

Mildred C Wells Academy Staff:

Michigan legislation was passed that appropriated funding for the Teacher COVID-19 Grant and School Support COVID-19 Grant Programs. These programs were created to recognize school staff for their efforts to provide continuing education during the COVID-19 pandemic. You are receiving this letter and the attached Form 5734 because you **may** qualify to receive one of these payments.

In order to be eligible, employees must have been working prior to the State shut down (April 2, 2020) and have spent at least 75% of their scheduled hours in a brick and mortar school facility. Additionally, employees must certify that during the shutdown they either worked outside of their normal work hours, incurred costs that were not reimbursed or worked in hazardous conditions.

Eligible teachers will receive \$500. Eligible support staff will receive \$250. The definition of teachers does not include substitutes, paraprofessionals, support staff or administrators. The definition of support staff does not include substitutes, teachers or administrators.

Once processed, these grant payments will come directly from the State of Michigan to the individual employee. It is imperative that you make sure that you update your address in Ultipro (current employees) or contact Human Resources (former employees) so that your check goes to the correct address.

Please read the attached instructions carefully to see if you qualify for one of the grant payments. If you believe that you meet the qualifications, please complete the attached form and certify your eligibility. Return the completed form to your school by **December 4, 2020**.

Further information on the Teacher and Support Staff Hazard Pay can be found at:
https://www.michigan.gov/treasury/0,4679,7-121-1751_74806_103207-541670--,00.html

If you have any questions you can feel free to reach out to me.

Sincerely,

Latrisha Corona



Latrisha Corona/School Leader

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