

**MUNICIPAL EMERGENCY STATEWIDE EDUCATION PROPERTY TAX
BORROWING PROGRAM – Application for Reimbursement**

The Municipal Emergency Statewide Education Property Tax Borrowing Program (Program) was enacted on June 15, 2020. The Program authorizes the State Treasurer to make payments to eligible municipalities to cover the interest incurred for short-term borrowings that were made for the purpose of managing the cash flow effects of statewide education property tax deferrals and delays as a direct result of COVID-19, and which otherwise meet the requirements set forth in the act. These eligible “short-term borrowing costs” do not include principal payments, fees, or any interest on borrowings not directly attributable to the COVID-19 pandemic.

Please submit your completed application and all supporting materials by email to the Office of the State Treasurer at TRE.Municipal@vermont.gov. Submission of hard copies, while discouraged during the COVID-19 public health emergency, can be made to: Office of the State Treasurer, Attn: Treasury Operations, 109 State Street, Suite 4, Montpelier, VT 05609-6200.

If you have questions about this application, please email your questions to the Office of the State Treasurer at TRE.Municipal@vermont.gov.

PLEASE TYPE OR PRINT

1. Applicant Information

Municipality	
County	

Responsible Municipal Official (selectboard/city council/ village chair/manager/mayor)	
Street/P.O. Box	
Town, State, Zip	
Contact Phone Number	
Contact Email Address	

DUNS number	
DUNS registered name	

Town Treasurer/Finance Director	
Office Hours	
Contact Phone Number	
Contact Email Address	

2. Applicant Education Tax Information

2020 Property Tax Collection Date(s) – Pre-COVID-19	
2020 Property Tax Collection Date(s) – Post-COVID-19	
Education Fund Payment ¹	
Under-collection of 2020 Education Property Taxes due to COVID-19	

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¹ Amount invoiced to Municipality by the Agency of Education.

3. Borrowing² Information

Type of Borrowing	
Reference Number (if Applicable)	
New or Existing ³	
Total Amount of Borrowing	
Interest Rate (Annualized)	

Lending Institution Name	
Lending Institution Street Address	
P.O. Box	
Town, State, Zip	
Lending Institution Contact Person Name	
Lending Institution Contact Phone Number	

4. Eligible Short-term Borrowing Cost Information

Amount of Borrowing Used for Eligible Purpose ⁴	
Interest Incurred on Amount Listed Above from March 1, 2020 through December 30, 2020	
Total Interest Costs for which Reimbursement is Requested	

5. Supporting Documentation – Please provide the following supporting documentation with your application:

- A brief narrative explanation of the Applicant’s under-collection or delay in statewide education property tax collection attributable to COVID-19.
- Calendar year 2020 Education Fund invoice from the Agency of Education.
- Please specify exceptions to the required certifications (if any) and provide any other relevant information.

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² This term is used to include any type of borrowing used by the municipality for an eligible purpose under this Program.

³ If this is an existing borrowing, please verify that this is consistent with your current borrowing rates. If this is a new borrowing, please provide the Bank’s published rate and the rate that you received.

⁴ Include here only that amount of the loan facility (1) that was used by the Municipality to make its Education Fund payments (32 V.S.A. § 5402) in calendar year 2020, and (2) that was necessitated by delays or deferrals of property tax receipts attributable to COVID-19 (3) and was incurred during March 1, 2020 through no later than December 30, 2020.

**MUNICIPAL EMERGENCY STATEWIDE EDUCATION PROPERTY TAX BORROWING
PROGRAM – Municipal Certification**

The following certification is to be completed by municipal official with authority to act on behalf of the municipality. If there are any exceptions to the required certifications, please explicitly state and explain in your application.

On behalf of _____, I hereby certify that the information set forth in this application is true and accurate to the best of my knowledge and belief, and that the short-term borrowing costs for which reimbursement is requested:

1. Reflect only the interest incurred for a short-term borrowing directly attributable to the COVID-19 pandemic, and do not include principal payments, fees, or any interest on borrowing not directly attributable to the COVID-19 pandemic;
2. Reflect borrowing interest that is commercially reasonable;
3. Were not included in the municipality’s budget or any amendment to the budget enacted on or prior to March 27, 2020;
4. Were incurred during the period beginning on March 1, 2020 and ending on December 30, 2020; and
5. Were a necessary expenditure incurred in connection with a duly authorized short-term borrowing that was made for the purpose of managing the cash flow effects of Statewide Education Property Tax deferrals or delays as a direct result of the COVID-19 pandemic.

