Reimbursing Schools for COVID-19 Related Costs

Cover your school’s FTE staff expenses

Funding is available for schools to cover COVID-19 specific costs directly related to keeping schools open and safe. This funding – provided by the U.S. Federal Emergency Management Agency (FEMA) – is meant to support our public, private, and tribal schools across Washington state in COVID-19 testing and prevention.

This fact sheet is intended to help school districts and educational service districts (ESDs) determine:

- what types of costs qualify for reimbursement; and
- how you can work with Washington State Emergency Management Division (EMD) Public Assistance to submit these costs to FEMA.

Funding is retroactive and applies to costs incurred between January 20, 2020 and July 1, 2022.
Examples of allowable costs:

- Air filtration: Portable high-efficiency particulate air (HEPA) fan/filtration systems, portable ultraviolet germicidal irradiation (UVGI) systems, portable equipment for improved air circulation
  NOTE: Under the FEMA PA Program, equipment items that exceed $5K per unit are subject to ‘Fair Market Value' reimbursement reduction at the end of the COVID-19 Pandemic grant.
- Clinical Laboratory Improvement Amendments (CLIA) waiver application fees
- Temporary equipment for testing sites (such as tents)
- Contracting for testing support by a third party
- Staffing to administer tests and overtime pay; training for individuals to administer tests
  (Note: As this is a FEMA PA Program Category B Emergency Measure, for permanent staff only Overtime (extraordinary costs) is eligible)
- Signage and other communication materials; temporary modifications to entrances
- Personal protective equipment (PPE) and other administrative supplies to conduct testing (such as temperature scanning); and technology to register and track testing results

When funding does not apply:

- Costs that are unrelated to the COVID-19 pandemic
- Costs related to contact tracing and virtual operations
- Permanent staff roles not hired due to COVID-19, such as a school nurse. Funding can apply if their role is changed to a role related to testing (such as testing supervisor).
- Permanent air filtration installations (Note: American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER) Fund are set aside for ‘permanent air filtration installations')

How to apply:

To connect to this FEMA resource, you must apply for reimbursement before July 1, 2022. Contact Gary Urbas or Jonathan Holmes for questions and a walk-through of submitting invoices for reimbursement. Visit mil.wa.gov/public-assistance to learn more.

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