

RESOLUTION _____

ENTITLED: “A RESOLUTION CERTIFYING THAT THE GOVERNING BODY OF LARAMIE COUNTY HAS AGREED TO SUBMIT A CORONAVIRUS RELIEF GRANT APPLICATION TO THE STATE LOAN AND INVESTMENTS BOARD IN THE AMOUNT OF \$11,057,428.00.”

FOR THE PURPOSE OF: REQUESTED FUNDS WILL BE USED TO COVER COSTS THAT ARE NECESSARY EXPENDITURES INCURRED BY LARAMIE COUNTY DUE TO THE PUBLIC HEALTH COVID-19 EMERGENCY FOR THE PERIOD OF MARCH-DECEMBER 2020 FOR SUPPLIES, CONTRACTUAL SERVICES, OVERTIME, PAYROLL AND BENEFIT EXPENDITURES.

Whereas, the Governing Body of Laramie County desires to participate in the State Loan and Investment Board’s Chapter 39 Coronavirus Relief Grant program; and

Whereas, the Governing Body of Laramie County recognizes the need for the request; and

Whereas, the Coronavirus Relief Grant program requires that certain criteria be met, as described in the State Loan and Investment Board’s Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and

Whereas, if any of the disbursed grant funds are later deemed to not comply with the SLIB criteria or the criteria of the CARES Act, the grant applicant agrees to repay the ineligible grant funds within 15 days of such finding to the Office of State Lands and Investments.

THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING

That Laramie County will make application to the State Loan and Investment Board for Coronavirus Relief Grant funds in the amount of \$11,057,428.00 for consideration at the next board meeting after application processing to assist in funding Laramie County Coronavirus response efforts; and

To direct Sandra Newland, or her successor in the position of Laramie County Grants Manager, as agent of the Laramie County Board of Commissioners to execute and submit applications and certifications which may be necessary for this grant application.

PRESENTED, READ AND ADOPTED THIS 21ST DAY OF JULY 2020.

Gunnar Malm, Chairman

ATTEST:

Debra Lee, Laramie County Clerk

Date

Received And Approved As To Form Only By:

Mark Voss
County Attorney

7/15/20
Date

**Coronavirus Relief Grant Program
Check List**

Required Information for All Applications

- ☒ Application (At a minimum, first 3 "Tabs" of this application form plus this checklist must be completed and submitted).
- ☒ Standard resolution executed by the Governing Body authorizing the filing of the application. The resolution should include the amount of the grant being requested, name of project of CRG Request Type.
- ☒ Certification Statement
- ☒ Copy of current approved and signed budget.
- ☐ Entities that are not on the States WOLFS Accounting System must provide a completed Federal IRS W-9 form.

Additional Information for Special District Applying for CRG Funding

- ☐ Copy of County Commissioners resolution that shows formation of special district
- ☐ Copy of certification from the County Commissioners that the special district currently exists

Additional Information for Joint Powers Boards Applying for CRG Funding

- ☐ Copy of certificate of organization filed with the Secretary of State
- ☐ Copy of executed joint powers agreement approved by the Attorney General

Ensure you have entered something in every box this color.
All questions must be answered in order for the application to be considered complete.

**Submit one (1) original Application, Resolution and Certification Statement, signed in BLUE, and
Supporting Documentation
to the following address:**

**OFFICE OF STATE LANDS AND INVESTMENTS
ATTN: GRANTS AND LOANS DIVISION
HERSCHLER BUILDING 1st FLOOR WEST
122 WEST 25th STREET
CHEYENNE, WYOMING 82002**

OFFICE OF STATE LANDS AND INVESTMENTS
Coronavirus Relief Grant Program
Certification Statement

WHEREAS, the Governing Body for the
Laramie County Wyoming

Hereby Certifies that the funding being applied for under the WYOMING CORONAVIRUS RELIEF FUND GRANT program meets the requirements set forth under section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"). It is further certified that the funding being applied for meets the requirements of 2020 Spec. Session 1, SEA No. 001.

