

# Issue Analysis Form



**Date:** October 27, 2020  
School Federal CARES  
Coronavirus Relief Funds  
Appropriation –FY2021  
**Item:** \$1,081,955  
County Finance / School  
**Lead Department(s):** Finance  
**Contact Person(s):** Betsy Drewry

## Description and Current Status

On October 15, 2020 the Prince George County School Board approved an increase in the FY2021 School budget. The School Division will be receiving a direct distribution of CARES Act Coronavirus Relief Funds (CRF) in the amount of \$1,081,955.

Supporting documentation from the School Board agenda is included as **Attachment A**. Attachment A discusses planned use of these funds.

### Board Action Requested:

Approve increase in School Federal appropriation for FY2020-21 \$1,081,955.

A draft resolution for budget amendment / appropriation is attached for Board consideration.

Appropriation Entry:

### School Operating Fund (0500) - Revenues

Increase:

0500-30-000-0000-00000-000-000-852-333852 School CARES CRF \$1,081,955

### School Operating Fund (0500)- Expenditures

Increase:

0500-06-207-6009-68100-000-900-852-48206 School CARES CRF Technology – \$973,619

0500-06-201-6001-61100-100-900-852-46014 School CARES CRF Instructional Materials – \$108,336

## Government Path

- |  |   |  |
|--|---|--|
| Does this require IDA action?                  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does this require BZA action?                  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does This require Planning Commission Action?  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does this require Board of Supervisors action? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Does this require a public hearing?            | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |

**If so, before what date?**

Yes    No

**Fiscal Impact Statement**

Increase in FY2021 appropriation of School operating federal CARES Coronavirus Relief funds totaling \$1,081,955. There is no local funding impact.

**County Impact**

Action authorizes the School Division to expend federal CARES Coronavirus Relief Funds provided directly to them through the Virginia Department of Education. There is no local funding impact.

**Notes**



# Prince George County Public Schools

*A Commitment To Quality Education*

October 19, 2020

TO: Betsy Drewry, Deputy County Administrator, Finance

FROM: Monique Barnes, Director of Budget & Finance

RE: Request for Supplemental Appropriation FY2021 – Operating/Regular Fund (0500)  
 CARES Act Coronavirus Relief Fund (CRF)

At the School Board’s meeting held on October 15, 2020, the School Board approved an increase in the FY2021 Operating/Regular Fund (0500) Budget. Prince George County Public Schools was advised on October 9, 2020, that it would receive \$1,081,955 in funding from the CARES Act Coronavirus Relief Fund. These funds will be received by the school division shortly after October 22, 2020 and the Superintendent must certify by November 15, 2020, that the funds have been spent or encumbered by that date and will be fully expended by December 30, 2020, or the funds are required to be returned to the Virginia Department of Education. As you are aware, the funds may only be used for COVID-19 related expenditures that were not accounted for in the approved FY2021 budget and must be spent in the time period that covers March 1, 2020 through December 30, 2020. The allowable categories include COVID-19 testing supplies, personal protective equipment, facility cleaning and sanitization items, technology to support distance learning, staffing, capital facility upgrades, pupil transportation and there is also special emphasis on special student populations.

The School Board has approved the funding to provide additional technology needs to support virtual learning. This includes interactive panels for elementary grades, laptops, and software for improved interactions between students and faculty. Also included in the School Board’s approval are instructional materials that will allow social distancing in athletics and physical education classes.

The requested appropriation is as follows:

Fund 0500 Revenue:		
CARES CRF Schools	0500-30-000-0000-00000-000-000-852-333852	\$1,081,955
Fund 0500 Expenditures:		
CARES CRF Technology	0500-06-207-6009-68100-000-900-852-48206	\$973,619
CARES CRF Instruction	0500-06-201-6001-61100-100-900-852-46014	\$108,336

ATTACHMENT A - PG COUNTY

Date: October 15, 2020

Presenter: Monique Barnes

Approved: \_\_\_\_\_  
Disapproved: \_\_\_\_\_  
Tabled: \_\_\_\_\_

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**TOPIC:** Request for Approval and Appropriation of the Federal CARES Act Coronavirus Relief Funds (CRF) Allocation into the Regular/Operating Fund for Use in FY21.

