COVID-19
Community Resource Guide

Congressman David Trone
Maryland's Sixth Congressional District

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A Message from Congressman David Trone

Dear Friend,

I know that the coronavirus outbreak is on the forefront of all of our minds as the virus continues to spread globally and within our community. In this community resource guide, my team and I have compiled information from federal, state, and local sources that you can use to keep you and your family safe.

While this guide is not exhaustive, my team and I will continuously update the guide with accurate and timely information as the crisis evolves. For the most up to date information, please check my website https://trone.house.gov/covid19, the Governor's website http://coronavirus.maryland.gov/, or the CDC's website http://coronavirus.gov.

As always, good hygiene habits and appropriate social distancing are key to protecting you and your family. Wash your hands often, don't touch your face, cough into your elbow, and if you think you are sick, call your doctor. If you don't have a primary care physician or if you need access to health related resources, please call 211.

My staff and I are always here to help. Please call my Gaithersburg office at (301) 926-0300 if you have problems with a federal agency and need any assistance.

Sincerely,

David Trone

Member of Congress

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Quick Guide

For an immediate, life-threatening emergency, call 911. For all other health concerns, call 211.

CDC
800-232-4636; online at https://www.cdc.gov/coronavirus/2019-ncov/

Maryland Department of Health
410-767-6500; online at www.health.maryland.gov/coronavirus

Montgomery County Department of Health and Human Services
240-777-0311; online at https://www.montgomerycountymd.gov/hhs/

Frederick County Health Department
301-600-1029 or 301-600-0312 (after hours); online at https://health.frederickcountymd.gov/

Washington County Health Department
240-313-3200; online at https://washcohealth.org/

Allegany County Health Department
301-759-5000; online at https://health.maryland.gov/allegany/Pages/Home.aspx

Garrett County Health Department
301-334-7777 or 301-895-3111; online at https://garretthealth.org/

For the most up-to date information from the CDC, please refer to the links below

Travel Information
Online at https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html
Preventing COVID-19 Spread in Communities
Online at https://www.cdc.gov/coronavirus/2019-ncov/community/index.html
Higher Risk & Special Populations
Online at https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/index.html
Healthcare Professionals
Online at https://www.cdc.gov/coronavirus/2019-nCoV/hcp/index.html
Resources for Healthcare Facilities
Online at https://www.cdc.gov/coronavirus/2019-ncov/healthcare-facilities/index.html
Resources for Health Departments
Online at https://www.cdc.gov/coronavirus/2019-ncov/php/index.html
Laboratories

Online at https://www.cdc.gov/coronavirus/2019-nCoV/lab/index.html

Communication Resources

Online at https://www.cdc.gov/coronavirus/2019-ncov/communication/index.html

Maryland COVID-19 Rumor Control

Rumors can easily circulate within communities during a crisis. Do your part to stop the spread of disinformation by doing 3 easy things; don't believe the rumors, don't pass them along and go to trusted sources of information to get the facts about the state of Maryland's (COVID-19) response.

Online at https://govstatus.egov.com/md-coronavirus-rumor-control

Maryland Department of Aging Senior Call Check

This free service will place an automated daily call to you at a regularly scheduled time. If the call is not picked up after three attempts, the service will call an alternate person on your behalf to check on you.

Sign up by phone at: 1 (866) 502-0560

Sign up online at: https://aging.maryland.gov/Pages/senior-call-check.aspx

Maryland Department of Commerce - Relief Wizard

The Relief Wizard is an easy to use tool to navigate these programs. If you answer the questions, the relief wizard will point you to the programs you are eligible for, based on your answers.

Online at https://reliefwizard.net/

CDC Guidance on Homemade Cloth Face Coverings

- CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies), especially in areas of significant community-based transmission.
- CDC also advises the use of simple cloth face coverings to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others. Cloth face coverings fashioned from household items or made at home from common materials at low cost can be used as an additional, voluntary public health measure.
- Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- **The cloth face coverings recommended are not surgical masks or N-95 respirators. Those are critical supplies that must continue to be reserved for healthcare workers and other medical first responders, as recommended by current CDC guidance.**
- For additional guidance and instructions on how to make a homemade face mask, visit https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html

Background on Coronavirus (COVID-19)

- COVID-19 is a new respiratory illness that can spread from person to person. Because it's so new, we don't yet have a vaccine or cure for it. Most people who get COVID-19 will recover on their own. But we know that some people can have serious complications that require medical care or hospitalization.
- There is currently an international outbreak affecting countries all over the world. As COVID-19 spreads, your life may be disrupted in a variety of ways. Keep yourself and household healthy by being prepared.
- Seeking and sharing accurate information during a time of heightened concern is one of the best things we can do to keep our families and communities healthy and safe. As new information emerges, please remember that the risk of COVID-19 is NOT connected with race, ethnicity or nationality. Stigma will not help to fight the illness.

