



Date: July 7, 2020

To: Legislative Advisory Commission Members

Senator Paul Gazelka
Senate Majority Leader

Senator Julie Rosen, Chair
Finance Committee

Senator Carla Nelson, Chair
E-12 Finance and Policy Committee

Representative Melissa Hortman
Speaker of the House

Representative Lyndon Carlson, Sr., Chair
Ways and Means Committee

Representative Jim Davnie, Chair
Education Finance Division

From: Myron Frans, Secretary Legislative Advisory Commission

Subject: URGENT REVIEW | #23 Coronavirus Relief Fund Request to Legislative Advisory Commission

This is a request to spend federal dollars received through the CARES Act as part of the Coronavirus Relief Fund for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19). This request is submitted under M.S. 3.3005 subd. 4 and 5, which allows for a 10-day review.

Attached are the details of the federal fund review request. Details about this request were shared in a briefing for the Legislative COVID-19 Response Commission members and the chairs of the relevant House and Senate Finance Committees on July 7, 2020.

Federal Fund Review Request

FY 2020

23. Department of Education Agency Operating

\$825,000

PROCEDURE FOR LAC REVIEW:

We are requesting LAC members respond to the review request directly by email. If no request for further review is received from the six LAC members by Friday, July 17, 2020, I will approve the request for spending. To expedite the LAC review process during this critical time, LAC members may respond to this review request directly, recommending their approval or request for further review, instead of waiting the 10-day period.

CC: Bill Marx, House Fiscal Analysis Department
Eric Nauman, Senate Lead Fiscal Analyst

Coronavirus Relief / Health Care Response / COVID-19 Minnesota Funds Request Form

Please complete this form in accordance with the process instructions.

Agency/Point of Contact: Andre Prah

Title of Request: Department of Education Agency Operating

Date: 6/16/2020 Request Amount: \$ 825,000

Expenditure Time Period: 3/13/2020 to 6/30/2020

Request Funding Source:

- Coronavirus Relief Fund (if selected complete page 2)
- Health Care Response Fund
- COVID-19 Minnesota Fund

Brief Summary of Request: (Summary must be complete on this page with supporting information attached)

We are requesting reimbursement for the following unbudgeted agency operating costs that were the direct result of MDE's response to the COVID-19 emergency:

1. Communication: Responded to the needs of the educational community by increasing communication to better understand their issues and needs and respond in a timely manner - **\$151,881.**
 - * Communicated with stakeholders on a daily and then weekly basis
 - * Increased the number of superintendent and other community calls due to COVID-19 response, which led to additional webex accounts and increased conference calling costs
 - * Translated COVID-19 related material into various languages with increased costs for translation services
2. Technical Assistance: Provided technical assistance to schools in the areas of health, distance learning, planning, and training in order to help them operate during distance learning - **\$616,519.**
 - * Hired a part-time nurse to provide technical assistance to MDE and the schools in responding to COVID-19 related health issues
 - * Federally funded staff pivoted to COVID-19 related work including technical assistance to schools, developing materials to aid schools in distance learning, and communicating with schools and school districts. These activities are not directly related to the work of the federal grant from which these staff were paid.
 - * Paid General Fund overtime related to COVID-19 response work
 - * Incurred COVID-19 related training and webinar fees
3. Cleaning and Teleworking Supplies and Equipment: Ensured that all possible staff could work effectively from home and ensured the safety of those who needed to be on-site through cleaning and other necessary supplies and equipment - **\$56,600.**
 - * Cleaning supplies.
 - * Teleworking supplies/equipment such as headsets, hot spots, cell phones and on-line services for MDE staff.
 - * Retrofitting the the building with touchless faucets and toilets to accommodate a return of staff to the building.

Mary Catherine Riek
Department Head Signature

7/7/2020
Date

Coronavirus Relief Fund (CRF) Categories

Medical Expenses	<input type="checkbox"/> Costs incurred by public hospitals, clinics, and similar facilities
	<input type="checkbox"/> Establishing temporary public medical facilities and other measures to increase treatment capacity, including related construction costs
	<input type="checkbox"/> Testing, including serological testing
	<input type="checkbox"/> Emergency medical response expenses, including emergency medical transportation
	<input type="checkbox"/> Establishing and operating public telemedicine capabilities for COVID-19 related treatment
Public Health Expenses	<input type="checkbox"/> Communication and enforcement of public health orders related to COVID-19.
	<input type="checkbox"/> 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
	<input type="checkbox"/> Disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency
	<input type="checkbox"/> Technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety
	<input type="checkbox"/> Public safety measures undertaken in response to COVID-19
	<input type="checkbox"/> Expenses for quarantining individuals
	<input type="checkbox"/> Contact tracing
Payroll Expenses	<input type="checkbox"/> Recovery planning projects or operating a recovery coordination office
	<input checked="" type="checkbox"/> 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.
Compliance with Public Health Measures	<input type="checkbox"/> Food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
	<input checked="" type="checkbox"/> Facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
	<input checked="" type="checkbox"/> Improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Maintaining state prisons and county jails, including sanitation and the improvement of social distancing measures, to enable compliance with COVID-19 public health precautions
	<input type="checkbox"/> Care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions
Economic Support	<input type="checkbox"/> Provision of grants to small businesses to reimburse the costs of business interruption caused by required closures
	<input type="checkbox"/> Expenditures related to a state, territorial, local, or tribal government payroll support program.
	<input type="checkbox"/> 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
	<input type="checkbox"/> Facilitation of livestock depopulation incurred by producers due to supply chain disruption
	<input type="checkbox"/> Programs designed to prevent eviction and assist in preventing homelessness due to COVID-19 public health emergency
	<input type="checkbox"/> Employment and training programs for employees that have been furloughed due to the COVID-19 public health emergency
	<input type="checkbox"/> Emergency financial assistance to individuals or families directly impacted by loss of income
Other	<input type="checkbox"/> Other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria. If this category is selected, please explain further here:

CRF Fund Request Confirmations

- **Confirm that your CRF funding request meets federal guidance: (1) as a necessary expenditure to respond to the COVID-19 public health emergency, (2) is not accounted in the current biennial budget and (3) funds will be expended by December 30, 2020.**
- **Confirm that your CRF funding request does NOT include expenses that cover:**
 - The state's share of Medicaid costs
 - Damages covered by insurance
 - Payroll or benefits of employees whose work duties are not substantially dedicated to mitigating or responding to COVID-19
 - Costs reimbursed under other federal programs or funding sources
 - Reimbursement to donors for donated items or services
 - Workforce bonuses other than hazard pay or overtime
 - Severance pay
 - Government revenue replacement, including provision of assistance to individuals or businesses to meet tax obligations
- **Confirm that your agency will maintain records related to these expenses that will be sufficient to demonstrate that they are in accordance with the requirements of the CARES Act.**
- **Confirm that your agency has the approval of the lead of the selected work group to submit this proposal.**