



KETCHIKAN GATEWAY BOROUGH COVID GRANT REIMBURSEMENT PROGRAM **APPLICATION DEADLINE: SEPTEMBER 15, 2022**

Program Summary

Despite the key role childcare providers are playing in support of other essential industries during the COVID-19 crisis, the childcare system as a whole is at risk of collapse due to the economic impact. The public health crisis of COVID-19 has had a devastating effect on the childcare industry. Many providers are closing their programs, unable to sustain operations with due to infection related closures. Others are staying open despite the physical risk due to the pandemic, to support the needs of working families in our community.

Similarly, community shelters, such as homeless, domestic violence, senior and youth centers experienced alarming rate of increased cases, needs and expenses during the pandemic.

In an effort to offset COVID-19 impacts on state licensed childcare and non-profit shelter providers in the community, The State of Alaska, Department of Health (DOH), through the Ketchikan Gateway Borough (Borough), would like to provide the opportunity to reimburse COVID-19 related expenses for these entities.

The COVID-19 Childcare and Shelter Reimbursement Program will allow entities to submit a one-time reimbursement request for COVID-19 related expenses that were incurred between the dates of April 1, 2021 through July 31, 2022.

Allowable Reimbursable Expenses:

The following list are allowable COVID-19 related expenses:

- Lost wages/benefits due to COVID-19 closures¹
- Wages for temporary employees and overtime costs
- Cleaning/disinfection stations, apparatuses, and equipment
- Purchase of disinfection products, supplies and services
- Personal Protective Equipment (PPE)
- COVID-19 test kits and/or outsourced testing
- Vaccination for workers
- Training specific to COVID-19 mitigation plans
- Rents for required social distancing
- Increased utility costs

Application Review Process:

Applications will be reviewed by the Borough's Procurement Officer, in consultation with the DOH to determine eligibility. Grants may be awarded as early as the Assembly meeting of October 3, 2022.

Program Contact and Submission Information:

¹ Lost wages during the period of mandated closures, or closures necessitated by COVID-19 infection experienced by staff or clients.

Questions related to this program and application must be submitted to:

Amy Briggs, Borough Procurement Officer

Email: amyb@kgbak.us

Phone: (907) 228-6637

Application submissions must be email to amyb@kgbak.us no later than 2:00 P.M. on September 15, 2022. Submissions emailed after that time will not be considered.

Please note that incomplete applications may be returned for additional information.

Scope and Requested Funding Amount

The public health crisis of COVID-19 has had a devastating effect on the childcare industry as well as increased needs for community shelters. The Borough realizes the economic impact the pandemic has created for childcare providers and shelter services in our community. To relieve some of the burden placed on these services during this health crisis, the Borough, through DOH, would like to relieve a portion of COVID-19 related expenses.

The Borough has approximately \$125,000 available to qualifying applicants. Reimbursement limits will be determined upon closure of application period. If additional funds are available, a second round of funding may be offered in the future.

Application Form:

This form consists of three sections. All sections must be completed and submitted to be considered for program funding.

- 1. Organization/Project Contact Information:** Provide the appropriate contact information for your organization and this project. Organizations must meet the criteria below:
 - A state licensed childcare provider or active non-profit organization (individuals are not eligible for funds).
 - Partnerships are allowed, but one organization must be identified as being financially responsible.

- 2. Overview:**
 - Proposed reimbursement beginning and end dates (eligibility from 4/1/2021-7/31/2022 - ONLY).
 - Amount of funding being requested.
 - Funding to be reimbursed in accordance with Federal Single Audit guidelines and OMB 2 CFR 200.

- 3. Description of need:**
 - All project funding requests should describe the impact COVID-19 had on their organization.

- 4. Reimbursement Request Form**
 - Must provide a complete breakdown of all expenses in the provided form/format.

**COVID-19 CHILDCARE & SHELTER
REIMBURSEMENT PROGRAM APPLICATION**

1. Organization/Project Contact Information

Organization Name	
Organization EIN	
Contact Name & Title	
Organization Address	
Contact Phone Number	
Contact E-mail Address	
Organizational status	IRS 501(c)(3) <input type="checkbox"/> Other (explain)

2. Overview

Reimbursement Request Start Date	
Reimbursement Request End Date	
Amount Requested from COVID-19 Reimbursement Grant	

3. Description of need

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