What are the symptoms of COVID-19? How does it spread?

- Symptoms of COVID-19 primarily include fever, cough, and shortness of breath. These symptoms may appear 2 to 14 days after exposure to the disease.
- COVID-19 spreads between people who are in close contact with one another (about 6 feet) via coughs or sneezes. It may also be spread by touching a surface or object with the virus on it.
- People are thought to be most contagious when they are the sickest, although some spread is possible before people show symptoms.

How can I prevent spreading COVID-19?

- Prevention starts with practicing good personal health habits:
    - Wash your hands often with soap and water.
    - Cover your coughs and sneezes with a tissue.
    - Clean and disinfect frequently touched surfaces and objects daily.
- Stay home when you're sick.
- Getting plenty of rest, drinking fluids, eating healthy foods, and managing your stress may help you prevent getting COVID-19 and recover from it if you do.
- The Centers for Disease Control (CDC) website offers more details on these preventive steps.

How do I plan ahead for COVID-19?

- Make an emergency plan of action with members of your household, relatives, and friends. CDC website offers common sense guidance for preparing you and your family for emergencies.
- If the disease starts spreading in your area, health officials might recommend closing schools or canceling events and encouraging people to work remotely to slow the spread of the disease. Maryland public schools are closed until April 24th.

- Make plans for alternative arrangements for you or your child in the case of a school or university dismissal or shutdown. You should also make plans for older individuals and pets, as needed.
- Check in with your work about sick leave and telework options should you need to stay home because you are sick or need to care of a household member.
- Make a list of emergency contacts—family, friends, neighbors, carpool drivers, health care providers, teachers, employers, local public health department, and community resources.
- Gather extra supplies, such as soap, tissues, and alcohol-based hand sanitizer. If you or one of your household members have a chronic condition and regularly take prescription drugs, talk to your health provider, pharmacist, and insurance provider about keeping an emergency supply of medications at home.
- The Maryland Insurance Commissioner has released guidance allowing for early 30-day prescription medication refills for individuals covered by many commercial providers. Please check with your provider for details.

What do I do if I have suspected or confirmed COVID-19?

- Monitor your symptoms (fever, cough, shortness of breath). Call your healthcare provider before visiting the office. If you have an appointment, be sure you tell about your symptoms.
- Stay home, except for getting medical care. If you have mild symptoms, you may not need to seek medical care.
- Separate yourself from other people and animals in your home.
- Do not go to work, school or public areas.
- Avoid using public transportation, taxis, or ride-share.
- If you have a facemask, wear it around other people or pets and before entering a healthcare provider's office.
- If you can't wear a mask because it's hard for you to breathe while wearing one, then keep people who live with you out of your room or have them wear a facemask if they come in your room.
- Cover coughs and sneezes with a tissue, then throw the tissue away in a lined trash can. Wash hands thoroughly afterwards. Soap and water is best.
- Avoid sharing personal household items like dishes, glasses, or bedding.
- Wash your hands often with soap and water for 20 seconds. If you can't wash your hands, use an alcohol-based hand sanitizer that contains at least 60% alcohol. Rub hands together until dry.
- Clean all "high touch" surfaces -- counters, tables, doorknobs, bathroom fixtures, phones, and keyboards -- daily.
- Use household cleaning products, following the manufacturer's recommendations.
- If you are having a medical emergency, call 9-1-1. Notify dispatch that you have or may have COVID-19.
- Remain in home isolation for 7 days AND until 72 hours after your fever has resolved AND your other symptoms have improved.

What do I do if I was potentially exposed to someone with confirmed COVID-19?

- First, know that you generally need to be in close contact with someone with COVID-19 to get infected. Close contact includes scenarios like living with, or caring for, a person with confirmed COVID-19, being within six feet of a person with confirmed COVID-19 for about 10 minutes, or if someone with COVID-19 coughed on you, kissed you, shared utensils with you or you had direct contact with their body secretions.