The CARES Act provides that payments from the Grant Fund 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;
- 2. Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act); and
- 3. Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

If any of the disbursed grant funds are later deemed to not comply with the SLIB criteria or the criteria of the CARES Act, the grant applicant agrees to repay the ineligible grant funds within 15 days of such finding to the Office of State Lands and Investments.

BE IT FURTHER RESOLVED, that

Gunnar Malm, Chairman
(Name and Title of Person(s))

are hereby designated as the authorized representatives of the
Certification Statement
to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS

21ST day of July 2020
(Date) (Month) (Year)

(Signature)
Gunnar Malm, Chairman
(Name and Title)

Attest:

(Signature)
Debra Lee, County Clerk
(Name and Title)

State of Wyoming
State Loan and Investment Board
Coronavirus Relief Grant Program

APPLICANT INFORMATION

Applicant Category Government Entity: ☒ Medical Entity: ☐ Tribal Council: ☐

Applicant Laramie County, Wyoming

Mailing Address 310 W. 19th Street, Suite 300

City Cheyenne State WY Zip 82001

E-Mail Address commissioners@laramiecounty.com Phone # 307-633-4260

Tax ID #: 83-6000111

Contact Person (Name and Title) Sandra Newland, Grants Manager

Phone # 307-633-4201 E-Mail Address snewland@laramiecounty.com

WYOMING CORONAVIRUS RELIEF FUND INFORMATION

CRG Funding Name Laramie County COVID Response

Amount of Funding Requested \$11,057,428 NOTE: This amount must match the amount on the submitted resolution

List all other funding sources for the project in the table below including the status and amount expended, if any.

Other Funding Source Description	Amount	Status*		Amount Expended	Funding Percentage
		Pending	Approved		
					0.00%
					0.00%
					0.00%
					0.00%
Total Other Funding	\$0			\$0	

*Documentation to support the status must be attached to the Application Packet.

Estimated Total Funding Request: \$11,057,428

Balance of Request Unfunded: 11,057,428

Auto Calculated
(Estimated Project Costs less Amount Expended)

Estimated Funding Percentage: 100% (Final Funding Percentage is Determined by Board Approved Amount)

% is auto calculated
(Amount Requested/Estimated Project Costs)

I certify that I am authorized to sign this application on behalf of our governing body, and the applicant will comply with all appropriate requirements, if approved.
To the best of my knowledge and belief, the information in this application is true and correct.
I understand the State may review any relevant documents or instruments relating to the analysis of this application.
I further certify by signing and submitting this application that all program eligibilty criteria have been reviewed and this application reflects the criteria.
I understand that if grant funds spent are later found to be ineligible, the applicant will be requested to pay back the ineligible funds within 15 days to the Office of State Lands and Investments.

Signature Date

Gunnar Malm, Chairman

Name and Title (typed)

Applicant: Laramie County, Wyoming

CRG Request Type Laramie County COVID Response

1. Are the funds being applied for to cover costs for necessary expenditures incurred due to the public health emergency with respect to the COVID-19?

Yes	No
X	

2. Are the funds being applied for used to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020?

Yes	No
X	

3. Are the funds being applied for used to cover costs that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020?

Yes	No
X	

4. Will the funds be fully expended (not just encumbered) by December 30, 2020?

Yes	No
X	

5. Will there be reporting requirements (in addition to SLIB's) related to the use of the funds, if any? If yes, please explain below.

Yes	No
	X

There are no additional reporting requirements associated with our request, however we are happy to comply with whatever is needed.

6. Please provide a description of the amount of all federal loans, grants or aid provided for COVID-19 related purposes including from the Coronavirus Aid, Relief and Economic Security (CARES) Act, Public Law 116-136, or other similarly purposed federal act for which the agency/entity is eligible for.

We are in receipt of some funding through the CARES Act and the Secretary of State for election security response. All funding streams will be tracked seperately and we will not duplicate any funding stream for COVID-19 related expenditures made by the county.

