

Coronavirus Relief Fund (CRF)



BRIEFING OBJECTIVES



**CRF General
Information**



**Funding Disbursement
in GMS**



**Eligible/Ineligible
Costs**

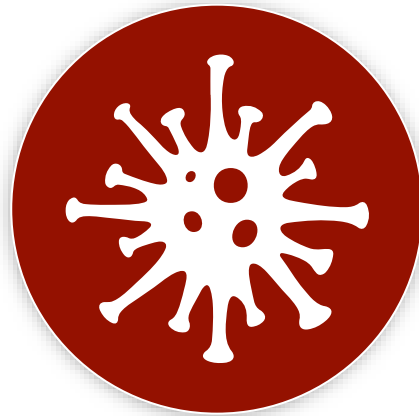


**Information Resource
Locations**



**Application/
Account Setup**

CRF - General Information





Coronavirus Relief Fund (CRF)

Under Title V of the CARES Act, the Social Security Act was amended to establish the Coronavirus Relief Fund (CRF), a \$150 billion appropriation used to make payments for specified uses to states, Tribal governments, territories, and units of local government.

Funding is allocated based on population.





Eligible Entities

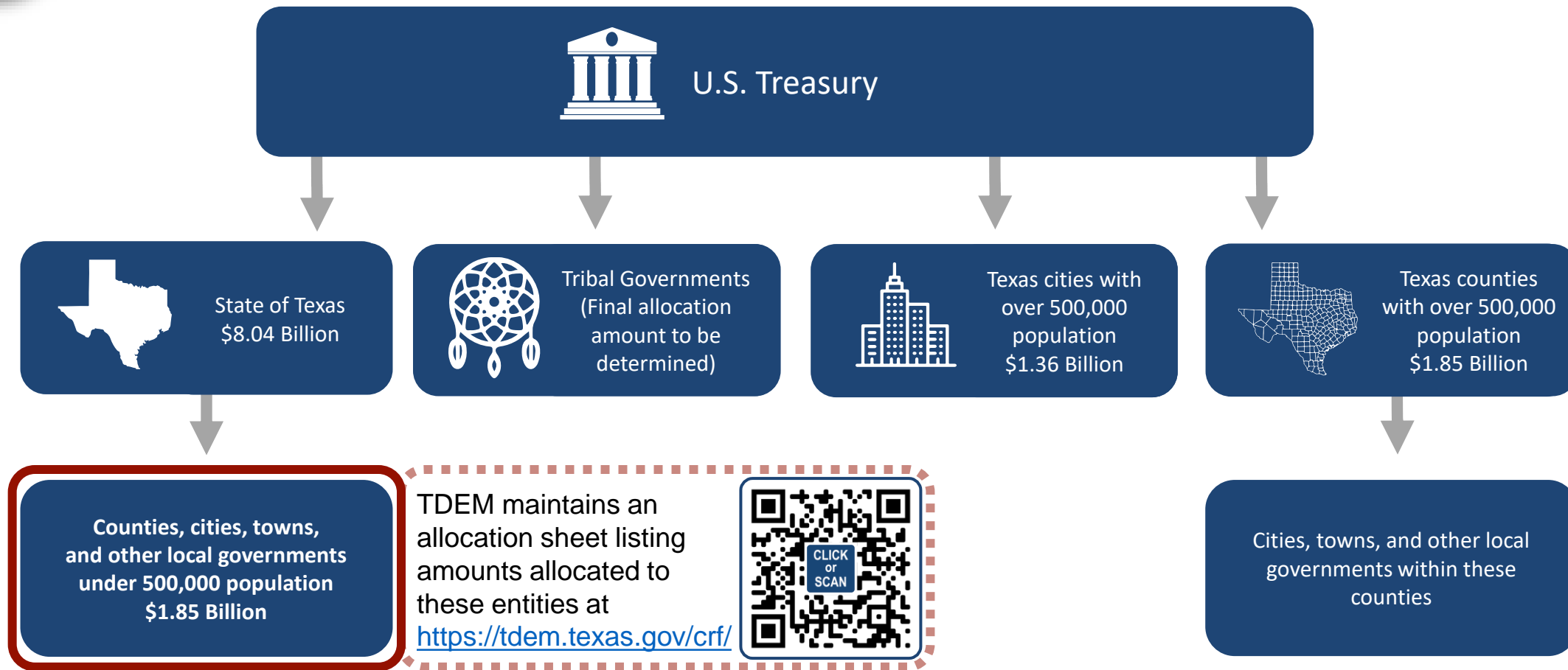
- States
- Units of Local Government (County, municipality, town, township, village, parish, borough, etc.) with population 500,000+
- Small local governments (other local governments with population of 500,000 or less)*
- Tribal Governments
- Washington DC
- Puerto Rico, USVI, Guam, Northern Mariana Islands, American Samoa



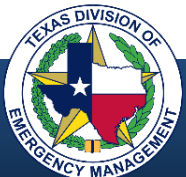
*Funding to small local governments passes through either their state or county government.



