



# North Carolina Pandemic Recovery Office

## Coronavirus Relief Fund (CRF)

### Municipality Plan

#### Instructions

1. This document is to be used by municipalities to document the planned use of the CRF monies allotted in Session Law 2020-80.

2. Please add the name of your county name in front (of your muni name) of the existing name as follows:  
"NashCounty (Nashville)CRF plan"

3. [The NCPRO@osbm.nc.gov office must have your plan on or before September 1, 2020.](mailto:NCPRO@osbm.nc.gov)

4. Under Categories. Please aggregate the amount of all expenses for that specific category. Example amounts should be removed and you can enter the county amounts. The total must agree with your allotment.

**The Municipality is responsible for maintaining adequate documentation to support expenditures. If estimates are being used the methodology must be documented and defensible. The Municipality is responsible for following the Federal *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* promulgated by the United States Office of Management and Budget unless the US Treasury publishes guidance stating otherwise.**

#### County Information

Name of Municipality: Durham, County, City of Durham

Person Submitting: Bertha Johnson

Title: Budget Director

Email: [bertha.johnson@durhamnc.gov](mailto:bertha.johnson@durhamnc.gov)

Phone Number: (919) 560-4111, ext. 20285

Planned Expenditures	
Categories	Amount
<b>1. Medical expenses such as:</b> <ul style="list-style-type: none"> <li>• COVID-19-related expenses of public hospitals, clinics, and similar facilities.</li> <li>• Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.</li> <li>• Costs of providing COVID-19 testing, including serological testing.</li> <li>• Emergency medical response expenses, including emergency medical transportation, related to COVID-19.</li> <li>• Expenses for establishing and operating public telemedicine capabilities for COVID-19 related treatment.</li> </ul>	
<b>2. Public health expenses such as:</b> <ul style="list-style-type: none"> <li>• Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.</li> <li>• Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.</li> <li>• Expenses for disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency.</li> <li>• Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.</li> <li>• Expenses for public safety measures undertaken in response to COVID-19.</li> <li>• Expenses for quarantining individuals.</li> </ul>	\$ 505,897.00
<b>3. Payroll expenses</b> for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.	\$ 449,317.00
<b>4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:</b> <ul style="list-style-type: none"> <li>• Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.</li> <li>• Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.</li> <li>• Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.</li> <li>• Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.</li> <li>• COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.</li> <li>• Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.</li> </ul>	\$ 125,000.00

<b>5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:</b> <ul style="list-style-type: none"> <li>• Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.</li> <li>• Expenditures related to a State, territorial, local, or Tribal government payroll support program.</li> <li>• Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.</li> </ul>	
<b>6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.</b>	\$ 390,220.00
<b>7. Grants to businesses and nonprofits. List each planned subaward. (add more rows if necessary)</b>	
a. Durham Housing Authority	\$ 1,459,600.00
b.	
c.	
d.	
e.	
f.	
g.	
h.	
i.	
j.	
k.	
l.	
m.	
n.	
o.	
<b>Grand Total</b>	<b>\$ 2,930,034.00</b>

*Bertha T Johnson*

Signature

Title: Budget Director

Date 08/26/2020

Categories	Estimated Amount
<u>1. Medical expenses:</u>	
<u>2. Public health expenses</u>	
BotB Communication Plan	\$ 132,197
BotB Public Health Ambassador Program	\$ 89,000
BotB Risk-Mitigation Fund	\$ 250,000
Project Safe Passage	\$ 34,700
<u>3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.</u>	
Wellness screeners	\$ 15,893
Premium pay	\$ 433,424
<u>4. Expenses of actions to facilitate compliance with COVID-19-related public health measures.</u>	
Funding for direct- to- consumer communications, in coordination/collaboration with Durham Public Health and Renewal & Recovery Task Force, which might entail a direct-mailer which also could be used as a leave-behind piece for other outreach efforts of City personnel.	\$ 50,000
The bi-lingual comms (Spanish-speaking) specialist contract to support the City's communications needs regarding COVID, including website review and adjustments to ensure that information is provided in a culturally appropriate way.	\$ 75,000
<u>5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency.</u>	
<u>6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.</u>	
Jobs kiosk(s)	\$ 10,000
Replacement of workstations with laptops to facilitate work-from-home access.	\$ 380,220
<u>7. Grants to municipalities and nonprofits.</u>	
DHA Campus Network at PHA owned properties already included in the City's MAN project	\$ 1,459,600
<b>Total</b>	<b>\$ 2,930,034</b>



