



Aleutians East Borough

Work Session

August 26, 2020

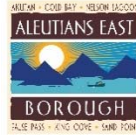
12:00 noon

Due to Covid-19, the Assembly Work Session will not have public locations. All Assembly Members will dial in from individual locations, for the purpose of social distancing and protecting the public health.

The work session material is on the Aleutians East Borough Website: www.aleutianseast.org

Prior to the meeting, Public Comments on discussion item can be e-mailed to ltanis@aeboro.org, Subject: *AEB Emergency Assistance*, to be read by staff during the work session.

- **AEB Emergency Assistance and Economic Stimulus Grant Program.**



Emergency Assistance & Economic Stimulus Grant Program

Applications accepted September 1, 2020

Program Description

Economic assistance to residents of the Aleutians East Borough (Borough) due to the impacts of COVID-19 is an authorized use of Coronavirus Aid, Relief, and Economic Security (CARES) Act funding under the Federal Treasury guidelines. The Borough has received \$3,723,853.74 in CARES Act Funds and has appropriated \$2,300,000 to the Emergency Assistance & Economic Stimulus Grant Program. In an effort to offset impacts to the Borough residents and economy due to COVID-19, the Borough is providing Emergency Assistance & Economic Stimulus Grant funds in an amount not to exceed \$750.00 to current Borough residents who are 18 years of age or older, as of March 1, 2020 who demonstrate need. This program is dependent on funding availability and will be in place until grant funding is depleted or the expiration of the program, whichever comes first.

The purpose of this program is to assist Borough residents financially and filter funds back into all six of the Borough communities. Please understand that this is a grant stimulus and while the amount of each check will be based off the amount of cost proven by each applicant, up to \$750.00 max per person, the program is not an actual reimbursement for all of the impact's individuals have had due to the COVID-19 pandemic.

The Economic Assistance & Economic Stimulus Grant Program requires that applicants document that they are residents of the Aleutians East Borough and have been impacted by COVID-19. The application requires proof of residency on or before March 1, 2020 and that the individual has been impacted by COVID-19. The applicant must submit records, such as receipts, bank ledgers and the like, for necessary household expenses expended between March 1, 2020 to November 15, 2020 to qualify. Only one application is allowed per resident.

Part 1 – Applicant Contact Information

Checks will be issued to the applicant. Please provide current information for the applicant, including full name; mailing address (must be an Aleutians East Borough Post Office box); physical Aleutians East Borough address (if available); email address and phone number.

Part 2 – COVID-19 Impacts

Check all boxes that apply to the applicant and provide a brief description in the comment section.

- **Layoff or Furlough** – Check this box if the applicant was laid off from a job or put on furlough due to impacts of COVID-19 related mandates or restrictions.
- **Lack of Unemployment Benefits** – Check this box if any household member is unable to collect unemployment or has run out of benefits due to unemployment caused by impacts of COVID-19 related mandates or restrictions.
- **Lack of Seasonal or Supplemental Employment** – Check this box if the applicant was unable to find a seasonal or usual supplemental job due to impacts of COVID-19 related mandates or restrictions.
- **Reduced Hours or Pay** – Check this box if the applicant has had his/her hours or pay reduced by his/her employer or as a small business due to impacts of COVID-19 related mandates or restrictions.
- **Job Offer Rescinded/Start Date Delayed** – Check this box if the applicant has had a job offer rescinded or a job start date delayed due to COVID-19 impacts.
- **Reduced Access to Services** – Check this box if the applicant has experienced reduced services such as medical services, senior citizen services, food security support, childcare to work outside the home.
- **Other** – Check this box if the applicant was impacted in any way not listed above. Please include the impact on the line provided. This will be subject to review, confirmation and approval by the Borough Attorney.

Part 3 – Use of Funding

Enter the dollar amount expended per category. The total amount of money that may be requested for reimbursement is \$750.00.

Necessary Living Expense are defined as expenses that are necessary to provide for an individual’s health and welfare and/or production of income. The qualifying categories include:

- **Housing** – This includes rental/lease or mortgage payments for the applicant’s primary residence. The applicant’s primary residence is defined as the primary location you live in for the majority of the year.
- **Utilities** – This includes gasoline, heating oil, electricity, water/wastewater, moorage fee, telephone, and internet.
- **Food Purchases or Household Needs** – This includes any purchase for food and other household necessities including personal protection equipment from a local retailer/vendor.

A summary of the necessary living expenses is outlined below:

Qualifying Necessary Living Expenses		
Rental/Lease Payment for Primary Residence	Mortgage Payment for Primary Residence	Gasoline
Heating Oil	Electricity	Water/Wastewater
Moorage Fee	Telephone	Internet

Food Purchases (local)	Household Necessities, including personal protection equipment (local)
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Proof of payment for necessary living expenses must be provided to receive reimbursement. Proof of payment can include itemized receipts, bank ledgers or other records showing the item purchased, amount and transaction date of charges.

Any qualified expense from March 1, 2020 to November 15, 2020 is eligible for this grant program.

Excluded expenses: The following expenses will not qualify for assistance coverage:

Tobacco Products	Alcohol	Marijuana Products
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Part 4 – Proof of Residency

Applicant must be a resident of the Borough on or before March 1, 2020 and must provide two (2) forms of proof of residency. Examples of proof of residency include:

- State of Alaska driver’s license or identification card with a Borough address
- Tribal identification card with a Borough address
- State of Alaska voter registration card with a Borough address
- Rental or lease agreement with tenant and landlord signatures
- Utility bill issued up to three months prior of application submission from local utility showing Borough resident address. Utilities may include heating oil, electricity, and water/sewer.
- Mortgage document
- Vehicle registration with Borough address
- Documents, such as a pay stub or letter, from your employer showing employment within the Borough between March 1, 2020 to November 15, 2020.

