

2020 NCLM Covid-19 Site Sanitization Grant Rules & Guidelines

A grant program exclusively for NCLM Workers' Compensation and Property and Liability pool members.

The **Covid-19 Site Sanitization Reimbursement Grant Program** has allotted \$100,000 in each insurance pool to assist pool-members in providing sanitization and cleanup services related to suspected Covid-19 contamination sites to further reduce the potential for future workers' compensation, property/casualty, and liability insurance claims. Members are eligible for a maximum of \$2,500.00 in reimbursements for participation in either pool.

Award amounts for online applications will be made upon submission of expense justification and paid invoices or payment proofs of professional site cleanup services. Grant applications may be denied or partially awarded based upon this review.

You are encouraged to contact your Risk Control consultant (see appendix) or call Tom Anderson, Director of Risk Control, at 704-517-8496 with questions prior to completing your application.

I. Applicant Eligibility and Application Schedule

Only current NC League of Municipalities Risk Management Services (RMS) workers' compensation or property and liability insurance pool members may apply, according to the schedule below.

Application Period	Application Submitted	Grants Awarded
April 1, 2020 – June 30, 2020	April 1, 2020 – June 30, 2020	Upon payment proof submission

Each member can receive only one grant award for up to \$2,500.00 during the application period (April 1, 2020 – June 30, 2020). Requests from multiple departments must be combined into a single application.

There is no guarantee that a grant will be awarded or fully funded. After expense justification and payment proof review, email notification of the award decision will be made to the member.

The purchase reimbursement must be associated with the cleanup, sanitization, and mitigation of a potential Covid-19 site by a **professional cleaning and restoration service**.

II. ELIGIBLE SERVICES

The service reimbursement being requested in the application must be for the reimbursement of services provided by a **professional cleaning and restoration service**.

NOTE: Reimbursements will not be made to members seeking funds for Personal Protective Equipment (PPE), cleanup supplies, breathing apparatus, masks, and other member-level cleaning implements and cleaning solutions.

Please contact Risk Control for further clarification and for feedback on the potential eligibility of items. This can avoid rejection of the application and reimbursement funding.

III. Application Steps

Applications are to be submitted via the online grant portal located at: <https://www.nclm.org/insurance/grants> and considered on a first come, first serve basis, and according to priority. There is no guarantee that funding will be available for the entirety of the application period.

All applicants will receive an award email indicating the award amount or a rejection email indicating why the application was rejected in whole or in part. Amounts noted in the award letter will be based on the invoice payment details provided in the application and its supporting documents, as well as program limitations.

Please contact the regional Risk Control Consultant with questions about the award or rejection notification.

During the online Grant submission, upload the following documentation for all service reimbursement requests:

- A clear description of the services to be reimbursed with a clear description of services provided related to Covid-19 mitigation.
- Paid Vendor invoice(s) and proofs of payment in the form of a copy of the cleared check(s) used to pay for services. Ideally, the check(s) should reference the vendor's invoice #.