

**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and the Arkansas City Presbyterian Manor, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

**Therefore, the parties understand and agree as follows:**

1. CARES Act. The County and Awarded understand and agree that pursuant to the CARES Act, as codified in 42 U.S.C. § 801, CRF funds may only be used for costs that:

- a) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- b) were not accounted for in the budget most recently approved as of March 27, 2020; and

- c) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020 (the "Covered Period").

2. The Application. Awardee's application and request for CRF Funds, as approved by the County, is attached hereto ("the Application") and incorporated herein. The parties agree that the expenditures described in the Application are necessary due to the public health emergency with respect to COVID-19 and were not expenditures that were included in Awardee's original budget as of March 27, 2020. Awardee agrees that it will use the CRF funds provided under this Agreement in a manner that is substantially consistent with the Application. Awardee further agrees that all such expenditures will comply with all applicable provisions of the CARES Act and any and all reasonable and lawful guidance issued by the United States Department of the Treasury as it relates to use of the CRF funds.

3. Payment. The County will promptly transmit to Awardee the amount of \$21,948.91 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

6. Expenditures. Awardee shall comply with all of its applicable procurement rules and shall exercise all due care in administering CRF Funds, keeping in mind the nature of the public health emergency and federal restrictions on the use of CRF Funds.

a) Purchases. Awardee shall maintain copies of invoices, purchase orders, receipts and other documentation sufficient to demonstrate the items purchased, their purchase price, date of order and delivery, and the use of the item(s) purchased.

b) Payroll. Awardee shall maintain records that are sufficient to support salary expenditures for any and all individual employees charged to CRF Funds, if any, including documentation indicating demonstrating the duties being performed by that employee for the relevant time period and their relationship to the public health emergency. In accordance with the Application and federal guidance, Awardee shall ensure that no more than 100% of an employee's time is charged to reimbursed programs. Awardee acknowledges that payroll expenditures should be limited to those employees whose

services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

c) Administrative Costs. CRF Funds will not be used for any administrative or overhead costs and will instead be used entirely for direct COVID-19 related costs, except (1) costs specifically related to the administration of CRF funding by subrecipient, and (2) costs for additional personnel or outside contractors hired or contracted for the specific purposes of administering a program utilizing CRF Funds. CRF Funds may not be used for payroll costs for employees whose positions were budgeted as of March 27, 2020.

d) Travel. Costs incurred for travel shall be considered reasonable, allowable, and allocable only to the extent they do not exceed on a daily basis the maximum per diem, lodging, and mileage rates in effect on the day of travel as set forth in travel regulations of the State of Kansas.

7. Record Retention. Awardee shall create, maintain, and preserve sufficient records of its expenditures to demonstrate compliance with the requirements of the CARES Act, and Awardee shall provide such records to the County promptly upon written request by the County. Such records shall be maintained not less than five (5) years after the termination of this agreement.

8. Reporting. Awardee will submit to the County sufficient information regarding its use of the CRF Funds that the County may meet its reporting obligations, including the reporting expectations of the United States Department of the Treasury as set forth in Memoranda OIG-CA-20-021 and OIG-CA-20-025. Awardee's reports will be in the form reasonably requested by the County and shall provide such further information as may be reasonably requested by the County. Awardee shall provide a final report, including an accounting for all expenditures of CRF Funds, on or before the date of expiration of this Agreement.

9. Unspent Funds. Under current law, CRF Funds for which no expenditure is incurred during the Covered Period must be returned to the United States Department of the Treasury. CRF Funds for which no qualified expenditure has been or is planned to be incurred by October 15, 2020, or for which delivery or performance cannot occur before December 30, 2020, shall be returned to the County on or before November 1, 2020.

10. Transparency. All Awardee reports regarding implementation of the Application and use of the CRF Funds under this Agreement will be made publicly available by the County.

11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

12. Audit. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury is authorized to determine whether CRF payments have been used for eligible purposes. CRF Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed to the federal government, and for which the County may be liable to the State of Kansas. Authorized representatives of the County, the State of Kansas, and the Inspector General of the United States Department of the Treasury shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by Awardee pertaining to the administration of this Agreement and the receipt and expenditure of CRF Funds as may be necessary to make audits, examinations, excerpts, and transcripts for a period of five (5) years after the termination of this Agreement. Awardee agrees to be responsible for any debt incurred to the State of Kansas due to ineligible expenditures of CRF Funds.

13. Term. This Agreement shall be in effect through October 15, 2021, but Awardee's obligations set forth in paragraphs 7 (Record Retention) and 12 (Audit) shall continue beyond the termination or expiration of this Agreement.

14. Notice. All notices, demands, requests or other communications which may be required or desired to be given by either party shall be in writing and shall be made by personal delivery or by United States mail, postage prepaid. Notice shall be presumed to have been received within three days of mailing. Notices to Awardee shall be provided to the name and address listed below. Notices to County shall be provided to:

**Lucas Goff  
Cowley Administrator  
Cowley County  
311 East 9<sup>th</sup> Ave  
Winfield, KS 67156**

15. Modification. Any amendment to this Agreement will not be effective without the express written agreement of all parties, except that in the event of changes in any applicable Federal statutes, regulations, or guidance regarding the use of CRF funds, this Agreement shall be deemed to be amended when the statutory requirements for use of CRF funds are changed or when required to comply with any law or guidance so amended. Such deemed amendments shall be effective as of the effective date of the statutory or regulatory change or the date the guidance is issued.

16. Representative's Authority to Contract. By signing this contract, the representative of Awardee represents that such person is duly authorized by Awardee to execute this contract on behalf of Awardee and that Awardee agrees to be bound by the provisions thereof.

17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Jurisdiction and venue for any suit arising out of or related to this Agreement shall be in Kansas district court located in the County.

18. Counterparts. The MOA may be executed in one or more counterparts, each of which shall constitute an original of the MOA, and that facsimile and/or pdf scanned copies of signatures shall be as effective and binding as original signatures.

19. Certification. By signing below, Awardee's representative certifies that he or she has ready the Awardee's Application, that the information and statements provided in the Application are true and correct to the best of my knowledge, that the expenses and costs identified in the Application are eligible for CRF funds, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document or the Application could subject me to liability under the Kansas False Claims Act and Federal False Claims Act as well as criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and state law.

**COWLEY COUNTY**

**AWARDEE (Ark City Presbyterian Manor)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee's Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**No discrepancies found by the auditor.**

## Submitted

[illegible]

Approved

[illegible]



**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and the Arkansas City Public Library, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

**Therefore, the parties understand and agree as follows:**

1. CARES Act. The County and Awarded understand and agree that pursuant to the CARES Act, as codified in 42 U.S.C. § 801, CRF funds may only be used for costs that:

- a) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- b) were not accounted for in the budget most recently approved as of March 27, 2020; and

- c) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020 (the "Covered Period").

2. The Application. Awardee's application and request for CRF Funds, as approved by the County, is attached hereto ("the Application") and incorporated herein. The parties agree that the expenditures described in the Application are necessary due to the public health emergency with respect to COVID-19 and were not expenditures that were included in Awardee's original budget as of March 27, 2020. Awardee agrees that it will use the CRF funds provided under this Agreement in a manner that is substantially consistent with the Application. Awardee further agrees that all such expenditures will comply with all applicable provisions of the CARES Act and any and all reasonable and lawful guidance issued by the United States Department of the Treasury as it relates to use of the CRF funds.

3. Payment. The County will promptly transmit to Awardee the amount of \$4,756.03 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

6. Expenditures. Awardee shall comply with all of its applicable procurement rules and shall exercise all due care in administering CRF Funds, keeping in mind the nature of the public health emergency and federal restrictions on the use of CRF Funds.

a) Purchases. Awardee shall maintain copies of invoices, purchase orders, receipts and other documentation sufficient to demonstrate the items purchased, their purchase price, date of order and delivery, and the use of the item(s) purchased.

b) Payroll. Awardee shall maintain records that are sufficient to support salary expenditures for any and all individual employees charged to CRF Funds, if any, including documentation indicating demonstrating the duties being performed by that employee for the relevant time period and their relationship to the public health emergency. In accordance with the Application and federal guidance, Awardee shall ensure that no more than 100% of an employee's time is charged to reimbursed programs. Awardee acknowledges that payroll expenditures should be limited to those employees whose

services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

c) Administrative Costs. CRF Funds will not be used for any administrative or overhead costs and will instead be used entirely for direct COVID-19 related costs, except (1) costs specifically related to the administration of CRF funding by subrecipient, and (2) costs for additional personnel or outside contractors hired or contracted for the specific purposes of administering a program utilizing CRF Funds. CRF Funds may not be used for payroll costs for employees whose positions were budgeted as of March 27, 2020.

d) Travel. Costs incurred for travel shall be considered reasonable, allowable, and allocable only to the extent they do not exceed on a daily basis the maximum per diem, lodging, and mileage rates in effect on the day of travel as set forth in travel regulations of the State of Kansas.

7. Record Retention. Awardee shall create, maintain, and preserve sufficient records of its expenditures to demonstrate compliance with the requirements of the CARES Act, and Awardee shall provide such records to the County promptly upon written request by the County. Such records shall be maintained not less than five (5) years after the termination of this agreement.

8. Reporting. Awardee will submit to the County sufficient information regarding its use of the CRF Funds that the County may meet its reporting obligations, including the reporting expectations of the United States Department of the Treasury as set forth in Memoranda OIG-CA-20-021 and OIG-CA-20-025. Awardee's reports will be in the form reasonably requested by the County and shall provide such further information as may be reasonably requested by the County. Awardee shall provide a final report, including an accounting for all expenditures of CRF Funds, on or before the date of expiration of this Agreement.

9. Unspent Funds. Under current law, CRF Funds for which no expenditure is incurred during the Covered Period must be returned to the United States Department of the Treasury. CRF Funds for which no qualified expenditure has been or is planned to be incurred by October 15, 2020, or for which delivery or performance cannot occur before December 30, 2020, shall be returned to the County on or before November 1, 2020.

10. Transparency. All Awardee reports regarding implementation of the Application and use of the CRF Funds under this Agreement will be made publicly available by the County.

11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

12. Audit. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury is authorized to determine whether CRF payments have been used for eligible purposes. CRF Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed to the federal government, and for which the County may be liable to the State of Kansas. Authorized representatives of the County, the State of Kansas, and the Inspector General of the United States Department of the Treasury shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by Awardee pertaining to the administration of this Agreement and the receipt and expenditure of CRF Funds as may be necessary to make audits, examinations, excerpts, and transcripts for a period of five (5) years after the termination of this Agreement. Awardee agrees to be responsible for any debt incurred to the State of Kansas due to ineligible expenditures of CRF Funds.

13. Term. This Agreement shall be in effect through October 15, 2021, but Awardee's obligations set forth in paragraphs 7 (Record Retention) and 12 (Audit) shall continue beyond the termination or expiration of this Agreement.

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**Lucas Goff  
Cowley Administrator  
Cowley County  
311 East 9<sup>th</sup> Ave  
Winfield, KS 67156**

15. Modification. Any amendment to this Agreement will not be effective without the express written agreement of all parties, except that in the event of changes in any applicable Federal statutes, regulations, or guidance regarding the use of CRF funds, this Agreement shall be deemed to be amended when the statutory requirements for use of CRF funds are changed or when required to comply with any law or guidance so amended. Such deemed amendments shall be effective as of the effective date of the statutory or regulatory change or the date the guidance is issued.

16. Representative's Authority to Contract. By signing this contract, the representative of Awardee represents that such person is duly authorized by Awardee to execute this contract on behalf of Awardee and that Awardee agrees to be bound by the provisions thereof.

17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Jurisdiction and venue for any suit arising out of or related to this Agreement shall be in Kansas district court located in the County.

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19. Certification. By signing below, Awardee's representative certifies that he or she has ready the Awardee's Application, that the information and statements provided in the Application are true and correct to the best of my knowledge, that the expenses and costs identified in the Application are eligible for CRF funds, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document or the Application could subject me to liability under the Kansas False Claims Act and Federal False Claims Act as well as criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and state law.

**COWLEY COUNTY**

**AWARDEE (Arkansas City Public Library)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee's Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**No discrepancies found by the Auditor.**

## Submitted

[illegible]

Approved

[illegible]



**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and Cowley County Fire District #4, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

**Therefore, the parties understand and agree as follows:**

1. CARES Act. The County and Awarded understand and agree that pursuant to the CARES Act, as codified in 42 U.S.C. § 801, CRF funds may only be used for costs that:

- a) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- b) were not accounted for in the budget most recently approved as of March 27, 2020; and

- c) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020 (the "Covered Period").

2. The Application. Awardee's application and request for CRF Funds, as approved by the County, is attached hereto ("the Application") and incorporated herein. The parties agree that the expenditures described in the Application are necessary due to the public health emergency with respect to COVID-19 and were not expenditures that were included in Awardee's original budget as of March 27, 2020. Awardee agrees that it will use the CRF funds provided under this Agreement in a manner that is substantially consistent with the Application. Awardee further agrees that all such expenditures will comply with all applicable provisions of the CARES Act and any and all reasonable and lawful guidance issued by the United States Department of the Treasury as it relates to use of the CRF funds.

3. Payment. The County will promptly transmit to Awardee the amount of \$713.38 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

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a) Purchases. Awardee shall maintain copies of invoices, purchase orders, receipts and other documentation sufficient to demonstrate the items purchased, their purchase price, date of order and delivery, and the use of the item(s) purchased.

b) Payroll. Awardee shall maintain records that are sufficient to support salary expenditures for any and all individual employees charged to CRF Funds, if any, including documentation indicating demonstrating the duties being performed by that employee for the relevant time period and their relationship to the public health emergency. In accordance with the Application and federal guidance, Awardee shall ensure that no more than 100% of an employee's time is charged to reimbursed programs. Awardee acknowledges that payroll expenditures should be limited to those employees whose

services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

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7. Record Retention. Awardee shall create, maintain, and preserve sufficient records of its expenditures to demonstrate compliance with the requirements of the CARES Act, and Awardee shall provide such records to the County promptly upon written request by the County. Such records shall be maintained not less than five (5) years after the termination of this agreement.

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9. Unspent Funds. Under current law, CRF Funds for which no expenditure is incurred during the Covered Period must be returned to the United States Department of the Treasury. CRF Funds for which no qualified expenditure has been or is planned to be incurred by October 15, 2020, or for which delivery or performance cannot occur before December 30, 2020, shall be returned to the County on or before November 1, 2020.

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11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

12. Audit. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury is authorized to determine whether CRF payments have been used for eligible purposes. CRF Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed to the federal government, and for which the County may be liable to the State of Kansas. Authorized representatives of the County, the State of Kansas, and the Inspector General of the United States Department of the Treasury shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by Awardee pertaining to the administration of this Agreement and the receipt and expenditure of CRF Funds as may be necessary to make audits, examinations, excerpts, and transcripts for a period of five (5) years after the termination of this Agreement. Awardee agrees to be responsible for any debt incurred to the State of Kansas due to ineligible expenditures of CRF Funds.

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17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Jurisdiction and venue for any suit arising out of or related to this Agreement shall be in Kansas district court located in the County.

18. Counterparts. The MOA may be executed in one or more counterparts, each of which shall constitute an original of the MOA, and that facsimile and/or pdf scanned copies of signatures shall be as effective and binding as original signatures.

19. Certification. By signing below, Awardee's representative certifies that he or she has ready the Awardee's Application, that the information and statements provided in the Application are true and correct to the best of my knowledge, that the expenses and costs identified in the Application are eligible for CRF funds, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document or the Application could subject me to liability under the Kansas False Claims Act and Federal False Claims Act as well as criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and state law.

**COWLEY COUNTY**

**AWARDEE (Cowley County Fire District #4)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee's Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**No discrepancies found by the auditor.**

## Submitted

[illegible]

Approved

[illegible]



**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and the City-Cowley County Health Department, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

**Therefore, the parties understand and agree as follows:**

1. CARES Act. The County and Awarded understand and agree that pursuant to the CARES Act, as codified in 42 U.S.C. § 801, CRF funds may only be used for costs that:

- a) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- b) were not accounted for in the budget most recently approved as of March 27, 2020; and

- c) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020 (the "Covered Period").

2. The Application. Awardee's application and request for CRF Funds, as approved by the County, is attached hereto ("the Application") and incorporated herein. The parties agree that the expenditures described in the Application are necessary due to the public health emergency with respect to COVID-19 and were not expenditures that were included in Awardee's original budget as of March 27, 2020. Awardee agrees that it will use the CRF funds provided under this Agreement in a manner that is substantially consistent with the Application. Awardee further agrees that all such expenditures will comply with all applicable provisions of the CARES Act and any and all reasonable and lawful guidance issued by the United States Department of the Treasury as it relates to use of the CRF funds.

3. Payment. The County will promptly transmit to Awardee the amount of \$4,756.03 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

6. Expenditures. Awardee shall comply with all of its applicable procurement rules and shall exercise all due care in administering CRF Funds, keeping in mind the nature of the public health emergency and federal restrictions on the use of CRF Funds.

a) Purchases. Awardee shall maintain copies of invoices, purchase orders, receipts and other documentation sufficient to demonstrate the items purchased, their purchase price, date of order and delivery, and the use of the item(s) purchased.

b) Payroll. Awardee shall maintain records that are sufficient to support salary expenditures for any and all individual employees charged to CRF Funds, if any, including documentation indicating demonstrating the duties being performed by that employee for the relevant time period and their relationship to the public health emergency. In accordance with the Application and federal guidance, Awardee shall ensure that no more than 100% of an employee's time is charged to reimbursed programs. Awardee acknowledges that payroll expenditures should be limited to those employees whose

services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

c) Administrative Costs. CRF Funds will not be used for any administrative or overhead costs and will instead be used entirely for direct COVID-19 related costs, except (1) costs specifically related to the administration of CRF funding by subrecipient, and (2) costs for additional personnel or outside contractors hired or contracted for the specific purposes of administering a program utilizing CRF Funds. CRF Funds may not be used for payroll costs for employees whose positions were budgeted as of March 27, 2020.

d) Travel. Costs incurred for travel shall be considered reasonable, allowable, and allocable only to the extent they do not exceed on a daily basis the maximum per diem, lodging, and mileage rates in effect on the day of travel as set forth in travel regulations of the State of Kansas.

7. Record Retention. Awardee shall create, maintain, and preserve sufficient records of its expenditures to demonstrate compliance with the requirements of the CARES Act, and Awardee shall provide such records to the County promptly upon written request by the County. Such records shall be maintained not less than five (5) years after the termination of this agreement.

8. Reporting. Awardee will submit to the County sufficient information regarding its use of the CRF Funds that the County may meet its reporting obligations, including the reporting expectations of the United States Department of the Treasury as set forth in Memoranda OIG-CA-20-021 and OIG-CA-20-025. Awardee's reports will be in the form reasonably requested by the County and shall provide such further information as may be reasonably requested by the County. Awardee shall provide a final report, including an accounting for all expenditures of CRF Funds, on or before the date of expiration of this Agreement.

9. Unspent Funds. Under current law, CRF Funds for which no expenditure is incurred during the Covered Period must be returned to the United States Department of the Treasury. CRF Funds for which no qualified expenditure has been or is planned to be incurred by October 15, 2020, or for which delivery or performance cannot occur before December 30, 2020, shall be returned to the County on or before November 1, 2020.

10. Transparency. All Awardee reports regarding implementation of the Application and use of the CRF Funds under this Agreement will be made publicly available by the County.

11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

12. Audit. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury is authorized to determine whether CRF payments have been used for eligible purposes. CRF Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed to the federal government, and for which the County may be liable to the State of Kansas. Authorized representatives of the County, the State of Kansas, and the Inspector General of the United States Department of the Treasury shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by Awardee pertaining to the administration of this Agreement and the receipt and expenditure of CRF Funds as may be necessary to make audits, examinations, excerpts, and transcripts for a period of five (5) years after the termination of this Agreement. Awardee agrees to be responsible for any debt incurred to the State of Kansas due to ineligible expenditures of CRF Funds.

13. Term. This Agreement shall be in effect through October 15, 2021, but Awardee's obligations set forth in paragraphs 7 (Record Retention) and 12 (Audit) shall continue beyond the termination or expiration of this Agreement.

14. Notice. All notices, demands, requests or other communications which may be required or desired to be given by either party shall be in writing and shall be made by personal delivery or by United States mail, postage prepaid. Notice shall be presumed to have been received within three days of mailing. Notices to Awardee shall be provided to the name and address listed below. Notices to County shall be provided to:

**Lucas Goff  
Cowley Administrator  
Cowley County  
311 East 9<sup>th</sup> Ave  
Winfield, KS 67156**

15. Modification. Any amendment to this Agreement will not be effective without the express written agreement of all parties, except that in the event of changes in any applicable Federal statutes, regulations, or guidance regarding the use of CRF funds, this Agreement shall be deemed to be amended when the statutory requirements for use of CRF funds are changed or when required to comply with any law or guidance so amended. Such deemed amendments shall be effective as of the effective date of the statutory or regulatory change or the date the guidance is issued.

16. Representative's Authority to Contract. By signing this contract, the representative of Awardee represents that such person is duly authorized by Awardee to execute this contract on behalf of Awardee and that Awardee agrees to be bound by the provisions thereof.

17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Jurisdiction and venue for any suit arising out of or related to this Agreement shall be in Kansas district court located in the County.

18. Counterparts. The MOA may be executed in one or more counterparts, each of which shall constitute an original of the MOA, and that facsimile and/or pdf scanned copies of signatures shall be as effective and binding as original signatures.