7. Please provide a description of the amount of all federal loans, grants or aid provided for COVID-19 related purposes including from the Coronavirus Aid, Relief and Economic Security (CARES) Act, Public Law 116-136, or other similarly purposed federal act for which the agency/entity has applied for.

We have applied for FEMA Public Assistance funds in the amount of \$4,170.98 to cover Emergency Center Operation Costs and we have not received approval or reimbursement for this request.

8. Please provide a description of the amount of all federal loans, grants or aid provided for COVID-19 related purposes including from the Coronavirus Aid, Relief and Economic Security (CARES) Act, Public Law 116-136, or other similarly purposed federal act for which the agency/entity has received.

Laramie County has received a direct grant from the Department of Justice in the amount of \$40,275 for Sheriff Department COVID response operations that specifically allows for the purchase of PPE, Overtime and Tele-networking supplies. We are in receipt of some funding through the CARES Act and the Secretary of State for elections. There is no set dollar amount for these funds as long as they are used for cleaning of polling locations, correspondence to voters notifying them of changes, printing of additional absentee ballots, postage to mail these, absentee ballot drop box and polling payroll costs.

Applicant: Laramie County, Wyoming

CRG Request Type Laramie County COVID Response

1. Briefly describe the reason for which you are requesting funding. (Please attach extra pages if needed.)

Please see attached word document, thank you!

2. Describe how the funds being applied for are to cover costs for necessary expenditures incurred due to the public health emergency with respect to the COVID-19. (Please attach extra pages if needed.)

Please see attached word document, thank you!

3. Describe how the funds being applied for were used or are to be used to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020 for necessary expenditures incurred due to the public health emergency with respect to the COVID-19. (Please attach extra pages if needed.)

Please see attached word document, thank you!

Laramie County Narrative

1. Briefly, describe the reason for which you are requesting funding?

Laramie County, like other counties across the state had not anticipated a pandemic or the incurred costs associated with response efforts. COVID-19 affected normal county requirements and increased costs associated with operations. These additional costs have had a negative financial impact on our county. Laramie County has been proactive in looking for and applying for other funding streams that we are eligible for in response to COVID-19 expenditures. We will track all funds separately and will not request reimbursement for anything already paid for through CARES Act funding. For the purpose of this application, we are requesting funding for supplies, contractual services, overtime, salaries and benefits. The majority of the salaries and benefits are associated with our public safety employees (patrol officers, detention officers, and dispatch). According to the federal tax benefit purposes, a "public safety officer" means an individual serving a public agency in an official capacity, with or without compensation, as a law enforcement officer, as a firefighter, or as a chaplain. The U.S. Treasury has determined that recipients can determine their payroll expenses for a given employee that satisfies the "substantially dedicated" condition. The Treasury has created a special category of presumptively eligible positions to include public safety personnel that use their time to mitigate or respond to the public health COVID-19 emergency. From the June 26, 2020 briefing of the National Association of Counties, Daniel Kowalski, Counselor to the Treasurer, U.S. Department of Treasury stated: "the presumption that public health and public safety personnel, both salary and benefits can be 100 percent charged to the CRF-whether they have been budgeted or not, you can charge it to the CRF." Laramie County is applying for these funds to help offset additional expenses that can be contributed to the COVID-19 pandemic and its financial impact to the county.

2. Describe how the funds being applied for are to cover costs for necessary expenditures incurred due to the public health emergency with respect to the COVID-19?

Laramie County is requesting funds for necessary costs related to expenditures that were made for COVID-19 response efforts. All expenditures made by the county were deemed necessary to protect public health. We are requesting funding for the following categories:

1. Technical assistance for maintaining public services (electronic messaging, software, hardware and virtual setups).
2. Personal protective equipment such as gloves and masks for county employees.
3. Public health barrier shields for high traffic offices such as license plates, titles, clerk, assessor and commissioners.
4. Expenses for disinfecting of public areas in response to COVID-19, this was a contractual cleaning service expended for services March-June 2020.
5. Overtime costs associated with county response to public services during COVID-19 restrictions.
6. Salaries and benefits of public safety officers, and other staff at Laramie County. These positions include patrol officers, detention officers, dispatchers and other county public employees.