If you may have had close contact with a person with COVID-19 <u>but are not sick</u>.

- Monitor your health for fever, cough and shortness of breath for 14 days after your last contact with the ill person.
- Do not go to school or work. Avoid public places for 14 days.

If you are a close contact of a person with confirmed COVID-19 <u>and are sick</u>

- If you are sick with fever, cough, or shortness of breath--even if your symptoms are mild--isolate yourself.
- If you are at higher risk for severe illness (over 60, with underlying health conditions such testas heart disease, lung disease, or diabetes), have a weakened immune system or are pregnant) call your healthcare provider and tell them you were exposed to someone with COVID-19. They may want to monitor your health more closely or test you for COVID-19.
- If you have symptoms but are not in a high risk category, talk with your healthcare provider. They will help you determine if you need to be evaluated in person or tested.

What do I do if I have COVID-19 symptoms but haven't been around anyone who has been diagnosed with COVID-19?

- The most common symptoms of COVID-19 are fever, cough, and shortness of breath. These can be symptoms of other respiratory illnesses as well as COVID-19.
- If you are in a high-risk category, and have symptoms of COVID-19, call your healthcare provider for and ask if you need to be evaluated in person. If you are at risk for serious illness, your healthcare provider may want to monitor your health more closely or test you for COVID-19 or influenza.
- If you do not have a high risk condition and your symptoms are mild, you do not need to be evaluated in person and do not need to be tested for COVID-19. Do not go out when you are sick, practice excellent hygiene, and wear a facemask if possible when you are around other people if you can.
- Cover coughs and sneezes. Avoid sharing personal household items. Clean your hands often. Clean all "high-touch" surfaces daily.

- Monitor your symptoms and seek prompt medical attention if your illness is worsening (e.g., difficulty breathing). Before you seek care, call your healthcare provider and tell them that your symptoms are consistent with COVID-19.
- Stay home and avoid others for 72 hours after your fever goes away without the use of fever-reducing medications and your respiratory symptoms improve

Should I wear a face mask when I go out in public?

- The CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies) especially in areas of significant community-based transmission. The Maryland Department of Health (MDH) also recommends the use of cloth face coverings to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others. Cloth face coverings fashioned from household items or made at home from common materials at low cost can be used as an additional, voluntary public health measure.
- The cloth face coverings recommended are not surgical masks or N-95 respirators. Those are critical supplies that must continue to be reserved for healthcare workers and other medical first responders, as recommended by current CDC guidance.

CDC Guidance on Homemade Cloth Face Coverings

- CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies), especially in areas of significant community-based transmission.
- CDC also advises the use of simple cloth face coverings to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others. Cloth face coverings fashioned from household items or made at home from common materials at low cost can be used as an additional, voluntary public health measure.
- Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- **The cloth face coverings recommended are not surgical masks or N-95 respirators. Those are critical supplies that must continue to be reserved for healthcare workers and other medical first responders, as recommended by current CDC guidance.**
- For additional guidance and instructions on how to make a homemade face mask, visit https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html

What can I do to protect myself and others if COVID-19 is spreading in my community?

Take everyday preventive steps to slow the spread of COVID-19:

- Wash your hands often with soap and warm water for at least 20 seconds.

- Use an alcohol-based hand sanitizer with at least 60 percent alcohol if soap and water are not available.
- Cover your coughs and sneezes with a tissue, your sleeve or your elbow.
- Avoid touching your eyes, nose and mouth.
- Clean and disinfect frequently touched objects and surfaces using standard cleaning practices.
- Avoid close contact with people who are sick.
- If you are sick, stay home, except when seeking medical care.
- Practice social distancing — keep distance between yourself and others and avoid crowds.
- Wear a cloth face covering in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies), especially in areas of significant community-based transmission.

What is social distancing?

The best way to slow the spread of COVID-19 is through "social distancing," which means avoiding close contact with others. Social distancing can take many forms, depending on your lifestyle and your family or living situation. Social distancing can include the following habits and steps:

- Avoid handshaking, hugging and other intimate types of greeting
- Avoid non-essential travel (your health care provider may have specific guidance for your situation)
- Avoid crowds, especially in poorly ventilated spaces
- Avoid unnecessary errands — consider ways to have essential items, like food and other household supplies, brought to you through delivery services or through family or social networks.

