



**John Budd**  
Chief Operating Officer

**Mike Mazzei**  
Secretary of Budget

May 8, 2020

To Oklahoma's 231 County Commissioners,

The State of Oklahoma has been working on staging rigorous procedures for the management of the CARES Act Coronavirus Relief Fund (CRF) recently received from the U.S. Treasury. Soon after the passage of the CARES Act, Governor Kevin Stitt formed the CARES Act Finance Team. The team consists of financial and auditing experts as well as federal grant experts from within state agencies who will play a critical role in maximizing the opportunities for investing federal dollars in both relief and forward planning on the presence of COVID-19 in Oklahoma and on ensuring these federal dollars are spent in compliance with the law. We look forward to sharing with you again in the coming days additional members of this team to expand the presence of stakeholders for input and oversight.

Most recently, the State began implementation of an application platform to receive reimbursement requests from counties and cities. This new web-based platform will allow the State to effectively and transparently process reimbursement requests and deploy funds to communities in need of financial relief from COVID-19 related expenses. We will soon release procedures for submitting applications now that we have received guidance and regulations from U.S. Treasury related to the proper uses of CRF. The portal should be functioning before the end of the month, and local governments are encouraged to be prepared to submit applications with proof of COVID-19 related expenses by June 1. Please note the following link to U.S. Treasury for CRF guidance:  
<https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>

In the interim, the State is grateful for the strong partnership with the Oklahoma Municipal League and the Association of County Commissioners of Oklahoma, who have been coordinating and maintaining a list of reimbursement requests so that the State can be prepared for rapid coordination and transmission of funds once the platform is live.

As it pertains to State agencies, \$93.4 million in reimbursement requests have been recorded at the time of this letter. Our team has processed 8.7% of these requests to date in accordance with the State's CRF share. We are committed to transparent data and consistent communications regarding the progress of CRF and the deployment of dollars to all stakeholders, and we intend to make these fulfilled reimbursements available on Oklahoma's Online Checkbook in the coming weeks.

Thank you for your leadership and service to the State and your communities during this unprecedented time in Oklahoma's history.

Sincerely,

Handwritten signature of John Budd in black ink.

John Budd  
Chief Operating Officer  
State of Oklahoma

Handwritten signature of Mike Mazzei in black ink.

Mike Mazzei  
Secretary of Budget  
Office of the Governor