

DATE:	August 31, 2020
SUBJECT:	TDEM CRF LEA Reimbursement Program
CATEGORY:	CARES Act Funding Update
NEXT STEPS:	Share with appropriate administrators and business office officials

The Texas Division of Emergency Management (TDEM) opened the application process for the CARES Act Coronavirus Relief Fund (CRF) LEA Reimbursement Program in early August. The application will close on **September 30, 2020**.

To date, approximately 20% of LEAs have started the process with TDEM to apply for this reimbursement, and less than 2% of LEAs have submitted costs for reimbursement. The TDEM process has been streamlined for this program, but is still a multi-step process. LEAs cannot wait until the last week of the application period to begin this process.

Action Needed

To receive reimbursement, the LEA needs to complete the first step in the process by **September 7, 2020**. Instructions for completing and submitting the required documents to create an account in the TDEM grant management system can be found at

The following types of expenses are not allowed for reimbursement:

- < Expenses for the state share of Medicaid
- < Damages covered by insurance
- < Payroll or benefits expenses for employees whose work duties are *not substantially dedicated* to mitigating or responding to the COVID-19 public health emergency (*general LEA employees*)
- < Expenses that have been or will be reimbursed under any federal program, such as other CARES Act programs
- < Reimbursement to donors for donated items or services
- < Workforce bonuses other than hazard pay or overtime
- < Severance pay
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