



State of Connecticut  
Department of Developmental Services

DDS

Ned Lamont  
Governor

Jordan A. Scheff  
Commissioner

Peter Mason  
Deputy Commissioner

**To:** Residential Purchase of Services Contracted Private Providers

**From:** Scott McWilliams, Chief of Fiscal/Administrative Services

**CC:** Jordan Scheff, Commissioner, Peter Mason, Deputy Commissioner, Katie Rock-Burns, Chief of Staff, David David, Operations Center Director, Regional Directors, Private ARDs, Resource Administrators, The Alliance, The Arc CT

**Date:** August 4, 2020

**RE: Paycheck Protection Program Loans and Coronavirus Relief Funds**

The Department of Developmental Services (DDS) continues to work with the Office of Policy and Management (OPM) and other agencies to clarify the state's Paycheck Protection Program (PPP) and Coronavirus Relief Funds (CRF) policy. As Governor Lamont stated receiving PPP does not preclude providers from also receiving CRF. CRF may be used to support uncovered expenses if those expenses were not reported as part of a PPP loan forgiveness request.

DDS will distribute an attestation letter to CRF recipients shortly. CRF recipients must attest to the following to retain CRF:

1. The Recipient shall apply CRF funding to support only the following expenses:
  - a. Employee wages specifically related to Coronavirus Disease 2019 (COVID-19), including hazard pay, overtime and comparable costs for employees affiliated with the Recipient who work under contract to the Recipient and whose services are billed by the Recipient to health care payers;
  - b. New costs related to COVID-19, including personal protective equipment, cleaning and housekeeping supplies, costs related to provision of telehealth services, costs related to enabling employees to telework, COVID-19 testing, and screening of patients, visitors, and employees for COVID-19; and
  - c. Other specific, documented COVID-19 related costs that are eligible for the use of CRF funding under Section 601(a) of the Social Security Act, as added pursuant to Section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (P.L. 116-136) and associated federal CRF

Phone: 860 418-6000 ♦ TDD 860 418-6079 ♦ Fax: 860 418-6001  
460 Capitol Avenue ♦ Hartford, Connecticut 06106  
[www.ct.gov/dds](http://www.ct.gov/dds) ♦ e-mail: [ddsct.co@ct.gov](mailto:ddsct.co@ct.gov)  
*An Affirmative Action/Equal Opportunity Employer*

requirements and guidance (collectively, “Federal CRF requirements”), but not including any general costs such as business interruption related to COVID-19 closures, regardless of whether such general costs would be permissible under Federal CRF Requirements.

2. If the Recipient was awarded loans, or anticipates being awarded loans, under the Paycheck Protection Program (PPP), which has been established pursuant to sections 1102 and 1106 of the CARES Act, the Paycheck Protection Program and Health Care Enhancement Act, Pub. L. 116-139, and the Paycheck Protection Program Flexibility Act, Pub. L. 116-142, as amended from time to time, the Recipient agrees that CRF funds will not be used to support any expense that the recipient has reported, or anticipates reporting, as part of a PPP loan forgiveness request.
3. The Recipient agrees to request CRF funding only to the extent that such funding is necessary to support allowable expenditures as defined by bullets 1 and 2 above.
4. The Recipient agrees to comply with all federal reporting requirements that may be specified by the U.S. Department of the Treasury, as well as from the contracting agency and Office of Policy and Management (OPM) distributions, reporting and other standards and policies that have been established.
5. The Recipient acknowledges that this payment, including audits related to this payment, is not subject to rehearing or appeal in any forum.
6. The Recipient acknowledges that this payment is subject to audit, agrees to disclose this attestation during audit, agrees to cooperate fully with any audits, and that any funds not spent in accordance with applicable requirements are subject to recovery and recoupment.
7. The Recipient agrees to promptly repay any funds that were used for unauthorized purposes or inappropriate expenditures.

Thank you for working with DDS on this issue. As a reminder, DDS has set up a general inbox for any qualified providers that may have questions regarding this memo or any COVID-19 related planning efforts. Please use the following email for such communications: [DDS.COVID19@ct.gov](mailto:DDS.COVID19@ct.gov).