**RATIONALE:** Prince George County Public Schools has been allocated \$1,081,955 in CARES Act Coronavirus Relief Funds. Coronavirus Relief Funds (CRF) were provided to states under the CARES Act, and a portion is being made available directly to school divisions to help cover costs in preparing for, responding to, and mitigating the impacts of the COVID-19 pandemic. These CRF awards are intended for costs incurred related to COVID-19 in reopening and operating public schools during the first months of the 2020-2021 school year, but can be used for qualifying costs back to March 1, 2020.

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses 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 local government entity; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

VDOE will disburse the full CRF allocation to each division upon receiving the division's initial certification before October 22, 2020. Divisions will be required to submit a second certification by November 15, in which the division superintendent will certify that:

1. all CRF funds are fully spent;

ATTACHMENT A - PG COUNTY

2. all CRF funds are spent or encumbered/obligated and will be fully spent by 12/30/20; or,
3. there is a balance of CRF funds that cannot be spent by division by 12/30/20 and will be returned to VDOE.

The funding must be spent on the following categories of allowable uses:

- Testing Supplies
- Personal Protective Equipment (PPE)
- Facility Cleaning and Sanitization
- Technology to Support Distance Learning
- Staffing
- Capital Facility Upgrades
- Pupil Transportation
- Specific Emphasis on Special Student Populations

**RECOMMENDATION:** To approve and refer to Board of Supervisors for the supplemental appropriation of **\$1,081,955 into the Regular/Operating Fund** as part of the FY21 budget for the division. Upon approval, the total FY21 Regular/Operating Fund (0500) Budget would be \$66,756,482.

**ATTACHMENTS:** Superintendent's Memo, Allocation and Certification



**COMMONWEALTH of VIRGINIA**  
**Department of Education**

**DATE:** October 9, 2020  
**TO:** Division Superintendents  
**FROM:** James F. Lane, Ed.D., Superintendent of Public Instruction  
**SUBJECT:** **Federal Coronavirus Relief Funds (CRF) Awarded to School Divisions**

This memorandum is to announce \$220.8 million in awards approved by Governor Northam from the federal Coronavirus Relief Fund (CRF) to each school division and other local education agencies. Coronavirus Relief Funds (CRF) were provided to states under the CARES Act, and a portion is being made available directly to school divisions to help cover costs in preparing for, responding to, and mitigating the impacts of the COVID-19 pandemic. These CRF awards are intended for costs incurred related to COVID-19 in reopening and operating public schools during the first months of the 2020-2021 school year, but can be used for qualifying costs back to March 1, 2020.

There is no private school equitable services requirement associated with school division use of CRF, as well no funds supplanting prohibition in spending CRF. Since there is no supplanting restriction, school divisions may want to consider using CRF for qualifying expenses in place of other funding sources initially used for the expense that can then be redirected for other purposes or that have longer spend-down periods, such as CARES Act Elementary and Secondary School Emergency Relief (ESSER) funds. Due to this infusion of federal funding, school divisions should quickly confirm that sufficient appropriation authority exists in the fiscal year (FY) 2021 school division budget that provides authorization to spend the CRF funds received.

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses 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 local government entity; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

## ATTACHMENT A - PG COUNTY

The CRF may not be used to replace lost local or state revenues for public schools in FY 2021, such as the reduction in state sales tax payments or the removal of other state Direct Aid to Public Education funding from the FY 2021 state budget. The allowable categories of uses for these CFR awards to school divisions are specifically listed later in this memo.

The CRF is provided to states under guidelines issued by the U.S. Department of the Treasury. The latest U.S. Treasury guidelines are available at: [Coronavirus Relief Fund Guidance for State, Territorial, Local, and Tribal Governments](#); the latest accompanying U.S. Treasury FAQs on the CRF are available at: [Coronavirus Relief Fund Frequently Asked Questions](#). School divisions should thoroughly read and familiarize themselves with the CRF guidance and FAQs and adhere to them in spending CRF. Local auditors may also be another source of compliance information on CRF.