Laramie County never shut down the courthouse and tried to maintain all public operations and services during the pandemic. Our first requested category of supplies includes items (1-4). Our request outlines supplies the county has purchased to respond to and mitigate the impact of COVID-19. We have expended \$32,577 in supplies for March-June 2020 and would like to request an additional \$31,000 in funds for supplies to included PPE, sanitizer, barriers, thermometers, and tele networking supplies to run through December 30, 2020. Total request for these supplies is \$63,577. Item number four is the contractual cleaning services that the county used March-June 2020 to disinfect the courthouse daily and this cost total was \$3,820.00.

For item number five, the county expended \$37,000 in overtime costs for March-June 2020, and we are estimating an additional \$75,080 for the months of July-December 2020. The overtime that is requested is deemed necessary for continuing county operations during the COVID-19 pandemic and includes the following offices: Information Technology, Treasurer, and the Clerk. Overtime has been critical to the county's ability to properly mitigate COVID-19 while protecting the public, staff, and maintaining essential operations. Our total request for this section is \$12,080.00.

Item number six is for the salaries and benefits of county personnel that have substantially dedicated time associated with COVID-19 mitigation and response efforts. We would like to request 100% of salary and benefits for our patrol officers, as they are public safety employees. County peace officers are presumed by the Treasury to be responding to the current COVID-19 public health emergency. These patrol officers have seen increased response requests related to the pandemic and social distancing orders to include domestic violence, suicides and more violent crimes. We are basing our estimates off actual salaries for the period of March-June 2020 and are estimating July-December 2020. Total patrol request for salary and benefits is \$3,813,365.00.

We are requesting 50% of salary and benefit costs for our county detention officers to include the juvenile detention center officers. Our detention officers are protecting the health and safety of incarcerated and detained persons, staff, and visitors and, as such, are substantially dedicated to mitigating the pandemic. This includes control of COVID-19 transmission in correctional and detention facilities and application of specific preparation, prevention and management measures to reduce risks. Our county detention facilities have modified operational and communication procedures, augmented cleaning/disinfecting practices, deployed social distancing strategies, instituted verbal screening and temperature checks, established medical isolation for confirmed and suspected cases, and enhanced healthcare evaluation and clinical care. Again, we are basing our request off actual salary and benefit costs for March-June 2020 and estimating for July-December for a total of \$5,720,236.30.

We are also requesting 20% of salary and benefits for our county dispatchers (public safety communications officers). Public safety communication officers provide community health and safety response in coordination with a medical director and local and state public health officers and, as such, are substantially dedicated to mitigating the pandemic. This includes identifying person with signs and symptoms of COVID-19 and initiating immediate lifesaving interventions and communication with EMS clinicians. Laramie County hired three additional part time dispatchers to help alleviate the increased call volume related to the pandemic. The total request is based off March-June 2020 actuals and estimations for July-December 2020 at the 20% rate for a total of \$1,267,422.00.

Lastly, we are requesting other county department's payroll and benefits for time dedicated to COVID-19 mitigation and response efforts within Laramie County. We are basing our requested amounts off actual salary and benefits associated with time worked March-June 2020 and estimating for July-December 2020. Total request for county employees is \$76,927.51.

Total request for application is \$11,057,428.18, please see attached budget breakdown for more information.

3. Describe how the funds being applied for were used or are to be used to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020 for necessary expenditures incurred due to the public health emergency with respect to the COVID-19?

Laramie County operates on a fiscal year starting July 1st and running through June 30th. Our FY2020 and FY2021 budgets did not include any pandemic funds and no amendments were made after the pandemic began. Laramie County started to respond to the Coronavirus in March 2020, when the State of Wyoming began to see the virus. The county courthouse never shut down and offered modified services and schedules to protect the public and employees. With these modifications, several public health safety measures were needed to run county operations, while protecting the public and staff.