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**COWLEY COUNTY**

**AWARDEE (City-Cowley Co. Health Dept.)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee's Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**Copy of review and discrepancy changes from Auditor.**

CCHD	Transaction Dated Prior to 3/1/20	(49.95)	
	Transaction Dated Prior to 3/1/20	(30.22)	
	Transaction Dated Prior to 3/1/20	<u>(354.60)</u>	
			(434.77)

## Submitted

Reimbursement	2/18/2020	\$ 49.95	Credit Card	amazon	21657	TCM-VISA		Goods	Covid-19	Clinic Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Respirator Mask
Reimbursement	2/24/2020	\$ 30.22	Credit Card	amazon	21657	TCM-VISA		Goods	Covid-19	Clinic Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Gloves
Reimbursement	2/24/2020	\$ 354.60	Credit Card	amazon	21657	TCM-VISA		Goods	Covid-19	Clinic Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Face Mask
Reimbursement	3/5/2020	\$ 100.83	Credit Card	Dillons	21657	TCM-VISA		Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Cleaning Supplies
Reimbursement	3/5/2020	\$ 99.96	Check	Quill	21781	Quill	04-2896127	Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Cleaning Supplies
Reimbursement	3/16/2020	\$ 26.10	Credit Card	WalMart	21702	WalMart	48-1279130	Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Cleaning Supplies
Reimbursement	3/16/2020	\$ 24.81	Credit Card	Graves	21657	TCM-VISA		Goods	Covid-19	Clinic Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Touch Digital
Reimbursement	3/16/2020	\$ 300.40	Credit Card	amazon	21657	TCM-VISA		Goods	Covid-19	Testing Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Foam Shippers
Reimbursement	3/16/2020	\$ 58.95	Credit Card	amazon	21657	TCM-VISA		Goods	Covid-19	Testing Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Transp Bags
Reimbursement	3/16/2020	\$ 105.00	Check	3/31/2020	21689	McKesson	94-2640465	Goods	Covid-19	Testing Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Tubes/Lancet
Reimbursement	3/16/2020	\$ 328.80	Check	3/31/2020	21689	McKesson	94-2640465	Goods	Covid-19	Clinic Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Gloves
Reimbursement	3/21/2020	\$ 94.25	Credit Card	amazon	21657	TCM-VISA		Goods	Covid-19	Clinic Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Lab Clothing
Reimbursement	3/21/2020	\$ 108.77	Credit Card	amazon	21657	TCM-VISA		Goods	Covid-19	Clinic Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Lab Clothing
Reimbursement	3/25/2020	\$ 47.85	Credit Card	amazon	4E+06	TCM-VISA		Goods	Covid-19	Clinic Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Lab Clothing
Reimbursement	3/26/2020	\$ 752.90	Check	3/31/2020	21689	McKesson	94-2640465	Goods	Covid-19	Testing Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Viral Transp
Reimbursement	3/26/2020	\$ 17.36	Credit Card	Dollar General	4E+06	TCM-VISA		Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Cleaning Supplies
Reimbursement	3/26/2020	\$ 292.95	Credit Card	Safco	4E+06	TCM-VISA		Goods	Covid-19	Clinic Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Face Mask
Reimbursement	3/26/2020	\$ 359.70	Credit Card	amazon	4E+06	TCM-VISA		Goods	Covid-19	Testing Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Pipet
Reimbursement	3/26/2020	\$ 49.52	Credit Card	Univeral Med	4E+06	TCM-VISA		Goods	Covid-19	Testing Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Bulb Draw Tubes
Reimbursement	3/26/2020	\$ 5,445.00	Credit Card	ebay04-	4E+06	TCM-VISA		Goods	Covid-19	Testing Equipment	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	AccuFit 9000 Equipment
Reimbursement	3/31/2020	\$ 473.37	Check	3/31/2020	21689	McKesson	94-2640465	Goods	Covid-19	Clinic Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	gloves
Reimbursement	3/31/2020	\$ 454.00	Credit Card	aaccutec-His	4E+06	TCM-VISA		Goods	Covid-19	Testing Equipment	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Fit Test Probes and Tool
Reimbursement	4/2/2020	\$ 5,040.00	Credit Card	FACT Testing	21784	TCM-VISA		Goods	Covid-19	Testing Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Rapid Tests
Reimbursement	4/7/2020	\$ 11.64	Credit Card	WalMart	21702	WalMart	48-1279130	Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Cleaning Supplies
Reimbursement	4/7/2020	\$ 42.20	Check	Quill	21783	Quill	04-2896127	Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Cleaning Supplies
Reimbursement	4/15/2020	\$ 51.22	Check	Quill	21809	Quill	04-2896127	Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Cleaning Supplies
Reimbursement	4/15/2020	\$ 449.95	Credit Card	amazon	4E+06	TCM-VISA		Goods	Covid-19	Clinic Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Thermometers
Reimbursement	4/20/2020	\$ 108.00	Check	SKRCMC	21720	SKRCMC	48-0917047	Services	Covid-19	Testing	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Covid-19 Test
Reimbursement	4/21/2020	\$ 27.60	Check	Quill	21783	Quill	04-2896127	Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Hand Sntzr
Reimbursement	4/23/2020	\$ 67.50	Check	Quill	21783	Quill	04-2896127	Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	lysol spray and wipes
Reimbursement	4/29/2020	\$ 53.50	Check	Quill	21783	Quill	04-2896127	Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	clorox spray
Reimbursement	4/30/2020	\$ 104.90	Check	Quill	21783	Quill	04-289127	Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	clorox spray
Reimbursement	4/30/2020	\$ 44.90	Check	Quill	21783	Quill	04-289127	Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	hand sntzr
Reimbursement	4/30/2020	\$ 5.79	Credit Card	WalMart	21762	Walmart	48-1279130	Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Santiz and Cream
Reimbursement	5/5/2020	\$ 5,000.00	Check	SKRCMC	21718	SKRCMC	48-0917047	Goods	Covid-19	Clinic Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Surgical Masks
Reimbursement	5/5/2020	\$ 49.94	Credit Card	amazon	21784	TCM-VISA		Goods	Covid-19	Testing Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Oil Dropper
Reimbursement	5/8/2020	\$ 450.00	Credit Card	Fastenal	21784	TCM-VISA		Goods	Covid-19	Testing Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Dig NoCnt Kits
Reimbursement	5/11/2020	\$ 19.96	Credit Card	amazon	21784	TCM-VISA		Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Safety Bags
Reimbursement	5/14/2020	\$ 76.70	Check	Quill	21769	Quill	04-2896127	Goods	Covid-19	Cleaning Sup	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	lysol Spray
Reimbursement	5/15/2020	\$ 386.58	Check	4/30/2020	21752	McKesson	94-2640465	Goods	Covid-19	Testing Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Transp Bags
Reimbursement	5/21/2020	\$ 15.29	Check	Quill	21783	Quill	04-2896127	Goods	Covid-19	Testing Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Shipping labels
Reimbursement	5/29/2020	\$ 26.99	Check	Quill	21809	Quill	04-2896127	Goods	Covid-19	Testing Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Baggies for NoContact
Reimbursement	6/1/2020	\$ 511.77	Check	6/30/2020	21845	TCM-VISA		Goods	Covid-19	Clinic Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Lab Clothing
Reimbursement	6/3/2020	\$ 81.15	Check	Graves	21790	Graves	27-3133996	Goods	Covid-19	Medical Expense	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Medication
Reimbursement	6/23/2020	\$ 3,419.78	Check	6/24/2020	21835	SJK Global	26-3179041	Goods	Covid-19	Testing Supplies	Christina Pingry	Purchasing	6202211430	cpingry@cowleycounty.org	Testing Swabs
		\$ 25,620.65													

Approved

Reimbursement	3/5/2020	\$ 100.83	Credit Card	21751G	21657	Medical expenses	Purchase of disinfection products, supplies and services	Dillons		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Cleaning Supplies
Reimbursement	3/5/2020	\$ 99.96	Check	7158882	21781	Medical expenses	Purchase of disinfection products, supplies and services	Quill.com	04-2896127	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Cleaning Supplies
Reimbursement	3/16/2020	\$ 26.10	Credit Card	7600587276	21702	Medical expenses	Purchase of disinfection products, supplies and services	WalMart	48-1279130	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Cleaning Supplies
Reimbursement	3/16/2020	\$ 24.81	Credit Card	40485318	21657	Medical expenses	Medical Supplies	Graves Drug		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Touch Digital Thermometer
Reimbursement	3/16/2020	\$ 300.40	Credit Card	112-5259114-3249058	21657	Medical expenses	Transportation of medical equipment and supplies	amazon.com		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Foam Shippers
Reimbursement	3/16/2020	\$ 58.95	Credit Card	112-0786933-2305829	21657	Medical expenses	Transportation of medical equipment and supplies	amazon.com		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Transp Bags
Reimbursement	3/16/2020	\$ 105.00	Check	93341626	21689	Medical expenses	Medical Supplies	McKesson Medical-Surgical Inc.	94-2640465	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Tubes/Lancet
Reimbursement	3/16/2020	\$ 328.80	Check	80127283	21689	PPE	Medical Supplies	McKesson Medical-Surgical Inc.	94-2640465	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Gloves
Reimbursement	3/21/2020	\$ 94.25	Credit Card	111-2452853-2675427	21657	PPE	Medical Supplies	amazon.com		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Lab Clothing
Reimbursement	3/21/2020	\$ 108.77	Credit Card	111-4463345-6200251	21657	PPE	Medical Supplies	amazon.com		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Lab Clothing
Reimbursement	3/25/2020	\$ 47.85	Credit Card	112-7876033-0358646	4232020	PPE	Medical Supplies	amazon.com		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Lab Clothing
Reimbursement	3/26/2020	\$ 752.90	Check	331978	21689	Medical expenses	Transportation of medical equipment and supplies	McKesson Medical-Surgical Inc.	94-2640465	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Viral Transp
Reimbursement	3/26/2020	\$ 17.36	Credit Card		4232020	Public health expenses	Cleaning Supplies	Dollar General Store		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Cleaning Supplies
Reimbursement	3/26/2020	\$ 292.95	Credit Card	8777794	4232020	PPE	Medical Supplies	Safco		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Face Mask
Reimbursement	3/26/2020	\$ 359.70	Credit Card	112-0347832-8186640	4232020	Medical expenses	Medical Supplies	amazon.com		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Pipet
Reimbursement	3/26/2020	\$ 49.52	Credit Card	100145034	4232020	Medical expenses	Medical Supplies	Universal Medical		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Bulb Draw Tubes
Reimbursement	3/26/2020	\$ 5,445.00	Credit Card		4232020	Medical expenses	Medical Supplies	ebay		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	AccuFit 9000 Equipment
Reimbursement	3/31/2020	\$ 473.37	Check	707067 & 710364 & 735993	21689	PPE	Medical Supplies	McKesson Medical-Surgical Inc.	94-2640465	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	gloves
Reimbursement	3/31/2020	\$ 454.00	Credit Card	1321	4232020	Medical expenses	Medical Supplies	Accutec - IHS		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Fit Test Probes and Tool
Reimbursement	4/2/2020	\$ 5,040.00	Credit Card	3288	21784	Testing/ Contact Tracing	Restock of consumables and medical supplies	FACT Testing		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Rapid Tests
Reimbursement	4/7/2020	\$ 11.64	Credit Card		21702	Public health expenses	Cleaning Supplies	WalMart	48-1279130	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Cleaning Supplies
Reimbursement	4/7/2020	\$ 42.20	Check	7120984	21783	Medical expenses	Purchase of disinfection products, supplies and services	Quill.com	04-2896127	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Cleaning Supplies
Reimbursement	4/15/2020	\$ 51.22	Check	7244163	21809	Public health expenses	Cleaning Supplies	Quill.com	04-2896127	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Cleaning Supplies
Reimbursement	4/15/2020	\$ 449.95	Credit Card	112-6172693-9921861	4232020	Medical expenses	Medical Supplies	amazon.com		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Thermometers
Reimbursement	4/20/2020	\$ 108.00	Check		21720	Testing/ Contact Tracing	Restock of consumables and medical supplies	South Central Kansas Medical Center	48-0917047	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Covid-19 Test
Reimbursement	4/21/2020	\$ 27.60	Check	6433725	21783	Medical expenses	Purchase of disinfection products, supplies and services	Quill.com	04-2896127	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Hand Sntzr
Reimbursement	4/23/2020	\$ 67.50	Check	6533798 & 7121568	21783	Public health expenses	Cleaning Supplies	Quill.com	04-2896127	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	lysol spray and wipes
Reimbursement	4/29/2020	\$ 53.50	Check	6574617	21783	Public health expenses	Cleaning Supplies	Quill.com	04-2896127	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	clorox spray
Reimbursement	4/30/2020	\$ 104.90	Check	6618619	21783	Public health expenses	Cleaning Supplies	Quill.com	04-2896127	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	clorox spray
Reimbursement	4/30/2020	\$ 44.90	Check	6662453	21783	Medical expenses	Purchase of disinfection products, supplies and services	Quill.com	04-289127	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	hand sntzr
Reimbursement	4/30/2020	\$ 5.79	Credit Card	12100017319	21762	Medical expenses	Purchase of disinfection products, supplies and services	Walmart	48-1279130	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Santiz and Cream
Reimbursement	5/5/2020	\$ 5,000.00	Check	S052020	21718	PPE	Medical Supplies	South Central Kansas Medical Center	48-0917047	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Surgical Masks
Reimbursement	5/5/2020	\$ 49.94	Credit Card	112-2781199-0810617	21784	Medical expenses	Medical Supplies	amazon.com		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Oil Dropper
Reimbursement	5/8/2020	\$ 450.00	Credit Card	100583	21784	Testing/ Contact Tracing	Restock of consumables and medical supplies	Fastenal		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Dig NoCnt Kits
Reimbursement	5/11/2020	\$ 19.96	Credit Card	112-0988537-2265836	21784	Public health expenses	Safety equipment	amazon.com		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Safety Bags
Reimbursement	5/14/2020	\$ 76.70	Check	6958022	21769	Public health expenses	Cleaning Supplies	Quill.com	04-2896127	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	lysol Spray
Reimbursement	5/15/2020	\$ 386.58	Check	0792067	21752	Public health expenses	Safety equipment	McKesson Medical-Surgical Inc.	94-2640465	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Transp Bags
Reimbursement	5/21/2020	\$ 15.29	Check	7124287	21783	Medical expenses	Transportation of medical equipment and supplies	Quill.com	04-2896127	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Shipping labels
Reimbursement	5/29/2020	\$ 26.99	Check	7334413	21809	Medical expenses	Medical Supplies	Quill.com	04-2896127	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Baggies for NoContact
Reimbursement	6/1/2020	\$ 511.77	Check	1402	21845	PPE	Medical Supplies	Britten Gowns		CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Lab Clothing
Reimbursement	6/3/2020	\$ 81.15	Check	1679013	21790	Medical expenses	Medical Care	Graves	27-3133996	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Medication
Reimbursement	6/23/2020	\$ 3,419.78	Check	20062301	21835	Testing/ Contact Tracing	Restock of consumables and medical supplies	SIK Global, LLC	26-3179041	CCHD	Christina	Purchasing	6022211430	cpingry@cowleycounty.org	Testing Swabs
		\$ 25,185.88													



**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and the City of Arkansas City, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

**Therefore, the parties understand and agree as follows:**

1. CARES Act. The County and Awarded understand and agree that pursuant to the CARES Act, as codified in 42 U.S.C. § 801, CRF funds may only be used for costs that:

- a) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- b) were not accounted for in the budget most recently approved as of March 27, 2020; and

- c) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020 (the "Covered Period").

2. The Application. Awardee's application and request for CRF Funds, as approved by the County, is attached hereto ("the Application") and incorporated herein. The parties agree that the expenditures described in the Application are necessary due to the public health emergency with respect to COVID-19 and were not expenditures that were included in Awardee's original budget as of March 27, 2020. Awardee agrees that it will use the CRF funds provided under this Agreement in a manner that is substantially consistent with the Application. Awardee further agrees that all such expenditures will comply with all applicable provisions of the CARES Act and any and all reasonable and lawful guidance issued by the United States Department of the Treasury as it relates to use of the CRF funds.

3. Payment. The County will promptly transmit to Awardee the amount of \$9,568.56 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

6. Expenditures. Awardee shall comply with all of its applicable procurement rules and shall exercise all due care in administering CRF Funds, keeping in mind the nature of the public health emergency and federal restrictions on the use of CRF Funds.

a) Purchases. Awardee shall maintain copies of invoices, purchase orders, receipts and other documentation sufficient to demonstrate the items purchased, their purchase price, date of order and delivery, and the use of the item(s) purchased.

b) Payroll. Awardee shall maintain records that are sufficient to support salary expenditures for any and all individual employees charged to CRF Funds, if any, including documentation indicating demonstrating the duties being performed by that employee for the relevant time period and their relationship to the public health emergency. In accordance with the Application and federal guidance, Awardee shall ensure that no more than 100% of an employee's time is charged to reimbursed programs. Awardee acknowledges that payroll expenditures should be limited to those employees whose

services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

c) Administrative Costs. CRF Funds will not be used for any administrative or overhead costs and will instead be used entirely for direct COVID-19 related costs, except (1) costs specifically related to the administration of CRF funding by subrecipient, and (2) costs for additional personnel or outside contractors hired or contracted for the specific purposes of administering a program utilizing CRF Funds. CRF Funds may not be used for payroll costs for employees whose positions were budgeted as of March 27, 2020.

d) Travel. Costs incurred for travel shall be considered reasonable, allowable, and allocable only to the extent they do not exceed on a daily basis the maximum per diem, lodging, and mileage rates in effect on the day of travel as set forth in travel regulations of the State of Kansas.

7. Record Retention. Awardee shall create, maintain, and preserve sufficient records of its expenditures to demonstrate compliance with the requirements of the CARES Act, and Awardee shall provide such records to the County promptly upon written request by the County. Such records shall be maintained not less than five (5) years after the termination of this agreement.

8. Reporting. Awardee will submit to the County sufficient information regarding its use of the CRF Funds that the County may meet its reporting obligations, including the reporting expectations of the United States Department of the Treasury as set forth in Memoranda OIG-CA-20-021 and OIG-CA-20-025. Awardee's reports will be in the form reasonably requested by the County and shall provide such further information as may be reasonably requested by the County. Awardee shall provide a final report, including an accounting for all expenditures of CRF Funds, on or before the date of expiration of this Agreement.

9. Unspent Funds. Under current law, CRF Funds for which no expenditure is incurred during the Covered Period must be returned to the United States Department of the Treasury. CRF Funds for which no qualified expenditure has been or is planned to be incurred by October 15, 2020, or for which delivery or performance cannot occur before December 30, 2020, shall be returned to the County on or before November 1, 2020.

10. Transparency. All Awardee reports regarding implementation of the Application and use of the CRF Funds under this Agreement will be made publicly available by the County.

11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

12. Audit. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury is authorized to determine whether CRF payments have been used for eligible purposes. CRF Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed to the federal government, and for which the County may be liable to the State of Kansas. Authorized representatives of the County, the State of Kansas, and the Inspector General of the United States Department of the Treasury shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by Awardee pertaining to the administration of this Agreement and the receipt and expenditure of CRF Funds as may be necessary to make audits, examinations, excerpts, and transcripts for a period of five (5) years after the termination of this Agreement. Awardee agrees to be responsible for any debt incurred to the State of Kansas due to ineligible expenditures of CRF Funds.

13. Term. This Agreement shall be in effect through October 15, 2021, but Awardee's obligations set forth in paragraphs 7 (Record Retention) and 12 (Audit) shall continue beyond the termination or expiration of this Agreement.

14. Notice. All notices, demands, requests or other communications which may be required or desired to be given by either party shall be in writing and shall be made by personal delivery or by United States mail, postage prepaid. Notice shall be presumed to have been received within three days of mailing. Notices to Awardee shall be provided to the name and address listed below. Notices to County shall be provided to:

**Lucas Goff  
Cowley Administrator  
Cowley County  
311 East 9<sup>th</sup> Ave  
Winfield, KS 67156**

15. Modification. Any amendment to this Agreement will not be effective without the express written agreement of all parties, except that in the event of changes in any applicable Federal statutes, regulations, or guidance regarding the use of CRF funds, this Agreement shall be deemed to be amended when the statutory requirements for use of CRF funds are changed or when required to comply with any law or guidance so amended. Such deemed amendments shall be effective as of the effective date of the statutory or regulatory change or the date the guidance is issued.

16. Representative's Authority to Contract. By signing this contract, the representative of Awardee represents that such person is duly authorized by Awardee to execute this contract on behalf of Awardee and that Awardee agrees to be bound by the provisions thereof.

17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Jurisdiction and venue for any suit arising out of or related to this Agreement shall be in Kansas district court located in the County.

18. Counterparts. The MOA may be executed in one or more counterparts, each of which shall constitute an original of the MOA, and that facsimile and/or pdf scanned copies of signatures shall be as effective and binding as original signatures.

19. Certification. By signing below, Awardee's representative certifies that he or she has ready the Awardee's Application, that the information and statements provided in the Application are true and correct to the best of my knowledge, that the expenses and costs identified in the Application are eligible for CRF funds, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document or the Application could subject me to liability under the Kansas False Claims Act and Federal False Claims Act as well as criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and state law.

**COWLEY COUNTY**

**AWARDEE (City of Arkansas City)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee’s Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**Copy of review and discrepancy changes from Auditor.**

Ark City	Transaction Dated Prior to 3/1/20	(62.49)	
	Transaction Dated Prior to 3/1/20	<u>(41.80)</u>	
			(104.29)