Please note Question 53 from the U.S. Treasury FAQ document which states in part:

*“...as an administrative convenience, [U.S.] Treasury will presume that expenses of up to \$500 per elementary and secondary school student to be eligible expenditures, such that schools do not need to document the specific use of funds up to that amount.”*

While this provision provides flexibility and discretion to school divisions in the use of CRF and on documentation requirements, it does not negate the requirement that CRF be used for costs in preparing for, responding to, and mitigating the impacts of COVID-19 in reopening and operating schools during the first months of the 2020-2021 school year or for qualifying costs retroactive to March 1, 2020. Also, if a school division, in addition to the funds awarded in this memo, also received CRF from the separate allocation the Commonwealth provided earlier to local governments and the total of both sources of CRF received exceeds \$500 per pupil, the school division must document in detail how the funds are used and that documented use may be required to be submitted to the Virginia Department of Education (VDOE) or other entities for review as part of subrecipient monitoring or audits.

The CRF awards provided to school divisions are allocated based on \$175 per pupil for students counted in the VDOE's current projection of September 30, 2020 Fall Membership for each division, for a total of \$220.8 million in funding statewide. The final school division CRF awards are shown in Attachment A. Please note that the school division CRF awards will not be adjusted later for actual September 30, 2020 Fall Membership. School divisions with very small enrollments were awarded a minimum allocation of \$100,000.

After school divisions submit a required assurance certification to VDOE that is signed by the division superintendent (Attachment B) by October 22, 2020, VDOE will proceed to pay 100 percent of the awarded allocations to divisions as soon as possible. It is critical that divisions return the signed certification form to VDOE by the October 22, 2020, deadline so that VDOE may proceed with processing the CRF payments to divisions. Please note that the usual federal Cash Management Improvement Act (CMIA) restrictions on holding federal cash do not apply to the CRF, allowing these funds to be paid to divisions upfront versus on a reimbursement basis.

Under U.S. Treasury guidelines, the CRF is available for COVID-19 related costs incurred through December 30, 2020. In order to minimize the amount of CRF that may go unspent by

## ATTACHMENT A - PG COUNTY

divisions and which could be redirected to other uses by the final December 30th expenditure deadline, divisions will be required to submit a second certification to VDOE by November 15th indicating the status of their use of the funds. While VDOE will disburse the full CRF allocation to each division upon receiving the division's initial certification, divisions will be required to submit the second certification by November 15, in which the division superintendent will certify that:

1. All CRF funds are fully spent;
2. All CRF funds are spent or encumbered/obligated and will be fully spent by 12/30/20; or,
3. There is a balance of CRF funds that cannot be spent by division by 12/30/20 and will be returned to VDOE.

For school divisions that indicate funds cannot be spent by the required deadline on the November 15th certification, VDOE will require the division to return all unspent funds as quickly as possible so that the state can repurpose them for other CRF expenses. A specific deadline for the return of any unused funds will be communicated at a later time.

Reasonable capital expenditures may be incurred with CRF if the expense is specifically related to preparing for, responding to, and mitigating the impact of COVID-19 in reopening and operating schools, and was not an item accounted for in the school division budget most recently approved as of March 27, 2020. As is typically the case with federal funds, CRF may not be used for any costs that have been or will be reimbursed or covered with any other source of federal funding.

The CRF awarded to school divisions **must** be spent on the following categories of allowable uses:

- **Testing Supplies** - expenses related to COVID-19 testing kits/testing costs for staff and students.
- **Personal Protective Equipment (PPE)** - general PPE supplies and equipment for staff and students for use in safely returning to and attending school for in-person instruction.
- **Facility Cleaning and Sanitization** - expenses for supplies and equipment needed to clean and sanitize public school facilities, particularly those used for instruction. Includes signage for buildings and grounds providing safety directions.
- **Technology to Support Distance Learning** - includes one-time upgrades to division networks to improve virtual instruction delivery; additional student and staff devices needed to fully implement virtual instruction in the remote environment; refresh/replacement of student/staff computer devices near end of life or damaged to enable effective virtual instruction delivery; purchase of digital instructional content used in virtual instruction; and additional hotspot or MiFi devices enabling internet access for remote instruction.



