

**DR4532 – Emergency Protective Measures
Applicant Briefing #3 Q&A – Conversation Panel**

Applicant Briefing #3 - State agencies and departments seeking to receive FEMA funding reimbursement for emergency protective measures related to COVID-19 under federal major disaster declaration DR-4532. Information and guidance about this funding program and how to register and apply for it is available at the VEM website, at <https://vem.vermont.gov/covid19/disaster>.

If your agency has incurred unbudgeted additional costs of \$3,300 or more in overtime wages and/or purchase of Personal Protective Equipment directly related to COVID-19 response, your agency is eligible to participate as a FEMA applicant and you should participate in the briefing.

The PowerPoint Presentation for Applicant Briefings is found at:
<https://vem.vermont.gov/covid19/disaster>

Applicant Briefing #1 and #2 Q&A can be found at:
https://vem.vermont.gov/sites/demhs/files/COVID19/Applicant_Briefing_Q%26A.pdf

State Agency/Department Attendees: (75) ACCD; AOA-FSD; AOT-F&A; ANR/DEC; AHS-DCF; Finance and Management; ADS-BO; AOT-CG; AOA-Financial Services Division; DMV; Corrections; Military Dept.; State's Attorneys & Sheriffs; Education; Tax Dept.; PSD, AOT Budget/BSS; Attorney General's Office; Finance Director-VT Veteran's Home; Liquor & Lottery; Director of Treasury Operations-Treasurer's Office; AHS; BGS-DCD; VT State Colleges; ADS; AOT-Finance Office; AHF-DVHA; AHS-VDH; Agency of Agriculture, Food and Markets; and Judiciary

Questions:

Q: (Heather Duke) - When you say insurance, does that include Worker's Comp incidents?

A: (Rebecca White - Director of Risk Management) - Not that I know of.

Rebecca - Risk management is submitting a property insurance business interruption claim and health care patient evacuation claim. I can give details at the end of the meeting.

Rebecca - I am working to submit insurance claims to the insurance company so am looking for the financial experts/business managers to send me info on their business interruption/extra expense, also am submitting health care expense claims relating to DMH and DOC, so if those business managers could contact me too, that would be great. Thanks!

Q: What if a contractual service was determined to be sole source?

A: On sole source, I believe it is OK with an approved waiver from the Sec. of Admin.

Q: Is office equipment for remote working eligible? Ex: laptop(s), scanner, printer, etc.? I was referring to home office setups, laptops and printers mostly, but also software. On the lines of equipment... there has been a good deal of hardware deployment across the state for remote work, is that eligible for reimbursement.

A: Home office laptops and printers not likely to be eligible for Category B.

Q: For Plexiglas barriers between SOV employees and the public should each department submit their own applications? Does Plexiglas barriers have to be mobile or can they be fixed to receive FEMA funding

A: For Plexiglas barriers, the agency or agencies incurring the expenses are the applicant agency.

Q: What if the equipment (in this case Wi-Fi Hot Spots) is being provided to a third party for use in their community? Does the equipment need to be returned? Also, if the contract is to install the equipment, do we have concerns with historical structures or is that the concern of the recipient? We are talking about holes to mount the device.

A: If there are historical issues, those would need to be addressed with the State historical society. If you are donating equipment, it would have to be claimed by the community as the applicant.

(Follow-up off-line re: protective barrier questions and Wi-Fi)

Q: What is a "communications" type of expense? Major website work

A: TBD

Q: How will we know what funding source to use?

A: USDA – food and feeding school lunch programs, CARES ACT – includes funding for hospitals and alternate care facilities and cultural institutions; US Dept of Labor for unemployment payments

We are not sure if the National CARES ACT funding will be an allowable “State Share Match” with FEMA funding.

Q: Would standby pay for SEOC workers scheduled on weekends but not activated be eligible?

A: If the Pay Policy at the time of the disaster. Would staff time (not overtime) spent working at the EOC be eligible? Only overtime is eligible for fulltime employees. Temporary employees are eligible for regular time as well as overtime. We have been successful for stand-by pay for SEOC workers in the past. Collective bargaining agreement needs to be included with submittal of documents.

Q: if a permanent employee helped cover the SEOC during normal work hours it appears that those are not eligible under FEMA and only those hours that were overtime would be? If my Department back filled/double filled a position for a staff to work EOC can the EOC costs be claimed to FEMA?

A: From the FEMA Public Assistance Program and Policy Guide (PAPPG): Backfill Employees - The Applicant may need to temporarily replace an employee who is responding to the incident. Overtime costs for the backfill employee are eligible even if the backfill employee is not performing eligible work as long as the employee that he/she is replacing is performing eligible Emergency Work. 86 Stafford Act § 406(a)(2)(C), 42 U.S.C. § 5172, and 44 CFR § 206.228(a)(2)(i). 87 Stafford Act § 403(d)(1)(B), 42 U.S.C. § 5170b, and 44 CFR § 206.228(a)(2)(iii). V3.1 2018 Page 24

FEMA also provides PA funding for straight time if the backfill employee is a:

- Contracted or temporary employee; or
- Permanent employee called in on a normally scheduled day off (weekend or other off day).
If the backfill employee is called in from scheduled leave, only overtime is eligible.

Q: Grants portal will not allow nonprofits to access the support center also says the state needs to add nonprofits.

Also, at the end of the application you sign the application stating that representing a government when you are not, it can result in a hefty fine.

A: We encourage all private nonprofits to apply through the grants portal if they performed work defined as eligible under category B. FEMA will determine if the private nonprofit is eligible based on the information submitted.