## Submitted

Reimbursement	3/13/2020	\$ 188.66	Credit Card	058926	24445	HEA	Cleaning Supplies	Walmart	71-0415188	City of Arkansas City	Covid Expenses	thermometers, bottles	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	3/15/2020	\$ 116.00	Credit Card	111-9941957-03	246921	HEA	Safety equipment	Splyco Supplies		City of Arkansas City	Covid Expenses	nitrile gloves -large	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	3/16/2020	\$ 91.49	Credit Card	078412	24445	HEA	Cleaning Supplies	Dillons	31-0345740	City of Arkansas City	Covid Expenses	disinfectant / clorox wipes	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	3/20/2020	\$ 108.86	Credit Card	111-8172214-4	24431	HEA	Safety equipment	Amazon		City of Arkansas City	Covid Expenses	nitrile gloves - medium	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	3/25/2020	\$ 83.64	Credit Card	111-068769-25	246921	HEA	Safety equipment	Defendstars		City of Arkansas City	Covid Expenses	face shields	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	3/25/2020	\$ 69.95	Credit Card	111-1262297-13	246921	HEA	Safety equipment	Zoomtel LLC		City of Arkansas City	Covid Expenses	nitrile gloves -large	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	4/2/2020	\$ 33.46	Credit Card	041539	24445	HEA	Cleaning Supplies	Dillons	31-0345740	City of Arkansas City	Covid Expenses	isopropyl alcohol and paper tow	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	4/6/2020	\$ 4.32	Credit Card	02764	24445	HEA	Cleaning Supplies	Dillons	31-0345740	City of Arkansas City	Covid Expenses	isopropyl alcohol for cleaning	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	4/7/2020	\$ 37.96	Credit Card	000985	24445	HEA	Cleaning Supplies	Dillons	31-0345740	City of Arkansas City	Covid Expenses	isopropyl alcohol for cleaning	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	4/7/2020	\$ 54.99	Credit Card	111-6578928-43	246921	HEA	Safety equipment	GuardProducts		City of Arkansas City	Covid Expenses	hand sanitizer	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	4/13/2020	\$ 108.86	Credit Card	111-0492136-52	24431	HEA	Safety equipment	Amazon		City of Arkansas City	Covid Expenses	nitrile gloves - small	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	4/22/2020	\$ 9.99	Credit Card	112-1442864-03	246921	HEA	Cleaning Supplies	Nydotd		City of Arkansas City	Covid Expenses	plastic bottles for hand sanitizer	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	4/28/2020	\$ 52.35	Credit Card	111-8400289-53	246921	HEA	Cleaning Supplies	Amazon		City of Arkansas City	Covid Expenses	isopropyl alcohol for cleaning	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	5/5/2020	\$ 308.88	Credit Card	111-5427982-30	246921	HEA	Safety equipment	Ligart		City of Arkansas City	Covid Expenses	gaiters for patrol	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	5/18/2020	\$ 14.97	Credit Card	09419	24445	HEA	Cleaning Supplies	Walmart	71-0415188	City of Arkansas City	Covid Expenses	paper towels	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	6/4/2020	\$ 17.80	Credit Card	15097231	113-97	EDU	Online learning software & subscriptions	Zoom	61-1648780	City of Arkansas City	Covid Expenses	Zoom Subscription	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	5/1/2020	\$ 63.99	Credit Card	113-9703908-83	244933	HEA	Construction of barriers, renovations, etc..	Retevis Direct		City of Arkansas City	Covid Expenses	Intercom System	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	5/9/2020	\$ 39.89	Check	3446697411	177604	HEA	Construction of barriers, renovations, etc..	Staples Business Advantgae	04-3390816	City of Arkansas City	Covid Expenses	Anti Fatigue Mat	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	5/4/2020	\$ 186.29	Check	3447067476	2E+05	HEA	Construction of barriers, renovations, etc..	Staples Business Advantgae	04-3390816	City of Arkansas City	Covid Expenses	COVID Desk Stand	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	5/9/2020	\$ 399.99	Check	3446697410	2E+05	HEA	Construction of barriers, renovations, etc..	Staples Business Advantgae	04-3390816	City of Arkansas City	Covid Expenses	COVID Work Station	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	6/5/2020	\$ 189.61	Check	92078	2E+05	HEA	Construction of barriers, renovations, etc..	Woods Lumber Company	48-1033307	City of Arkansas City	Covid Expenses	City Hall Plexi Glass	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	6/5/2020	\$ 215.09	Check	92140	2E+05	HEA	Construction of barriers, renovations, etc..	Woods Lumber Company	48-1033307	City of Arkansas City	Covid Expenses	City Hall Plexi Glass	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	5/13/2020	\$ 1,175.00	Check	10553856	2E+05	HEA	Cleaning Supplies	ATCO International	58-0908634	City of Arkansas City	Covid Expenses	Sanitizer	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	5/13/2020	\$ 210.73	Check	10553857	2E+05	HEA	Safety equipment	ATCO International	58-0908634	City of Arkansas City	Covid Expenses	Face Masks	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	4/27/2020	\$ 214.08	Check	166948	2E+05	HEA	Safety equipment	Red Bud Supply, INC	64-0816451	City of Arkansas City	Covid Expenses	Face Masks	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	5/6/2020	\$ 138.85	Check	166948	2E+05	HEA	Safety equipment	Red Bud Supply, INC	64-0816451	City of Arkansas City	Covid Expenses	N95 Face Masks	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	6/15/2020	\$ 249.96	Check	601626-3	2E+05	HEA	Cleaning Supplies	Four State Maintenance Supply	48-1001328	City of Arkansas City	Covid Expenses	Disinfectant wipes	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	6/15/2020	\$ 218.70	Check	603214-1	2E+05	HEA	Cleaning Supplies	Four State Maintenance Supply	48-1001328	City of Arkansas City	Covid Expenses	Disinfectant Wipes	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	4/14/2020	\$ 197.09	Check	603737	2E+05	HEA	Cleaning Supplies	Four State Maintenance Supply	48-1001328	City of Arkansas City	Covid Expenses	Hand Sanitizer Pumps	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	4/6/2020	\$ 42.80	Check	601626-1	2E+05	HEA	Cleaning Supplies	Four State Maintenance Supply	48-1001328	City of Arkansas City	Covid Expenses	Disinfectant	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	4/6/2020	\$ 42.80	Check	601812-1	2E+05	HEA	Cleaning Supplies	Four State Maintenance Supply	48-1001328	City of Arkansas City	Covid Expenses	Disinfectant	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	4/6/2020	\$ 42.80	Check	603214	2E+05	HEA	Cleaning Supplies	Four State Maintenance Supply	48-1001328	City of Arkansas City	Covid Expenses	Disinfectant	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	3/23/2020	\$ 144.12	Check	601626	2E+05	HEA	Cleaning Supplies	Four State Maintenance Supply	48-1001328	City of Arkansas City	Covid Expenses	Disinfectant	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	2/24/2020	\$ 62.49	Check	599795	2E+05	HEA	Cleaning Supplies	Four State Maintenance Supply	48-1001328	City of Arkansas City	Covid Expenses	Disinfectant Wipes	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	1/17/2020	\$ 41.80	Check	596089	2E+05	HEA	Cleaning Supplies	Four State Maintenance Supply	48-1001328	City of Arkansas City	Covid Expenses	Disinfectant Wipes	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	4/7/2020	\$ 955.58	Check	35-0270	2E+05	HEA	Cleaning Supplies	Prestige Chemical INC	27-2459052	City of Arkansas City	Covid Expenses	Gel sanitizer and disinfectant	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	3/16/2020	\$ 439.08	Check	34-0270	2E+05	HEA	Cleaning Supplies	Prestige Chemical INC	27-2459052	City of Arkansas City	Covid Expenses	Disinfectant Wipes	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	3/31/2020	\$ 20.62	Credit Card	200574906	246921	EDU	Online learning software & subscriptions	LogMeIn Meeting	81-2216538	City of Arkansas City	Covid Expenses	Meeting	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	5/1/2020	\$ 20.62	Credit Card	217713783	246921	EDU	Online learning software & subscriptions	LogMeIn Meeting	81-2216538	City of Arkansas City	Covid Expenses	Meeting	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	5/31/2020	\$ 20.62	Credit Card	229400156	246921	EDU	Online learning software & subscriptions	LogMeIn Meeting	81-2216538	City of Arkansas City	Covid Expenses	Meeting	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	7/1/2020	\$ 20.62	Credit Card	241507495	246921	EDU	Online learning software & subscriptions	LogMeIn Meeting	81-2216538	City of Arkansas City	Covid Expenses	Meeting	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	5/21/2020	\$ 380.96	Check	177769	2E+05	HEA	Cleaning Supplies	Australis Enterprises LLC	37-1761140	City of Arkansas City	Covid Expenses	Sanitizer and wall mount	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	6/11/2020	\$ 79.99	Credit Card	56653618	242691	HEA	Safety equipment	Graves Drug	27-3133996	City of Arkansas City	Covid Expenses	Infrared Thermometer	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	5/29/2020	\$ 73.00	Check	KSWIN0052	2E+05	HEA	Safety equipment	Fastenal	41-0948415	City of Arkansas City	Covid Expenses	Spirit II RTU	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	5/22/2020	\$ 2,391.50	Check	INV1405	2E+05	EDU	Online learning software & subscriptions	Praetorian Digital	94-3349604	City of Arkansas City	Covid Expenses	PoliceOne Academy	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
Reimbursement	7/17/2020	\$ 92.00	Check	KSWIN101985	2E+05	HEA	Safety equipment	Fastenal	41-0948415	City of Arkansas City	Covid Expenses	Face Masks	Amy Roberts	Accountant	620-441-4411	accounts payable@arkansascityks.gov
		\$ 9,672.85														

Approved

Reimbursement	3/13/2020	\$	188.66	Credit Card	058926	244450007440026735994	Medical expenses	Medical Supplies	Walmart	71-0415188	City of Arkansas City	Amy Roberts	Accountant	620-441-4411	accounts.payable@arkansascityks.gov	thermometers, bottles
Reimbursement	3/15/2020	\$	116.00	Credit Card	111-9941957-0332244	24692160075100789378646	PPE		Amazon - Splyco Supplies		City of Arkansas City	Amy Roberts	Accountant	620-441-4412	accounts.payable@arkansascityks.gov	gloves for patrol
Reimbursement	3/16/2020	\$	91.49	Credit Card	078412	2444500076300478027796	public health expenses	Cleaning Supplies	Dillons	31-0345740	City of Arkansas City	Amy Roberts	Accountant	620-441-4413	accounts.payable@arkansascityks.gov	disinfectant / clorox wipes for patrol
Reimbursement	3/20/2020	\$	108.86	Credit Card	111-8172214-4083441	2443106080083710834492	PPE		Amazon.com Services LLC		City of Arkansas City	Amy Roberts	Accountant	620-441-4414	accounts.payable@arkansascityks.gov	gloves for patrol
Reimbursement	3/25/2020	\$	83.64	Credit Card	111-068769-2584228	24692160085100424211903	public health expenses	Safety equipment	Amazon - Defendstars		City of Arkansas City	Amy Roberts	Accountant	620-441-4415	accounts.payable@arkansascityks.gov	face shields for patrol
Reimbursement	3/25/2020	\$	69.95	Credit Card	111-1262297-1361809	24692160085100663431972	PPE		Amazon - Zoomjet LLC		City of Arkansas City	Amy Roberts	Accountant	620-441-4416	accounts.payable@arkansascityks.gov	gloves for patrol
Reimbursement	4/2/2020	\$	33.46	Credit Card	041539	2444500093300305126174	public health expenses	Cleaning Supplies	Dillons	31-0345740	City of Arkansas City	Amy Roberts	Accountant	620-441-4417	accounts.payable@arkansascityks.gov	isopropyl alcohol and paper towels used to make cleaning wipes for patrol
Reimbursement	4/6/2020	\$	4.32	Credit Card	02764	2444500097300273721994	public health expenses	Cleaning Supplies	Dillons	31-0345740	City of Arkansas City	Amy Roberts	Accountant	620-441-4418	accounts.payable@arkansascityks.gov	isopropyl alcohol used to make cleaning wipes for patrol
Reimbursement	4/7/2020	\$	37.96	Credit Card	000985	2444500097300273695180	public health expenses	Cleaning Supplies	Dillons	31-0345740	City of Arkansas City	Amy Roberts	Accountant	620-441-4419	accounts.payable@arkansascityks.gov	isopropyl alcohol used to make cleaning wipes for patrol
Reimbursement	4/7/2020	\$	54.99	Credit Card	111-6578928-4502644	24692160097100441279079	public health expenses	Cleaning Supplies	Amazon - GuardProducts		City of Arkansas City	Amy Roberts	Accountant	620-441-4420	accounts.payable@arkansascityks.gov	hand sanitizer for patrol
Reimbursement	4/13/2020	\$	108.86	Credit Card	111-0492136-5900208	24431060105083327537828	PPE		Amazon.com Services LLC		City of Arkansas City	Amy Roberts	Accountant	620-441-4421	accounts.payable@arkansascityks.gov	gloves for patrol
Reimbursement	4/22/2020	\$	9.99	Credit Card	112-1442864-0557004	246921601131005039334121	public health expenses	Cleaning Supplies	Amazon - Nydott		City of Arkansas City	Amy Roberts	Accountant	620-441-4422	accounts.payable@arkansascityks.gov	plastic bottles for hand sanitizer for patrol
Reimbursement	4/28/2020	\$	52.35	Credit Card	111-8400289-5556266	24692160119100239452072	public health expenses	Cleaning Supplies	Amazon.com Services LLC		City of Arkansas City	Amy Roberts	Accountant	620-441-4423	accounts.payable@arkansascityks.gov	isopropyl alcohol used to make cleaning wipes for patrol
Reimbursement	5/5/2020	\$	308.88	Credit Card	111-5427982-3045032	24692160126100843064280	public health expenses	Safety equipment	Amazon - Ligart		City of Arkansas City	Amy Roberts	Accountant	620-441-4424	accounts.payable@arkansascityks.gov	gaiters for patrol
Reimbursement	5/18/2020	\$	14.97	Credit Card	09419	24445000140400140700861	public health expenses	Cleaning Supplies	Walmart	71-0415188	City of Arkansas City	Amy Roberts	Accountant	620-441-4425	accounts.payable@arkansascityks.gov	paper towels used to make cleaning wipes for patrol
Reimbursement	6/4/2020	\$	17.80	Credit Card	15097231	113-9703908-8166623	Technology Cost		Zoom Video Communications Inc.	61-1648780	City of Arkansas City	Amy Roberts	Accountant	620-441-4426	accounts.payable@arkansascityks.gov	203-COVID Zoom Subscription
Reimbursement	5/1/2020	\$	63.99	Credit Card	113-9703908-8166623	2469398010202467310180	Reopening Procedures		Amazon - Retevis Direct		City of Arkansas City	Amy Roberts	Accountant	620-441-4427	accounts.payable@arkansascityks.gov	Intercom for us at walk-up window
Reimbursement	5/9/2020	\$	39.89	Check	3446697411	177609	Reopening Procedures		Staples Business Advantage	04-3390816	City of Arkansas City	Amy Roberts	Accountant	620-441-4428	accounts.payable@arkansascityks.gov	COVID Anti Fatigue Mat-Walk-up window
Reimbursement	5/4/2020	\$	186.29	Check	3447067476	177609	Reopening Procedures		Staples Business Advantage	04-3390816	City of Arkansas City	Amy Roberts	Accountant	620-441-4429	accounts.payable@arkansascityks.gov	COVID Desk Stand-walk-up window
Reimbursement	5/9/2020	\$	399.99	Check	3446697410	177609	Reopening Procedures		Staples Business Advantage	04-3390816	City of Arkansas City	Amy Roberts	Accountant	620-441-4430	accounts.payable@arkansascityks.gov	COVID Workstation-walk-up window
Reimbursement	6/5/2020	\$	189.61	Check	92078	177674	Reopening Procedures		Woods Lumber Company	48-1033307	City of Arkansas City	Amy Roberts	Accountant	620-441-4431	accounts.payable@arkansascityks.gov	City Hall COVID 19 Plexi Glass
Reimbursement	6/5/2020	\$	215.09	Check	92140	177674	Reopening Procedures		Woods Lumber Company	48-1033307	City of Arkansas City	Amy Roberts	Accountant	620-441-4432	accounts.payable@arkansascityks.gov	City Hall COVID 19 Plexi Glass
Reimbursement	5/13/2020	\$	1,175.00	Check	0553856	177530	public health expenses	Cleaning Supplies	ATCO International	58-0908634	City of Arkansas City	Amy Roberts	Accountant	620-441-4433	accounts.payable@arkansascityks.gov	COVID Sanitizer
Reimbursement	5/13/2020	\$	210.73	Check	0553857	177530	PPE		ATCO International	58-0908634	City of Arkansas City	Amy Roberts	Accountant	620-441-4434	accounts.payable@arkansascityks.gov	COVID Face Masks
Reimbursement	4/27/2020	\$	214.08	Check	166948	177505	PPE		Red Bud Supply, INC	64-0816451	City of Arkansas City	Amy Roberts	Accountant	620-441-4435	accounts.payable@arkansascityks.gov	Face Masks
Reimbursement	5/6/2020	\$	138.85	Check	166867	177505	PPE		Red Bud Supply, INC	64-0816451	City of Arkansas City	Amy Roberts	Accountant	620-441-4436	accounts.payable@arkansascityks.gov	N95 Face Masks
Reimbursement	6/15/2020	\$	249.96	Check	601626-3	177791	Medical expenses	Purchase of disinfection products, supplies and service	Four State Maintenance Supply	48-1001328	City of Arkansas City	Amy Roberts	Accountant	620-441-4437	accounts.payable@arkansascityks.gov	Disinfectant wipes
Reimbursement	6/15/2020	\$	218.70	Check	603214-1	177791	Medical expenses	Purchase of disinfection products, supplies and service	Four State Maintenance Supply	48-1001328	City of Arkansas City	Amy Roberts	Accountant	620-441-4438	accounts.payable@arkansascityks.gov	Disinfectant wipes
Reimbursement	4/14/2020	\$	197.09	Check	603737	177480	Medical expenses	Purchase of disinfection products, supplies and service	Four State Maintenance Supply	48-1001328	City of Arkansas City	Amy Roberts	Accountant	620-441-4439	accounts.payable@arkansascityks.gov	Hand Sanitizer Pumps
Reimbursement	4/6/2020	\$	42.80	Check	601626-1	177252	Medical expenses	Purchase of disinfection products, supplies and service	Four State Maintenance Supply	48-1001328	City of Arkansas City	Amy Roberts	Accountant	620-441-4440	accounts.payable@arkansascityks.gov	Disinfectant Wipes and Tissue
Reimbursement	4/6/2020	\$	42.80	Check	601812-1	177252	Medical expenses	Purchase of disinfection products, supplies and service	Four State Maintenance Supply	48-1001328	City of Arkansas City	Amy Roberts	Accountant	620-441-4441	accounts.payable@arkansascityks.gov	Disinfectant Wipes and Tissue
Reimbursement	4/6/2020	\$	42.80	Check	603214	177252	Medical expenses	Purchase of disinfection products, supplies and service	Four State Maintenance Supply	48-1001328	City of Arkansas City	Amy Roberts	Accountant	620-441-4442	accounts.payable@arkansascityks.gov	Disinfectant Wipes and Tissue
Reimbursement	3/23/2020	\$	144.12	Check	601626	177136	Medical expenses	Purchase of disinfection products, supplies and service	Four State Maintenance Supply	48-1001328	City of Arkansas City	Amy Roberts	Accountant	620-441-4443	accounts.payable@arkansascityks.gov	Disinfectant, gloves, and tissue
Reimbursement	2/24/2020	\$	-	Check	599795	176839	Medical expenses	Purchase of disinfection products, supplies and service	Four State Maintenance Supply	48-1001328	City of Arkansas City	Amy Roberts	Accountant	620-441-4445	accounts.payable@arkansascityks.gov	Disinfectant Wipes: Ineligible Item Due to Purchase Date
Reimbursement	1/17/2020	\$	-	Check	596089	176499	Medical expenses	Purchase of disinfection products, supplies and service	Four State Maintenance Supply	48-1001328	City of Arkansas City	Amy Roberts	Accountant	620-441-4446	accounts.payable@arkansascityks.gov	Disinfectant Wipes: Ineligible Item Due to Purchase Date
Reimbursement	4/7/2020	\$	955.58	Check	35-0270	177271	Medical expenses	Purchase of disinfection products, supplies and service	Prestige Chemical INC	27-2459052	City of Arkansas City	Amy Roberts	Accountant	620-441-4447	accounts.payable@arkansascityks.gov	Gel sanitizer and disinfectant
Reimbursement	3/16/2020	\$	439.08	Check	34-0270	177096	Medical expenses	Purchase of disinfection products, supplies and service	Prestige Chemical INC	27-2459052	City of Arkansas City	Amy Roberts	Accountant	620-441-4448	accounts.payable@arkansascityks.gov	Disinfectant Wipes
Reimbursement	3/31/2020	\$	20.62	Credit Card	200574906	2469216009100140136097	Improvements to telework capabilities	Software & Subscriptions for Remote Work	LogMeh Meeting	81-2216538	City of Arkansas City	Amy Roberts	Accountant	620-441-4449	accounts.payable@arkansascityks.gov	Go to Meeting Monthly Expense
Reimbursement	5/1/2020	\$	20.62	Credit Card	217713783	24692160122100327862971	Improvements to telework capabilities	Software & Subscriptions for Remote Work	LogMeh Meeting	81-2216538	City of Arkansas City	Amy Roberts	Accountant	620-441-4450	accounts.payable@arkansascityks.gov	Go to Meeting Monthly Expense
Reimbursement	5/31/2020	\$	20.62	Credit Card	728400156	2469216015210058792287	Improvements to telework capabilities	Software & Subscriptions for Remote Work	LogMeh Meeting	81-2216538	City of Arkansas City	Amy Roberts	Accountant	620-441-4451	accounts.payable@arkansascityks.gov	Go to Meeting Monthly Expense
Reimbursement	7/1/2020	\$	20.62	Credit Card	241507495	24692160183100628555619	Improvements to telework capabilities	Software & Subscriptions for Remote Work	LogMeh Meeting	81-2216538	City of Arkansas City	Amy Roberts	Accountant	620-441-4452	accounts.payable@arkansascityks.gov	Go to Meeting Monthly Expense
Reimbursement	5/21/2020	\$	380.96	Check	1124316	177769	Reopening Procedures		NKMEMA LLC	27-1761140	City of Arkansas City	Amy Roberts	Accountant	620-441-4453	accounts.payable@arkansascityks.gov	Sanitizer and wall mount
Reimbursement	6/11/2020	\$	79.99	Credit Card	56633618	2426879016450059521459	Medical Care	Medical Supplies	Graves Drug	27-3133996	City of Arkansas City	Amy Roberts	Accountant	620-441-4454	accounts.payable@arkansascityks.gov	Infrared Thermometer
Reimbursement	5/29/2020	\$	73.00	Check	KSWIN0052	177586	PPE		Fastenal	41-0949415	City of Arkansas City	Amy Roberts	Accountant	620-441-4455	accounts.payable@arkansascityks.gov	Spirit II RTU Face Masks
Reimbursement	5/22/2020	\$	2,391.50	Check	INV1405	177554	public health expenses	Public health strategy & planning	Praetorian Digital	94-3349604	City of Arkansas City	Amy Roberts	Accountant	620-441-4456	accounts.payable@arkansascityks.gov	PoliceOne Academy-for online training
Reimbursement	7/17/2020	\$	92.00	Check	KSWIN101965	177940	PPE		Fastenal	41-0949415	City of Arkansas City	Amy Roberts	Accountant	620-441-4457	accounts.payable@arkansascityks.gov	Face Masks
			\$ 9,568.56													



**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and the City of Winfield, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

**Therefore, the parties understand and agree as follows:**

1. CARES Act. The County and Awarded understand and agree that pursuant to the CARES Act, as codified in 42 U.S.C. § 801, CRF funds may only be used for costs that:

- a) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- b) were not accounted for in the budget most recently approved as of March 27, 2020; and

- c) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020 (the "Covered Period").

2. The Application. Awardee's application and request for CRF Funds, as approved by the County, is attached hereto ("the Application") and incorporated herein. The parties agree that the expenditures described in the Application are necessary due to the public health emergency with respect to COVID-19 and were not expenditures that were included in Awardee's original budget as of March 27, 2020. Awardee agrees that it will use the CRF funds provided under this Agreement in a manner that is substantially consistent with the Application. Awardee further agrees that all such expenditures will comply with all applicable provisions of the CARES Act and any and all reasonable and lawful guidance issued by the United States Department of the Treasury as it relates to use of the CRF funds.

3. Payment. The County will promptly transmit to Awardee the amount of \$86,872.29 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

6. Expenditures. Awardee shall comply with all of its applicable procurement rules and shall exercise all due care in administering CRF Funds, keeping in mind the nature of the public health emergency and federal restrictions on the use of CRF Funds.

a) Purchases. Awardee shall maintain copies of invoices, purchase orders, receipts and other documentation sufficient to demonstrate the items purchased, their purchase price, date of order and delivery, and the use of the item(s) purchased.

b) Payroll. Awardee shall maintain records that are sufficient to support salary expenditures for any and all individual employees charged to CRF Funds, if any, including documentation indicating demonstrating the duties being performed by that employee for the relevant time period and their relationship to the public health emergency. In accordance with the Application and federal guidance, Awardee shall ensure that no more than 100% of an employee's time is charged to reimbursed programs. Awardee acknowledges that payroll expenditures should be limited to those employees whose

services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

c) Administrative Costs. CRF Funds will not be used for any administrative or overhead costs and will instead be used entirely for direct COVID-19 related costs, except (1) costs specifically related to the administration of CRF funding by subrecipient, and (2) costs for additional personnel or outside contractors hired or contracted for the specific purposes of administering a program utilizing CRF Funds. CRF Funds may not be used for payroll costs for employees whose positions were budgeted as of March 27, 2020.

d) Travel. Costs incurred for travel shall be considered reasonable, allowable, and allocable only to the extent they do not exceed on a daily basis the maximum per diem, lodging, and mileage rates in effect on the day of travel as set forth in travel regulations of the State of Kansas.

7. Record Retention. Awardee shall create, maintain, and preserve sufficient records of its expenditures to demonstrate compliance with the requirements of the CARES Act, and Awardee shall provide such records to the County promptly upon written request by the County. Such records shall be maintained not less than five (5) years after the termination of this agreement.

8. Reporting. Awardee will submit to the County sufficient information regarding its use of the CRF Funds that the County may meet its reporting obligations, including the reporting expectations of the United States Department of the Treasury as set forth in Memoranda OIG-CA-20-021 and OIG-CA-20-025. Awardee's reports will be in the form reasonably requested by the County and shall provide such further information as may be reasonably requested by the County. Awardee shall provide a final report, including an accounting for all expenditures of CRF Funds, on or before the date of expiration of this Agreement.

9. Unspent Funds. Under current law, CRF Funds for which no expenditure is incurred during the Covered Period must be returned to the United States Department of the Treasury. CRF Funds for which no qualified expenditure has been or is planned to be incurred by October 15, 2020, or for which delivery or performance cannot occur before December 30, 2020, shall be returned to the County on or before November 1, 2020.

10. Transparency. All Awardee reports regarding implementation of the Application and use of the CRF Funds under this Agreement will be made publicly available by the County.

11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

12. Audit. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury is authorized to determine whether CRF payments have been used for eligible purposes. CRF Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed to the federal government, and for which the County may be liable to the State of Kansas. Authorized representatives of the County, the State of Kansas, and the Inspector General of the United States Department of the Treasury shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by Awardee pertaining to the administration of this Agreement and the receipt and expenditure of CRF Funds as may be necessary to make audits, examinations, excerpts, and transcripts for a period of five (5) years after the termination of this Agreement. Awardee agrees to be responsible for any debt incurred to the State of Kansas due to ineligible expenditures of CRF Funds.

13. Term. This Agreement shall be in effect through October 15, 2021, but Awardee's obligations set forth in paragraphs 7 (Record Retention) and 12 (Audit) shall continue beyond the termination or expiration of this Agreement.

14. Notice. All notices, demands, requests or other communications which may be required or desired to be given by either party shall be in writing and shall be made by personal delivery or by United States mail, postage prepaid. Notice shall be presumed to have been received within three days of mailing. Notices to Awardee shall be provided to the name and address listed below. Notices to County shall be provided to:

**Lucas Goff  
Cowley Administrator  
Cowley County  
311 East 9<sup>th</sup> Ave  
Winfield, KS 67156**

15. Modification. Any amendment to this Agreement will not be effective without the express written agreement of all parties, except that in the event of changes in any applicable Federal statutes, regulations, or guidance regarding the use of CRF funds, this Agreement shall be deemed to be amended when the statutory requirements for use of CRF funds are changed or when required to comply with any law or guidance so amended. Such deemed amendments shall be effective as of the effective date of the statutory or regulatory change or the date the guidance is issued.