Funding Flow



This is the funding we are reviewing in this briefing





Large Units of Local Government

For local governments with populations 500,000+, they will disburse funding to smaller governments (cities, towns, etc.) within the county.



CITIES

Austin	Dallas
El Paso	Houston
Fort Worth	San Antonio



COUNTIES

Bexar County	Harris County
Collin County	Hidalgo County
Dallas County	Montgomery County
Denton County	Tarrant County
El Paso County	Travis County
Fort Bend County	Williamson County





CRF Characteristics

- No cost share
- Different from FEMA's process
- More flexibility in types of purchases
- Covers costs incurred due to Coronavirus emergency
- Subject to OIG audit



Eligible/Ineligible Costs





Definition of eligible costs

- 1 Necessary expenditures incurred due to the public health emergency
- 2 Costs not accounted for in the most recently approved budget
- 3 Costs were incurred and expended between March 1, 2020 and December 30, 2020



Examples of eligible costs

- ✓ Medical costs
- ✓ Public Health Expense
- ✓ Payroll Expense
- ✓ Public Health Compliance Expense
- ✓ Economic Support Expenses
- ✓ Other reasonably necessary expenses

For more detailed examples see:





Examples of ineligible costs

- X Government Revenue Replacement
- X State share of Medicaid
- X Damages covered by insurance
- X Payroll or benefits for employees not responding to COVID-19
- X Expenses that have been or will be covered by another federal program
- X Reimbursement to donors for donated items
- X Bonuses not related to COVID-19 hazard pay or overtime
- X Severance Pay or Legal Settlements
- X Government prepayments on contracts not consistent with its ordinary course policies and procedures



Application/Account Setup





Required Local Actions



For jurisdictions that did not receive a direct payment from the U.S. Treasury and who are in a county that **DID NOT** receive a direct payment:

- The county judge or mayor must review, sign and submit the Terms and Conditions and certification documents. A 20% payment will be processed through GMS when this documentation is received and reviewed by TDEM staff. The required forms and instructions can be found at <https://tdem.texas.gov/crf/>.
- The remaining funding will be processed as Requests for Reimbursement are received in GMS. Training on GMS will be provided to Applicants.





Application Process

Applications for the CRF will consist of

- Downloading three forms from tdem.texas.gov/crf
- Completing the forms
- Emailing the completed forms to CRF@TDEM.texas.gov





Application Process – Downloading the Forms

- Navigate to tdem.texas.gov/crf

The screenshot shows the TDEM (The Texas A&M University System) website. The header includes the TDEM logo and navigation links: Preparedness, Response, Recovery, Mitigation, Regions, and Form Library. A search bar is also present. The main content area features a blue banner with the text "Coronavirus Relief Fund (CRF)". Below this, the heading "CARES Act" is displayed, followed by "Coronavirus Aid, Relief, and Economic Security Act" and "Coronavirus Relief Fund". A paragraph of text explains the purpose of the CRF under the CARES Act. A red button labeled "Letter from Governor Greg Abbott" is visible.

Coronavirus Relief Fund (CRF)

CARES Act

Coronavirus Aid, Relief, and Economic Security Act

Coronavirus Relief Fund

Under the CARES Act, the Coronavirus Relief Fund (CRF) is to be used to make payments for specified uses to states and local governments. The total CRF funding allocated to the state of Texas is approximately \$11 billion. The U.S. Treasury managed the initial distribution of these funds to states and jurisdictions with populations less than 500,000. Texas is one of the states that received a direct allocation of funds.

[Letter from Governor Greg Abbott](#)





Downloading Direct Deposit Form

- Click on the Direct Deposit Form button

CARES Act

Coronavirus Aid, Relief, and Economic Security Act

Coronavirus Relief Fund

Under the CARES Act, the Coronavirus Relief Fund (CRF) is to be used to make payments for specified uses to states and local governments. The total CRF funding allocated to the state of Texas is approximately \$11 billion. The U.S. Treasury managed the initial distribution of these funds to states and jurisdictions with populations above 500,000. These 18 Texas jurisdictions (Austin, Bexar County, Collin County, Dallas County, Dallas, Denton County, El Paso County, El Paso, Fort Bend County, Fort Worth, Harris County, Hidalgo County, Houston, Montgomery County, San Antonio, Tarrant County, Travis County and Williamson County) received their allocation of the \$11 billion directly from the Treasury.

