



Auditor
Charles E. Walder
Chief Fiscal Officer

June 29, 2020

To: County, Municipal, and Township Legislative Bodies and Fiscal Officers

Subject: Coronavirus Relief Fund Distribution (HB-481)

My Office has received Geauga County's HB-481 allocation for Coronavirus Relief funded from the federal CARES Act enacted on March 27, 2020, in the amount of \$2,022,475.68. Local government allocation is based on the Local Government Fund ratio and is being included with this communication. The distribution of this grant is being locally administered through my Office in conjunction with guidelines established by the Ohio Office of Budget and Management (OBM).

Pursuant to HB-481, if you wish to participate in this grant program and receive your distribution, we must receive a resolution from your legislative body. Sample resolutions are included with this communication. Additionally, you are also required to send your resolution to the Director of OBM (grants@obm.ohio.gov). To avoid any delay in obtaining your distribution, my Office strongly encourages you to use the samples provided. Once your resolution is provided to the County Auditor's Office, you will be sent your funds within 7 days.

You are required to deposit these funds into a newly created special revenue fund entitled "Local Coronavirus Relief Fund (LCRF)." Please be aware that you are restricted in how these funds may be used. If you have questions regarding expenditures, please contact your legal counsel or the OBM for guidance. In general, distributed funds shall be used to cover qualified unanticipated COVID-19 expenses per HB-481. These funds should not be used for previously budgeted expenditures or capital replacement items.

You will need to submit a request for Certification of Revenue with the Geauga County Budget Commission as well as a supplemental appropriation measure prior to encumbering money from this fund. Expenses from March 1, 2020, through December 31, 2020, are potentially eligible under this grant.

By October 15, 2020, you must surrender any unencumbered balance in your LCRF to the County Auditor's Office. My Office will deposit surrendered funds in the County Coronavirus Relief Distribution Fund (CCDF) for redistribution. Redistribution will occur on October 22nd to those local governments who encumbered all of their initial distribution.

By December 28, 2020, all unexpended money shall be directly deposited to the State Treasury by participants. Participant reporting of grant activity should be through the OBM web portal.

Please do not confuse this CARES Act relief with other possible CARES Act programs that you may have received directly from either Federal or State government. Each relief initiative may differ in requirements, reporting, and amount. We have also included some documentation which you may find useful in determining the value of this relief initiative to your organization.

Charles E. Walder
Gauga County Auditor

Courthouse Annex, 231 Main Street, Suite 1A, Chardon, OH 44024-1293

Direct Line: (440) 279-1600

FAX: Fiscal Office (440) 279-2184 * Real Estate/Appraisal (440) 286-4359

Web site: <http://www.auditor.co.geauga.oh.us>

Email: auditor@co.geauga.oh.us