Part 5 – Acknowledgement

By signing this application, I certify under penalty of perjury and false swearing that my answers are correct and complete to the best of my knowledge.

I also certify that:

- The Aleutians East Borough is my primary place of residency;
- I confirm that I am 18 years of age or older as of March 1, 2020.
- I have not received CARES Act assistance from another state, local or tribal government for the expenses requested above;
- I understand that it is the sole responsibility of the applicant to determine or seek independent advice as to the tax implications of receiving CARES grant funds;
- I understand that receiving this grant may affect my eligibility to receive other COVID-19 related financial assistance;

- I have read and understand the questions and statements on this application;
- I understand that I may be required to assist in the verification of information provided in this application and to provide additional information to the Borough, if requested.
- In the event that the funds are not used for the purposes specified above, or any information is found to be fraudulent, the applicant is responsible for the full repayment of funds.
- I certify that the information provided in this application is true and accurate and understand the penalties for giving false information;
- I understand that knowingly making a false statement to obtain this grant is punishable under the law, including under 18 USC 1001 and 3571 by imprisonment of not more than five years and/or a fine of up to \$250,000 or under 15 USC 645 by imprisonment of not more than two years and/or a fine of not more than \$5,000 and State Law penalties;
- I understand that the Borough retains the right to deny any application in the best interest of the Borough; and
- I understand that an electronic signature has the same legal effect and can be enforced in the same way as a written signature.

Application Submission and Deadlines

Applications will be accepted between September 1, 2020 through November 15, 2020. The application deadline is 5:00 p.m. on November 15, 2020.

Applications can be submitted as follows:

- **Mail:** 3380 C Street, Suite 205 Anchorage, AK 99503
- **Email:** covid19@aeboro.org
- **Fax:** (907) 276-7569

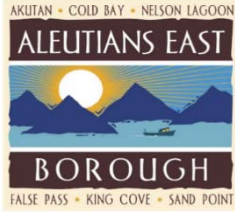
Please contact Mary Tesche, Assistant Borough Administrator, with any questions regarding the application process at (907) 274-7559 or covid19@aeboro.org.

Appeal Process

To make an appeal, please provide the [redacted] with a letter stating the reason for the appeal and include any necessary documentation to back the appeal. The [redacted] will respond within 5 business days with a decision or to set up a meeting if more information is required. The decision of the [redacted] is final. Letters can be submitted by mail at address; email at [redacted] or fax at [redacted].

EMERGENCY ASSISTANCE & ECONOMIC STIMULUS APPLICATION

PART 1 - APPLICANT CONTACT INFORMATION

Date Submitted		 <p>Applications may be submitted between September 1, 2020 to November 15, 2020 to covid19@aeboro.org; 3380 C Street, Suite 205 Anchorage, AK 99503 or via fax at (907) 276-7569.</p>
Full Name		
Mailing Address		
Physical Address		
Email Address		
Phone Number		

PART 2 - COVID-19 Impacts

How have you been impacted by COVID-19? Please check the box and provide a description.

- Layoff or Furlough
- Lack of Unemployment Benefits
- Lack of Seasonal or Supplemental Employment
- Reduced Hours or Pay
- Job Offer Rescinded/Start Date Delayed
- Reduced Access to Services
- Business Interruption if Self-Employed
- Other

Comment:

PART 3 - Use of Funding*

Enter the dollar amount expended per category.

Housing (rent/lease, mortgage) \$ _____

Utilities (gasoline, heating oil, electricity, water/wastewater, moorage fee, telephone, internet) \$ _____

Food Purchases and Household Needs (local) \$ _____

TOTAL \$ _____ **Reimbursement t will not exceed \$750.00.**

***Please attach copies of all itemized receipts, bank ledgers or other record showing the item purchased, amount and transaction date of charges.**

PART 4 - Proof of Residency

Provide 2 forms of Proof

- State of Alaska Drivers License or Identification Card with Borough Address
- Tribal Identification Card with Borough Address
- State of Alaska Voter Registration Card with Borough Address
- Rental or Lease Agreement with Tenant and Landlord Signatures
- Utility Bill Issued Up to Three Months Prior of Allocation from Local Utility Showing Borough Address
- Mortgage Document
- Vehicle Registration with Borough Address
- Documents, such as a pay stub or letter, from your employer showing employment within the Borough between March 1, 2020 to November 15, 2020

*Please attach copies of the items marked above.

PART 5 - Acknowledgement

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 - I understand that receiving this grant may affect my eligibility to receive other COVID-19 related financial assistance;
 - I have read and understand the questions and statements on this application;
 - I understand that I may be required to assist in the verification of information provided in this application and to provide additional information to the Borough, if requested.
- In the event that the funds are not used for the purposes specified above, or any information is found to be fraudulent, the applicant is responsible for the full repayment of funds.
- I certify that the information provided in this application is true and accurate and understand the penalties for giving false information;
 - I understand that knowingly making a false statement to obtain this grant is punishable under the law, including under 18 USC 1001 and 3571 by imprisonment of not more than five years and/or a fine of up to \$250,000 or under 15 USC 645 by imprisonment of not more than two years and/or a fine of not more than \$5,000 and State Law penalties;
 - I understand that the Borough retains the right to deny any application in the best interest of the Borough; and

Printed Name

Signature