ATTACHMENT A - PG COUNTY

- **Staffing** - supplemental staffing costs (salaries, wage, benefits) for staff with duties related to COVID-19 response/mitigation for a temporary period, including hazard pay or overtime, or to avoid layoffs or furloughs of staff with duties related to COVID-19 preparation/response/mitigation (e.g., extra teachers or instructional aides needed to maintain social distancing; additional substitute teachers needed to support virtual classes and/or teacher absences, as well as substitutes for absences of support personnel; aides that monitor students during the day; teachers providing virtual instruction due to the pandemic; health services staff addressing COVID-related health needs; extra custodial, bus drivers, school nutrition staff, or other staff on temporary assignment for COVID-related duties). **(Note: general, across-the-board, one-time employee bonuses are not an allowable use of CRF. See Question #29 in the U.S. Treasury FAQ guidance document.)**
- **Capital Facility Upgrades** - includes school building HVAC cleaning, upgrades, and purchases related to COVID-19 mitigation; installation of plexiglass barriers, wall dividers, hot water service, and other building upgrades such as isolation areas to mitigate COVID-19; facility upgrades needed to prepare for in-person instruction. Any capital costs paid with CRF should be reasonable and necessary and tied directly to COVID-19 preparation, response, and mitigation.
- **Pupil Transportation** - includes school bus upgrades and purchases (purchases of additional buses needed due to capacity restrictions/extra route runs for social distancing and not routine bus replacements); also includes additional operating costs for extra bus routes due to capacity restrictions/social distancing. Any capital costs paid with CRF should be reasonable and necessary and tied directly to COVID-19 preparation, response, and mitigation. School buses should not be modified in any manner that would conflict with state or federal bus specification requirements.
- **Emphasize Special Student Populations** - In spending the CRF for the above uses, school divisions should emphasize the use of the funds in schools so that they impact as much as possible English Learner (EL) students, students receiving special education, and young learners in grades PK-3.

The assurance certification form provided in Attachment B must be signed by the division superintendent and submitted to VDOE by **October 22, 2020**. Meeting this deadline is critical for VDOE to begin processing CRF payments to divisions. The division superintendent assures in this form that the school division will spend the CRF only on the allowable uses, by the final December 30, 2020 expenditure deadline, in accordance with the U.S. Treasury guidance on the program and requirements in this memo, among other provisions. The signed certification form should be emailed to VDOE in scanned .pdf format to [CARESGrantapp@doe.virginia.gov](mailto:CARESGrantapp@doe.virginia.gov). School divisions should anticipate additional monitoring and state-level reporting processes from VDOE after the December 30th expenditure deadline.

Please review Attachments C and D that provide terms and conditions information on the CRF funds. The FFATA certification form on executive compensation is also attached (Attachment E) since there are several divisions that have yet to submit this annual certification to VDOE as required.

ATTACHMENT A - PG COUNTY

Thank you for quickly preparing to spend this critical source of federal funding in support of public schools during the COVID-19 pandemic and for your careful stewardship in the use of these one-time federal relief funds. Questions about the division CRF awards should be directed to [CARESgrantapp@doe.virginia.gov](mailto:CARESgrantapp@doe.virginia.gov).

JFL/kcd

**Attachments**

- A. [CARES Act CRF Division Allocation Awards](#) (XLS)
- B. [Division Superintendent's Certification](#) (PDF)
- C. [Additional Required Special Terms and Conditions for Grant Awards or Cooperative Agreements](#) (Word)
- D. [CARES Act CRF Terms of Grant Award](#) (Word)
- E. [FFATA Reporting](#) (Word)

**FEDERAL CARES ACT CORONAVIRUS RELIEF FUND (CRF) ALLOCATIONS AWARDED TO  
SCHOOL DIVISIONS AND STATE AGENCIES THAT SERVE AS LOCAL EDUCATION AGENCIES**