16. Representative's Authority to Contract. By signing this contract, the representative of Awardee represents that such person is duly authorized by Awardee to execute this contract on behalf of Awardee and that Awardee agrees to be bound by the provisions thereof.

17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Jurisdiction and venue for any suit arising out of or related to this Agreement shall be in Kansas district court located in the County.

18. Counterparts. The MOA may be executed in one or more counterparts, each of which shall constitute an original of the MOA, and that facsimile and/or pdf scanned copies of signatures shall be as effective and binding as original signatures.

19. Certification. By signing below, Awardee's representative certifies that he or she has ready the Awardee's Application, that the information and statements provided in the Application are true and correct to the best of my knowledge, that the expenses and costs identified in the Application are eligible for CRF funds, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document or the Application could subject me to liability under the Kansas False Claims Act and Federal False Claims Act as well as criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and state law.

**COWLEY COUNTY**

**AWARDEE (City of Winfield)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee’s Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**Copy of review and discrepancy changes from Auditor.**

Winfield	Transaction Dated Prior to 3/1/20	(3,951.60)	
	Duplicated Transaction	<u>(90.00)</u>	
			(4,041.60)

## Submitted

Reimbursement	4/16/2020	\$ 194.97	Check	51620	62643	Deanna Burns/Amazon(Atlantic Hos	511-62-3940	City of Winfield En	Hand Sanizer		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	4/30/2020	\$ 6.88	Check	2016379	62675	Home Lumber - Winfield	48-0266320	City of Winfield En	Wood for Sneeze Guard Frames		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	4/30/2020	\$ 3.44	Check	2015997	62675	Home Lumber - Winfield	48-0266320	City of Winfield En	Wood for Sneeze Guard Frames		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	4/28/2020	\$ 275.90	Check	2014617	62505	Home Lumber - Winfield	48-0266320	City of Winfield En	Supplies forSneeze Guards Lake/Fire		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/11/2020	\$ 41.04	Check	604809	62666	Four State Supply	48-1001328	City of Winfield En	Cleaning Supplies		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/18/2020	\$ 213.78	Credit Card	112-8263464-6925804		Amazon.com services llc	82-0544687	City of Winfield En	Hand Sanizer		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/13/2020	\$ 482.00	Check	10553849	62639	ATCO Internations	58-0908634	Water Treatment	Cleaning Supplies		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/18/2020	\$ 89.68	Check	605350	62853	Four State Supply	48-1001328	Water Treatment	Cleaning Supplies		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/20/2020	\$ 129.90	Check	A000000031010	2E+07	Pizza Hut	48-0768244	City of Winfield En	Meals During Clean-up		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/27/2020	\$ 329.94	Check	112-5373054-973460	2E+07	Amazon (Rapid Deal)		Winfield City Lake	Employees & Patrons		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/12/2020	\$ 787.82	Check	112-1415604-645700	2E+07	Amazon (Rapid Deal)		City of Winfield En	Thermometers & Alcohol Pads		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/19/2020	\$ 417.96	Credit Card	111-2884536-9918665		Amazon (AhlirmoyUS/Country Wide Testing)		City of Winfield En	Thermometers		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	6/22/2020	\$ 11.20	Credit Card	4.91438E+19		Walmart	71-0415188	City of Winfield En	Cleaning Supplies		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	6/15/2020	\$ 87.50	Check	604215-1	63034	Four State Supply	48-1001328	Water Treatment	Cleaning Supplies		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	4/29/2020	\$ 70.14	Check	91824	63161	Woods Lumber Company	48-1033307	Payment Counter	Counter Sneeze Guards		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/1/2020	\$ 63.00	Check	91925	63161	Woods Lumber Company	48-1033307	Op Center Employ	Front Desk Sneeze Guard		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	6/10/2020	\$ 370.00	Check	5263	63081	Cardinal Sign	47-1424937	Broadway Sports	Signs for KRPA Recommendations		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	4/27/2020	\$ 209.75	Check	604145	62494	Four State Supply	48-1001328	Golf Course	Cleaning Supplies		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	4/30/2020	\$ 436.72	Check	604517	62585	Four State Supply	48-1001328	Aquatic Center	Gloves, Sanitizer, Disinfectant		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/1/2020	\$ 9.82	Check	2.05203E+19	55218	Walmart	71-0415188	Aquatic Center	Cleaning Supplies		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/26/2020	\$ 411.97	Check	1/24/2044	62857	Graves Drug	27-3133996	City of Winfield En	Cloth Mask & Disposable Gloves		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/5/2020	\$ 149.75	Check	50520	62672	Graves Drug	27-3133996	DownTown Office	Cloth Masks		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/5/2020	\$ 59.90	Check	50520	62672	Graves Drug	27-3133996	DownTown Office	Cloth Masks		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/7/2020	\$ 59.90	Check	50720	62672	Graves Drug	27-3133996	Operation Center	Cloth Masks		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/18/2020	\$ 126.00	Check	11/15/2041	62656	Dan Defore/Chau Nguyen	511-84-9518	Water Treatment	Masks & Shields		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org
Reimbursement	5/27/2020	\$ 187.72	Check	52720	62959	Graves Drug	27-3133996	DownTown Office	Disposable Gloves		Deb Dennett	Purchasing Coordinator	620-221-5600	ddennett@winfieldsks.org

# Approved

Reimbursement	5/16/2020	\$ 194.97	Check	112-0175975-5769803	62643	Medical expenses	Purchase of disinfection products, supplies and services	Deanna Burns/Amazon	11-62-3940	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Hand Sanitizer
Reimbursement	4/30/2020	\$ 6.88	Check	2016379	62675	Reopening Measures		Home Lumber - Winfield	48-0266320	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Wood for Sneeze Guard Frames
Reimbursement	4/30/2020	\$ 3.44	Check	2015997	62675	Reopening Measures		Home Lumber - Winfield	48-0266320	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Wood for Sneeze Guard Frames
Reimbursement	4/28/2020	\$ 275.90	Check	2014617	62505	Reopening Measures		Home Lumber - Winfield	48-0266320	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Supplies for Sneeze Guards Lake/Fire
Reimbursement	5/11/2020	\$ 41.04	Check	604809	62666	Public health expenses	Cleaning Supplies	4 State Supply	48-1001328	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cleaning Supplies
Reimbursement	5/18/2020	\$ 213.78	Credit Card	112-8263464-6925804		Medical expenses	Purchase of disinfection products, supplies and services	Amazon.com services llc	82-0544687	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Hand Sanitizer
Reimbursement	5/13/2020	\$ 482.00	Check	10553849	62639	Public health expenses	Cleaning Supplies	ATCO Internations	58-0908634	Water Treatment Plant Empl	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cleaning Supplies
Reimbursement	5/18/2020	\$ 89.68	Check	605350	62853	Public health expenses	Cleaning Supplies	4 State Supply	48-1001328	Water Treatment Plant Empl	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cleaning Supplies
Reimbursement	5/20/2020	\$ 129.90	Check	A000000031010	2E+07	Reopening Measures		Pizza Hut	48-0768244	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Meals During Clean-up
Reimbursement	5/27/2020	\$ 329.94	Check	112-5373054-9734609	2E+07	Medical expenses	Medical Supplies	Amazon (Rapid Deal)		Winfield City Lake	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Employees & Patrons
Reimbursement	5/12/2020	\$ 787.82	Check	112-1415604-6457000	2E+07	Medical expenses	Medical Supplies	Amazon (Rapid Deal)		City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Thermometers & Alcohol Pads
Reimbursement	5/19/2020	\$ 417.96	Credit Card	111-2884536-9918665		Medical expenses	Medical Supplies	Amazon (AhlrimoyUS/Country Wide Tes		City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Thermometers
Reimbursement	6/22/2020	\$ 11.20	Credit Card	460174545417345		Public health expenses	Cleaning Supplies	Walmart	71-0415188	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cleaning Supplies
Reimbursement	6/15/2020	\$ 87.50	Check	604215-1	63034	Public health expenses	Cleaning Supplies	Four State Supply	48-1001328	Water Treatment Plant Empl	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cleaning Supplies
Reimbursement	4/29/2020	\$ 70.14	Check	91824	63161	Reopening Measures		Woods Lumber Company	48-1033307	Payment Counter Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Counter Sneeze Guards
Reimbursement	5/1/2020	\$ 63.00	Check	91925	63161	Reopening Measures		Woods Lumber Company	48-1033307	Op Center Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Front Desk Sneeze Guard
Reimbursement	6/10/2020	\$ 370.00	Check	5263	63081	Reopening Measures		Cardinal Sign	47-1424937	Broadway Sports Complex	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Signs for KRPA Recommendations
Reimbursement	4/27/2020	\$ 209.75	Check	604145	62494	Public health expenses	Cleaning Supplies	4 State Supply	48-1001328	Golf Course	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cleaning Supplies
Reimbursement	4/30/2020	\$ 436.72	Check	604517	62585	Medical expenses	Purchase of disinfection products, supplies and services	4 State Supply	48-1001328	Aquatic Center	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Gloves, Sanitizer, Disinfectant
Reimbursement	5/1/2020	\$ 9.82	Check	380122501766596	55218	Public health expenses	Cleaning Supplies	Walmart	71-0415188	Aquatic Center	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cleaning Supplies
Reimbursement	5/26/2020	\$ 411.97	Check	52620	62857	PPE		Graves Drug	27-3133996	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cloth Mask & Disposable Gloves
Reimbursement	5/5/2020	\$ 149.75	Check	50520	62672	PPE		Graves Drug	27-3133996	DownTown Office Workers	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cloth Masks
Reimbursement	5/5/2020	\$ 59.90	Check	50520	62672	PPE		Graves Drug	27-3133996	DownTown Office Workers	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cloth Masks
Reimbursement	5/7/2020	\$ 59.90	Check	50720	62672	PPE		Graves Drug	27-3133996	Operation Center Workers	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cloth Masks
Reimbursement	5/18/2020	\$ 126.00	Check	51820	62656	PPE		Dan Defore/Chau Nguyen	11-84-9518	Water Treatment Plant Empl	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Masks & Shields
Reimbursement	5/27/2020	\$ 187.72	Check	52720	62959	PPE		Graves Drug	27-3133996	DownTown Office Workers	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Disposable Gloves
Reimbursement	5/22/2020	\$ 9.96	Check	52220	62959	PPE		Graves Drug	27-3133996	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Disposable Gloves
Reimbursement	6/18/2020	\$ 28.88	Check	61820	63036	PPE		Graves Drug	27-3133996	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Disposable Gloves
Reimbursement	5/27/2020	\$ 65.80	Check	50894A	63029	PPE		Farha Wholesale Co (Fow	73-0756737	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Disposable Gloves
Reimbursement	6/8/2020	\$ 19.95	Check	60820	63036	PPE		Graves Drug	27-3133996	DownTown Office Workers	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Disposable Gloves
Reimbursement	6/29/2020	\$ 400.00	Check	62920	63137	PPE		Graves Drug	27-3133996	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Disposable Masks
Reimbursement	6/30/2020	\$ 145.28	Credit Card	30023		PPE		Dillons Food Service	31-0345740	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cloth & Disposable Masks
Reimbursement	7/2/2020	\$ 57.76	Check	70220	63192	PPE		Graves Drug	27-3133996	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Disposable Gloves
Reimbursement	7/6/2020	\$ 90.00	Credit Card	5000860		PPE		SA Company		Utility Workers	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Neck Gaitor Masks
Reimbursement	7/7/2020	\$ 416.37	Check	70720	63192	PPE		Graves Drug	27-3133996	Police Department	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Disposable Masks
Reimbursement	7/6/2020	\$ 205.08	Credit Card	44109762		PPE		Benchmark FR		Electric Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	FR Cloth Face Masks
Reimbursement	7/14/2020	\$ 134.34	Credit Card	DM1158444		PPE		Discount Mugs	65-0618692	Utility Workers	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Neck Gaitor Masks
Reimbursement	7/7/2020	\$ 177.00	Credit Card	5014004		PPE		SA Company		Park/Lake Workers	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Neck Gaitor Masks
Reimbursement	7/15/2020	\$ 259.00	Credit Card	5185166		PPE		SA Company		City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Neck Gaitor Masks
Reimbursement	7/17/2020	\$ 1,466.97	Credit Card	114-2212965-7545861		PPE		Amazon (Titan Protect)		Fire Department	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	N95 Face Masks
Reimbursement	5/29/2020	\$46,801.00	Check	503654	62912	Technology Costs		Vision Communications o	27-2086443	City of Winfield Employees &	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Emergency Fiber Upgrade
Reimbursement	3/20/2020	\$ 48.80	Check	12017368486657600	2E+07	Technology Costs		Walmart	71-0415188	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Ear Buds of teleworkers
Reimbursement	6/11/2020	\$11,633.19	Check	811852437	63140	Technology Costs		SHI Internal Corp	48-1100474	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Main Switch to increase bandwidth for remote work
Reimbursement	5/8/2020	\$ 22.84	check	6588898778959400000	2E+07	Technology Costs		Walmart	71-0415188	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Speakers for teleworkers
Reimbursement	6/15/2020	\$ 72.98	Credit Card	111-8813337-2505039		Technology Costs		Amazon.com services llc	82-0544687	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Webcam & Speakers for teleworkers
Reimbursement	3/18/2020	\$ 64.00	Check	496128343133431000	2E+07	Technology Costs		Walmart	71-0415188	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Webcam for teleworkers
Reimbursement	3/31/2020	\$ 42.97	Credit Card	3755804111014600000		Technology Costs		Walmart	71-0415188	City of Winfield Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Keyboard for teleworkers
Reimbursement	6/16/2020	\$ 67.95	Credit Card	114-7244726-4733019		Reopening Measures		Amazon (StepNPull)		Op Center Employees	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Step N Pull Door Opener
Reimbursement	7/20/2020	\$ 45.80	Check	2071416		Reopening Measures		Home Lumber - Winfield	48-0266320	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Sneeze Guard Supplies
Reimbursement	7/16/2020	\$ 15.04	Check	2069940		Reopening Measures		Home Lumber - Winfield	48-0266320	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Sneeze Guard Supplies
Reimbursement	7/16/2020	\$ 117.63	Check	2069898		Reopening Measures		Home Lumber - Winfield	48-0266320	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Sneeze Guard Supplies
Reimbursement	7/16/2020	\$ 1,084.93	Check	94888		Reopening Measures		Woods Lumber Company	48-1033307	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Sneeze Guard Plexiglass
Reimbursement	5/19/2020	\$ 162.30	Check	31636	5788	Reopening Measures		Plastic Bag Parteners	01-0571701	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Lineer for Book Drop
Reimbursement	5/8/2020	\$ 69.53	Check	200128560	5788	Public health expenses	Cleaning Supplies	Magento	16-1214814	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cleaning Supplies for Materials & Tech
Reimbursement	5/26/2020	\$ 225.00	Check	52620	14988	Public health expenses	Cleaning Supplies	Graves Drug	27-3133996	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Masks & Cleaning Supplies
Reimbursement	5/11/2020	\$ 263.94	Check	51120	14988	Public health expenses	Cleaning Supplies	Graves Drug	27-3133996	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Masks & Cleaning Supplies
Reimbursement	5/16/2020	\$ 19.50	Check	438776473579	1497	Public health expenses	Cleaning Supplies	AmazonCorpAcct	31-1973213	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cross Contamination Prevention
Reimbursement	5/16/2020	\$ 96.79	Check	689338695593	1497	Public health expenses	Cleaning Supplies	AmazonCorpAcct	31-1973213	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cross Contamination Prevention
Reimbursement	5/17/2020	\$ 8.38	Check	453748465954	1497	Public health expenses	Cleaning Supplies	AmazonCorpAcct	31-1973213	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cross Contamination Prevention
Reimbursement	5/21/2020	\$ 24.97	Check	557975656575	1497	Public health expenses	Cleaning Supplies	AmazonCorpAcct	31-1973213	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Cleaning Supplies
Reimbursement	4/27/2020	\$ 176.50	Check	143509	5780	Medical expenses	Purchase of disinfection products, supplies and services	Sanitary Supply Corp	36-4578634	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Gloves, Sanitizer, Disinfectant
Reimbursement	5/20/2020	\$ 995.00	Check	205068-501	14998	Technology Costs		Librarica	33-1109228	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Software to log-in for Public Access for the patio
Reimbursement	5/20/2020	\$ 199.00	Check	205068-500	14998	Technology Costs		Librarica	33-1109228	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Software to log-in for Public Access for the patio
Reimbursement	5/27/2020	\$ 995.00	Check	52720	15003	Technology Costs		Capriatech	46-1804855	Winfield Public Library	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Software to schedule curbside pickup
Reimbursement	7/6/2020	\$ 6,488.68	Check			Payroll for public health and safety employees	Additional personnel salaries/ payroll	City of Winfield	48-6004918	Citizens of Winfield	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	Food Commodities
Reimbursement	7/16/2020	\$ 3,605.00	Check			Payroll for public health and safety employees	Additional personnel salaries/ payroll	City of Winfield	48-6004918	Citizens of Winfield	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	COVID cleaning of Lakes and Parks
Reimbursement	7/16/2020	\$ 4,822.50	Check			Payroll for public health and safety employees	Additional personnel salaries/ payroll	City of Winfield	48-6004918	Citizens of Winfield	Deb Dennett	Purchasing Coordinator	620-221-5600	<a href="mailto:ddennett@winfieldsks.org">ddennett@winfieldsks.org</a>	COVID cleaning of Lakes



**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and Cowley College, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

**Therefore, the parties understand and agree as follows:**

1. CARES Act. The County and Awarded understand and agree that pursuant to the CARES Act, as codified in 42 U.S.C. § 801, CRF funds may only be used for costs that:

- a) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- b) were not accounted for in the budget most recently approved as of March 27, 2020; and

- c) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020 (the "Covered Period").

2. The Application. Awardee's application and request for CRF Funds, as approved by the County, is attached hereto ("the Application") and incorporated herein. The parties agree that the expenditures described in the Application are necessary due to the public health emergency with respect to COVID-19 and were not expenditures that were included in Awardee's original budget as of March 27, 2020. Awardee agrees that it will use the CRF funds provided under this Agreement in a manner that is substantially consistent with the Application. Awardee further agrees that all such expenditures will comply with all applicable provisions of the CARES Act and any and all reasonable and lawful guidance issued by the United States Department of the Treasury as it relates to use of the CRF funds.

3. Payment. The County will promptly transmit to Awardee the amount of \$100,726.57 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

6. Expenditures. Awardee shall comply with all of its applicable procurement rules and shall exercise all due care in administering CRF Funds, keeping in mind the nature of the public health emergency and federal restrictions on the use of CRF Funds.

a) Purchases. Awardee shall maintain copies of invoices, purchase orders, receipts and other documentation sufficient to demonstrate the items purchased, their purchase price, date of order and delivery, and the use of the item(s) purchased.

b) Payroll. Awardee shall maintain records that are sufficient to support salary expenditures for any and all individual employees charged to CRF Funds, if any, including documentation indicating demonstrating the duties being performed by that employee for the relevant time period and their relationship to the public health emergency. In accordance with the Application and federal guidance, Awardee shall ensure that no more than 100% of an employee's time is charged to reimbursed programs. Awardee acknowledges that payroll expenditures should be limited to those employees whose

services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

c) Administrative Costs. CRF Funds will not be used for any administrative or overhead costs and will instead be used entirely for direct COVID-19 related costs, except (1) costs specifically related to the administration of CRF funding by subrecipient, and (2) costs for additional personnel or outside contractors hired or contracted for the specific purposes of administering a program utilizing CRF Funds. CRF Funds may not be used for payroll costs for employees whose positions were budgeted as of March 27, 2020.

d) Travel. Costs incurred for travel shall be considered reasonable, allowable, and allocable only to the extent they do not exceed on a daily basis the maximum per diem, lodging, and mileage rates in effect on the day of travel as set forth in travel regulations of the State of Kansas.

7. Record Retention. Awardee shall create, maintain, and preserve sufficient records of its expenditures to demonstrate compliance with the requirements of the CARES Act, and Awardee shall provide such records to the County promptly upon written request by the County. Such records shall be maintained not less than five (5) years after the termination of this agreement.

8. Reporting. Awardee will submit to the County sufficient information regarding its use of the CRF Funds that the County may meet its reporting obligations, including the reporting expectations of the United States Department of the Treasury as set forth in Memoranda OIG-CA-20-021 and OIG-CA-20-025. Awardee's reports will be in the form reasonably requested by the County and shall provide such further information as may be reasonably requested by the County. Awardee shall provide a final report, including an accounting for all expenditures of CRF Funds, on or before the date of expiration of this Agreement.

9. Unspent Funds. Under current law, CRF Funds for which no expenditure is incurred during the Covered Period must be returned to the United States Department of the Treasury. CRF Funds for which no qualified expenditure has been or is planned to be incurred by October 15, 2020, or for which delivery or performance cannot occur before December 30, 2020, shall be returned to the County on or before November 1, 2020.

10. Transparency. All Awardee reports regarding implementation of the Application and use of the CRF Funds under this Agreement will be made publicly available by the County.

11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

12. Audit. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury is authorized to determine whether CRF payments have been used for eligible purposes. CRF Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed to the federal government, and for which the County may be liable to the State of Kansas. Authorized representatives of the County, the State of Kansas, and the Inspector General of the United States Department of the Treasury shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by Awardee pertaining to the administration of this Agreement and the receipt and expenditure of CRF Funds as may be necessary to make audits, examinations, excerpts, and transcripts for a period of five (5) years after the termination of this Agreement. Awardee agrees to be responsible for any debt incurred to the State of Kansas due to ineligible expenditures of CRF Funds.

13. Term. This Agreement shall be in effect through October 15, 2021, but Awardee's obligations set forth in paragraphs 7 (Record Retention) and 12 (Audit) shall continue beyond the termination or expiration of this Agreement.

14. Notice. All notices, demands, requests or other communications which may be required or desired to be given by either party shall be in writing and shall be made by personal delivery or by United States mail, postage prepaid. Notice shall be presumed to have been received within three days of mailing. Notices to Awardee shall be provided to the name and address listed below. Notices to County shall be provided to:

**Lucas Goff  
Cowley Administrator  
Cowley County  
311 East 9<sup>th</sup> Ave  
Winfield, KS 67156**

15. Modification. Any amendment to this Agreement will not be effective without the express written agreement of all parties, except that in the event of changes in any applicable Federal statutes, regulations, or guidance regarding the use of CRF funds, this Agreement shall be deemed to be amended when the statutory requirements for use of CRF funds are changed or when required to comply with any law or guidance so amended. Such deemed amendments shall be effective as of the effective date of the statutory or regulatory change or the date the guidance is issued.

16. Representative's Authority to Contract. By signing this contract, the representative of Awardee represents that such person is duly authorized by Awardee to execute this contract on behalf of Awardee and that Awardee agrees to be bound by the provisions thereof.

17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Jurisdiction and venue for any suit arising out of or related to this Agreement shall be in Kansas district court located in the County.

18. Counterparts. The MOA may be executed in one or more counterparts, each of which shall constitute an original of the MOA, and that facsimile and/or pdf scanned copies of signatures shall be as effective and binding as original signatures.

19. Certification. By signing below, Awardee's representative certifies that he or she has ready the Awardee's Application, that the information and statements provided in the Application are true and correct to the best of my knowledge, that the expenses and costs identified in the Application are eligible for CRF funds, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document or the Application could subject me to liability under the Kansas False Claims Act and Federal False Claims Act as well as criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and state law.

