



COVID-19 EMERGENCY CONDITIONS ALLOWANCE

Community college districts must use this form for two purposes: 1) to apply for an emergency conditions allowance, and 2) to rescind the application of a previously submitted emergency conditions allowance. This request only applies for the general purpose apportionments of a district calculated pursuant to Education Code, section 84750.4 or 84750.5.

Submission of this form will authorize the Chancellor's Office to apply the emergency conditions allowance pursuant to California Code of Regulations (CCR), title 5, section 58146 and shall remain in effect until further notice. Should a district choose to use actual FTES data for a specific apportionment period, a district must submit an updated form to notify the Chancellor's Office when reporting their FTES for that period.

Please submit the completed form to fiscalstandards@cccco.edu. Electronic signatures are acceptable.

SECTION I: General Information

District:

Chief Business Officer Name:

Phone Number:

Email Address:

This request is for (select only one box):

- ☐ The **application** of the emergency conditions allowance to be in effect as of date in Section III.
- ☐ The **rescission** of the emergency conditions allowance as of the date in Section III (Section II does not apply; skip to Section III).

SECTION II: Nature of Emergency

All statements must be selected and applicable when applying for an emergency conditions allowance.

- ☐ The COVID-19 emergency is applicable to the district and has adversely impacted the district. Refer to the following proclamations.

[March 19, 2020 State of California Proclamation of Stay At Home Order](#)
[March 13, 2020 Proclamation on Declaring a National Emergency Concerning the Novel Coronavirus Disease \(COVID-19\) Outbreak](#)
[March 4, 2020 State of California Proclamation of a State of Emergency](#)
Other (optional, please explain):

- ☐ The district has made good faith efforts to avoid a material decrease in the general purpose apportionments of a district calculated pursuant to Education Code, section 84750.4 or 84750.5 by doing the following (please explain):

SECTION III: Affidavit

This is to certify that, to the best of my knowledge, the foregoing statements are true and correct. The district has provided a copy of the resolution declaring emergency conditions exist and authorizing the Chancellor, or designee, to take the necessary actions permitted in that resolution.

District Chief Business Officer

Date

District Chancellor

Date

Attachment:
Resolution