I understand that this Program is to be administered in a way that is consistent with section 5001 of Coronavirus Aid, Relief, and Economic Security Act, Pub. L. No. 116–136 (the CARES Act) and that allows the State to recover the short-term borrowing costs payable to municipalities from the Coronavirus Relief Fund established by section 5001 of the CARES Act (or other federal programs). I certify that to the best of my knowledge and belief the short-term borrowing costs for which reimbursement is requested are consistent with the use of funds authorized in section 5001 of the CARES Act.

Signature	Date
Print Name of Authorized Representative:	
Print Position Title:	

ELIZABETH A. PEARCE
STATE TREASURER



UNCLAIMED PROPERTY DIVISION
TEL: (802) 828-2407

RETIREMENT DIVISION
TEL: (802) 828-2305
FAX: (802) 828-5182

ACCOUNTING DIVISION
TEL: (802) 828-2301
FAX: (802) 828-2884

STATE OF VERMONT
OFFICE OF THE STATE TREASURER

**MUNICIPAL EMERGENCY STATEWIDE EDUCATION PROPERTY TAX BORROWING
PROGRAM – Frequently Asked Questions**

1. When was this Program established?

This Program was enacted on June 15, 2020, from [House bill H.951 \(Act 108\)](#).

2. How is the Program funded?

This Program is funded by a \$2.7 million appropriation from the Coronavirus Relief Fund, which was established by section 5001 of Coronavirus Aid, Relief, and Economic Security Act, Pub. L. No. 116–136 (the CARES Act). Accordingly, the Program will be administered in a manner consistent with the CARES Act and any guidance or regulations issued pursuant to that section.

This program is assigned Catalog of Federal Domestic Assistance (CFDA) Number: 21.019

3. Which Municipalities are eligible to participate in the Program?

“Municipality” means a city, town, incorporated village, the unorganized towns and gores of Essex County, Buel’s Gore, and any incorporated school district with authority to collect statewide education property taxes.

4. What “short-term borrowing costs” are eligible for reimbursement under the Program.

The costs must meet the following to be eligible for reimbursement under the Program:

- Were incurred by a municipality (as defined above);
- Reflect only the commercially reasonable interest incurred for a short-term borrowing that was directly attributable to and necessitated by the COVID-19 pandemic; and
- Were incurred due to delayed or under-collected statewide education property taxes as a result of the COVID-19 pandemic, and used by the municipality to make its calendar year 2020 Education Fund payment(s) to the State of Vermont, as required by 32 V.S.A. § 5402.
- Were not included in the municipality’s budget or any amendment to the budget enacted on or prior to March 27, 2020;
- Were incurred during the period March 1, 2020 through December 30, 2020.

5. What “short-term borrowing costs” **are not** eligible for reimbursement under the Program

The following costs **are not** eligible for reimbursement under this Program: principal payments, fees, or any interest on borrowing not directly attributable to the COVID-19 pandemic.

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6. What is the preferred method of submittal for the application?

Electronic submittal to the email address listed on Page 1 of the application is strongly preferred.

7. What should be expected after submission of the Application to the Treasurer's Office?

Reimbursements under this Program will be made to municipalities that submit a complete application that satisfies all of requirements set forth in the act. Where an application is incomplete or unclear, Treasurer's Office staff may seek additional information in order to ensure compliance with State act and section 5001 of the CARES Act, or other federal program, so long as funds are made available.

8. In what order will applications be reviewed, and program funds disbursed?

Applications will be reviewed on a first-come, first-serve basis. Grants for approved applications will be processed in the same order in which the applications are received, up to an aggregate total of \$2.7 million.

9. How will the reimbursement payment be made to the municipality?

Payment will be made using existing ACH/EFT bank information on file with the State for payments to the municipality. If there is a change, please notify the Office of the State Treasurer.