**COWLEY COUNTY**

**AWARDEE (Cowley College)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee's Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**Copy of review and discrepancy changes from Auditor.**

Cowley College	Transaction Dated Prior to 3/1/20	(41.50)	
	Transaction Dated Prior to 3/1/20	(226.10)	
	Transaction Dated Prior to 3/1/20	(83.00)	
	Transaction Dated Prior to 3/1/20	(89.00)	
	Transaction Dated Prior to 3/1/20	(73.38)	
	Duplicated Transaction	(344.60)	
	Transaction Changed by Cowley College to Match Invoice	<u>186.94</u>	
			(670.64)

## Submitted

Reimbursement	7/18/2020	2,131.32	ACH		0520book	942	Other			USPS Postmaster	41-0760000	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Postage for book contactless returns (out of town)
Reimbursement	5/31/2020	2,081.95	ACH		0520book	964	Other			USPS Postmaster	41-0760000	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Postage for book contactless returns (out of town)
Reimbursement	6/24/2020	391.26	ACH		0620book	983	Other			USPS Postmaster	41-0760000	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Postage for book contactless returns (out of town)
Reimbursement	2/24/2020	41.50	Check		180602	304875	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Gloves
Reimbursement	3/16/2020	226.10	Check		1807158	306087	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant
Reimbursement	3/16/2020	83.00	Check		1804055	306087	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Gloves
Reimbursement	3/23/2020	89.00	Check		1807856	306211	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Gloves
Reimbursement	3/24/2020	73.38	Check		600714	306255	PPE			4 State Maintenance Supply	48-1001328	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant
Reimbursement	3/24/2020	200.00	Check		1004	306263	Technology Costs			Legleiter Video Productions	82-0538039	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Live stream of public meetings
Reimbursement	4/13/2020	2,199.00	Check		AB41633392	306560	Distance learning	Technology hardware to provide online learning		Apple, Inc.	94-2404110	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	MacBook for staff
Reimbursement	4/13/2020	259.00	Check		AB41199361	306560	Distance learning	Technology hardware to provide online learning		Apple, Inc.	94-2404110	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	MacBook for staff
Reimbursement	4/13/2020	172.00	Check		1811896	306563	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Gloves
Reimbursement	4/13/2020	36.55	Check		1811895	306563	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant
Reimbursement	4/13/2020	200.67	Check		1809601	306563	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant
Reimbursement	4/13/2020	36.69	Check		600714-1	306569	PPE			4 State Maintenance Supply	48-1001328	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant
Reimbursement	4/20/2020	1,019.50	Check		10514	306887	Distance learning	Technology hardware to provide online learning		JR Microsystems LLC	26-1421635	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Computer for staff
Reimbursement	4/27/2020	1,646.00	Check		AB44891236	306957	Distance learning	Technology hardware to provide online learning		Apple, Inc.	94-2404110	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Pads for staff/faculty
Reimbursement	4/27/2020	183.45	Check		602472	306964	PPE			4 State Maintenance Supply	48-1001328	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant
Reimbursement	4/29/2020	528.30	Check		12912	306986	PPE			Ark City Glass	48-0946460	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Bookstore drop box for contactless returns
Reimbursement	5/5/2020	472.22	Check		1812658	307022	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Hand Sanitizer
Reimbursement	5/5/2020	62.35	Check		1811041	307022	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant
Reimbursement	5/5/2020	62.35	Check		1811042	307022	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant
Reimbursement	5/5/2020	3,818.48	Check		213	307027	Technology Costs			Frazier 3D Home Tours	81-1721972	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Virtual Campus Tour Footage
Reimbursement	5/5/2020	596.00	Check		10574	307034	Distance learning	Technology hardware to provide online learning		JR Microsystems LLC	26-1421635	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Antennas for WiFi Access
Reimbursement	5/5/2020	1,092.00	Check		200410010221	307035	Distance learning	Online learning software & subscriptions		KanRen Inc	75-3077895	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Zoom subscription
Reimbursement	5/5/2020	225.00	Check		1217	307036	Technology Costs			Legleiter Video Productions	82-0538039	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Faculty Campus Tour Footage
Reimbursement	5/8/2020	1,389.50	Check		10583	307092	Distance learning	Technology hardware to provide online learning		JR Microsystems LLC	26-1421635	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Virtual teaching equipment for remote learning
Reimbursement	5/8/2020	1,575.00	Check		1220	307094	Technology Costs			Legleiter Video Productions	82-0538039	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Live stream of student honors and awards
Reimbursement	5/14/2020	787.43	Check		12986	307236	PPE			Ark City Glass	48-0946460	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Plexiglass sneeze guards
Reimbursement	5/14/2020	73.38	Check		598787	307244	PPE			4 State Maintenance Supply	48-1001328	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant
Reimbursement	5/14/2020	250.00	Check		218	307245	OTHER			Frazier 3D Home Tours	81-1721972	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Virtual Campus Tour Footage
Reimbursement	5/21/2020	849.00	Check		AB45161929	307411	Distance learning	Technology hardware to provide online learning		Apple, Inc.	94-2404110	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Pads for staff/faculty
Reimbursement	5/21/2020	149.00	Check		AB44789351	307411	Distance learning	Technology hardware to provide online learning		Apple, Inc.	94-2404110	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Pads for staff/faculty
Reimbursement	5/21/2020	119.00	Check		AC00448646	307411	Distance learning	Technology hardware to provide online learning		Apple, Inc.	94-2404110	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Pads for staff/faculty
Reimbursement	5/21/2020	660.00	Check		1815661	307414	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Face masks
Reimbursement	5/21/2020	880.00	Check		1815003	307414	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Face masks
Reimbursement	5/26/2020	526.58	Check		CP1084638	307525	PPE			Creative Product Source, Inc.	26-3084278	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Antimicrobial Wipes
Reimbursement	6/1/2020	379.00	Check		AC09620529	307697	Distance learning	Technology hardware to provide online learning		Apple, Inc.	94-2404110	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Pads for staff/faculty
Reimbursement	6/1/2020	79.00	Check		AC08995474	307697	Distance learning	Technology hardware to provide online learning		Apple, Inc.	94-2404110	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Pads for staff/faculty
Reimbursement	6/1/2020	79.00	Check		AC09854806	307697	Distance learning	Technology hardware to provide online learning		Apple, Inc.	94-2404110	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Pads for staff/faculty
Reimbursement	6/1/2020	1,409.00	Check		AC10650776	307697	Distance learning	Technology hardware to provide online learning		Apple, Inc.	94-2404110	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Mac Mini for staff
Reimbursement	6/1/2020	875.00	Check		1816397	307700	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Face masks
Reimbursement	6/1/2020	16.59	Check		1817125	307700	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant
Reimbursement	6/8/2020	308.50	Check		1816398	307850	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Gloves
Reimbursement	6/10/2020	2,125.00	Check		13056	307897	PPE			Ark City Glass	48-0946460	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Plexiglass sneeze guards
Reimbursement	6/12/2020	510.30	Check		1817801	307929	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Face masks
Reimbursement	6/15/2020	675.84	Check		5053731	307956	PPE			Alert Services	74-1605633	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Athletic Training PPE supplies (gloves, sanitizer)
Reimbursement	6/15/2020	9,010.00	Check		026036	307956	Technology Costs			Amperage Marketing	46-4999888	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Online Courses website upgrade
Reimbursement	6/22/2020	268.75	Check		1819322	308305	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant
Reimbursement	6/22/2020	38.52	Check		1819321	308305	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant
Reimbursement	6/22/2020	3,760.00	Check		14014	308311	Technology Costs			Honorlock Inc.	82-1939155	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Online proctoring
Reimbursement	6/22/2020	6,960.00	Check		14280	308311	Technology Costs			Honorlock Inc.	82-1939155	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Online proctoring
Reimbursement	6/22/2020	600.00	Check		1237	308317	Technology Costs			Legleiter Video Productions	82-0538039	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Live stream of public meetings
Reimbursement	6/24/2020	2,890.00	Check		5054850	308390	PPE			Alert Services	74-1605633	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Thermometers to scan staff and students
Reimbursement	6/24/2020	1,814.95	Check		92677583	308397	PPE			Medco Supply	20-4590834	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Athletics individual water bottles
Reimbursement	6/25/2020	1,574.87	Check		12986	308403	PPE			Ark City Glass	48-0946460	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Plexiglass sneeze guards
Reimbursement	6/25/2020	284.60	Check		1819999	308404	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Antimicrobial Wipes
Reimbursement	6/25/2020	50.20	Check		1819998	308404	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Gloves
Reimbursement	6/25/2020	2,617.01	Check		20141	308408	Reopening Measures			Turn of the Century Enterprises	74-2806814	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	COVID signage
Reimbursement	6/26/2020	2,925.00	Check		1235	308410	Technology Costs			Legleiter Video Productions	82-0538039	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Live stream of athletic awards
Reimbursement	6/30/2020	14,157.84	Check		10879459	308566	PPE			Brady Industries of Kansas LLC	84-3136453	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Electrostatic Sprayer and chemical
Reimbursement	6/30/2020	32.00	Check		23314	308572	Reopening Measures			Keefe Printing	48-1167649	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	COVID signage
Reimbursement	6/30/2020	14,076.00	Check		20145	20146	308581	PPE		Turn of the Century Enterprises	74-2806814	Cowley College	Cowley College COVID Expenses	COVID Reimbursement	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Face masks and sanitizers for students
Reimbursement	6/30/2020	344.60	Check																

Reimbursement	5/8/2020	\$ 2,131.32	ACH		942	Other		USPS Postmaster	41-0760000	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Postage for book contactless returns (out of town)	
Reimbursement	5/31/2020	\$ 2,081.95	ACH		964	Other		USPS Postmaster	41-0760000	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Postage for book contactless returns (out of town)	
Reimbursement	6/24/2020	\$ 391.26	ACH		983	Other		USPS Postmaster	41-0760000	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Postage for book contactless returns (out of town)	
Reimbursement	3/24/2020	\$ 73.38	Check		600714	306255	PPE	4 State Maintenance Supply	48-1001328	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant	
Reimbursement	3/24/2020	\$ 200.00	Check		1004	306263	Technology Costs	Legleiter Video Productions	82-0538039	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Live stream of public meetings	
Reimbursement	4/13/2020	\$ 2,199.00	Check		AB41633392	306560	Distance learning	Technology hardware to provide online lea	Apple, Inc.	94-2404110	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	MacBook for staff
Reimbursement	4/13/2020	\$ 259.00	Check		AB41199361	306560	Distance learning	Technology hardware to provide online lea	Apple, Inc.	94-2404110	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	MacBook for staff
Reimbursement	4/13/2020	\$ 172.00	Check		1811896	306563	PPE	Brady Industries of Kansas LLC	84-3136453	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Gloves	
Reimbursement	4/13/2020	\$ 38.55	Check		1811895	306563	PPE	Brady Industries of Kansas LLC	84-3136453	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant	
Reimbursement	4/13/2020	\$ 200.67	Check		1809601	306563	PPE	Brady Industries of Kansas LLC	84-3136453	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant	
Reimbursement	4/13/2020	\$ 36.69	Check		600714-1	306569	PPE	4 State Maintenance Supply	48-1001328	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant	
Reimbursement	4/20/2020	\$ 1,019.50	Check		10514	306887	Distance learning	Technology hardware to provide online lea	JR Microsystems LLC	26-1421635	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Computer for staff
Reimbursement	4/27/2020	\$ 1,646.00	Check		AB44691236	306957	Distance learning	Technology hardware to provide online lea	Apple, Inc.	94-2404110	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	iPads for staff/faculty
Reimbursement	4/27/2020	\$ 183.45	Check		602472	306964	PPE	4 State Maintenance Supply	48-1001328	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant	
Reimbursement	4/29/2020	\$ 528.30	Check		12912	306986	PPE	Ark City Glass	48-0946460	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Books/bre drop box for contactless returns	
Reimbursement	5/5/2020	\$ 472.22	Check		1812658	307022	PPE	Brady Industries of Kansas LLC	84-3136453	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Hand Sanitizer	
Reimbursement	5/5/2020	\$ 62.35	Check		1811041	307022	PPE	Brady Industries of Kansas LLC	84-3136453	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant	
Reimbursement	5/5/2020	\$ 62.35	Check		1811042	307022	PPE	Brady Industries of Kansas LLC	84-3136453	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Disinfectant	
Reimbursement	5/5/2020	\$ 3,818.48	Check		213	307027	Technology Costs		Frazier 3D Home Tours	81-1721972	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Virtual Campus Tour Footage
Reimbursement	5/5/2020	\$ 596.00	Check		10574	307034	Distance learning	Technology hardware to provide online lea	JR Microsystems LLC	26-1421635	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Antennas for Wifi Access
Reimbursement	5/5/2020	\$ 1,092.00	Check		2004100100211	307035	Distance learning	Online learning software & subscriptions	KarRen Inc	75-3077895	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Zoom subscription
Reimbursement	5/5/2020	\$ 225.00	Check		1217	307038	Technology Costs		Legleiter Video Productions	82-0538039	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Virtual Campus Tour Footage
Reimbursement	5/8/2020	\$ 1,389.50	Check		10583	307092	Distance learning	Technology hardware to provide online lea	JR Microsystems LLC	26-1421635	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Faculty teaching equipment for remote learning
Reimbursement	5/8/2020	\$ 1,575.00	Check		1220	307094	Technology Costs		Legleiter Video Productions	82-0538039	Cowley College	Holly Harper	Vice President of Finance	620-441-5240	holly.harper@cowley.edu	Live stream of student honors and awards
Reimbursement	5/14/2020	\$ 787.43	Check		1298											



**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and South-Central KS Medical Center, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

**Therefore, the parties understand and agree as follows:**

1. CARES Act. The County and Awarded understand and agree that pursuant to the CARES Act, as codified in 42 U.S.C. § 801, CRF funds may only be used for costs that:

- a) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- b) were not accounted for in the budget most recently approved as of March 27, 2020; and

- c) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020 (the "Covered Period").

2. The Application. Awardee's application and request for CRF Funds, as approved by the County, is attached hereto ("the Application") and incorporated herein. The parties agree that the expenditures described in the Application are necessary due to the public health emergency with respect to COVID-19 and were not expenditures that were included in Awardee's original budget as of March 27, 2020. Awardee agrees that it will use the CRF funds provided under this Agreement in a manner that is substantially consistent with the Application. Awardee further agrees that all such expenditures will comply with all applicable provisions of the CARES Act and any and all reasonable and lawful guidance issued by the United States Department of the Treasury as it relates to use of the CRF funds.

3. Payment. The County will promptly transmit to Awardee the amount of \$63,834.29 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

6. Expenditures. Awardee shall comply with all of its applicable procurement rules and shall exercise all due care in administering CRF Funds, keeping in mind the nature of the public health emergency and federal restrictions on the use of CRF Funds.

a) Purchases. Awardee shall maintain copies of invoices, purchase orders, receipts and other documentation sufficient to demonstrate the items purchased, their purchase price, date of order and delivery, and the use of the item(s) purchased.

b) Payroll. Awardee shall maintain records that are sufficient to support salary expenditures for any and all individual employees charged to CRF Funds, if any, including documentation indicating demonstrating the duties being performed by that employee for the relevant time period and their relationship to the public health emergency. In accordance with the Application and federal guidance, Awardee shall ensure that no more than 100% of an employee's time is charged to reimbursed programs. Awardee acknowledges that payroll expenditures should be limited to those employees whose

services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

c) Administrative Costs. CRF Funds will not be used for any administrative or overhead costs and will instead be used entirely for direct COVID-19 related costs, except (1) costs specifically related to the administration of CRF funding by subrecipient, and (2) costs for additional personnel or outside contractors hired or contracted for the specific purposes of administering a program utilizing CRF Funds. CRF Funds may not be used for payroll costs for employees whose positions were budgeted as of March 27, 2020.

d) Travel. Costs incurred for travel shall be considered reasonable, allowable, and allocable only to the extent they do not exceed on a daily basis the maximum per diem, lodging, and mileage rates in effect on the day of travel as set forth in travel regulations of the State of Kansas.

7. Record Retention. Awardee shall create, maintain, and preserve sufficient records of its expenditures to demonstrate compliance with the requirements of the CARES Act, and Awardee shall provide such records to the County promptly upon written request by the County. Such records shall be maintained not less than five (5) years after the termination of this agreement.

8. Reporting. Awardee will submit to the County sufficient information regarding its use of the CRF Funds that the County may meet its reporting obligations, including the reporting expectations of the United States Department of the Treasury as set forth in Memoranda OIG-CA-20-021 and OIG-CA-20-025. Awardee's reports will be in the form reasonably requested by the County and shall provide such further information as may be reasonably requested by the County. Awardee shall provide a final report, including an accounting for all expenditures of CRF Funds, on or before the date of expiration of this Agreement.

9. Unspent Funds. Under current law, CRF Funds for which no expenditure is incurred during the Covered Period must be returned to the United States Department of the Treasury. CRF Funds for which no qualified expenditure has been or is planned to be incurred by October 15, 2020, or for which delivery or performance cannot occur before December 30, 2020, shall be returned to the County on or before November 1, 2020.

10. Transparency. All Awardee reports regarding implementation of the Application and use of the CRF Funds under this Agreement will be made publicly available by the County.

11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

12. Audit. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury is authorized to determine whether CRF payments have been used for eligible purposes. CRF Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed to the federal government, and for which the County may be liable to the State of Kansas. Authorized representatives of the County, the State of Kansas, and the Inspector General of the United States Department of the Treasury shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by Awardee pertaining to the administration of this Agreement and the receipt and expenditure of CRF Funds as may be necessary to make audits, examinations, excerpts, and transcripts for a period of five (5) years after the termination of this Agreement. Awardee agrees to be responsible for any debt incurred to the State of Kansas due to ineligible expenditures of CRF Funds.

13. Term. This Agreement shall be in effect through October 15, 2021, but Awardee's obligations set forth in paragraphs 7 (Record Retention) and 12 (Audit) shall continue beyond the termination or expiration of this Agreement.

14. Notice. All notices, demands, requests or other communications which may be required or desired to be given by either party shall be in writing and shall be made by personal delivery or by United States mail, postage prepaid. Notice shall be presumed to have been received within three days of mailing. Notices to Awardee shall be provided to the name and address listed below. Notices to County shall be provided to:

**Lucas Goff  
Cowley Administrator  
Cowley County  
311 East 9<sup>th</sup> Ave  
Winfield, KS 67156**

15. Modification. Any amendment to this Agreement will not be effective without the express written agreement of all parties, except that in the event of changes in any applicable Federal statutes, regulations, or guidance regarding the use of CRF funds, this Agreement shall be deemed to be amended when the statutory requirements for use of CRF funds are changed or when required to comply with any law or guidance so amended. Such deemed amendments shall be effective as of the effective date of the statutory or regulatory change or the date the guidance is issued.

16. Representative's Authority to Contract. By signing this contract, the representative of Awardee represents that such person is duly authorized by Awardee to execute this contract on behalf of Awardee and that Awardee agrees to be bound by the provisions thereof.

17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Jurisdiction and venue for any suit arising out of or related to this Agreement shall be in Kansas district court located in the County.

18. Counterparts. The MOA may be executed in one or more counterparts, each of which shall constitute an original of the MOA, and that facsimile and/or pdf scanned copies of signatures shall be as effective and binding as original signatures.

19. Certification. By signing below, Awardee's representative certifies that he or she has ready the Awardee's Application, that the information and statements provided in the Application are true and correct to the best of my knowledge, that the expenses and costs identified in the Application are eligible for CRF funds, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document or the Application could subject me to liability under the Kansas False Claims Act and Federal False Claims Act as well as criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and state law.

**COWLEY COUNTY**

**AWARDEE (South-Central KS Medical Center)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee's Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**Copy of review and discrepancy changes from Auditor.**

SCKMC

Per sub recipient this transaction will be  
covered under another source of funding  
through CARES Act

(81,883.23)

## Submitted

[illegible]

Approved

[illegible]



**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and Southwestern College, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

**Therefore, the parties understand and agree as follows:**

1. CARES Act. The County and Awarded understand and agree that pursuant to the CARES Act, as codified in 42 U.S.C. § 801, CRF funds may only be used for costs that:

- a) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- b) were not accounted for in the budget most recently approved as of March 27, 2020; and

- c) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020 (the "Covered Period").

2. The Application. Awardee's application and request for CRF Funds, as approved by the County, is attached hereto ("the Application") and incorporated herein. The parties agree that the expenditures described in the Application are necessary due to the public health emergency with respect to COVID-19 and were not expenditures that were included in Awardee's original budget as of March 27, 2020. Awardee agrees that it will use the CRF funds provided under this Agreement in a manner that is substantially consistent with the Application. Awardee further agrees that all such expenditures will comply with all applicable provisions of the CARES Act and any and all reasonable and lawful guidance issued by the United States Department of the Treasury as it relates to use of the CRF funds.

3. Payment. The County will promptly transmit to Awardee the amount of \$87,855.53 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

6. Expenditures. Awardee shall comply with all of its applicable procurement rules and shall exercise all due care in administering CRF Funds, keeping in mind the nature of the public health emergency and federal restrictions on the use of CRF Funds.

a) Purchases. Awardee shall maintain copies of invoices, purchase orders, receipts and other documentation sufficient to demonstrate the items purchased, their purchase price, date of order and delivery, and the use of the item(s) purchased.

b) Payroll. Awardee shall maintain records that are sufficient to support salary expenditures for any and all individual employees charged to CRF Funds, if any, including documentation indicating demonstrating the duties being performed by that employee for the relevant time period and their relationship to the public health emergency. In accordance with the Application and federal guidance, Awardee shall ensure that no more than 100% of an employee's time is charged to reimbursed programs. Awardee acknowledges that payroll expenditures should be limited to those employees whose

services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

c) Administrative Costs. CRF Funds will not be used for any administrative or overhead costs and will instead be used entirely for direct COVID-19 related costs, except (1) costs specifically related to the administration of CRF funding by subrecipient, and (2) costs for additional personnel or outside contractors hired or contracted for the specific purposes of administering a program utilizing CRF Funds. CRF Funds may not be used for payroll costs for employees whose positions were budgeted as of March 27, 2020.

d) Travel. Costs incurred for travel shall be considered reasonable, allowable, and allocable only to the extent they do not exceed on a daily basis the maximum per diem, lodging, and mileage rates in effect on the day of travel as set forth in travel regulations of the State of Kansas.

7. Record Retention. Awardee shall create, maintain, and preserve sufficient records of its expenditures to demonstrate compliance with the requirements of the CARES Act, and Awardee shall provide such records to the County promptly upon written request by the County. Such records shall be maintained not less than five (5) years after the termination of this agreement.

8. Reporting. Awardee will submit to the County sufficient information regarding its use of the CRF Funds that the County may meet its reporting obligations, including the reporting expectations of the United States Department of the Treasury as set forth in Memoranda OIG-CA-20-021 and OIG-CA-20-025. Awardee's reports will be in the form reasonably requested by the County and shall provide such further information as may be reasonably requested by the County. Awardee shall provide a final report, including an accounting for all expenditures of CRF Funds, on or before the date of expiration of this Agreement.

9. Unspent Funds. Under current law, CRF Funds for which no expenditure is incurred during the Covered Period must be returned to the United States Department of the Treasury. CRF Funds for which no qualified expenditure has been or is planned to be incurred by October 15, 2020, or for which delivery or performance cannot occur before December 30, 2020, shall be returned to the County on or before November 1, 2020.

10. Transparency. All Awardee reports regarding implementation of the Application and use of the CRF Funds under this Agreement will be made publicly available by the County.

11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

12. Audit. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury is authorized to determine whether CRF payments have been used for eligible purposes. CRF Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed to the federal government, and for which the County may be liable to the State of Kansas. Authorized representatives of the County, the State of Kansas, and the Inspector General of the United States Department of the Treasury shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by Awardee pertaining to the administration of this Agreement and the receipt and expenditure of CRF Funds as may be necessary to make audits, examinations, excerpts, and transcripts for a period of five (5) years after the termination of this Agreement. Awardee agrees to be responsible for any debt incurred to the State of Kansas due to ineligible expenditures of CRF Funds.

