examples:

- Alterations at facilities:
 - “sneeze shields”, individual office/work space, increased meeting room space, HVAC and other ventilation upgrades [such as replacing un-opening windows with openable windows],
- Increased maintenance and repair of outdoor spaces (parks, playgrounds, trails)
- Other?

LGGER Eligible Expenses

Overtime Compensation

Examples:

- Increased work load/transfer of workload due to other furloughed employees (furlough for care of an ill/vulnerable family member, furlough for childcare.)
- Costs associated with changing or managing meetings, protocols, policies, programs (notification of cancelled summer camps by the Rec Department or re-organizing of summer camps, drafting Remote Meeting Procedures...etc)
- Costs associated with increased maintenance and repair of outdoor spaces (parks, playgrounds, trails, recreation areas)

FAQ and Memo to be published later on LGGER website

Other?

LGGER Eligible Expenses

Redirection of staff for first-response needs

Examples:

- Employee re-tasked to local emergency operations center
- Employee re-tasked to undertake health and welfare checks for vulnerable populations
- Employee assigned to manage volunteer groups for food delivery

FAQ and Memo to be published later on LGGER website

Other?

LGER Eligible Expenses

Any other eligible COVID-19 expenses not covered by other funding sources

Examples:

- Marketing activities to promote local businesses
- Permitting and design costs associated with facility alterations
- Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
- Additional mileage incurred due to single-occupancy vehicles

Other?

LGER Eligible Expenses

- ❖ Necessary expenditures incurred due to the public health emergency
- ❖ Costs to respond directly to the emergency
 - ❖ Addressing medical or public health needs; and
 - ❖ Addressing second-order effects of the emergency (business operations)
- ❖ Costs not accounted for in most recently approved budget as of March 27, 2020
 - ❖ Eligible items cannot be funded using an existing line item
 - ❖ Cost is for a substantially different use from any expected use of funds
 - ❖ Item paid using budgetary stabilization fund, rainy day fund, or similar reserve account may qualify if not already planned for in the budget.
- ❖ Costs incurred March 1, 2020 - December 30, 2020
 - ❖ Cost incurred and performance or delivery occurred between March 1 – Dec 30, 2020.
 - ❖ Payment expected to occur within 90 days of a cost being incurred.
 - ❖ The purchase is consistent with the entity's usual procurement policies and practices.

The Devilish Details

Goods delivered need not be used during the covered period in all cases.

Buy now for *partial* use in 2021 is okay.

Approach bulk purchases with thoughtful consideration.

A portion of the goods will be used during the covered period.

Don't buy on late in the game!

Consider the potential for supply chain interruptions on delivery timing.

LGER Ineligible Expenses

- Costs or expenses have been or will be covered by insurance or by another State or federal funding source
- Same costs or expenses have been or will be covered by insurance or by another State or federal funding source; provided, however, that this restriction does not include loans or advance payments for which repayment is expected.
- Costs or expenses which are not for local government buildings, properties, employees, projects or programs.
- Funds may not be used to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute
- Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency
- Workforce bonuses other than hazard pay or overtime
- Severance pay
- Election Expenses (likely through the Secretary of State)
- **FAQ and Memo to be published later on LGER website**

The Application

Online applications only!

Due September 4, 2020!

Visit Dept. of Taxes website!

<https://tax.vermont.gov/coronavirus/municipal-grants/lger-grant>

ACRPC is available to assist with determining Eligible Expenses!

The Application

Information Required

- ❖ Standard applicant information
- ❖ Other CRF grants applied/applying for
- ❖ Actual expenditures by type and value
- ❖ Anticipated expenditures by type and value
- ❖ FEMA PA application submission (Y/N) and claim value
- ❖ Assurances
- ❖ Authorized representative attestation

Resources

VT Tax Department website (application, check list, guidelines)

https://tax.vermont.gov/coronavirus/municipal-grants#lger_grant

US Treasury CRF Guidelines

<https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>

Addison County Regional Planning Commission

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Contact Andrew L'Roe, alroe@acrpc.org



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