

**Coronavirus Emergency Supplemental Funding (CESF)
Fiscal Year (FY) 2021**

Frequently Asked Questions

Who is eligible to apply for this funding?

This round of CESF funding (FY 2021) is exclusively open to county prosecutor offices in the State of Michigan. No other agencies, organizations, or entities are eligible to apply.

Do we automatically receive our allocation?

No, your agency must submit a completed FY 21 CESF application for up to your entire allocation amount to receive an award.

What expenses are eligible?

Budget items must be directly related to the hiring of contractual personnel to address coronavirus-related backlog. This includes, but is not limited to, hourly wages for the contractual employee and technology for the contractual employee to do the job.

Are fringe benefits or wage-related taxes eligible?

No, fringe benefits and wage-related taxes are not eligible. Straight wages are the only eligible salary-related expense for FY21 CESF (hourly rate multiplied by number of hours worked).

Are we required to develop and submit an Equal Employment Opportunity Plan (EEOP)?

No, EEOPs do not apply to CESF and are not required.

Is this a reimbursement grant?

Yes.

What is a SIGMA Vendor/Address ID, and do we need to have it pre-award?

SIGMA Vendor IDs and Address IDs are used for reimbursement. Please speak with your financial department to determine your agency's SIGMA information. You can also visit the [SIGMA Vendor Self-service Site](#) to access your existing account or register for one. If your agency does not have a SIGMA Vendor/Address ID by the application deadline, you must register and obtain that information post-award.

Does the application have to be signed?

No, a signature is not required due to many people working remotely and the difficulty that presents for some applicants. The certification box must be checked.

Can we apply for more than our allocated amount?

No, formula allocations are provided for each agency, and the application request cannot exceed the allocation. Your application will be returned to you for resubmission if you have requested anything over your allocated amount.

How long will it take to receive our reimbursement?

Reimbursement will be made after budget items are purchased or payment for services has been made and a reimbursement request (with proper documentation) is submitted and approved. Please note that it may take up to 30 business days after the request is approved for your jurisdiction to receive the reimbursement.

Can the expenses included in our budget be amended or modified later?

Yes, you can request to amend budget items/expenses after the award has been made as long as the modifications are within your allocation amount.

Can we share budget items purchased under the CESF grant with other agencies in our jurisdiction?

No. Due to the limited scope of this round of CESF funding, only eligible expenses for county prosecutor offices are allowable.

What documentation are we required to retain under the CESF grant?

Your agency is required to retain all financial documentation for costs incurred for a three-year period following the final MSP payment for the project.

Is this funding different than the FEMA funding?

Yes