



LUZERNE COUNTY
COUNTY MANAGER
C. DAVID PEDRI, ESQUIRE

COUNTY of LUZERNE
P E N N S Y L V A N I A
E S T A B L I S H E D 1 7 8 6

LUZERNE COUNTY COVID-19 COUNTY RELIEF BLOCK PROGRAM

Municipal Application

Luzerne County was granted approximately \$28 Million from State and Federal funds to invest in COVID-19 related projects in Luzerne County. An allocation of \$5 Million has been set aside for Luzerne County municipalities for COVID related expenses. Funds must be used specifically “to prepare for, to plan for, and to respond to the coronavirus”. Grant monies have been allocated to Luzerne County municipalities on a per capita basis.

These funds are to be used to defray the cost of unanticipated COVID expenses including but not limited to the purchase of PPE, implementation of disinfection strategies, and socially distanced safety signs, etc.. Your municipality may have other expenses that are eligible as well.

Maximum grants cannot exceed the allocation for your municipality and receipts or invoices for eligible expenses must be provided with the application before the County will release funds to the municipality. Any eligible cost incurred after March 1, 2020 may be considered for reimbursement. All funds must be expended no later than December 30, 2020. Funds granted through this program cannot go to cover general operating costs and cannot be utilized for lost municipal revenues such as decreased fees or late tax payments. In addition, if your municipality has received reimbursement from other sources such as the Pennsylvania Emergency Management Agency or the Pennsylvania Commission on Crime & Delinquency, these invoices cannot be submitted for consideration. All grant requests will be considered that have a direct relation to the pandemic. All expenses must be specifically used “to prepare for, to plan for, and to respond to the coronavirus” per State and Federal guidelines. Any questions or concerns should be e-mailed to municipalcaresfunding@luzernecounty.org.

Applications will be accepted until **September 4, 2020** however it is recommended that you submit your application prior to that date. Please be sure to include the additional information requested in the application.

Completed applications should be returned to the Luzerne County Manager’s Office located at 200 North River Street, Wilkes-Barre, PA 18711 or emailed to municipalcaresfunding@luzernecounty.org.

LUZERNE COUNTY MUNICIPALITY:

ADDRESS:

TELEPHONE NUMBER:

CONTACT PERSON:

BRIEFLY DESCRIBE THE PROPOSED REQUEST:

AMOUNT OF REQUEST (not to exceed allocation):

SUMMARY OF RECEIPTS AND/OR INVOICES ATTACHED TO THIS APPLICATION:
(Include name of vendor, date, invoice number & amount)

SIGNATURE: _____ DATE: _____

TYPED NAME AND TITLE OF ABOVE: _____

CERTIFICATION

COVID-19 COUNTY RELIEF BLOCK GRANT REQUEST FOR PAYMENT

I, _____, _____ (Title),
of _____ (“Municipality”), hereby certifies that:

1. A resolution, motion, or order has been duly adopted, passed, or enacted as an official act of the Municipality, authorizing and directing the undersigned to execute and deliver this certification and request for payment on behalf of the Municipality for approved costs and expenditures.
2. The funds requested will or have been used for eligible costs, in accordance with the Community and Economic Development COVID-19 County Relief Block Grant entered into between the Commonwealth of Pennsylvania and Luzerne County (the “County”), and evidence and receipts of use of such funds for eligible costs are attached hereto and made a part hereof.
3. The Municipality has followed all appropriate purchasing and/or bidding requirements in connection with its expenditures subject to this reimbursement request.
4. The Municipality has not received any reimbursement for the expenditures at issue from any other agency. If the Municipality does receive such reimbursement, it will return the appropriate funds to the County. Specifically, it is understood and agreed that the Municipality under no circumstances will receive two (2) reimbursements for the same expenditures.
5. The Municipality agrees to hold harmless and indemnify the County for any payments made by the County to the Municipality that are subsequently determined to be ineligible for reimbursement under the provisions of the COVID-19 County Relief Block Grant. In said event, the Municipality agrees to repay the County for any funds paid by the County that the County cannot recoup under the COVID-19 County Relief Block Grant.

Date

Name and Title