

Becky Butler

From: Knutson, Sam <Sam.Knutson@courts.wa.gov>
Sent: Thursday, August 27, 2020 9:05 AM
To: Becky Butler
Subject: Approval - CARES Act Reimbursement Funding - Lewis County Superior & District Courts
Attachments: A19 CARES ACT.DOC
Categories: COVID-19

Good morning,

We are pleased to inform you that your application for CARES Act reimbursement funding of \$480,038 has been approved by the CARES Application Review Workgroup.

The CARES Act funds are reimbursable. In other words, after you have paid for the goods and/or services you must then submit an invoice voucher (A19) to the AOC for reimbursement up to the maximum amount of the award. Along with the invoice voucher (A19), please include copies of documents/invoices that support the reimbursement request.

I have attached a copy of the invoice voucher form (A19) to use for submitting the payment requests. You may submit electronic copies of the completed A19's and invoices and/or supporting documents.

Please note, if you subsequently receive county/city funds for reimbursement of items funded by the AOC CARES Act funds, you are expected to return the AOC CARES funding to the AOC. You may, however, submit additional applications for reimbursement of other necessary items.

Please let me know if you have any questions or if I can help you in any way.

Sam Knutson

Comptroller

Administrative Office of the Courts

Management Services Division

Office: 360-704-5528

Cell: 360-951-5333

Sam.Knutson@courts.wa.gov

http://www.courts.wa.gov/Mgmt_Services_Division



"All the gold that is or ever was could never offer rest to even one of these exhausted spirits."

- Dante; Inferno, canto VII v. 64-66

Get the most current information on the Courts' response to COVID-19 [here](#).

External Email - Remember to think before you click!

WASHINGTON ADMINISTRATIVE OFFICE OF THE COURTS
CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT [CARES]:
APPLICATION FOR CARES FUNDING

The CARES Act provides that payments from the Fund may only be used to cover costs that—

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

Please contact Sam Knutson, AOC Comptroller, with questions [or to email your completed application along with supporting documentation] at sam.knutson@courts.wa.gov or 360-704-5528. The final deadline for applications is January 15, 2021. Applications will be reviewed and monies distributed as they are received.

1. Name and Title of Applicant: James W. Lawler, Presiding Judge

2. Jurisdiction: Lewis County ☐ Supreme ☐ COA ☒ Superior ☒ District ☐ Municipal ☐ County Clerk

3. Amount Requested: ~~\$ 400,404.00~~ Revised 480,038 BB

4. Did your county or city receive CARES or other COVID relief funding? ☐ No ☒ Yes Amount \$ 4,371,400.00

5. Did your court [or county clerk's office if applicant is the county clerk] receive local or state CARES or other funding? ☐ No ☒ Yes Amount \$ 100,000.00

6. Request Categories [Check All That Apply]

☐ PPE [Personal Protective Equipment]	☒ Technology	☐ Public Access Costs
☐ Pro Tem Judicial Officers	☐ Security/Baliff Services	☐ Other
☐ Non Judicial Staff, including overtime & temp costs	☐ Cleaning & Disinfecting Supplies/Services	[Specify] _____
☐ Facilities Acquisition/Redesign	☐ Juror Service Costs	

7. Expenditure Period [Check All That Apply]

☐ March 2020 Costs	☐ July 2020 Estimate	☒ November 2020 Estimate
☐ April 2020 Costs	☒ August 2020 Estimate	☒ December 2020 Estimate
☐ May 2020 Costs	☒ September 2020 Estimate	
☐ June 2020 Costs	☒ October 2020 Estimate	

Note- Please also complete the attached expenditure grid.

8. Are any of the costs associated with cross court support such as collaboration between court levels or with the county clerk's office? For example, a temporary facility that will be used by municipal, district, superior courts and/or county clerk's offices? ☐ No ☒ Yes [Explain]

~~Both District and Superior Courts are now using temporary video conferencing technology due to covid to limit transport of inmates for court appearances. Public are also using video conferencing in lieu of personal appearances. Both courts are coordinating with the jail for technology use as well.~~

9. Brief justification statement, including priority of costs for potential reimbursemen. [Attach Additional Pages As Needed]

~~In the past the Courts have allowed some telephonic testimony. After covid pandemic hit, the courts needed a way to allow in custody defendants to appear by video to limit in person contact. The public also needed a way to appear at necessary hearings by video. The court used available technology to put together a temporary video conferencing system. This system is not sufficient to meet the requirements set by law for courtroom use and the quality of video and sound made it difficult at times to proceed. The courts need a system that will meet the legal requirements and provide efficient service to all users of the courts.~~

Presiding Judge/County Clerk Signature	<i>James W. Lawler</i>	<i>8/12/2020</i> Date
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**Washington Administrative Office of the Courts
Coronavirus Aid, Relief, and Economic Security Act [CARES]:
Application for CARES Funding Addendum**

CARES funds can only be used for cost reimbursement purposes. Prepayment is not allowed.

Projected (Future) Costs

- If an entity has an executed agreement for costs that will occur in the future during the CARES Act funding availability, please provide those projected costs in the attached cost grid. AOC will account for identified projected costs when computing the remaining CARES funding balance.
- After the identified periodic projected payment is made, please submit a reimbursement request to Sam Knutson at sam.knutson@courts.wa.gov. Reimbursement request should be submitted on a form A19 (attached). On the A19, please include the amount paid, the vendor name, date of payment and purpose.

Reimbursement

Reimbursement will be sent to the city or county treasurer unless noted in section 9 of the application.

Supporting Documentation

Please retain and assure accessibility for all supporting documentation regarding expenditures and reimbursement requests for state and/or federal audit purposes.

Certification

By signing the reimbursement application, the signatory certifies that the information presented is true and accurate.