



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

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

October 16, 2020

David Postman, Chief of Staff
Office of the Governor
P.O. Box 40002
Olympia, WA 98504

Dear Mr. Postman:

Pursuant to the enactment of the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act (P.L. 116-136), I hereby allocate \$401,000 to the Office of the Governor from General Fund-Federal (Coronavirus Relief Funds).

The purpose of this allocation is to provide funds to the Washington State Equity Office for its coronavirus efforts, including:

- Hiring an executive director and administrative assistant to manage the office's COVID response.
- Developing a budget equity toolkit to use during the COVID response.
- Administering the language access translation services for COVID being developed by the Department of Health and creating an enterprise-wide language access plan.
- Creating unemployment navigators to help individuals with language and other barriers apply for and receive unemployment insurance benefits due to COVID-related unemployment.
- Developing targeted language access and culturally-appropriate materials for communities hardest hit by COVID.

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.

The Office of Financial Management has approved this allocation in Unanticipated Receipt #0136. Using expenditure authority code 7Z0, please submit the required allotment amendment packet to the Office of Financial Management using the "Operating Allocation" packet type.

We appreciate your continued efforts in responding to this health crisis. If you have any questions, please contact OFM Budget Operations at (360) 902-0555 or budget.operations@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
Aaron Butcher, CFO, Office of Financial Management