Letter from Governor Greg Abbott

U.S. Treasury's CARES CRF

Coronavirus Relief Fund FAQ

Direct Deposit Form

CRF Funding Breakdown

Texas Received: \$11.24 billion

Texas Jurisdictions w/Direct U.S. Treasury Payments (Populations 500,000+): \$3.2 billion


Click Here





Direct Deposit Authorization Form

- Save the form to your computer and complete the form

 74-176
Comptroller
of Public
Accounts
FORM
(Rev. 4-14/18)

For Comptroller's Onl

Direct Deposit Authorization

This form may be used by vendors, individual recipients or state employees to receive payments from the state of Texas by direct deposit or to change/cancel existing direct deposit information.

Transaction Type

SECTION 1	<input type="checkbox"/> New setup (Sections 2, 3, 5 and 6)	<input type="checkbox"/> Change account type (Sections 2, 3, 4, 5 and 6)
	<input type="checkbox"/> Change financial institution (Sections 2, 3, 4, 5 and 6)	<input type="checkbox"/> Cancellation (Sections 2 and 6 - Sections 7 and 8 for state agency use)
	<input type="checkbox"/> Change account number (Sections 2, 3, 4, 5 and 6)	

Payee Identification

SECTION 2	Payee type <input type="checkbox"/> State employee <input type="checkbox"/> Vendor or other recipient	<input type="checkbox"/> Texas Identification Number (TIN) <input type="checkbox"/> Employer Identification Number (EIN) <input type="checkbox"/> Social Security Number (SSN) *	<input type="checkbox"/> Individual Taxpayer Identification Number (ITIN)	Mail code (If not known, leave blank.)
	Payee name	Phone number		
	Mailing address	City	State	ZIP code

New Account Information (Setups and Changes) (Completion by financial institution is recommended.)

SECTION 3	Financial institution name	City	State
	Routing transit number (9 digits)	Customer account number (maximum 17 characters)	Type of account <input type="checkbox"/> Checking <input type="checkbox"/> Savings
	Financial representative name (optional)	Title (optional)	





Downloading the Terms and Conditions

- Click on the Terms and Conditions button

Click Here

Step 1.
Download and read the terms and conditions of the Coronavirus Relief Fund.

[Terms and Conditions](#)

Step 2.
Download, fill out, and sign the attached CRF form.

[CRF Form](#)

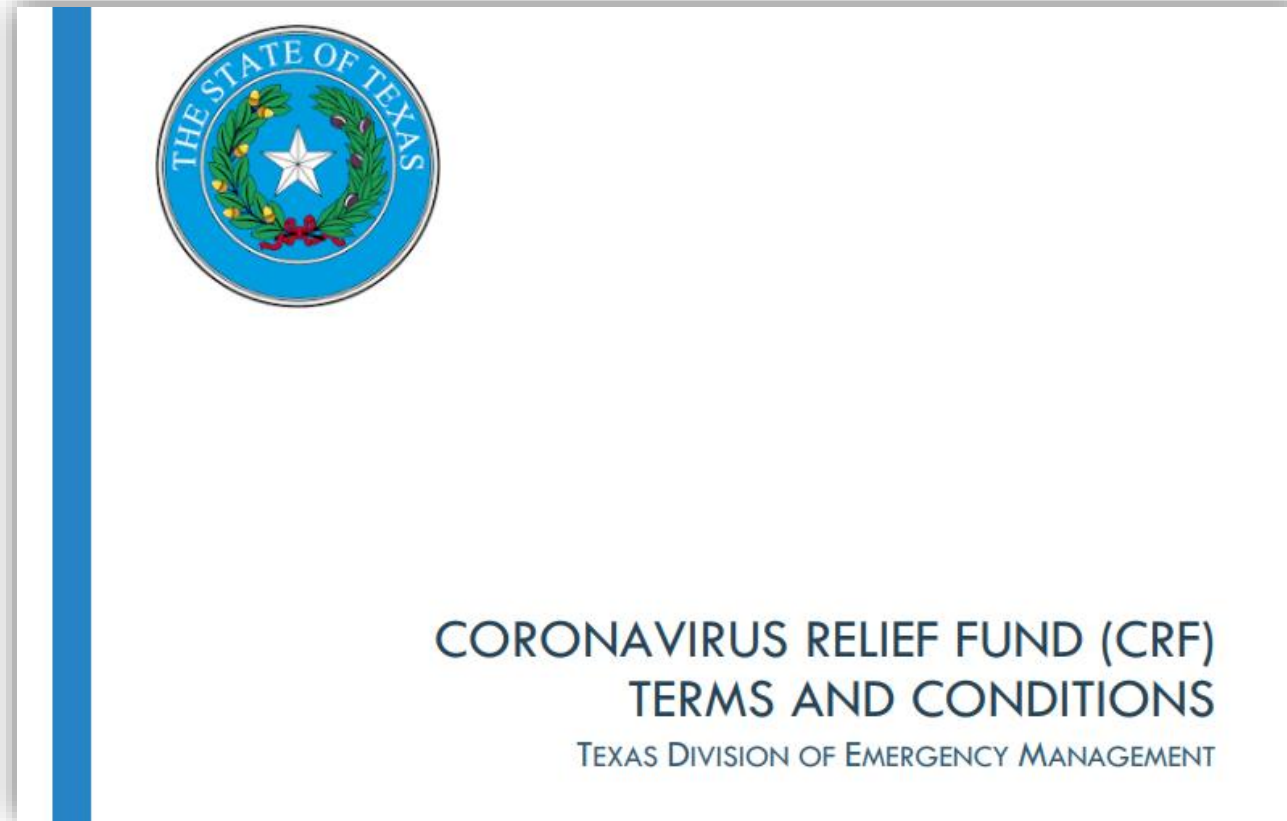
Step 3.
Email the CRF form to CRF@TDEM.texas.gov





