



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

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May 6, 2020

To: BOCES District Superintendents  
School District Superintendents  
School District Business Officers  
Charter School Leaders

From: Phyllis D. Morris, Chief Financial Officer

RE: Claiming Eligible COVID -19 Costs to Federal Emergency Management Agency (FEMA) Funding

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### Public Assistance

Public Assistance is a reimbursement program that provides financial assistance to eligible applicants for some costs incurred for response and recovery activities as a result of a declared emergency. FEMA will provide financial assistance for eligible expenses that are a direct result of the declared disaster (COVID-19). The disaster is set at 75% Federal cost share, which means Applicants will have a local cost share of 25%. Federated resources may be used to offset the local cost share.

FEMA is the payer of last resort. All other available sources of funding need to be exhausted or not available, and FEMA will not reimburse what can be covered with other federal or state funding streams. If insurance is available, the insurance claim needs to be filed first.

Claims and payments are subject to audit.

## Application Deadlines

Applicants should make every effort to complete and return their Request for Public Assistance (RPA) as quickly as possible. FEMA has not established a deadline to submit the RPA for the COVID -19 federal disaster declaration for New York State, 480. However, FEMA will establish a deadline at some

Ineligible Costs

FEMA has determined th

Thank you for all of the support you are providing to your students as we work together to respond to the unique challenges brought about by this unprecedented situation. If you have questions or need additional information, please contact Ed Lenart ([Edward.Lenart@nysed.gov](mailto:Edward.Lenart@nysed.gov)).

cc: Shannon Tahoe  
John D Agati  
Kim Wilkins  
Kathleen DeCataldo  
Andrew Kippel  
Ed Lenart