



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

Insurance Building, PO Box 43113 • Olympia, Washington 98504-3113 • (360) 902-0555

August 17, 2020

Lisa Brown, Director
Department of Commerce
P.O. Box 42525
Olympia, WA 98504-2525

Dear Director Brown:

Pursuant to enactment of the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act (P.L. 116-136), I hereby allocate \$3,000,000 from General Fund-Federal (Coronavirus Relief Funds) to the Department of Commerce to create the Washington COVID-19 Food Production Paid Leave Program.

The federal government has mandated that employers in the food production sector offer up to 80 hours of paid sick leave to their employees to reduce the spread of COVID-19. However, it exempted employers with 500 or more employees. Therefore, Governor Inslee has created the Washington COVID-19 Food Production Paid Leave Program to offer temporary financial protection to our state's food production system by providing up to 80 hours of paid sick leave when an employee who works for an employer with 500 or more employees is quarantined and/or experiencing symptoms of COVID-19. This program is necessary to protect the community health in agricultural areas.

According to guidance issued by the federal government on the Coronavirus Relief Funds, for a cost to be considered to have been incurred, the performance or delivery must take place by December 30, 2020, but payment can occur up to 90 days afterwards. Please submit the required allotment amendment packet to the Office of Financial Management using the "Operating Allocation" packet type. For General Fund-Federal, use expenditure authority code 7Z0.

We appreciate your vital efforts in responding to this health crisis. If you have any questions, please contact Nona Snell, Assistant Director for Budget, at (360) 902-0542 or nona.snell@ofm.wa.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Schumacher".

David Schumacher
Director

cc: Charlie Gavigan, Staff Coordinator, House Appropriations Committee
Michael Bezanson, Staff Coordinator, Senate Ways and Means Committee
Nona Snell, Assistant Director for Budget, Office of Financial Management
Cheri Keller, Senior Budget Assistant, Office of Financial Management
Gwen Stamey, Budget Assistant, Office of Financial Management
Martin McMurry, Chief Financial Officer, Department of Commerce