13. Term. This Agreement shall be in effect through October 15, 2021, but Awardee's obligations set forth in paragraphs 7 (Record Retention) and 12 (Audit) shall continue beyond the termination or expiration of this Agreement.

14. Notice. All notices, demands, requests or other communications which may be required or desired to be given by either party shall be in writing and shall be made by personal delivery or by United States mail, postage prepaid. Notice shall be presumed to have been received within three days of mailing. Notices to Awardee shall be provided to the name and address listed below. Notices to County shall be provided to:

**Lucas Goff  
Cowley Administrator  
Cowley County  
311 East 9<sup>th</sup> Ave  
Winfield, KS 67156**

15. Modification. Any amendment to this Agreement will not be effective without the express written agreement of all parties, except that in the event of changes in any applicable Federal statutes, regulations, or guidance regarding the use of CRF funds, this Agreement shall be deemed to be amended when the statutory requirements for use of CRF funds are changed or when required to comply with any law or guidance so amended. Such deemed amendments shall be effective as of the effective date of the statutory or regulatory change or the date the guidance is issued.

16. Representative's Authority to Contract. By signing this contract, the representative of Awardee represents that such person is duly authorized by Awardee to execute this contract on behalf of Awardee and that Awardee agrees to be bound by the provisions thereof.

17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Jurisdiction and venue for any suit arising out of or related to this Agreement shall be in Kansas district court located in the County.

18. Counterparts. The MOA may be executed in one or more counterparts, each of which shall constitute an original of the MOA, and that facsimile and/or pdf scanned copies of signatures shall be as effective and binding as original signatures.

19. Certification. By signing below, Awardee's representative certifies that he or she has ready the Awardee's Application, that the information and statements provided in the Application are true and correct to the best of my knowledge, that the expenses and costs identified in the Application are eligible for CRF funds, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document or the Application could subject me to liability under the Kansas False Claims Act and Federal False Claims Act as well as criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and state law.

**COWLEY COUNTY**

**AWARDEE (Southwestern College)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee's Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**Copy of review and discrepancy changes from Auditor.**

SW College	Invoice to Spreadsheet Discrepancy	(0.06)	
	Invoice to Spreadsheet Discrepancy	(0.04)	
	Invoice to Spreadsheet Discrepancy	<u>(0.01)</u>	
			(0.11)

## Submitted

Reimbursement	7/13/2020	\$ 137.65	Credit Card	20276630023	N/A	Walgreens	36-1924025	SC Students	Student Cleaning Kits	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	3/14/2020	\$ 12.22	Credit Card	1478841996939818198	N/A	Wal-Mart	71-0415188	SC Students	Student Cleaning Kits	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/14/2020	\$ 13.64	Credit Card	3703147505242577423	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/17/2020	\$ 18.59	Credit Card	74031777503592499636	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/21/2020	\$ 19.71	Credit Card	8935544537101364910	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/26/2020	\$ 22.41	Credit Card	3669129837978129764	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	3/13/2020	\$ 23.07	Credit Card	66088412967591033696	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/28/2020	\$ 30.35	Credit Card	4587771995535428655	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/11/2020	\$ 48.29	Credit Card	1574962116020607509	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/11/2020	\$ 6.28	Credit Card	1574962116020607509	N/A	Wal-Mart	71-0415188	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/31/2020	\$ 69.43	Credit Card	1808872372759604695	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/4/2020	\$ 90.85	Credit Card	0058843775759203795	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/9/2020	\$ 103.00	Credit Card	5456391195731334313	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/29/2020	\$ 58.36	Credit Card	5236599655531334575	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/29/2020	\$ 59.74	Credit Card	5236599655531334575	N/A	Wal-Mart	71-0415188	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/30/2020	\$ 125.67	Credit Card	1234333431002060820	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/1/2020	\$ 78.02	Credit Card	2612109562446439024	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/1/2020	\$ 53.82	Credit Card	2612109562446439024	N/A	Wal-Mart	71-0415188	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/29/2020	\$ 148.53	Credit Card	7236489397795960245	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/27/2020	\$ 203.64	Credit Card	0658980147295940039	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/7/2020	\$ 209.49	Credit Card	0550904307095950455	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/15/2020	\$ 17.76	Credit Card	6456997257333422732	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	4/18/2020	\$ 65.59	Credit Card	891969778439791070	N/A	Wal-Mart	71-0415188	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/13/2020	\$ 265.49	Credit Card	53224077	N/A	WebstaurantStore	Unknown	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/1/2020	\$ 1,037.00	Credit Card	53982475	N/A	WebstaurantStore	Unknown	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	3/13/2020	\$ 63.59	Credit Card	0064003376555	N/A	Westlake Ace Hardware	Unknown	SC Students	Student Cleaning Kits	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	3/6/2020	\$ 28.70	Credit Card	7305668602	N/A	Staples	04-2896127	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/3/2020	\$ 29.94	Credit Card	7309542619	N/A	Staples	04-2896127	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/23/2020	\$ 33.10	Credit Card	7309111448	N/A	Staples	04-2896127	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/2/2020	\$ 33.16	Credit Card	7308262129	N/A	Staples	04-2896127	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/2/2020	\$ 11.62	Credit Card	7308262129	N/A	Staples	04-2896127	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/10/2020	\$ 50.76	Credit Card	7309861129	N/A	Staples	04-2896127	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/2/2020	\$ 63.04	Credit Card	7309449061	N/A	Staples	04-2896127	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/29/2020	\$ 11.00	Credit Card	7308186040	N/A	Staples	04-2896127	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/29/2020	\$ 77.10	Credit Card	7308186040	N/A	Staples	04-2896127	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/7/2020	\$ 188.02	Credit Card	7309672135	N/A	Staples	04-2896127	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/18/2020	\$ 31.47	Credit Card	7308913979	N/A	Staples	04-2896127	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/18/2020	\$ 190.45	Credit Card	7308913979	N/A	Staples	04-2896127	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/28/2020	\$ 832.76	Credit Card	1656120208	N/A	DIYStuff4U via Etsy	Unknown	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/28/2020	\$ 27.98	Credit Card	1666229401	N/A	YouveBeenFramedBYBYF via Etsy	Unknown	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	Unknown	\$ 81.02	Credit Card	36512581592e499	N/A	Family Dollar	56-0942963	SC Students	Student Cleaning Kits	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/14/2020	\$ 60.00	Credit Card	140026	N/A	Graves Drive	Unknown	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	3/13/2020	\$ 536.36	Credit Card	540923380	N/A	Homes Depot	58-1853319	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/9/2020	\$ 202.17	Credit Card	18602	N/A	Honest PPE	Unknown	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/12/2020	\$ 63.89	Credit Card	14555	N/A	Honest PPE	Unknown	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/13/2020	\$ 688.21	Credit Card	7414	N/A	MediaSource	Unknown	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/24/2020	\$ 479.88	Credit Card	22121305	N/A	Menards	Unknown	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/7/2020	\$ 1,128.76	Credit Card	22960601	N/A	Menards	Unknown	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/28/2020	\$ 24.41	Credit Card	2848c1187b878791	N/A	Mini Max Food	Unknown	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	3/13/2020	\$ 25.97	Credit Card	89291axa606of82	N/A	Mini Max Food	Unknown	SC Students	Student Cleaning Kits	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	3/13/2020	\$ 7.57	Credit Card	743dfaa2c1a9a1d	N/A	Mini Max Food	Unknown	SC Students	Student Cleaning Kits	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/19/2020	\$ 396.40	Credit Card	00135825	N/A	Raphill USA	Unknown	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/3/2020	\$ 502.60	Credit Card	001396026	N/A	Raphill USA	Unknown	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/20/2020	\$ 34.70	Credit Card	91a0bb2e6e2cebb	N/A	Bing Brothers	Unknown	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/1/2020	\$ 4,575.00	Credit Card	20010553	N/A	Camelback Displays	Unknown	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/26/2020	\$ 385.18	Credit Card	33688821	N/A	Health & Wellness Store	Unknown	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/24/2020	\$ 385.18	Credit Card	33044184	N/A	Health & Wellness Store	Unknown	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/1/2020	\$ 182.35	Check	2853	3E+05	Cypress Facility Services	82-1699695	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/27/2020	\$ 2.67	Credit Card	6153729145192	N/A	Dillons	48-0196590	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/4/2020	\$ 2.67	Credit Card	615372845540548	N/A	Dillons	48-0196590	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	3/17/2020	\$ 3.57	Credit Card	1fa3d7ecd1d508f9	N/A	Dillons	48-0196590	SC Students	Student Cleaning Kits	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/29/2020	\$ 4.06	Credit Card	6152721214511122	N/A	Dillons	48-0196590	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/20/2020	\$ 2.67	Credit Card	f0ab9d2ff3ab15e0	N/A	Dillons	48-0196590	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/20/2020	\$ 4.15	Credit Card	f0ab9d2ff3ab15e0	N/A	Dillons	48-0196590	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/29/2020	\$ 14.97	Credit Card	6152721045111	N/A	Dillons	48-0196590	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/26/2020	\$ 16.65	Credit Card	6152722245325	N/A	Dillons	48-0196590	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/14/2020	\$ 20.97	Credit Card	6152724945352	N/A	Dillons	48-0196590	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/1/2020	\$ 25.69	Credit Card	615372146453149	N/A	Dillons	48-0196590	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/21/2020	\$ 63.33	Credit Card	7c5f7fb8338e1101	N/A	Dillons	48-0196590	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/27/2020	\$ 14.70	Credit Card	60002053117	N/A	Dollar General	61-0502302	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/28/2020	\$ 15.96	Credit Card	60001024470	N/A	Dollar General	61-0502302	SC Constituents	Campus Sanitization	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	3/15/2020	\$ 130.63	Credit Card	60001021883	N/A	Dollar General	61-0502302	SC Students	Student Cleaning Kits	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	3/14/2020	\$ 71.00	Credit Card	014962032099	N/A	dollar Tree	54-1387365	SC Students	Student Cleaning Kits	Campus Sanitization	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	5/20/2020	\$ 69.98	Credit Card	1189850692460225	N/A	Modenna via Amazon.com	Unknown	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	6/29/2020	\$ 650.00	Credit Card	11249642690956234	N/A	Modenna via Amazon.com	Unknown	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/10/2020	\$ 206.83	Credit Card	11211214116581024	N/A	Allergy Be Gone via Amazon.com	Unknown	SC Constituents	Personal Protective Equipment	Personal Protective Equipment	Tony Crouch	VP Finance/CFO	620.229.6368	tony.crouch@sckans.edu
Reimbursement	7/10/2020	\$ 140.40	Credit Card	11255186405029011										

## Approved

Reimbursement	7/13/2020	\$	137.65	Credit Card	20276630023	N/A	Public Health Expenses	Cleaning Supplies	Walgreens	36-1924025	SC Students	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	3/14/2020	\$	12.22	Credit Card	14788419969398181985	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Students	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/14/2020	\$	13.64	Credit Card	77031475052425774233	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/17/2020	\$	18.59	Credit Card	74031775035924996360	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/21/2020	\$	19.71	Credit Card	69355445371013649109	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/26/2020	\$	22.41	Credit Card	3669129837978129764	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	3/13/2020	\$	23.07	Credit Card	66088412967591036966	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/28/2020	\$	30.35	Credit Card	45877719955354286558	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/11/2020	\$	48.29	Credit Card	15749621160206075095	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/11/2020	\$	6.28	Credit Card	15749621160206075095	N/A	PPE		Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/31/2020	\$	69.43	Credit Card	18088723727596046956	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/4/2020	\$	90.85	Credit Card	00588437757592037996	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/9/2020	\$	103.00	Credit Card	545639119573133431377	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/29/2020	\$	58.36	Credit Card	52365996555313345790	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/29/2020	\$	59.74	Credit Card	52365996555313345790	N/A	PPE		Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/30/2020	\$	125.67	Credit Card	123433343100206082075	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/1/2020	\$	78.02	Credit Card	261210956244643902421	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/1/2020	\$	53.82	Credit Card	261210956244643902421	N/A	PPE		Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/6/2020	\$	148.53	Credit Card	723648939779596024936	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/27/2020	\$	203.64	Credit Card	065898014729594003966	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/7/2020	\$	209.49	Credit Card	055090430709595045956	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/15/2020	\$	17.76	Credit Card	64569972573334227327	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	4/18/2020	\$	65.59	Credit Card	89196977843979107704	N/A	Public Health Expenses	Cleaning Supplies	Wal-Mart	71-0415188	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/12/2020	\$	265.49	Credit Card	53224077	N/A	Public Health Expenses	Cleaning Supplies	WebstaurantStore	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/1/2020	\$	1,037.00	Credit Card	53982475	N/A	Public Health Expenses	Cleaning Supplies	0.11	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	3/13/2020	\$	63.59	Credit Card	0064003736555	N/A	Public Health Expenses	Cleaning Supplies	Westlake Ace Hardware	Unknown	SC Students	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	3/6/2020	\$	28.70	Credit Card	7305668602	N/A	Public Health Expenses	Cleaning Supplies	Staples	04-2896127	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/3/2020	\$	29.94	Credit Card	7309542619	N/A	Public Health Expenses	Cleaning Supplies	Staples	04-2896127	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/23/2020	\$	33.10	Credit Card	7309111448	N/A	Public Health Expenses	Cleaning Supplies	Staples	04-2896127	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/2/2020	\$	33.10	Credit Card	7308262129	N/A	Public Health Expenses	Cleaning Supplies	Staples	04-2896127	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/2/2020	\$	11.62	Credit Card	7308262129	N/A	PPE		Staples	04-2896127	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/10/2020	\$	50.76	Credit Card	7309861129	N/A	Public Health Expenses	Cleaning Supplies	Staples	04-2896127	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/2/2020	\$	63.04	Credit Card	7309449061	N/A	Public Health Expenses	Cleaning Supplies	Staples	04-2896127	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/29/2020	\$	11.00	Credit Card	7308186040	N/A	Public Health Expenses	Cleaning Supplies	Staples	04-2896127	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/29/2020	\$	77.10	Credit Card	7308186040	N/A	PPE		Staples	04-2896127	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/7/2020	\$	188.02	Credit Card	7309672135	N/A	Public Health Expenses	Cleaning Supplies	Staples	04-2896127	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/18/2020	\$	31.47	Credit Card	7308913979	N/A	Public Health Expenses	Cleaning Supplies	Staples	04-2896127	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/18/2020	\$	190.45	Credit Card	7308913979	N/A	PPE		Staples	04-2896127	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/28/2020	\$	832.76	Credit Card	1656120208	N/A	PPE		DIYStuff4U via Etsy	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/28/2020	\$	27.98	Credit Card	1666229401	N/A	PPE		YouveBeenFramedBYBYF via Etsy	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	Unknown	\$	81.02	Credit Card	36512581592e499	N/A	Public Health Expenses	Cleaning Supplies	Family Dollar	56-0942963	SC Students	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/14/2020	\$	60.00	Credit Card	14026	N/A	PPE		Graves Drug	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	3/13/2020	\$	536.36	Credit Card	540923380	N/A	Public Health Expenses	Cleaning Supplies	Home Depot	58-1853319	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/9/2020	\$	202.17	Credit Card	18602	N/A	PPE		Honest PPE	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/3/2020	\$	63.89	Credit Card	14555	N/A	PPE		Honest PPE	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/13/2020	\$	688.21	Credit Card	7414	N/A	PPE		MedixSource	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/24/2020	\$	479.88	Credit Card	22121305	N/A	PPE		Menards	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/7/2020	\$	1,128.76	Credit Card	22496001	N/A	PPE		Menards	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/28/2020	\$	24.41	Credit Card	b248c1187b878791	N/A	Public Health Expenses	Cleaning Supplies	Mini Max Food	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	3/13/2020	\$	25.97	Credit Card	89291axa6060ff82	N/A	Public Health Expenses	Cleaning Supplies	Mini Max Food	Unknown	SC Students	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	3/13/2020	\$	7.57	Credit Card	7d3dfdea2c1a9a1d	N/A	Public Health Expenses	Cleaning Supplies	Mini Max Food	Unknown	SC Students	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/19/2020	\$	396.40	Credit Card	00135825	N/A	Public Health Expenses	Cleaning Supplies	Raphill USA	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/3/2020	\$	502.60	Credit Card	001396026	N/A	Public Health Expenses	Cleaning Supplies	Raphill USA	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/20/2020	\$	34.70	Credit Card	91a0bb2e62e2cebb	N/A	Public Health Expenses	Cleaning Supplies	Bing Brothers	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/1/2020	\$	4,575.00	Credit Card	20201053	N/A	Public Health Expenses	Cleaning Supplies	Camelback Displays	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/26/2020	\$	385.18	Credit Card	33688821	N/A	PPE		Health & Wellness Store	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/24/2020	\$	385.18	Credit Card	33044184	N/A	PPE		Health & Wellness Store	Unknown	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/1/2020	\$	182.35	Check	2853	285636	Public Health Expenses	Cleaning Supplies	Cypress Facility Services	82-1699695	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	6/27/2020	\$	2.67	Credit Card	6153729145192	N/A	Public Health Expenses	Cleaning Supplies	Dillons	48-0196590	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	7/4/2020	\$	2.67	Credit Card	615372845540548	N/A	Public Health Expenses	Cleaning Supplies	Dillons	48-0196590	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	3/17/2020	\$	3.57	Credit Card	1fa3d7ecd1d508f9	N/A	Public Health Expenses	Cleaning Supplies	Dillons	48-0196590	SC Students	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/29/2020	\$	4.06	Credit Card	6152721214511122	N/A	Public Health Expenses	Cleaning Supplies	Dillons	48-0196590	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/20/2020	\$	2.67	Credit Card	fb0ab9d2f3ab15e0	N/A	Public Health Expenses	Cleaning Supplies	Dillons	48-0196590	SC Constituents	Tony Crouch	VP Finance/CFO	<a href="mailto:tony.crouch@sckans.edu">620.229.6368</a>	<a href="mailto:tony.crouch@sckans.edu">tony.crouch@sckans.edu</a>
Reimbursement	5/20/2020	\$	4.15												



**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and the USD 462, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

**Therefore, the parties understand and agree as follows:**

1. CARES Act. The County and Awarded understand and agree that pursuant to the CARES Act, as codified in 42 U.S.C. § 801, CRF funds may only be used for costs that:

- a) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- b) were not accounted for in the budget most recently approved as of March 27, 2020; and

- c) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020 (the "Covered Period").

2. The Application. Awardee's application and request for CRF Funds, as approved by the County, is attached hereto ("the Application") and incorporated herein. The parties agree that the expenditures described in the Application are necessary due to the public health emergency with respect to COVID-19 and were not expenditures that were included in Awardee's original budget as of March 27, 2020. Awardee agrees that it will use the CRF funds provided under this Agreement in a manner that is substantially consistent with the Application. Awardee further agrees that all such expenditures will comply with all applicable provisions of the CARES Act and any and all reasonable and lawful guidance issued by the United States Department of the Treasury as it relates to use of the CRF funds.

3. Payment. The County will promptly transmit to Awardee the amount of \$2,366.27 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

6. Expenditures. Awardee shall comply with all of its applicable procurement rules and shall exercise all due care in administering CRF Funds, keeping in mind the nature of the public health emergency and federal restrictions on the use of CRF Funds.

a) Purchases. Awardee shall maintain copies of invoices, purchase orders, receipts and other documentation sufficient to demonstrate the items purchased, their purchase price, date of order and delivery, and the use of the item(s) purchased.

b) Payroll. Awardee shall maintain records that are sufficient to support salary expenditures for any and all individual employees charged to CRF Funds, if any, including documentation indicating demonstrating the duties being performed by that employee for the relevant time period and their relationship to the public health emergency. In accordance with the Application and federal guidance, Awardee shall ensure that no more than 100% of an employee's time is charged to reimbursed programs. Awardee acknowledges that payroll expenditures should be limited to those employees whose

services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

c) Administrative Costs. CRF Funds will not be used for any administrative or overhead costs and will instead be used entirely for direct COVID-19 related costs, except (1) costs specifically related to the administration of CRF funding by subrecipient, and (2) costs for additional personnel or outside contractors hired or contracted for the specific purposes of administering a program utilizing CRF Funds. CRF Funds may not be used for payroll costs for employees whose positions were budgeted as of March 27, 2020.

d) Travel. Costs incurred for travel shall be considered reasonable, allowable, and allocable only to the extent they do not exceed on a daily basis the maximum per diem, lodging, and mileage rates in effect on the day of travel as set forth in travel regulations of the State of Kansas.

7. Record Retention. Awardee shall create, maintain, and preserve sufficient records of its expenditures to demonstrate compliance with the requirements of the CARES Act, and Awardee shall provide such records to the County promptly upon written request by the County. Such records shall be maintained not less than five (5) years after the termination of this agreement.

8. Reporting. Awardee will submit to the County sufficient information regarding its use of the CRF Funds that the County may meet its reporting obligations, including the reporting expectations of the United States Department of the Treasury as set forth in Memoranda OIG-CA-20-021 and OIG-CA-20-025. Awardee's reports will be in the form reasonably requested by the County and shall provide such further information as may be reasonably requested by the County. Awardee shall provide a final report, including an accounting for all expenditures of CRF Funds, on or before the date of expiration of this Agreement.

9. Unspent Funds. Under current law, CRF Funds for which no expenditure is incurred during the Covered Period must be returned to the United States Department of the Treasury. CRF Funds for which no qualified expenditure has been or is planned to be incurred by October 15, 2020, or for which delivery or performance cannot occur before December 30, 2020, shall be returned to the County on or before November 1, 2020.

10. Transparency. All Awardee reports regarding implementation of the Application and use of the CRF Funds under this Agreement will be made publicly available by the County.

11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

12. Audit. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury is authorized to determine whether CRF payments have been used for eligible purposes. CRF Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed to the federal government, and for which the County may be liable to the State of Kansas. Authorized representatives of the County, the State of Kansas, and the Inspector General of the United States Department of the Treasury shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by Awardee pertaining to the administration of this Agreement and the receipt and expenditure of CRF Funds as may be necessary to make audits, examinations, excerpts, and transcripts for a period of five (5) years after the termination of this Agreement. Awardee agrees to be responsible for any debt incurred to the State of Kansas due to ineligible expenditures of CRF Funds.

13. Term. This Agreement shall be in effect through October 15, 2021, but Awardee's obligations set forth in paragraphs 7 (Record Retention) and 12 (Audit) shall continue beyond the termination or expiration of this Agreement.

14. Notice. All notices, demands, requests or other communications which may be required or desired to be given by either party shall be in writing and shall be made by personal delivery or by United States mail, postage prepaid. Notice shall be presumed to have been received within three days of mailing. Notices to Awardee shall be provided to the name and address listed below. Notices to County shall be provided to:

**Lucas Goff  
Cowley Administrator  
Cowley County  
311 East 9<sup>th</sup> Ave  
Winfield, KS 67156**

15. Modification. Any amendment to this Agreement will not be effective without the express written agreement of all parties, except that in the event of changes in any applicable Federal statutes, regulations, or guidance regarding the use of CRF funds, this Agreement shall be deemed to be amended when the statutory requirements for use of CRF funds are changed or when required to comply with any law or guidance so amended. Such deemed amendments shall be effective as of the effective date of the statutory or regulatory change or the date the guidance is issued.

16. Representative's Authority to Contract. By signing this contract, the representative of Awardee represents that such person is duly authorized by Awardee to execute this contract on behalf of Awardee and that Awardee agrees to be bound by the provisions thereof.

17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Jurisdiction and venue for any suit arising out of or related to this Agreement shall be in Kansas district court located in the County.

18. Counterparts. The MOA may be executed in one or more counterparts, each of which shall constitute an original of the MOA, and that facsimile and/or pdf scanned copies of signatures shall be as effective and binding as original signatures.