Terms and Conditions Form

- Save the form to your computer and complete the form





Downloading the CRF Form

- Click on the CRF Form button

Step 1.
Download and read the terms and conditions of the Coronavirus Relief Fund.

[Terms and Conditions](#)

Step 2.
Download, fill out, and sign the attached CRF form.

[CRF Form](#)

Step 3.
Email the CRF form to CRF@TDEM.texas.gov

Click Here





CRF Form

- Save the form to your computer and complete the form

EXHIBIT B – CARES ACT CORONAVIRUS RELIEF FUND ELIGIBILITY CERTIFICATION

I, _____, am the County Judge, Mayor or City Manager of _____
("County"/"Municipality"), and I certify that:

1. I have the authority on behalf of County/Municipality to request grant payments from the State of Texas ("State") for federal funds appropriated pursuant to section 601 of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. No. 116-136, div. A, Title V (Mar. 27, 2020).
2. I understand that the State will rely on this certification as a material representation in making grant payments to the County/Municipality.
3. I acknowledge that County should keep records sufficient to demonstrate that the expenditure of funds it has received is in accordance with section 601(d) of the Social Security Act.
4. I acknowledge that all records and expenditures are subject to audit by the United States Department of Treasury's Inspector General, the Texas Division of Emergency Management, and the Texas State Auditor's Office, or designee.
5. I acknowledge that County has an affirmative obligation to identify and report any duplication of benefits. I understand that the State has an obligation and the authority to deobligate or offset any duplicated benefits.
6. I acknowledge and agree that County/Municipality shall be liable for any costs disallowed pursuant to





Sending in the Completed Forms

Scan in the completed forms and email them to CRF@TDEM.texas.gov





Trouble Emailing the Forms?

- Use **Click here to upload**

Step 2.

Download, fill out, and sign the attached CRF form.

[CRF Form](#)

Step 3.

Email the CRF form to CRF@TDEM.texas.gov

Click Here

Having issues emailing your PDF application?

[Click here to upload](#)

Accessibility
Texas Emergency Management
Conference
TRAIL
Report Fraud, Waste or Abuse
Texas Homeland Security

Texas Veterans Portal
Texas Fusion Center Privacy Policy
[texas.gov](https://www.texas.gov)
Required Links
TDEM Executive Guide

Public Information Request
The Governor's Committee on People
with Disabilities
WebEOC
GMS

THE
TEXAS A&M
UNIVERSITY
SYSTEM





Uploading Instead of Email

- You will be presented with a screen you can use to upload your files to TDEM

TDEM has sent a file request

Jurisdictions, please upload your signed and completed document here.
Where it says "Your Name" below put the name of your jurisdiction.