The requested supplies and contractual services were deemed necessary by Laramie County for proper COVID-19 mitigation and response efforts. They were also needed to meet the public health regulations and state mandates to prevent the spread of the virus through proactive measures. Again, these items were not anticipated nor budgeted for in FY2020 and the county does not have them budgeted in FY2021.

All overtime, salaries and benefits of county employees were for time substantially dedicated to COVID-19 mitigation and response. For the portion of our request that deals with the percentages of total salaries and benefits, these are in line with the U.S. Department of Treasury's definition of presumptively eligible positions. Per the U.S. Department of Treasury briefing, the County is under the belief that for this classification of employees, it does not matter if they have been budgeted for or not. The requested salaries and benefits associated with these positions satisfy the substantially dedicated condition that the U.S. Treasury has created for presumptively eligible positions.

Budget Breakdown

<u>Supplies</u>	<u>Amount</u>	<u>Time Frame</u>
Supplies (PPE, barriers, sanitizer, IT supplies, virtual setups)	\$ 32,577.00	March-June
Estimated future Supplies	\$ 31,000.00	July-December
	\$ 63,577.00	
<u>Contractual Services</u>	<u>Amount</u>	<u>Time Frame</u>
Cleaning Contractual Services	\$ 3,820.00	March-June
	\$ 3,820.00	
<u>Overtime</u>	<u>Amount</u>	<u>Time Frame</u>
Overtime IT	\$ 8,924.06	March-June
Overtime Treasurer	\$ 17,094.37	March-June
Overtime Titles	\$ 10,981.57	March-June
Estimated Overtime	\$ 75,080.00	July-December
	\$ 112,080.00	
<u>Salary</u>	<u>Amount</u>	<u>Time Frame</u>
Dispatch 20% of salary total	\$ 354,865.92	March-June
Patrol 100% of salary total	\$ 1,050,902.47	March-June
Detention/Jail 50% salary total	\$ 1,211,830.03	March-June
Juvenile Detention 50% salary total	\$ 400,068.41	March-June
Other County Departments time dedicated to COVID	\$ 36,022.34	March-June
ACTUAL SALARY TOTAL	\$ 3,053,689.17	
Estimated dispatch at 20%	\$ 532,298.88	July-December
Estimated patrol at 100%	\$ 1,576,353.60	July-December
Estimated Detention at 50%	\$ 1,817,745.00	July-December
Estimated Juvenile Detention at 50%	\$ 600,102.60	July-December
Estimated other County Departments	\$ 28,693.70	July-December
ESTIMATED SALARY TOTAL	\$ 4,555,193.78	
TOTAL ACTUAL + TOTAL ESTIMATED	\$ 7,608,882.95	
<u>Benefits</u>	<u>Amount</u>	<u>Time Frame</u>
Dispatch 20% of benefit total	\$ 152,102.90	March-June
Patrol 100% of benefit total	\$ 474,443.65	March-June
Detention/Jail 50% benefit total	\$ 500,815.36	March-June
Juvenile Detention 50% benefit total	\$ 175,380.80	March-June
Other County Departments benefits dedicated to COVID	\$ 8,919.66	March-June
ACTUAL BENEFIT TOTAL	\$ 1,311,662.37	
Estimated dispatch at 20%	\$ 228,154.35	July-December
Estimated patrol at 100%	\$ 711,665.46	July-December
Estimated Detention at 50%	\$ 751,223.04	July-December
Estimated Juvenile Detention at 50%	\$ 263,071.20	July-December
Estimated other County Departments	\$ 3,291.81	July-December
ESTIMATED BENEFITS TOTAL	\$ 1,957,405.86	
TOTAL ACTUAL + TOTAL ESTIMATED	\$ 3,269,068.23	

TOTAL REQUEST	\$ 11,057,428.18
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