19. Certification. By signing below, Awardee's representative certifies that he or she has ready the Awardee's Application, that the information and statements provided in the Application are true and correct to the best of my knowledge, that the expenses and costs identified in the Application are eligible for CRF funds, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document or the Application could subject me to liability under the Kansas False Claims Act and Federal False Claims Act as well as criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and state law.

**COWLEY COUNTY**

**AWARDEE (USD 462)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee's Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**Copy of review and discrepancy changes from Auditor.**

USD 462

Invoice to Spreadsheet Discrepancy

2.29

## Submitted

[illegible]

Approved

[illegible]



**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and the USD 465, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

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3. Payment. The County will promptly transmit to Awardee the amount of \$45,373.64 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

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11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

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**Lucas Goff  
Cowley Administrator  
Cowley County  
311 East 9<sup>th</sup> Ave  
Winfield, KS 67156**

15. Modification. Any amendment to this Agreement will not be effective without the express written agreement of all parties, except that in the event of changes in any applicable Federal statutes, regulations, or guidance regarding the use of CRF funds, this Agreement shall be deemed to be amended when the statutory requirements for use of CRF funds are changed or when required to comply with any law or guidance so amended. Such deemed amendments shall be effective as of the effective date of the statutory or regulatory change or the date the guidance is issued.

16. Representative's Authority to Contract. By signing this contract, the representative of Awardee represents that such person is duly authorized by Awardee to execute this contract on behalf of Awardee and that Awardee agrees to be bound by the provisions thereof.

17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Jurisdiction and venue for any suit arising out of or related to this Agreement shall be in Kansas district court located in the County.

18. Counterparts. The MOA may be executed in one or more counterparts, each of which shall constitute an original of the MOA, and that facsimile and/or pdf scanned copies of signatures shall be as effective and binding as original signatures.

19. Certification. By signing below, Awardee's representative certifies that he or she has ready the Awardee's Application, that the information and statements provided in the Application are true and correct to the best of my knowledge, that the expenses and costs identified in the Application are eligible for CRF funds, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document or the Application could subject me to liability under the Kansas False Claims Act and Federal False Claims Act as well as criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and state law.

**COWLEY COUNTY**

**AWARDEE (USD 465)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee's Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**Copy of review and discrepancy changes from Auditor.**

USD 465	Invoice to Spreadsheet Discrepancy	(0.60)	
	Change to invoice by USD 465 from \$1,759.92 to \$2,474.32	714.40	
	Change per USD 465, no valid invoice was available	(1,262.00)	
	Invoice to Spreadsheet Discrepancy	(7.90)	
	Invoice to Spreadsheet Discrepancy	(31.89)	
	Invoice to Spreadsheet Discrepancy	30.12	
	Transaction removed by USD 465	<u>(22.73)</u>	
			(580.60)

## Submitted

Reimbursement	3/8/20	715.20	Check	Reopening Measures	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5100</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	3/9/20	384.60	Check	PPE	Clock Medical Supply	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5101</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	3/13/20	270.28	Check	Reopening Measures	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5102</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	3/13/20	146.02	Check	Reopening Measures	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5103</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	3/23/20	448.24	Check	PPE	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5104</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	3/25/20	459.20	Check	Distance learning	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5105</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	3/26/20	4,025.00	Check	Technology costs	CDW-G	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5122</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	3/27/20	224.70	Check	PPE	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5106</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	3/27/20	3,345.00	Check	Technology costs	CDI Computers	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5123</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	3/30/20	897.00	Check	Technology costs	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5127</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	4/2/20	5,231.15	Check	Technology costs	Tav Tech	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5125</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	4/9/20	520.58	Check	Technology costs	KCAV	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5124</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	4/13/20	177.93	Credit Card	Technology costs	Zoom	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5126</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	4/23/20	919.84	Check	Technology costs	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5128</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	4/24/20	19.48	Check	PPE	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5107</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	5/6/20	56.97	Check	Distance learning	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5108</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	5/8/20	56.60	Check	PPE	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5110</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	5/8/20	300.84	Credit Card	PPE	Greenbush	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5111</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	5/8/20	4,811.75	Check	PPE	Greenbush	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5113</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	5/8/20	42.90	Check	PPE	Greenbush / Frey	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5112</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	5/8/20	22.73	Credit Card	PPE	Walmart	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5109</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	5/13/20	334.90	Check	Technology costs	CDI Computers	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5129</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	5/15/20	133.96	Check	PPE	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5114</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	5/26/20	69.98	Check	PPE	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5115</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	5/26/20	107.90	Check	PPE	Graves	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5116</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	6/4/20	332.36	Check	PPE	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5117</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	6/8/20	1,007.84	Check	PPE	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5118</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	6/8/20	61.98	Check	Technology costs	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5119</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	6/11/20	356.00	Check	Reopening Measures	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5130</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	6/12/20	1,262.00	Check	Technology costs	USD 465	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5131</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	6/15/20	299.90	Check	PPE	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5120</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	6/15/20	963.97	Check	Reopening Measures	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5132</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	6/17/20	96.39	Credit Card	Reopening Measures	Sit Spots	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5121</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	6/18/20	111.80	Check	Reopening Measures	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5133</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	6/18/20	45.98	Check	Reopening Measures	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5134</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	6/26/20	444.83	Check	PPE	Central Restaurant	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5141</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	7/6/20	324.87	Check	PPE	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5137</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	7/7/20	37.96	Check	PPE	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5138</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	7/7/20	474.81	Check	Reopening Measures	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5139</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	7/9/20	605.60	Check	PPE	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5135</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	7/9/20	1,759.92	Check	PPE	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5136</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	7/9/20	39.95	Check	Reopening Measures	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5140</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	7/9/20	39.99	Check	Reopening Measures	Central Restaurant	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5145</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	7/9/20	11,898.00	Check	Reopening Measures	Home Depot	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5146</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	7/10/20	167.71	Check	Technology costs	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5143</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	7/13/20	159.75	Check	Reopening Measures	Amazon	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5144</a>	<a href="#">kent_tamsen@usd465.com</a>
Reimbursement	7/20/20	1,739.88	Credit Card	Reopening Measures	Blue dog Supplies	<a href="#">Kent Tamsen</a>	<a href="#">Dir. Of Technology and Operations</a>	<a href="#">620-221-5142</a>	<a href="#">kent_tamsen@usd465.com</a>
		45,954.24							

Approved

Reimbursement	3/8/20	\$ 715.20	Check	111-0645144-5144269	27364	Medical expenses	Purchase of disinfection products, supplies and services	Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5100	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	3/9/20	\$ 384.60	Check	1136423	27244	PPE		Clock Medical Supply	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5101	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	3/13/20	\$ 270.28	Check	111-8645952-3865825	27364	Public health expenses	Cleaning Supplies	Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5102	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	3/13/20	\$ 146.02	Check	111-4878768-3414641	27364	PPE		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5103	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	3/23/20	\$ 448.24	Check	111-8215354-4079402	27364	PPE		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5104	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	3/25/20	\$ 459.20	Check	3443596412	27331	Distance learning	Distance Learning Strategy & Planning	Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5105	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	3/26/20	\$ 4,025.00	Check	xsp1841	27499	Technology costs		CDW-G	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5122	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	3/27/20	\$ 224.70	Check	111-0800852-7368259	27364	PPE		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5106	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	3/27/20	\$ 3,345.00	Check	808268/809928	27383	Technology costs		CDI Computers	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5123	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	3/30/20	\$ 897.00	Check	111-4397188-5506659	27364	Technology costs		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5127	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	4/2/20	\$ 5,231.15	Check	120356	27827	Technology costs		Tav Tech	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5125	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	4/9/20	\$ 520.58	Check	4371	27643	Technology costs		KCAV	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5124	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	4/13/20	\$ 177.93	Credit Card	INV 15457186	042020KT	Technology costs		Zoom	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5126	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	4/23/20	\$ 919.84	Check	111-7675445-5443416	27484	Technology costs		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5128	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	4/24/20	\$ 19.48	Check	111-7977672-7271421	27484	PPE		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5107	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	5/6/20	\$ 56.97	Check	111-1780222-9026664	27594	Distance learning	Distance Learning Strategy & Planning	Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5108	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	5/8/20	\$ 56.60	Check	111-6226918-1633819	27594	PPE		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5110	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	5/8/20	\$ 300.84	Credit Card	3763813	27673	Medical expenses	Medical Supplies	Greenbush	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5111	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	5/8/20	\$ 4,811.15	Check	148270	27516	PPE		Greenbush	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5113	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	5/8/20	\$ 42.90	Check	22685		PPE		Greenbush / Frey	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5112	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	5/13/20	\$ 334.90	Check	111-2744989-9365049	27594	Technology costs		CDI Computers	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5129	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	5/15/20	\$ 133.96	Check	111-8473420-7656246	27594	PPE		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5114	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	5/26/20	\$ 69.98	Check	111-1571978-4883412	27594	PPE		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5115	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	5/26/20	\$ 100.00	Check	5055	27585	PPE		Graves	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5116	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	6/4/20	\$ 332.36	Check	111-7678795-8357846	27594	PPE		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5117	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	6/8/20	\$ 1,007.84	Check	111-3968135-5068262	27594	Medical expenses	Medical Supplies	Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5118	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	6/8/20	\$ 30.09	Check	111-5842742-7860247	27598	Technology costs		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5119	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	6/11/20	\$ 356.00	Check	111-4153186-1437850	27598	Reopening Measures		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5130	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	6/12/20	\$ -	Check			Technology costs		USD 465	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5131	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	Substantiating document not available
Reimbursement	6/15/20	\$ 299.90	Check	111-5361306-9549065	27598	PPE		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5120	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	6/15/20	\$ 963.97	Check	111-1842698-7117016	27598	Reopening Measures		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5132	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	6/17/20	\$ 96.39	Credit Card	124391	072020KT	Reopening Measures		Sit Spots	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5121	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	6/18/20	\$ 111.80	Check	111-5728684-4585043	27598	Reopening Measures		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5133	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	6/18/20	\$ 76.10	Check	111-7427639-0753844	27598	Reopening Measures		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5134	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	6/26/20	\$ 444.83	Check	11859515	27760	PPE		Central Restaurant	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5141	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	7/6/20	\$ 324.87	Check	111-7416921-3916237		PPE		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5137	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	7/7/20	\$ 37.96	Check	111-2413933-4518628		PPE		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5138	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	7/7/20	\$ 474.81	Check	111-0800690-1685811		Medical expenses	Medical Supplies	Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5139	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	7/9/20	\$ 605.60	Check	111-8975340-6509059		PPE		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5135	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	7/9/20	\$ 2,474.32	Check	111-8975340-6509059		PPE		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5136	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	7/9/20	\$ 39.95	Check	111-4129787-7659436		Reopening Measures		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5140	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	7/9/20	\$ 39.99	Check	11857977	27760	Reopening Measures		Central Restaurant	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5145	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	7/9/20	\$ 11,898.00	Check	561032343	27786	Reopening Measures		Home Depot	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5146	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	7/10/20	\$ 167.71	Check	111-8578848-0168239		Technology costs		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5143	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	7/13/20	\$ 159.75	Check	111-7265891-4079404		Reopening Measures		Amazon	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5144	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
Reimbursement	7/20/20	\$ 1,739.88	Credit Card	719941842		Reopening Measures		Blue dog Supplies	USD 465	Kent Tamsen	Dir. Of Technology and Operations	620-221-5142	<a href="mailto:kent.tamsen@usd465.com">kent.tamsen@usd465.com</a>	
		45,373.64												



**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and the USD 470, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

**Therefore, the parties understand and agree as follows:**

1. CARES Act. The County and Awarded understand and agree that pursuant to the CARES Act, as codified in 42 U.S.C. § 801, CRF funds may only be used for costs that:

- a) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- b) were not accounted for in the budget most recently approved as of March 27, 2020; and

- c) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020 (the "Covered Period").

2. The Application. Awardee's application and request for CRF Funds, as approved by the County, is attached hereto ("the Application") and incorporated herein. The parties agree that the expenditures described in the Application are necessary due to the public health emergency with respect to COVID-19 and were not expenditures that were included in Awardee's original budget as of March 27, 2020. Awardee agrees that it will use the CRF funds provided under this Agreement in a manner that is substantially consistent with the Application. Awardee further agrees that all such expenditures will comply with all applicable provisions of the CARES Act and any and all reasonable and lawful guidance issued by the United States Department of the Treasury as it relates to use of the CRF funds.

3. Payment. The County will promptly transmit to Awardee the amount of \$317,199.37 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

6. Expenditures. Awardee shall comply with all of its applicable procurement rules and shall exercise all due care in administering CRF Funds, keeping in mind the nature of the public health emergency and federal restrictions on the use of CRF Funds.

a) Purchases. Awardee shall maintain copies of invoices, purchase orders, receipts and other documentation sufficient to demonstrate the items purchased, their purchase price, date of order and delivery, and the use of the item(s) purchased.

b) Payroll. Awardee shall maintain records that are sufficient to support salary expenditures for any and all individual employees charged to CRF Funds, if any, including documentation indicating demonstrating the duties being performed by that employee for the relevant time period and their relationship to the public health emergency. In accordance with the Application and federal guidance, Awardee shall ensure that no more than 100% of an employee's time is charged to reimbursed programs. Awardee acknowledges that payroll expenditures should be limited to those employees whose

services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

c) Administrative Costs. CRF Funds will not be used for any administrative or overhead costs and will instead be used entirely for direct COVID-19 related costs, except (1) costs specifically related to the administration of CRF funding by subrecipient, and (2) costs for additional personnel or outside contractors hired or contracted for the specific purposes of administering a program utilizing CRF Funds. CRF Funds may not be used for payroll costs for employees whose positions were budgeted as of March 27, 2020.

d) Travel. Costs incurred for travel shall be considered reasonable, allowable, and allocable only to the extent they do not exceed on a daily basis the maximum per diem, lodging, and mileage rates in effect on the day of travel as set forth in travel regulations of the State of Kansas.

7. Record Retention. Awardee shall create, maintain, and preserve sufficient records of its expenditures to demonstrate compliance with the requirements of the CARES Act, and Awardee shall provide such records to the County promptly upon written request by the County. Such records shall be maintained not less than five (5) years after the termination of this agreement.

8. Reporting. Awardee will submit to the County sufficient information regarding its use of the CRF Funds that the County may meet its reporting obligations, including the reporting expectations of the United States Department of the Treasury as set forth in Memoranda OIG-CA-20-021 and OIG-CA-20-025. Awardee's reports will be in the form reasonably requested by the County and shall provide such further information as may be reasonably requested by the County. Awardee shall provide a final report, including an accounting for all expenditures of CRF Funds, on or before the date of expiration of this Agreement.

9. Unspent Funds. Under current law, CRF Funds for which no expenditure is incurred during the Covered Period must be returned to the United States Department of the Treasury. CRF Funds for which no qualified expenditure has been or is planned to be incurred by October 15, 2020, or for which delivery or performance cannot occur before December 30, 2020, shall be returned to the County on or before November 1, 2020.

10. Transparency. All Awardee reports regarding implementation of the Application and use of the CRF Funds under this Agreement will be made publicly available by the County.

11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

12. Audit. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury is authorized to determine whether CRF payments have been used for eligible purposes. CRF Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed to the federal government, and for which the County may be liable to the State of Kansas. Authorized representatives of the County, the State of Kansas, and the Inspector General of the United States Department of the Treasury shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by Awardee pertaining to the administration of this Agreement and the receipt and expenditure of CRF Funds as may be necessary to make audits, examinations, excerpts, and transcripts for a period of five (5) years after the termination of this Agreement. Awardee agrees to be responsible for any debt incurred to the State of Kansas due to ineligible expenditures of CRF Funds.

13. Term. This Agreement shall be in effect through October 15, 2021, but Awardee's obligations set forth in paragraphs 7 (Record Retention) and 12 (Audit) shall continue beyond the termination or expiration of this Agreement.

14. Notice. All notices, demands, requests or other communications which may be required or desired to be given by either party shall be in writing and shall be made by personal delivery or by United States mail, postage prepaid. Notice shall be presumed to have been received within three days of mailing. Notices to Awardee shall be provided to the name and address listed below. Notices to County shall be provided to:

**Lucas Goff  
Cowley Administrator  
Cowley County  
311 East 9<sup>th</sup> Ave  
Winfield, KS 67156**

15. Modification. Any amendment to this Agreement will not be effective without the express written agreement of all parties, except that in the event of changes in any applicable Federal statutes, regulations, or guidance regarding the use of CRF funds, this Agreement shall be deemed to be amended when the statutory requirements for use of CRF funds are changed or when required to comply with any law or guidance so amended. Such deemed amendments shall be effective as of the effective date of the statutory or regulatory change or the date the guidance is issued.

16. Representative's Authority to Contract. By signing this contract, the representative of Awardee represents that such person is duly authorized by Awardee to execute this contract on behalf of Awardee and that Awardee agrees to be bound by the provisions thereof.

17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Jurisdiction and venue for any suit arising out of or related to this Agreement shall be in Kansas district court located in the County.

18. Counterparts. The MOA may be executed in one or more counterparts, each of which shall constitute an original of the MOA, and that facsimile and/or pdf scanned copies of signatures shall be as effective and binding as original signatures.

19. Certification. By signing below, Awardee's representative certifies that he or she has ready the Awardee's Application, that the information and statements provided in the Application are true and correct to the best of my knowledge, that the expenses and costs identified in the Application are eligible for CRF funds, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document or the Application could subject me to liability under the Kansas False Claims Act and Federal False Claims Act as well as criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and state law.

**COWLEY COUNTY**

**AWARDEE (USD 470)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee’s Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**Copy of review and discrepancy changes from Auditor.**

USD 470

	Transaction Dated Prior to 3/1/20	(46,730.50)	
Approved Change	Transaction Budgeted Prior to 3/1/20 without substantially use change	(6,500.00)	
Approved Change	Transaction Budgeted Prior to 3/1/20 without substantially use change	<u>(26,790.50)</u>	
			(80,021.00)

## Submitted

[illegible]

Approved

[illegible]



**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and the USD 471, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

**Therefore, the parties understand and agree as follows:**

1. CARES Act. The County and Awarded understand and agree that pursuant to the CARES Act, as codified in 42 U.S.C. § 801, CRF funds may only be used for costs that:

- a) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- b) were not accounted for in the budget most recently approved as of March 27, 2020; and

- c) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020 (the "Covered Period").

2. The Application. Awardee's application and request for CRF Funds, as approved by the County, is attached hereto ("the Application") and incorporated herein. The parties agree that the expenditures described in the Application are necessary due to the public health emergency with respect to COVID-19 and were not expenditures that were included in Awardee's original budget as of March 27, 2020. Awardee agrees that it will use the CRF funds provided under this Agreement in a manner that is substantially consistent with the Application. Awardee further agrees that all such expenditures will comply with all applicable provisions of the CARES Act and any and all reasonable and lawful guidance issued by the United States Department of the Treasury as it relates to use of the CRF funds.

3. Payment. The County will promptly transmit to Awardee the amount of \$58,182.38 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

6. Expenditures. Awardee shall comply with all of its applicable procurement rules and shall exercise all due care in administering CRF Funds, keeping in mind the nature of the public health emergency and federal restrictions on the use of CRF Funds.

a) Purchases. Awardee shall maintain copies of invoices, purchase orders, receipts and other documentation sufficient to demonstrate the items purchased, their purchase price, date of order and delivery, and the use of the item(s) purchased.

b) Payroll. Awardee shall maintain records that are sufficient to support salary expenditures for any and all individual employees charged to CRF Funds, if any, including documentation indicating demonstrating the duties being performed by that employee for the relevant time period and their relationship to the public health emergency. In accordance with the Application and federal guidance, Awardee shall ensure that no more than 100% of an employee's time is charged to reimbursed programs. Awardee acknowledges that payroll expenditures should be limited to those employees whose

services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

c) Administrative Costs. CRF Funds will not be used for any administrative or overhead costs and will instead be used entirely for direct COVID-19 related costs, except (1) costs specifically related to the administration of CRF funding by subrecipient, and (2) costs for additional personnel or outside contractors hired or contracted for the specific purposes of administering a program utilizing CRF Funds. CRF Funds may not be used for payroll costs for employees whose positions were budgeted as of March 27, 2020.

d) Travel. Costs incurred for travel shall be considered reasonable, allowable, and allocable only to the extent they do not exceed on a daily basis the maximum per diem, lodging, and mileage rates in effect on the day of travel as set forth in travel regulations of the State of Kansas.

7. Record Retention. Awardee shall create, maintain, and preserve sufficient records of its expenditures to demonstrate compliance with the requirements of the CARES Act, and Awardee shall provide such records to the County promptly upon written request by the County. Such records shall be maintained not less than five (5) years after the termination of this agreement.

8. Reporting. Awardee will submit to the County sufficient information regarding its use of the CRF Funds that the County may meet its reporting obligations, including the reporting expectations of the United States Department of the Treasury as set forth in Memoranda OIG-CA-20-021 and OIG-CA-20-025. Awardee's reports will be in the form reasonably requested by the County and shall provide such further information as may be reasonably requested by the County. Awardee shall provide a final report, including an accounting for all expenditures of CRF Funds, on or before the date of expiration of this Agreement.

9. Unspent Funds. Under current law, CRF Funds for which no expenditure is incurred during the Covered Period must be returned to the United States Department of the Treasury. CRF Funds for which no qualified expenditure has been or is planned to be incurred by October 15, 2020, or for which delivery or performance cannot occur before December 30, 2020, shall be returned to the County on or before November 1, 2020.

10. Transparency. All Awardee reports regarding implementation of the Application and use of the CRF Funds under this Agreement will be made publicly available by the County.

11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

12. Audit. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury is authorized to determine whether CRF payments have been used for eligible purposes. CRF Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed to the federal government, and for which the County may be liable to the State of Kansas. Authorized representatives of the County, the State of Kansas, and the Inspector General of the United States Department of the Treasury shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by Awardee pertaining to the administration of this Agreement and the receipt and expenditure of CRF Funds as may be necessary to make audits, examinations, excerpts, and transcripts for a period of five (5) years after the termination of this Agreement. Awardee agrees to be responsible for any debt incurred to the State of Kansas due to ineligible expenditures of CRF Funds.

13. Term. This Agreement shall be in effect through October 15, 2021, but Awardee's obligations set forth in paragraphs 7 (Record Retention) and 12 (Audit) shall continue beyond the termination or expiration of this Agreement.

14. Notice. All notices, demands, requests or other communications which may be required or desired to be given by either party shall be in writing and shall be made by personal delivery or by United States mail, postage prepaid. Notice shall be presumed to have been received within three days of mailing. Notices to Awardee shall be provided to the name and address listed below. Notices to County shall be provided to:

**Lucas Goff  
Cowley Administrator  
Cowley County  
311 East 9<sup>th</sup> Ave  
Winfield, KS 67156**

15. Modification. Any amendment to this Agreement will not be effective without the express written agreement of all parties, except that in the event of changes in any applicable Federal statutes, regulations, or guidance regarding the use of CRF funds, this Agreement shall be deemed to be amended when the statutory requirements for use of CRF funds are changed or when required to comply with any law or guidance so amended. Such deemed amendments shall be effective as of the effective date of the statutory or regulatory change or the date the guidance is issued.

16. Representative's Authority to Contract. By signing this contract, the representative of Awardee represents that such person is duly authorized by Awardee to execute this contract on behalf of Awardee and that Awardee agrees to be bound by the provisions thereof.

17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Jurisdiction and venue for any suit arising out of or related to this Agreement shall be in Kansas district court located in the County.

18. Counterparts. The MOA may be executed in one or more counterparts, each of which shall constitute an original of the MOA, and that facsimile and/or pdf scanned copies of signatures shall be as effective and binding as original signatures.

