The following assistance is available in response to needs imposed by the CORONAVIRUS:

1. **Loss of Pay.** If a spouse loses their job temporarily due to closures or shutdowns related to the virus, loans of up $6000 are authorized. Members are restricted to requesting an amount equal to one month of normal pay which must be substantiated by a paycheck stub or other verification of income for the spouse. These loans will not normally be eligible for conversion to a grant except in cases of extreme hardship.

2. **Child Care Costs.** If a family is required to obtain childcare due to school closings, loans of up to $6000 are authorized. Members are restricted to requesting one month’s worth of the expected cost which must be verified by a letter or receipt from the provider. These loans will not normally be eligible for conversion to a grant except in cases of extreme hardship.

3. **Quarantine.** Members placed into a quarantine situation are authorized loans of up to $6000. An opportunity to convert these to grants will be provided later (but prior to collection). Grants will be granted only after a member has settled any and all claims with applicable agencies (CG, Federal, State, etc.) Member should retain documentation from these periods. These grants will be limited to a maximum of $4000 per family ($2500 max for lodging related expenses and $1500 max for food related expenses.)

**Repayment:** Repayment of these loans may be delayed up to four months for numbers one and two, and up to six months for number three.

**NOT COVERED:** CGMA will not normally provide loans or grants to cover losses from travel plans (tickets, deposits, etc.) Members are encouraged to work with the airlines and hotels on these.

**Procedures:** Form 5 will be used for this assistance. However, when entering the loan, the CGMA rep should use the program ‘DisasterLoan’ in netFORUM. They should then assign the stat code ‘Corona Virus’ to the case. No budget form (Form 15) is required for any of these types of assistance.

**Form 5:** [https://www.cgmahq.org/replInfo/forms/CGMA_05.pdf](https://www.cgmahq.org/replInfo/forms/CGMA_05.pdf)

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