**AS OF OCTOBER 9, 2020, PROJECT CODE APEXXXXX (PENDING)**

<b>DIVISION / LEA NUMBER</b>	<b>SCHOOL DIVISION / LOCAL EDUCATION AGENCY</b>	<b>PROJECTED 9/30/20 FALL MEMBERSHIP</b>	<b>AWARDED CRF ALLOCATION (@\$175 PP IN PROJ. FM)</b>
001	Accomack	4,959.30	\$ 867,878
002	Albemarle	14,231.10	\$ 2,490,443
003	Alleghany	1,802.40	\$ 315,420
004	Amelia	1,618.00	\$ 283,150
005	Amherst	3,994.50	\$ 699,038
006	Appomattox	2,215.20	\$ 387,660
007	Arlington	27,047.10	\$ 4,733,243
008	Augusta	9,875.90	\$ 1,728,283
009	Bath	484.60	\$ 100,000
010	Bedford County	9,247.00	\$ 1,618,225
011	Bland	654.20	\$ 114,485
012	Botetourt	4,536.90	\$ 793,958
013	Brunswick	1,436.10	\$ 251,318
014	Buchanan	2,427.60	\$ 424,830
015	Buckingham	1,988.90	\$ 348,058
016	Campbell	7,578.70	\$ 1,326,273
017	Caroline	4,127.00	\$ 722,225
018	Carroll	3,487.40	\$ 610,295
019	Charles City	557.00	\$ 100,000
020	Charlotte	1,622.20	\$ 283,885
021	Chesterfield	62,446.40	\$ 10,928,120
022	Clarke	1,852.40	\$ 324,170
023	Craig	545.90	\$ 100,000
024	Culpeper	8,462.50	\$ 1,480,938
025	Cumberland	1,189.30	\$ 208,128
026	Dickenson	1,965.00	\$ 343,875
027	Dinwiddie	4,230.50	\$ 740,338
028	Essex	1,256.20	\$ 219,835
029	Fairfax County	181,129.00	\$ 31,697,575
030	Fauquier	10,942.00	\$ 1,914,850
031	Floyd	1,782.80	\$ 311,990
032	Fluvanna	3,406.80	\$ 596,190
033	Franklin County	6,499.00	\$ 1,137,325
034	Frederick	13,916.00	\$ 2,435,300
035	Giles	2,264.80	\$ 396,340
036	Gloucester	5,053.30	\$ 884,328
037	Goochland	2,518.80	\$ 440,790
038	Grayson	1,521.20	\$ 266,210
039	Greene	2,905.20	\$ 508,410
040	Greensville	1,254.90	\$ 219,608
041	Halifax	4,482.30	\$ 784,403
042	Hanover	17,018.90	\$ 2,978,308
043	Henrico	50,533.70	\$ 8,843,398
044	Henry	6,974.80	\$ 1,220,590
045	Highland	200.90	\$ 100,000
046	Isle of Wight	5,606.40	\$ 981,120
047	James City	10,412.40	\$ 1,822,170

**FEDERAL CARES ACT CORONAVIRUS RELIEF FUND (CRF) ALLOCATIONS AWARDED TO  
SCHOOL DIVISIONS AND STATE AGENCIES THAT SERVE AS LOCAL EDUCATION AGENCIES**