19. Certification. By signing below, Awardee's representative certifies that he or she has ready the Awardee's Application, that the information and statements provided in the Application are true and correct to the best of my knowledge, that the expenses and costs identified in the Application are eligible for CRF funds, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document or the Application could subject me to liability under the Kansas False Claims Act and Federal False Claims Act as well as criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and state law.

**COWLEY COUNTY**

**AWARDEE (USD 471)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee’s Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**Copy of review and discrepancy changes from Auditor.**

USD 471	Invoice to Spreadsheet Discrepancy	0.32	
	Duplicated Transaction per USD 471	(229.90)	
	Duplicated Transaction per USD 471	(989.50)	
	Transaction Changed by USD 471	(75.84)	
	Transaction Changed by USD 471	<u>3.00</u>	
			(1,291.92)

## Submitted

[illegible]

Approved

[illegible]



**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and William Newton Hospital, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

**Therefore, the parties understand and agree as follows:**

1. CARES Act. The County and Awarded understand and agree that pursuant to the CARES Act, as codified in 42 U.S.C. § 801, CRF funds may only be used for costs that:

- a) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- b) were not accounted for in the budget most recently approved as of March 27, 2020; and

- c) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020 (the "Covered Period").

2. The Application. Awardee's application and request for CRF Funds, as approved by the County, is attached hereto ("the Application") and incorporated herein. The parties agree that the expenditures described in the Application are necessary due to the public health emergency with respect to COVID-19 and were not expenditures that were included in Awardee's original budget as of March 27, 2020. Awardee agrees that it will use the CRF funds provided under this Agreement in a manner that is substantially consistent with the Application. Awardee further agrees that all such expenditures will comply with all applicable provisions of the CARES Act and any and all reasonable and lawful guidance issued by the United States Department of the Treasury as it relates to use of the CRF funds.

3. Payment. The County will promptly transmit to Awardee the amount of \$26,701.98 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

6. Expenditures. Awardee shall comply with all of its applicable procurement rules and shall exercise all due care in administering CRF Funds, keeping in mind the nature of the public health emergency and federal restrictions on the use of CRF Funds.

a) Purchases. Awardee shall maintain copies of invoices, purchase orders, receipts and other documentation sufficient to demonstrate the items purchased, their purchase price, date of order and delivery, and the use of the item(s) purchased.

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services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

c) Administrative Costs. CRF Funds will not be used for any administrative or overhead costs and will instead be used entirely for direct COVID-19 related costs, except (1) costs specifically related to the administration of CRF funding by subrecipient, and (2) costs for additional personnel or outside contractors hired or contracted for the specific purposes of administering a program utilizing CRF Funds. CRF Funds may not be used for payroll costs for employees whose positions were budgeted as of March 27, 2020.

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8. Reporting. Awardee will submit to the County sufficient information regarding its use of the CRF Funds that the County may meet its reporting obligations, including the reporting expectations of the United States Department of the Treasury as set forth in Memoranda OIG-CA-20-021 and OIG-CA-20-025. Awardee's reports will be in the form reasonably requested by the County and shall provide such further information as may be reasonably requested by the County. Awardee shall provide a final report, including an accounting for all expenditures of CRF Funds, on or before the date of expiration of this Agreement.

9. Unspent Funds. Under current law, CRF Funds for which no expenditure is incurred during the Covered Period must be returned to the United States Department of the Treasury. CRF Funds for which no qualified expenditure has been or is planned to be incurred by October 15, 2020, or for which delivery or performance cannot occur before December 30, 2020, shall be returned to the County on or before November 1, 2020.

10. Transparency. All Awardee reports regarding implementation of the Application and use of the CRF Funds under this Agreement will be made publicly available by the County.

11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

12. Audit. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury is authorized to determine whether CRF payments have been used for eligible purposes. CRF Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed to the federal government, and for which the County may be liable to the State of Kansas. Authorized representatives of the County, the State of Kansas, and the Inspector General of the United States Department of the Treasury shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by Awardee pertaining to the administration of this Agreement and the receipt and expenditure of CRF Funds as may be necessary to make audits, examinations, excerpts, and transcripts for a period of five (5) years after the termination of this Agreement. Awardee agrees to be responsible for any debt incurred to the State of Kansas due to ineligible expenditures of CRF Funds.

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Cowley Administrator  
Cowley County  
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15. Modification. Any amendment to this Agreement will not be effective without the express written agreement of all parties, except that in the event of changes in any applicable Federal statutes, regulations, or guidance regarding the use of CRF funds, this Agreement shall be deemed to be amended when the statutory requirements for use of CRF funds are changed or when required to comply with any law or guidance so amended. Such deemed amendments shall be effective as of the effective date of the statutory or regulatory change or the date the guidance is issued.

16. Representative's Authority to Contract. By signing this contract, the representative of Awardee represents that such person is duly authorized by Awardee to execute this contract on behalf of Awardee and that Awardee agrees to be bound by the provisions thereof.

17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas. Jurisdiction and venue for any suit arising out of or related to this Agreement shall be in Kansas district court located in the County.

18. Counterparts. The MOA may be executed in one or more counterparts, each of which shall constitute an original of the MOA, and that facsimile and/or pdf scanned copies of signatures shall be as effective and binding as original signatures.

19. Certification. By signing below, Awardee's representative certifies that he or she has ready the Awardee's Application, that the information and statements provided in the Application are true and correct to the best of my knowledge, that the expenses and costs identified in the Application are eligible for CRF funds, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document or the Application could subject me to liability under the Kansas False Claims Act and Federal False Claims Act as well as criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and state law.

**COWLEY COUNTY**

**AWARDEE (William Newton Hospital)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee's Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**Copy of review and discrepancy changes from Auditor.**

WNH Hospital

Transaction Invoice Date Prior to 3/1/20

(162.90)

## Submitted

Reimbursement	▼ 6/26/2020	\$ 5,238.35	ACH	Payroll Reg	06/07/20-06/20/20	Additional personnel salaries/ payroll		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Staff wages for screening of patients and visitors
Reimbursement	7/10/2020	\$ 1,543.53	ACH	Payroll Reg	06/21/20-7/4/20	Additional personnel salaries/ payroll		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Staff wages for screening of patients and visitors
Reimbursement	6/29/2020	\$ 368.60	Check	2222454	17711	The Arnold Group	48-0887019	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Contract labor for screening of patients and visitors
Reimbursement	7/2/2020	\$ 520.60	Check	2222531	17842	The Arnold Group	48-0887019	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Contract labor for screening of patients and visitors
Reimbursement	7/6/2020	\$ 741.00	Check	2222577	17873	The Arnold Group	48-0887019	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Contract labor for screening of patients and visitors
Reimbursement	7/17/2020	\$ 938.00	Check	2222678	18058	The Arnold Group	48-0887019	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Contract labor for screening of patients and visitors
Reimbursement	7/21/2020	\$ 1,274.00	Check	2222768	18141	The Arnold Group	48-0887019	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Contract labor for screening of patients and visitors
Reimbursement	4/30/2020	\$ 162.90	Check	1.9E+09	16820	Medline Industries	36-2596612	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Disposable Gowns
Reimbursement	5/15/2020	\$ 829.92	Check	1.91E+09	17181	Medline Industries	36-2596612	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Disposable Coveralls
Reimbursement	5/15/2020	\$ 553.28	Check	1.91E+09	17181	Medline Industries	36-2596612	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Disposable Coveralls
Reimbursement	5/15/2020	\$ 1,659.84	Check	1.91E+09	17181	Medline Industries	36-2596612	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Disposable Coveralls
Reimbursement	7/10/2020	\$ 1,800.00	Check	TCK680828	17943	Graves Drug	27-3133996	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	KN95 Masks
Reimbursement	7/17/2020	\$ 1,389.25	Check	TCK678727	18082	Graves Drug	27-3133996	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Latex Exam Gloves
Reimbursement	7/21/2020	\$ 717.60	Check	190892	18142	Federal Supply USA	36-2426624	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Lysold Disinfectant Wipes
Reimbursement	7/21/2020	\$ 1,343.00	Check	190892	18142	Federal Supply USA	36-2426624	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Ear loop face masks
Reimbursement	5/20/2020	\$ 82.61	ACH	12471	2336	GOVETS.COM		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Fit Test Solution
Reimbursement	6/19/2020	\$ 114.20	Check	1817220	17640	Brady Industries of Kansas	84-3136453	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Hand sanitizer
Reimbursement	7/17/2020	\$ 223.40	Check	1820733	18093	Brady Industries of Kansas	84-3136453	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Cloth wipes, dispenser pump, charging buckets with lids
Reimbursement	6/22/2020	\$ 85.21	ACH	00288	2376	Wristband Express		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Colored Visitor Wristbands
Reimbursement	6/22/2020	\$ 259.96	ACH	28047	2376	Lowes	56-0748358	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Optix clear acrylic sheets
Reimbursement	6/22/2020	\$ 288.32	ACH	46621	2376	Crowd Control Warehouse		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Retractable belt barriers
Reimbursement	6/22/2020	\$ 91.98	ACH	78308	2376	Tiger Medical		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Child ear loop masks
Reimbursement	7/21/2020	\$ 841.80	Check	64800997	18143	Ben E. Keith	75-0372230	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Sanitizing wipes
Reimbursement	7/21/2020	\$ 1,283.80	Check	64807843	18143	Ben E. Keith	75-0372230	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Nitrile gloves
Reimbursement	7/21/2020	\$ 884.00	Check	64807843	18143	Ben E. Keith	75-0372230	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Disinfecting wipes
Reimbursement	4/1/2020	\$ 259.00	Check	5087	16333	Cardinal Sign	47-1424937	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Outdoor signage for isolation

Approved

Reimbursement	6/16/2020	\$ 5,238.35	ACH	Payroll Register#13	06/07/20-06/20/20	Payroll for public health and safety employee	Additional personnel salaries/ payroll	WNN Hospital		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Staff wages for screening of patients and visitors
Reimbursement	7/10/2020	\$ 1,543.53	ACH	Payroll Register#14	06/21/20-7/4/20	Payroll for public health and safety employee	Additional personnel salaries/ payroll	WNN Hospital		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Staff wages for screening of patients and visitors
Reimbursement	6/29/2020	\$ 368.60	Check	222454	17711	Payroll for public health and safety employee	Contracting	The Arnold Group	48-0887019	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Contract labor for screening of patients and visitors
Reimbursement	7/2/2020	\$ 520.60	Check	222531	17842	Payroll for public health and safety employee	Contracting	The Arnold Group	48-0887019	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Contract labor for screening of patients and visitors
Reimbursement	7/6/2020	\$ 741.00	Check	222577	17873	Payroll for public health and safety employee	Contracting	The Arnold Group	48-0887019	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Contract labor for screening of patients and visitors
Reimbursement	7/17/2020	\$ 938.00	Check	222678	18058	Payroll for public health and safety employee	Contracting	The Arnold Group	48-0887019	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Contract labor for screening of patients and visitors
Reimbursement	7/21/2020	\$ 1,274.00	Check	222768	18141	Payroll for public health and safety employee	Contracting	The Arnold Group	48-0887019	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Contract labor for screening of patients and visitors
Reimbursement	5/15/2020	\$ 829.92	Check	1906938282	17181	PPE		Medline Industries	36-2596612	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Disposable Coveralls
Reimbursement	5/15/2020	\$ 553.28	Check	1907707172	17181	PPE		Medline Industries	36-2596612	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Disposable Coveralls
Reimbursement	5/15/2020	\$ 1,659.84	Check	1907122531	17181	PPE		Medline Industries	36-2596612	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Disposable Coveralls
Reimbursement	7/10/2020	\$ 1,800.00	Check	TKC680828	17943	PPE		Graves Drug	27-3133996	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	KN95 Masks
Reimbursement	7/17/2020	\$ 1,389.25	Check	TKC678727	18082	PPE		Graves Drug	27-3133996	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Latex Exam Gloves
Reimbursement	7/21/2020	\$ 717.60	Check	190892	18142	Public health expenses	Cleaning Supplies	Federal Supply USA	36-2426624	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Lysol Disinfectant Wipes
Reimbursement	7/21/2020	\$ 1,343.00	Check	190892	18142	PPE		Federal Supply USA	36-2426624	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Ear loop face masks
Reimbursement	5/20/2020	\$ 82.61	ACH	12471	2336	Medical expenses	Personnel Training-Testing	GOVETS.COM		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Fit Test Solution
Reimbursement	6/19/2020	\$ 114.20	Check	1817220	17640	Medical expenses	Purchase of disinfection products, supplies and services	Brady Industries of Kansas	84-3136453	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Hand sanitizer
Reimbursement	7/17/2020	\$ 223.40	Check	1820733	18093	Public health expenses	Cleaning Supplies	Brady Industries of Kansas	84-3136453	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Cloth wipes, dispenser pump, charging buckets with lids
Reimbursement	6/22/2020	\$ 85.21	ACH	00288	2376	Reopening Measures		Wristband Express		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Colored Visitor Wristbands
Reimbursement	6/22/2020	\$ 259.96	ACH	28047	2376	Public health expenses	Construction of barriers, renovations, etc..	Lowes	56-0748358	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Optix clear acrylic sheets
Reimbursement	6/22/2020	\$ 288.32	ACH	46621	2376	Public health expenses	Construction of barriers, renovations, etc..	Crowd Control Warehouse		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Retractable belt barriers
Reimbursement	6/22/2020	\$ 91.98	ACH	78308	2376	PPE		Tiger Medical		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Child ear loop masks
Reimbursement	7/21/2020	\$ 841.80	Check	64800997	18143	Public health expenses	Cleaning Supplies	Ben E. Keith	75-0372230	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Sanitizing wipes
Reimbursement	7/21/2020	\$ 1,283.80	Check	64807843	18143	PPE		Ben E. Keith	75-0372230	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Nitrile gloves
Reimbursement	7/21/2020	\$ 884.00	Check	64807843	18143	Public health expenses	Cleaning Supplies	Ben E. Keith	75-0372230	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Disinfecting wipes
Reimbursement	4/1/2020	\$ 259.00	Check	5087	16333	Public health expenses	Safety equipment	Cardinal Sign	47-1424937	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Outdoor signage for isolation ED directions/entrance
Reimbursement	6/1/2020	\$ 55.00	Check	5224	17386	Public health expenses	Safety equipment	Cardinal Sign	47-1424937	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Outdoor signage for isolation ED directions/entrance
Reimbursement	6/29/2020	\$ 45.00	Check	5275	17729	Public health expenses	Safety equipment	Cardinal Sign	47-1424937	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Outdoor signage for isolation ED directions/entrance
Reimbursement	5/19/2020	\$ 1,019.80	ACH	66087	2336	PPE		EBAY		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Face, Mouth mask 3-layer
Reimbursement	5/19/2020	\$ 202.50	ACH	390251	2336	PPE		EBAY		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Full face shields
Reimbursement	5/19/2020	\$ 1,964.97	ACH	167999	2336	PPE		Graves Drug	27-3133996	William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Mask Hepa Filter N95
Reimbursement	5/19/2020	\$ 83.46	ACH	757154	2336	Medical expenses	Medical Supplies	Light In the Box		William Newton Memorial Hospital/Patients/Visitors	Kara Goff	Controller	(620) 221-6214	kgoff@wnmh.org	Infrared Non-Contact Thermometer
		\$ 26,701.98													



**CORONAVIRUS RELIEF FUND MEMORANDUM OF AGREEMENT  
(FOR COUNTY USE WITH CITIES, TOWNSHIPS, SCHOOL DISTRICTS, WATER  
DISTRICTS, AND OTHER PUBLIC ENTITIES)**

This Memorandum of Agreement (“Agreement” or “MOA”) is made by and between the County of Cowley, Kansas (the “County”) and the Winfield Recreation Center, (“Awardee”) for the mutual understanding as to the use of funds provided by the County to the Awardee.

**RECITALS**

**WHEREAS**, The State of Kansas is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary and permanent closures of businesses resulting in lost wages and financial hardship to Kansas citizens, including citizens in the County; and

**WHEREAS**, the federal government, pursuant to section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) created the Coronavirus Relief Fund (“CRF”) and provided moneys to the State of Kansas for expenditures necessary because of the public health emergency, including expenditures to promote public health and education and provide economic support for small businesses and others affected by business interruption; and

**WHEREAS**, the County passed Resolution 2020-08 on July 7<sup>th</sup>, 2020 (“the Resolution”) in which it agreed to accept CRF funds from the State and to use and distribute those funds in a manner that complies with the terms of the CARES Act and the Resolution, and the State of Kansas provided the County with CRF funds; and

**WHEREAS** the Awardee submitted an application and/or request for CRF funds for expenditures necessary due to the public health emergency, that application was approved by the County, and the County seeks to provide CRF funds to the Awardee subject to the terms of this Agreement;

**Therefore, the parties understand and agree as follows:**

1. CARES Act. The County and Awarded understand and agree that pursuant to the CARES Act, as codified in 42 U.S.C. § 801, CRF funds may only be used for costs that:

- a) are necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
- b) were not accounted for in the budget most recently approved as of March 27, 2020; and

- c) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020 (the "Covered Period").

2. The Application. Awardee's application and request for CRF Funds, as approved by the County, is attached hereto ("the Application") and incorporated herein. The parties agree that the expenditures described in the Application are necessary due to the public health emergency with respect to COVID-19 and were not expenditures that were included in Awardee's original budget as of March 27, 2020. Awardee agrees that it will use the CRF funds provided under this Agreement in a manner that is substantially consistent with the Application. Awardee further agrees that all such expenditures will comply with all applicable provisions of the CARES Act and any and all reasonable and lawful guidance issued by the United States Department of the Treasury as it relates to use of the CRF funds.

3. Payment. The County will promptly transmit to Awardee the amount of \$2,149.73 (the "CRF Funds") after receipt of this Agreement executed by Awardee.

4. Limitation on Use of Funds. Awardee represents and warrants that the Application does not seek funds for expenses for which the Awardee has already received reimbursement (including insurance) and that it will not use the CRF Funds for any expenditure for which it has received or will receive any other federal funding, including any other funding provided by the CARES Act. If Awardee receives other reimbursement for any expense for which the County has provided CRF Funds to Awardee, Awardee shall repay the County the amount of that expense within fourteen (14) days.

5. Reporting. Awardee acknowledges and agrees that CRF Funds are subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance (2 C.F.R. Part 200), 2.C.F.R. § 200.303 and §§ 200.330 through 200.332 and subpart F and that the applicable Catalog of Federal Domestic Assistance (CFDA) number is 21.019.

6. Expenditures. Awardee shall comply with all of its applicable procurement rules and shall exercise all due care in administering CRF Funds, keeping in mind the nature of the public health emergency and federal restrictions on the use of CRF Funds.

a) Purchases. Awardee shall maintain copies of invoices, purchase orders, receipts and other documentation sufficient to demonstrate the items purchased, their purchase price, date of order and delivery, and the use of the item(s) purchased.

b) Payroll. Awardee shall maintain records that are sufficient to support salary expenditures for any and all individual employees charged to CRF Funds, if any, including documentation indicating demonstrating the duties being performed by that employee for the relevant time period and their relationship to the public health emergency. In accordance with the Application and federal guidance, Awardee shall ensure that no more than 100% of an employee's time is charged to reimbursed programs. Awardee acknowledges that payroll expenditures should be limited to those employees whose

services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

c) Administrative Costs. CRF Funds will not be used for any administrative or overhead costs and will instead be used entirely for direct COVID-19 related costs, except (1) costs specifically related to the administration of CRF funding by subrecipient, and (2) costs for additional personnel or outside contractors hired or contracted for the specific purposes of administering a program utilizing CRF Funds. CRF Funds may not be used for payroll costs for employees whose positions were budgeted as of March 27, 2020.

d) Travel. Costs incurred for travel shall be considered reasonable, allowable, and allocable only to the extent they do not exceed on a daily basis the maximum per diem, lodging, and mileage rates in effect on the day of travel as set forth in travel regulations of the State of Kansas.

7. Record Retention. Awardee shall create, maintain, and preserve sufficient records of its expenditures to demonstrate compliance with the requirements of the CARES Act, and Awardee shall provide such records to the County promptly upon written request by the County. Such records shall be maintained not less than five (5) years after the termination of this agreement.

8. Reporting. Awardee will submit to the County sufficient information regarding its use of the CRF Funds that the County may meet its reporting obligations, including the reporting expectations of the United States Department of the Treasury as set forth in Memoranda OIG-CA-20-021 and OIG-CA-20-025. Awardee's reports will be in the form reasonably requested by the County and shall provide such further information as may be reasonably requested by the County. Awardee shall provide a final report, including an accounting for all expenditures of CRF Funds, on or before the date of expiration of this Agreement.

9. Unspent Funds. Under current law, CRF Funds for which no expenditure is incurred during the Covered Period must be returned to the United States Department of the Treasury. CRF Funds for which no qualified expenditure has been or is planned to be incurred by October 15, 2020, or for which delivery or performance cannot occur before December 30, 2020, shall be returned to the County on or before November 1, 2020.

10. Transparency. All Awardee reports regarding implementation of the Application and use of the CRF Funds under this Agreement will be made publicly available by the County.

11. Termination of Agreement. The County may terminate this Agreement, in whole or in part, if Awardee has failed to comply with the conditions of the Agreement, the Application, or subsequent amendments. In the event of termination by the County, any portion of the CRF Funds not expended or encumbered at the time of termination shall be returned to the County within seven (7) days. If the Agreement is terminated by the County, Awardee shall provide a final report within 45 days after receiving notice of termination.

12. Audit. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury is authorized to determine whether CRF payments have been used for eligible purposes. CRF Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed to the federal government, and for which the County may be liable to the State of Kansas. Authorized representatives of the County, the State of Kansas, and the Inspector General of the United States Department of the Treasury shall have access to all books, accounts, records, reports, files, papers, things, or property belonging to, or in use by Awardee pertaining to the administration of this Agreement and the receipt and expenditure of CRF Funds as may be necessary to make audits, examinations, excerpts, and transcripts for a period of five (5) years after the termination of this Agreement. Awardee agrees to be responsible for any debt incurred to the State of Kansas due to ineligible expenditures of CRF Funds.

13. Term. This Agreement shall be in effect through October 15, 2021, but Awardee's obligations set forth in paragraphs 7 (Record Retention) and 12 (Audit) shall continue beyond the termination or expiration of this Agreement.

14. Notice. All notices, demands, requests or other communications which may be required or desired to be given by either party shall be in writing and shall be made by personal delivery or by United States mail, postage prepaid. Notice shall be presumed to have been received within three days of mailing. Notices to Awardee shall be provided to the name and address listed below. Notices to County shall be provided to:

**Lucas Goff  
Cowley Administrator  
Cowley County  
311 East 9<sup>th</sup> Ave  
Winfield, KS 67156**

15. Modification. Any amendment to this Agreement will not be effective without the express written agreement of all parties, except that in the event of changes in any applicable Federal statutes, regulations, or guidance regarding the use of CRF funds, this Agreement shall be deemed to be amended when the statutory requirements for use of CRF funds are changed or when required to comply with any law or guidance so amended. Such deemed amendments shall be effective as of the effective date of the statutory or regulatory change or the date the guidance is issued.

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19. Certification. By signing below, Awardee's representative certifies that he or she has ready the Awardee's Application, that the information and statements provided in the Application are true and correct to the best of my knowledge, that the expenses and costs identified in the Application are eligible for CRF funds, and by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document or the Application could subject me to liability under the Kansas False Claims Act and Federal False Claims Act as well as criminal penalties, including but not limited to fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and state law.

**COWLEY COUNTY**

**AWARDEE (Winfield Recreation Center)**

\_\_\_\_\_

Chairman Wayne Wilt

\_\_\_\_\_

Authorized Representative

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Printed Name of Authorized Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibit A – Awardee's Application for CRF Funds.**  
**AS APPROVED BY THE COUNTY**

**Copy of review and discrepancy changes from Auditor.**

Winfield Rec

Invoice to Spreadsheet Discrepancy

(30.16)

## Submitted

[illegible]

Approved

[illegible]