

May 6, 2020



## OHIO TOWNSHIP ASSOCIATION

HEIDI M. FOUGHT, EXECUTIVE DIRECTOR

6500 TAYLOR ROAD, SUITE A

BLACKLICK, OH 43004

PHONE: 614-863-0045 • FAX: 614-863-9751

**Wednesday, May 6, 2020**

*Questions?*

Contact Marisa Myers at [myers@ohiotownships.org](mailto:myers@ohiotownships.org)

or Heidi M. Fought at [fought@ohiotownships.org](mailto:fought@ohiotownships.org)

## COVID-19 Updates & Other Relevant Information for Township Officials

---

### COVID-19 Updates:

*SB 310 Overview: How CARES Act Funds Will Be Distributed*

*Additional Guidance for Use of CARES Act Revenue*

*Examples of What May Be Included in CARES Act Funding*

*Resources for Employees Returning to Work*

---

### SENATE PASSES SB 310

*BILL OUTLINES HOW FEDERAL FUNDS WILL BE DISTRIBUTED TO TOWNSHIPS*

Today, the Ohio Senate passed SB 310, which provides a formula for distribution of federal CARES Act funding to local governments, including townships. Below is an overview of funding distribution:

#### **How much will be distributed?**

SB 310 distributes \$350 million of the potential \$1.2 billion immediately. The Senate will be looking at subsequent distributions. This revenue must be put in a separate fund and cannot be co-mingled with other revenue.

#### **How will the revenue be distributed?**

The \$350 million will be distributed to the 88 counties based on undivided Local Government Fund (LGF) revenue from 2019. The formula will not include park districts, those entities over 500,000 that already received direct funding from the federal government, the township set-aside, municipal direct fund, or red-light camera restrictions.

#### **What do townships need to do to receive funding?**

To receive funding, a township must adopt a resolution affirming that funds received may be expended only to cover costs consistent with the requirements of section 5001 of the "Coronavirus Aid, Relief, and Economic Security Act," as described in 42 U.S.C. 601(d), and any applicable



regulations. After passage of a resolution and certification to the county auditor and Ohio Office of Budget and Management, funding will then be distributed to townships through the LGF formula.

**Can the funds be put into the general fund?**

No – this revenue must be put in a separate fund and cannot be co-mingled with other revenue.

**How can the money be spent?**

This funding *cannot* be used to fill shortfalls in government revenue. The funding can only be spent on expenses allowed under the CARES Act. Generally, these are unbudgeted expenses related to COVID-19 incurred between March 1 and December 30, 2020 (see below).

**What if the money isn't spent?**

If the money is not *encumbered* for CARES Act eligible purposes as of October 15th, it must be returned to the country for redistribution to other districts within the county that have exhausted their allocation. Redistribution will be done based on population – the percentage of the jurisdiction's population versus the total population of municipalities and townships in the county eligible for additional funds.

**How will the funds be audited?**

Auditor of State Faber has indicated that expenses relating to CARES Act funds are material in nature and will be audited during your next regular audit.

SB 310 will now go to the House for consideration. The OTA encourages you to thank your senator for supporting this bill and reach out to your representative to convey your support for SB 310. You may view the OTA's joint letter of support for this initial distribution [here](#).

**ADDITIONAL GUIDANCE FOR USE OF CARES ACT REVENUE**

The U.S. Treasury issued initial guidance regarding how the funds may be used on April 22. A few key points include:

- The Fund covers necessary expenditures incurred due to the COVID-19 public health emergency;
- The expenditures covered are those not accounted for in the budget approved as of March 27, 2020;
- The expenditures covered are those incurred from March 1, 2020 to December 30, 2020.

For more information, please review the Treasury's [FAQ](#) and [local government guidance](#). You may also find additional information on the Treasury's [website](#).

**The Treasury issued subsequent guidance on May 4. A more thorough FAQ is available [here](#).**

**EXAMPLES OF WHAT MAY BE INCLUDED IN CARES ACT FUNDING**

While funding may not be used to fill general revenue shortfalls, below are examples of expenses that may be included if related to COVID-19:



- Emergency medical response;
  - Examples: transportation of COVID-19 patients, disinfection of transport unit afterward, etc.
- Acquisition and distribution of medical and protective supplies;
  - Examples: PPE, hand sanitizer, shields, etc.
- Safety service personnel costs;
  - Hiring of additional personnel;
  - Testing of employees; and/or
  - Establishing a testing facility (i.e. tent or similar structure)
- Payroll and expenses of public safety and public health professionals;
  - 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
- Disinfection of public areas and facilities;
- Improvements of telework capabilities;
- Provision of required paid sick or FMLA leave;
- Expenses for the care of homeless populations related to COVID-19;
- Communication and enforcement of public health order(s); and
- Unemployment insurance costs if not otherwise covered by the federal government.

### **SAMPLE POLICIES FOR EMPLOYEES RETURNING TO WORK**

*DOCUMENTS TO ASSIST IN TOWNSHIP WORKPLACE SAFETY DURING COVID-19*

[Sample COVID-19 Building and Workplace Policy](#)

[Sample COVID-19 Restart Checklist](#)

[Township Employees Returning to Work FAQ](#)

**\*NOTE FROM THE OTA: Please share this information with your fellow township officials. Thank you!\***

*The Ohio Township Association is a statewide organization dedicated to the promotion and preservation of township government in Ohio. The OTA was founded on June 28, 1928, and is organized in 87 Ohio counties. OTA has more than 5,200 active members, made up of trustees and fiscal officers from Ohio's 1,308 townships, and more than 4,000 associate members.*