**Date:** August 20, 2020

**To:** Thomas J. Bonfield, City Manager  
**Through:** Wanda S. Page, Deputy City Manager  
**From:** Bertha T. Johnson, Director, Budget & Management Services  
**Subject:** Proposed Durham City Coronavirus Relief Fund (CRF) Plan

### **Executive Summary**

**On July 31<sup>st</sup>, the City was notified by Durham County about additional funding for North Carolina local governments from the Coronavirus Relief Fund (CRF) established under the CARES Act.**

HB 1023/S.L. 2020-80, Section 3.3(2), has appropriated an additional \$150 million to be distributed to county governments based on their population according to 2019 Vintage Year Census Bureau estimates. This appropriation will be distributed based on population. S.L. 2020-80 made a significant change to the language regarding the municipal share of these funds. In previous legislation (HB 1043/S.L. 2020-4), counties could choose to share these funds with their municipalities. **S.L. 2020-80 changed that language to direct that counties must give a minimum of 25% of their total allocation of funds to municipalities. For the City of Durham, the 25% allocation is \$2.9 million. Municipalities who receive funds are required to submit to the County a plan for the use of those funds no later than September 1, 2020.**

### **Recommendation**

The Administration is recommending the City Council review, discuss, and approve the proposed CRF Plan for the City of Durham. This plan must be submitted to the Durham County Board of County Commissioners (BOCC) by August 28, 2020. The BOCC will review the plan, and if approved, will submit the plan to the NC Pandemic Recovery Office (NC PRO) by September 1, 2020. NC PRO ([www.nc.gov/agencies/ncpro](http://www.nc.gov/agencies/ncpro)) advises that the plan can be amended after the September 1<sup>st</sup> deadline, based on the changing COVID-19 response needs.

### **Background**

HB 1023/S.L. 2020-80, Section 3.3(2), has appropriated an additional \$150 million to be distributed to county governments, based on their population according to 2019 Vintage Year Census Bureau estimates. S.L. 2020-80 made a significant change to the language regarding the municipal share of these funds. In previous legislation (HB 1043/S.L. 2020-4), counties could choose to share these funds with their municipalities. S.L. 2020-80 changed that language to direct that counties must give a minimum of 25% of their total allocation of funds to municipalities. For the City of Durham, the 25% allocation is \$2.9 million.

U.S. Treasury Guidance, and FAQs following that guidance, suggest that eligible spending must be directly related to expenditures incurred to address the COVID-19 pandemic. The broad categories include:

- **Medical expenses**, such as the COVID-19 related expenses of public hospitals and clinics, the establishment of temporary medical facilities, COVID-19 testing, and public tele-medicine capabilities.
- **Public health expenses**, such as the acquisition of personal protective equipment and other medical supplies, disinfection of public areas and facilities, such as nursing homes, and expenses for public safety measures, including expenses for quarantining.
- **Payroll expenses** for public safety or public health employees.
- **Expenses of actions that facilitate compliance with COVID-19 related public health measures** such as teleworking, distance learning, food delivery, paid sick and family and medical leave for public employees, expenses for maintaining prisons, and expenses for protecting the homeless population.
- **Expenses associated with the provision of economic support** in connection with the COVID-19 public health emergency.

**Treasury guidance also states that these funds must be spent by December 31, 2020.**

These funds may not be used for damages covered by insurance, payroll or benefits for employees not substantially dedicated to responding to, or mitigating the COVID-19 health emergency, or to reimburse for revenue losses.

**Issues and Analysis**

Municipalities who receive funds are required to submit to the County a plan for the use of those funds no later than September 1, 2020. Durham County has requested the City's plan be submitted to them no later than August 28, 2020. If no plan is submitted, the funds will revert to the County, and the County may choose to redistribute those funds to other municipalities, or to keep them for use on eligible expenditures. Durham County must submit any amendments to the plan to NCPRO by September 15, 2020.

**Alternatives**

The City Council may choose not to approve the proposed Durham City Coronavirus Relief Fund (CRF) Plan. The City Council may also choose to amend the proposed Durham City Coronavirus Relief Fund (CRF) Plan.

**Financial Impact**

The financial impact to the City is an additional \$2.9 million in funding, which must be used to address COVID related expenditures in accordance with the CARES Act. Not using the funding would mean the City would need to find another revenue source for these expenses.

**Equal Business Opportunity Summary**

N/A

**Attachments**

NC PRO S.L. 2020\_80 County Funding Notification  
Proposed CRF Plan