Your name

Drag or click to
add your files here

Drag files here
or
[Add Files](#)

Enter the name of
your entity here

Drag or click to
add your files here





Request for Assistance

- Request for Assistance will be initiated by the local government's submission of the completed and signed forms
- Instructions, forms, and answers to frequently asked questions can be found at <https://tdem.texas.gov/crf/>





Allocation Sheet

Funding allocation amounts can be viewed at <https://tdem.texas.gov/crf/>



from the U.S. Treasury and located in a county that **did** documents below. The 20% payment will be processed as soon as this documentation is received.
NOT receive a direct payment?

The state is now making funds available for eligible expenses to the jurisdictions not included in the 18 jurisdictions listed above. Distribution of funds is based on a calculation of \$55 per capita.

The Texas Division of Emergency Management (TDEM) will manage the distribution of funds, review of expenses and reimbursement. Initially, each receive an immediate distribution of 20 percent (20%) of the allocations listed in [this document](#). The remainder of the allocation will be reimbursed. will submit documentation to TDEM and request reimbursement.

Under Section 601(a) of the Social Security Act, as added by section 5001 of the CARES Act, these funds may only be used to cover costs that:

- 1) Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19)
- 2) Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the state or government
- 3) Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

Note: A cost is "incurred" when the responsible unit of government has expended funds to cover the cost.

Categories of Eligible Expenditures

[Click here for detailed examples](#)

- 1) Medical expenses

Scroll down and use this link to see the most current allocation sheet



Funding Disbursement in GMS





Initial Funding

Initial 20% is disbursed immediately as an advance of funds through GMS when the application is approved.

Payment will be by direct deposit.

Reminder: the 20% allocation amount is shown on the allocation sheet available at <https://tdem.texas.gov/crf/>





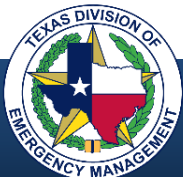
Remaining Funding

Additional funding is initiated after the Applicant has submitted the documentation in GMS to show how 20% advance was spent.

Then the remaining 80% funding is disbursed using the Request for Reimbursement (RFR) process in GMS.

This process will require the Applicant to submit documentation to substantiate expenditures before more funding is processed.

TDEM will review the submitted documentation and work with the subrecipient to resolve any issues and payments will be processed through GMS.





Required Categories of Expenditure

The Grant Terms and Conditions specify that each applicant will spend 75% of its allotment in the categories of:

- medical expenses
- public health expenses
- payroll expenses for employees substantially dedicated to mitigating or responding to the public emergency.

The remainder of the allotment may be spent in any of the categories provided within the Treasury guidance.



Information and Resource Locations





Resources

The following informational documents are available at: <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>



[Data sources and the distribution methodology for units of local government.](#)



[Listing of eligible units of local government.](#)



[Coronavirus Relief Fund Guidance for State, Territorial, Local, and Tribal Governments](#)



[Coronavirus Relief Fund Frequently Asked Questions](#)





Resources continued

The following informational documents are available at:

<https://home.treasury.gov/policy-issues/cares/state-and-local-governments>



[Guidance on Treatment of Alaska Native Corporations](#)



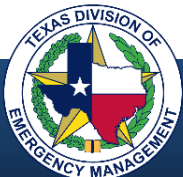
[Coronavirus Relief Fund Tribal Allocation Methodology](#)



[Payments to States and Eligible Units of Local Government](#)



[Tribal Employment and Expenditure Submission Instructions](#)





Resource Website

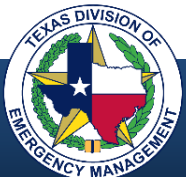
TDEM Coronavirus Relief Fund (CRF) Website

<https://tdem.texas.gov/crf/>



This site includes:

- Information for funds recipients
- Downloadable forms
- Instructions for submission of completed forms
- A link to the TDEM upload portal for entities who have trouble emailing in the forms





Links



Texas Grants Management System (GMS) Webpage

<https://grants.tdem.texas.gov/>



U.S. Treasury CARES Act Page for State and Local Governments

<https://home.treasury.gov/policy-issues/cares/state-and-local-governments>



TDEM Coronavirus Relief Fund (CRF) Website

<https://tdem.texas.gov/crf/>





Reminders

- CRF funds are only for unbudgeted COVID-19 expenses incurred and expended March 1 – December 30, 2020
- Funding and documentation will be handled using the Texas Grants Management System (GMS)
- Applicants apply by submitting their signed Direct Deposit, Terms and Conditions, and CRF forms at tdem.texas.gov/crf





Reminders

- 20% funding will be disbursed after application
- Remaining funding will be disbursed after cost document submission and a request for reimbursement in GMS
- Allocation amounts can be found on the allocation sheet at tdem.texas.gov/crf



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