

MEMA COVID – 19 COST TRACKING GUIDANCE

GOVERNOR'S STATE OF EMERGENCY

<https://www.mass.gov/news/governor-baker-declares-state-of-emergency-to-support-commonwealths-response-to-coronavirus>

POTENTIAL FEMA COVID-19 SUPPORT

INFECTIOUS DISEASE EVENT

The Health and Human Services (HHS) Centers for Disease Control and Prevention (CDC) has primary authority to enable support and assistance to States, Territorial, or Tribal Governments in response to an infectious disease event. The Federal Emergency Management Agency (FEMA) may provide assistance for the emergency management, rescue, evacuation, and movement of persons; movement of supplies; and care, shelter, and other essential needs of affected human populations. Any assistance provided by FEMA in response to an infectious disease event is done in coordination with the CDC.

FEMA PUBLIC ASSISTANCE PROGRAM

Under extraordinary circumstances, the Governor may request Public Assistance (PA) funding under an Emergency Declaration. FEMA may provide Public Assistance reimbursement in the form of Category B- Emergency Protective Measures, generally on a 75% federal, 25% non-federal cost sharing basis. FEMA is currently working to provide guidance to states regarding Emergency Declaration requests for COVID-19. Once guidance is received, MEMA will evaluate and determine how to proceed. To be prepared, it is important to track your expenses now so that you may quickly report them in the event they are needed for a declaration request and eventual reimbursement. The following is guidance on who is eligible and what costs to capture:

Eligible Public Assistance Applicants:

- Municipalities, cities, towns, boroughs
- State Agencies
- Quasi-Agencies
- Certain private non-profit entities
- School districts
- Special districts established under State law
- State-recognized Tribes

Private Non-Profit Organizations (PNPs):

Only certain PNPs are eligible Applicants. To be an eligible PNP Applicant, the PNP must show that it has:

- A current ruling letter from the U.S. Internal Revenue Service granting tax exemption under
- sections 501(c), (d), or (e) of the Internal Revenue Code of 1954; or
- A facility that provides a critical service, which is defined as education, utility, emergency, or medical or a facility that provides a non-critical, but essential social service AND provides those services to the general public.
- Facility access is not prohibited with gates or other security systems; and
- Certain types of facilities, such as senior centers and essential social services to the general public.

Eligible COVID – 19 response costs:

The following is a list of activities and costs that are eligible. These actions save lives or protect public health or safety and should be tracked.

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- Transporting and pre-positioning equipment and other resources for response
- Emergency Responders
- Emergency Operation Center (EOC)-related costs
- Emergency access
- Supplies and commodities
- Medical care and transport
- Eligible medical care includes, but is not limited to:
 - Triage and medically necessary tests and diagnosis
 - Treatment, stabilization, and monitoring
 - First-aid assessment and provision of first aid
 - A one-time 30-day supply of prescriptions for acute conditions or to replace maintenance prescriptions
 - Vaccinations for survivors and emergency workers to prevent outbreaks of infectious and communicable diseases
 - Durable medical equipment
 - Consumable medical supplies
 - Temporary facilities, such as tents or portable buildings for treatment of survivors
 - Leased or purchased equipment for use in temporary medical care facilities
 - Security for temporary medical care facilities
 - Use of ambulances for distributing immunizations and setting up mobile medical units
- Evacuation and sheltering, including that provided by another State or Tribal government
- Child care (licensed child care services to support sheltered populations)
- Safety inspections
- Animal carcass removal
- Demolition of structures
- Search and rescue to locate survivors, household pets, and service animals requiring assistance
- Security, such as barricades, fencing, or law enforcement
- Use or lease of temporary generators for facilities that provide essential community services
- Dissemination of information to the public to provide warnings and guidance about health and safety hazards using various strategies, such as flyers, public service announcements, or newspaper campaigns
- Searching to locate and recover human remains
- Storage and interment of unidentified human remains
- Mass mortuary services

Eligible Cost Categories:

- Force Account Labor (Permanent, Part-time, Seasonal, Re-assigned, Backfill Employees)
 - Overtime costs only
- Force Account Equipment and Leased Equipment
 - Overtime and regular costs
- Material (Purchased supplies and/or taken from stock)
 - Actual costs
- Contract Services
 - Actual costs
- Mutual Aid
 - Mutual aid agreement must reference compensation