**AS OF OCTOBER 9, 2020, PROJECT CODE APEXXXXX (PENDING)**

048	King George	4,442.60	\$	777,455
049	King & Queen	802.20	\$	140,385
050	King William	2,145.10	\$	375,393
051	Lancaster	970.00	\$	169,750
052	Lee	2,928.70	\$	512,523
053	Loudoun	84,938.90	\$	14,864,308
054	Louisa	4,893.00	\$	856,275
055	Lunenburg	1,525.60	\$	266,980
056	Madison	1,621.60	\$	283,780
057	Mathews	960.90	\$	168,158
058	Mecklenburg	3,923.40	\$	686,595
059	Middlesex	1,113.00	\$	194,775
060	Montgomery	9,888.90	\$	1,730,558
062	Nelson	1,509.80	\$	264,215
063	New Kent	3,313.90	\$	579,933
065	Northampton	1,389.70	\$	243,198
066	Northumberland	1,183.70	\$	207,148
067	Nottoway	1,860.90	\$	325,658
068	Orange	4,843.30	\$	847,578
069	Page	3,200.90	\$	560,158
070	Patrick	2,435.20	\$	426,160
071	Pittsylvania	8,226.90	\$	1,439,708
072	Powhatan	4,266.00	\$	746,550
073	Prince Edward	1,924.20	\$	336,735
074	Prince George	6,182.60	\$	1,081,955
075	Prince William	90,893.70	\$	15,906,398
077	Pulaski	3,869.10	\$	677,093
078	Rappahannock	732.50	\$	128,188
079	Richmond County	1,221.10	\$	213,693
080	Roanoke County	13,483.60	\$	2,359,630
081	Rockbridge	2,503.00	\$	438,025
082	Rockingham	11,427.80	\$	1,999,865
083	Russell	3,509.50	\$	614,163
084	Scott	3,391.40	\$	593,495
085	Shenandoah	5,730.30	\$	1,002,803
086	Smyth	4,052.40	\$	709,170
087	Southampton	2,590.20	\$	453,285
088	Spotsylvania	23,402.70	\$	4,095,473
089	Stafford	30,026.90	\$	5,254,708
090	Surry	677.90	\$	118,633
091	Sussex	1,030.60	\$	180,355
092	Tazewell	5,385.00	\$	942,375
093	Warren	5,237.70	\$	916,598
094	Washington	6,760.60	\$	1,183,105
095	Westmoreland	1,449.10	\$	253,593
096	Wise	5,238.20	\$	916,685
097	Wythe	3,761.80	\$	658,315
098	York	13,116.80	\$	2,295,440
101	Alexandria	16,101.90	\$	2,817,833
102	Bristol	2,135.40	\$	373,695

**FEDERAL CARES ACT CORONAVIRUS RELIEF FUND (CRF) ALLOCATIONS AWARDED TO  
SCHOOL DIVISIONS AND STATE AGENCIES THAT SERVE AS LOCAL EDUCATION AGENCIES**

**AS OF OCTOBER 9, 2020, PROJECT CODE APEXXXXX (PENDING)**

103	Buena Vista	781.00	\$	136,675
104	Charlottesville	4,221.00	\$	738,675
106	Colonial Heights	2,791.90	\$	488,583
107	Covington	941.90	\$	164,833
108	Danville	5,454.90	\$	954,608
109	Falls Church	2,589.60	\$	453,180
110	Fredericksburg	3,609.50	\$	631,663
111	Galax	1,285.20	\$	224,910
112	Hampton	19,060.80	\$	3,335,640
113	Harrisonburg	6,412.20	\$	1,122,135
114	Hopewell	3,885.30	\$	679,928
115	Lynchburg	7,757.90	\$	1,357,633
116	Martinsville	1,748.60	\$	306,005
117	Newport News	27,082.30	\$	4,739,403
118	Norfolk	27,511.20	\$	4,814,460
119	Norton	779.90	\$	136,483
120	Petersburg	3,760.50	\$	658,088
121	Portsmouth	13,297.70	\$	2,327,098
122	Radford	1,589.50	\$	278,163
123	Richmond City	23,585.60	\$	4,127,480
124	Roanoke City	13,383.40	\$	2,342,095
126	Staunton	2,669.50	\$	467,163
127	Suffolk	13,814.80	\$	2,417,590
128	Virginia Beach	66,725.90	\$	11,677,033
130	Waynesboro	2,800.90	\$	490,158
131	Williamsburg	1,012.00	\$	177,100
132	Winchester	4,283.40	\$	749,595
134	Fairfax City	2,962.10	\$	518,368
135	Franklin City	1,016.90	\$	177,958
136	Chesapeake	41,038.60	\$	7,181,755
137	Lexington	658.80	\$	115,290
138	Emporia	752.70	\$	131,723
139	Salem	3,789.30	\$	663,128
142	Poquoson	2,115.10	\$	370,143
143	Manassas City	7,633.40	\$	1,335,845
144	Manassas Park	3,412.50	\$	597,188
202	Colonial Beach	578.40	\$	101,220
207	West Point	786.80	\$	137,690
218	Virginia School for the Deaf and the Blind	66.00	\$	100,000
917	Department of Juvenile Justice	96.00	\$	100,000
<b>TOTAL</b>		<b>1,260,225.70</b>	<b>\$</b>	<b>220,798,208</b>



