



Larry Hogan, Governor · Boyd K. Rutherford, Lt. Governor · Robert R. Neall, Secretary

# COVID-19: What we know today

## March 27, 2020

### Dear DDA Provider Community:

The health and safety of our DD community is of utmost importance at this time to The Maryland Department of Health (MDH) and the Developmental Disabilities Administration (DDA). The DDA is committed to ensuring that people continue to receive the support they need. As we continue to monitor COVID-19, the DDA would like to share updates on what we know today in an effort to keep our providers as informed as possible:

**Supporting You as a Provider:** The DDA hears you and knows that providers want to be assured that your 4<sup>th</sup> quarter payment is coming on time. The next quarterly payment for providers is being processed right now and you should receive your payment by April 3rd. The DDA has requested to the Centers for Medicare and Medicaid Services (CMS) to relax some service requirements and to request funding for additional costs being incurred by service providers by submitting Appendix K. To listen to Deputy Secretary Simon's webinar today at 1:00 p.m., [CLICK HERE](#) to register.

**Financial Assistance for You as a Provider:** The DDA wants to share a few opportunities on new funding that is available to help small businesses impacted by the novel coronavirus COVID-19.

- Maryland Department of Labor - [COVID-19 Layoff Aversion Fund](#); Eligible applicants include Maryland businesses that:
  - ✓ Have 500 employees or fewer based within the state
  - ✓ Are up-to-date on Unemployment Insurance taxes and in good standing with the Comptroller of Maryland and Maryland Department of Labor

- ✓ Can demonstrate a need for layoff aversion support due to the impacts of COVID-19.
- Maryland Department of Commerce: [Maryland Small Business COVID-19 Emergency Relief Loan Fund](#)
  - ✓ Loans up to \$50,000 (not to exceed three months of cash operating expenses) open to Maryland businesses impacted by the COVID-19 with fewer than 50 employees
  - ✓ 0% for the first 12 months, and 2% for the remaining 36 months
  - ✓ Deferral of any payments for the first 12 months, and straight amortization beginning in the 13th month through the 36th month
  - ✓ Business must be established prior to March 9, 2020 and in good standing
  - ✓ Applicants must have employees on their payroll for whom they have had payroll taxes withheld (i.e. W-2 employees)
  - ✓ Two years of historical financial statements and most recent interim statement to benchmark revenue against (if available)
  - ✓ Six months pro forma of estimated lost revenue or other documented loss evidence
  - ✓ Minimum personal credit score of 575
  - ✓ No collateral requirements
  - ✓ Eligible uses include: working capital to support payroll expenses, rent, mortgage payments, utility expenses, or other similar expenses that occur in the ordinary course of operations
- Maryland Department of Commerce: [Maryland Small Business COVID-9 Emergency Relief Grant Fund](#)
  - ✓ Grants up to \$10,000 not to exceed 3 months of cash operating expenses for Maryland businesses and nonprofits impacted by the COVID-19 with 50 or fewer employees
  - ✓ Must be established prior to March 9, 2020
  - ✓ Business must be in good standing
  - ✓ Applicants must have employees on their payroll for whom they have had payroll taxes withheld (i.e. W-2 employees)
  - ✓ Annual Revenues of the business or nonprofit not to exceed \$5 million as evidenced by Financial Statement or other financial documentation
  - ✓ Business or nonprofit is expected to seek longer term funding through its bank, SBA, or other source
  - ✓ Eligible uses include: working capital to support payroll expenses, rent, mortgage payments, utility expenses, or other similar expenses that occur in the ordinary course of operations

- United States Small Business Administration: [Small Business Guidance and Loan Resources](#)

**Federal Legislation: The Families First Coronavirus Response, (“Families First”) Act:**

Signed into law the Families First Coronavirus Response Act (FFCRA) brings needed stability to families. It provides emergency **paid sick days** and **paid leave** to allow workers to stay home if they are sick or they need to care for a sick family member, or to care for children whose child care programs or schools are closed; and Extended federal funding for **unemployment compensation**, offering essential money for families who lose their jobs in the crisis. <https://www.dol.gov/agencies/whd/pandemic/ffcra-employer-paid-leave>

**Child Day Care Availability for Essential Personnel Only:** Since Direct Support Professionals are classified as “essential workers” they are able to access child care programs as defined in the Governor’s Updated Executive Order. Designated essential personnel may find child care programs using [LOCATE: Child Care](#), a free service available by phone Monday - Friday at 877-261-0060 between 7:00 AM and 7:00 PM. The child care programs established by the State are at no cost to designated essential personnel only. Parents should seek to keep their child at home to promote social distancing. This service is being offered to those who are not able to keep their child at home or find other child care arrangements but must work as part of the essential workforce related to the COVID-19 response. Parents should seek to exhaust all other options before registering for this service. Children attending the State-funded child care programs will be kept an appropriate distance from each other with ratios of a minimum of 1 teacher and 9 children for school-age with smaller class sizes for younger children.

Initially, a limited number of providers and facilities have been identified to serve children of essential health care workers, first responders, and other designated essential direct care service providers. An [online registration system](#) is currently available. A full list of Maryland State Department of Education (MSDE) Approved Emergency Personnel child care providers is listed on the [MSDE Office of Child Care](#) website. Please visit the [MSDE’s Office of Child Care COVID-19](#) for more information and links to register for the state-funded program and for other information about locating child care services.

**Personal Protective Equipment (PPE):** The DDA understands that as providers you are in need of PPE as it is a short supply all across the country. The DDA worked in collaboration with the Maryland Department of Disabilities as they submitted a list to MEMA on behalf of our provider network. However, understandingly health care workers and first responders are top priority to get PPE at this time. Please contact your local Emergency Operations Center at <https://mema.maryland.gov/Pages/Local-EOC.aspx> for further requests for your organization.

**FAQs for Providers:** Please visit our FAQ page here [DDA COVID-19 Questions and Answers](https://governor.maryland.gov/wp-content/uploads/2020/03/OLC-Interpretive-Guidance-COVID19-05.pdf) including Governor’s New Executive Order of Essential Businesses <https://governor.maryland.gov/wp-content/uploads/2020/03/OLC-Interpretive-Guidance-COVID19-05.pdf>

**Listening to the Experts:** We are closely monitoring the guidance from federal, local, and state authorities, the Centers for Disease Control and Prevention and the World Health Organization. The DDA would like to share guidance from Dr. Clifford S. Mitchell, MS, MD, MPH, Director, Environmental Health Bureau Prevention and Health Promotion Administration.

**Connecting with us:** We hear your concerns about the coronavirus outbreak and want to help keep you informed. Connect with us at:

- Maryland Coronavirus, <https://coronavirus.maryland.gov/>
- DDA updates, and resources, [https://dda.health.maryland.gov/Pages/DDA\\_COVID-19\\_Information.aspx](https://dda.health.maryland.gov/Pages/DDA_COVID-19_Information.aspx)
- Local health Departments to report positive results. <https://health.maryland.gov/Pages/departments.ASPX>

There is nothing more powerful and resilient than our amazing community—we want to thank you for all you are doing to support individuals with intellectual and developmental disabilities. Stay well!