

# TEACHER AND SCHOOL SUPPORT STAFF COVID-19 GRANTS

Pursuant to [Public Act 166 of 2020](#), legislation was passed that appropriated funding for the **Teacher COVID-19 Grant and School Support COVID-19 Grant** Programs. The Michigan Department of Treasury created this grant opportunity to recognize the additional time eligible K-12 classroom teachers spent outside of normal working hours and additional costs classroom teachers have incurred or experienced to provide a continuity of learning during the period of school closure in 2019-2020 as a result of the COVID-19 pandemic. This program was funded under [Article 5, Section 949p](#) for grants to eligible K-12 classroom teachers. The School Support COVID-19 Grant program was created to recognize eligible K-12 school support staff that spent additional time outside of normal working hours, hazardous conditions, and additional costs school support staff have incurred or experienced to provide services to students during the period of school closure in 2019-2020 as a result of the COVID-19 pandemic. This program was funded under [Article 5, Section 949q](#) for grants to eligible K-12 school support staff.

*For purposes of this grant, a K-12 classroom teacher is defined as:*

A full-time or part-time teacher with an assigned class who provided continuity of learning to students during the 2019-2020 period of school closure that resulted from COVID-19. For the purposes of this section, classroom teacher does not include substitute teachers, para-professionals, support staff, or administrators.

*For purposes of this grant, school support staff is defined as:*

A full-time or part-time paraprofessional, aide, or noninstructional staff, according to the registry of educational personnel, who provided services to students during the 2019-2020 period of school closure that resulted from COVID-19. For the purposes of this section, school support staff does not include substitute teachers or classroom teachers.

## **Classroom Teacher Eligibility Requirements and Certification Process**

Public Act 166 of 2020 provides that eligible classroom teachers must meet three specific criteria to receive the Teacher COVID-19 Grant. As indicated above, an eligible classroom teacher is defined in the Act and must meet all of the following conditions:

- (a) Prior to the issuance of Executive Order 2020-35 on April 2, 2020, the teacher performed at least 75% of his or her standard instructional workload in a brick and mortar classroom at a district or nonprofit nonpublic school.
- (b) After issuance of Executive Order 2020-35 on April 2, 2020, the teacher developed tools and methods to deliver distance learning, take-home packets, or other methods described in the district or nonprofit nonpublic school's continuity of learning plan.
- (c) The teacher certifies to the district, in a manner prescribed by the Michigan Department of Treasury, that he or she worked additional time spent outside of normal working hours, experienced hazardous conditions, or incurred additional costs related to

ensuring students could effectively participate in their school's continuity of learning plan.

Key to determining eligibility is that prior to April 2, 2020 during the 2019-2020 school year, the classroom teacher performed at least 75% of their standard instructional workload in a brick and mortar classroom. Determination of eligibility for the Teacher COVID-19 Grant requires the eligible classroom teacher to review and certify this specific criteria stated above that the eligible classroom teachers spent additional time in a school district or nonprofit nonpublic school outside of normal working hours and incurred additional costs to provide a continuity of learning during the period of school closure in 2019-2020 due to the COVID-19 pandemic.

The eligible classroom teacher will receive from the school district no later than November 9, 2020, Form 5734, the Teacher and Support Staff COVID-19 Grants Certification, attesting that they meet the requirements for eligibility. The eligible classroom teacher must certify to the school district or nonprofit nonpublic school by filing Form 5734, the Teacher and Support Staff COVID-19 Grants Certification, directly with the school district by December 4, 2020. A copy of Form 5734 will be provided by the school district directly to classroom teachers that the school district determines are eligible classroom teachers.

If you believe you are an eligible classroom teacher and the school district did not provide you with Form 5734, the Teacher and Support Staff COVID-19 Grants Certification, you are able to appeal this decision in writing to the school district's Human Resource Department by emailing [erika.kavanagh@alleganesa.org](mailto:erika.kavanagh@alleganesa.org) no later than December 4, 2020. After receiving the appeal, the school district will notify the classroom teacher in writing.

### **Support Staff Eligibility Requirements and Certification Process**

Public Act 166 of 2020 provides that eligible support staff must meet two specific criteria to receive the Support Staff COVID-19 Grant. As indicated above, eligible support staff is defined in the Act and must meet both of the following conditions:

(a) Prior to the issuance of Executive Order No. 2020- 35, the school support staff performed at least 75% of their workload in a brick and mortar school building at a district.

(b) The school support staff certifies to the district, in a manner prescribed by the department, that he or she worked additional time spent outside of normal working hours, experienced hazardous conditions, or incurred additional costs related to providing student services during the COVID19 pandemic.

Key to determining eligibility is that prior to April 2, 2020 during the 2019-2020 school year, the school support staff performed at least 75% of their workload in a brick and mortar school building at a district. Determination of eligibility for the Support Staff COVID-19 grant requires the eligible support staff to review and certify this specific

criteria stated above that the eligible support staff spent additional time in the district outside of normal working hours, experienced hazardous conditions, or incurred additional costs to providing student services during the period of school closure in 2019-2020 due to the COVID-19 pandemic.

The eligible school support staff will receive from the school district no later than November 9, 2020, Form 5734, the Teacher and Support Staff COVID-19 Grants Certification, attesting that they meet the requirements for eligibility. The eligible school support staff must certify to the school district or nonprofit nonpublic school by filing Form 5734, the Teacher and Support Staff COVID-19 Grants Certification, directly with the school district by December 4, 2020. A copy of Form 5734 will be provided by the school district directly to school support staff that the school district determines are eligible.

If you believe you are an eligible school support staff and the school district did not provide you with Form 5734, the Teacher and Support Staff COVID-19 Grants Certification, you are able to appeal this decision in writing to the school district's Human Resource Department by emailing [erika.kavanagh@alleganesea.org](mailto:erika.kavanagh@alleganesea.org) no later than December 4, 2020. After receiving the appeal, the school district will notify the school support staff in writing.

For further information regarding this grant, please visit the Michigan Department of Treasury's website: [www.michigan.gov/tssc19grants](http://www.michigan.gov/tssc19grants). You may also access the Michigan Department of Treasury's FAQ document at: [https://www.michigan.gov/documents/treasury/TSSC19\\_Grant\\_Program\\_FAQs\\_705856\\_7.pdf](https://www.michigan.gov/documents/treasury/TSSC19_Grant_Program_FAQs_705856_7.pdf)