CERTIFICATION for RECEIPT of FEDERAL  
CORONAVIRUS RELIEF FUND PAYMENTS

The Division Superintendent of the **Prince George County** school division certifies the following to the Virginia Department of Education (VDOE):

1. I have the authority to request direct payment (or cost reimbursement) on behalf of the school division from the Virginia Department of Education (VDOE) of revenues from the federal Coronavirus Relief Fund (CRF) pursuant to section 601(b) 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 VDOE will rely on this certification as a material representation in making a direct payment (or cost reimbursement) to the school division.
3. The school division's proposed uses of the funds received as direct payment (or cost reimbursement) from VDOE under section 601(b) of the Social Security Act will be used only to cover those costs that:
  - a. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
  - b. were not accounted for in the budget most recently approved as of March 27, 2020, for the school division;
  - c. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020; and
  - d. are consistent with all guidance provided by VDOE or any other Commonwealth of Virginia agency or official.
4. Any funds that are not expended or that will not be expended on necessary expenditures on or before December 30, 2020, by the school division must be returned to Commonwealth of Virginia no later than December 30, 2020, and that the Commonwealth of Virginia is entitled to invoke state aid intercept to recover any such unexpended funds that have not been returned to the Commonwealth within 30 days of December 30, 2020.
5. I understand that the school division will not receive continued funding beyond December 30, 2020, from any source to continue paying expenses or providing services that were initiated or previously supported from CRF funds prior to December 30, 2020.
6. Funds received as a direct payment (or costs reimbursement) from VDOE pursuant to this certification must adhere to official federal or VDOE guidance issued or to be issued regarding what constitutes a necessary and allowable expenditure.
7. Any CRF funds expended by the school division in any manner that does not adhere to official federal or VDOE guidance shall be returned to the Commonwealth of Virginia within 30 days of a finding that the expenditure is disallowed, and that the Commonwealth of Virginia is entitled to invoke state aid intercept to recover any and all such funds that are not repaid within 30 days of a finding that the expenditure is disallowed.
8. As a condition of receiving the CRF funds pursuant to this certification, the school division shall retain documentation of all uses of the funds, including but not limited to payroll time and attendance records, contracts/POs, invoices, and/or sales receipts in accordance with federal reporting requirements. Such documentation shall be produced to VDOE or other Commonwealth of Virginia agency or official upon request.
9. The school division must maintain proper accounting records to segregate these expenditures from those supported by other fund sources and that all such records will be subject to monitoring or audit.

10. Any funds provided pursuant to this certification cannot be used as a revenue replacement for lower than expected revenue collections from taxes, fees, or any other revenue source.
11. Any CRF funds received pursuant to this certification will not be used for expenditures for which the school division has received funds from any other emergency COVID-19 supplemental funding (whether state, federal, or private in nature) for that same expense nor may CRF funds be used for purposes of matching other federal funds unless specifically authorized by federal statute, regulation, or guideline.

I certify that I have read the above certification and my statements contained herein are true and correct to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 27<sup>th</sup> day of October, 2020:

<u>Present:</u>	<u>Vote:</u>
Donald R. Hunter, Chairman	
Alan R. Carmichael, Vice-Chairman	
Floyd M. Brown, Jr.	
Marlene J. Waymack	
T. J. Webb	

A-7

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried unanimously, the following Resolution was adopted:

**RESOLUTION; APPROPRIATION (\$1,081,955 SCHOOL CARES CORONAVIRUS RELIEF FUNDS – DIRECT DISTRIBUTION)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 27<sup>th</sup> day of October, 2020, does hereby authorize the following increase of funds within the 2020-2021 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<b>SCHOOL OPERATING FUND</b>	
<u>Expenditure:</u>	
0500-06-207-6009-68100-000-900-852-48206	
School CARES CRF Technology	\$973,619
0500-06-201-6001-61100-100-900-852-46014	
School CARES CRF Instructional Materials	\$108,336
 <u>Revenue:</u>	
0500-30-000-0000-00000-000-000-852-333852	
School CARES Coronavirus Relief Funds	\$1,081,955

A Copy Teste:

\_\_\_\_\_  
Percy C. Ashcraft  
County Administrator