As a preventive measure to slow COVID-19 outbreaks, Governor Hogan has banned gatherings of more than 10 people, and closed restaurants, bars and movie theaters. Schools are also closed to avoid social contact with schoolchildren and staff.

It is recommended that those at a high risk of becoming seriously ill from COVID-19 stay home as much as possible and contact their healthcare provider.

Is there a vaccine or medicine I can get for COVID-19?

- Not yet, because COVID-19 is a new disease. However, many experts are at work developing one. As with any new vaccine, it must be tested to make certain it is safe and effective. It may take more than a year for a COVID-19 vaccine to become readily available. There is also no specific medicine currently available to cure COVID-19. However, people who have COVID-19 should seek medical care to help lessen the severity of their symptoms.

How can I be more prepared for COVID-19?

- Have an adequate supply of nonprescription drugs and other health supplies on hand, including pain relievers, stomach remedies, cough and cold medicines.

- Check your regular prescription drugs to make sure you have an adequate supply; refill your prescriptions if needed 5.
- Have a thermometer, tissues and hand sanitizer in case you become ill and must stay at home to recover.
- Talk with family members and loved ones about how they would be cared for if they got sick and what will be needed to care for them at home.
- Have a two-week supply of water and food available at home.

Can I get tested for COVID-19?

- Not everyone needs testing for COVID-19. If you have a fever and are experiencing a cough or shortness of breath, call your healthcare provider. They will ask you some questions to determine whether you need a test. Stay home and avoid close contact with others if you are feeling ill, unless your medical provider tells you to go for a test or come to the office for treatment.

Federal Resources

For federal agency-by-agency information, guidance, and contact information, please refer to the links below

U.S. Department of Health and Human Services
Online at https://www.cdc.gov/coronavirus/2019-ncov/index.html
U.S. Department of Education
Online at https://www.ed.gov/coronavirus
U.S. Department of Agriculture
Online at https://www.usda.gov/coronavirus
U.S. Department of Labor
Online at https://www.dol.gov/coronavirus
U.S. Department of Homeland Security
Online at https://www.dhs.gov/publication/notices-arrival-restrictions-coronavirus
U.S. Department of State
Online at https://travel.state.gov/content/travel/en/traveladvisories/ea/covid-19-information.html
U.S. Department of Veterans Affairs
Online at https://www.publichealth.va.gov/n-coronavirus/index.asp
U.S. Environmental Protection Agency
Online at https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2
U.S. Small Business Administration
Online at https://www.sba.gov/page/coronavirus-covid-19-small-business-guidance-loan-resources
Centers for Medicare and Medicaid
Online at https://www.cms.gov/medicare/quality-safety-oversight-general-information/coronavirus

If you have an appointment with...

U.S. Customs and Immigration Services (USCIS)
If you feel sick, cancel or reschedule your USCIS appointment. Please check the USCIS office in Baltimore for updated guidance.
https://www.uscis.gov/about-us/find-a-uscis-office/field-offices/maryland-baltimore-field-office

Social Security Administration (SSA)
Online assistance is available here https://www.ssa.gov/locator/

CBP (Trusted Traveler Programs)
Updates are available here: https://www.cbp.gov/
Contact CPB: https://www.cbp.gov/contact

U.S. Department of Veterans Affairs
Updates and information are available here:
https://www.publichealth.va.gov/n-coronavirus/index.asp

U.S. Office of Personnel Management guidance in connection with the COVID-19 emergency online at https://www.opm.gov/policy-data-oversight/covid-19/fact-sheet-additional-guidance-in-connection-with-the-covid-19-emergency/

U.S. Office of Personnel Management frequently asked questions on evacuation payments during a pandemic health crisis online at https://www.opm.gov/policy-data-oversight/covid-19/frequently-asked-questions-on-evacuation-payments-during-a-pandemic-health-crisis/

As of March 18, U.S. Citizenship and Immigration Services has suspended routine in-person services until at least April 1 to help slow the spread of Coronavirus Disease 2019 (COVID-19).
USCIS staff will continue to perform duties that do not involve contact with the public. However, USCIS will provide emergency services for limited situations. To schedule an emergency appointment contact the USCIS Contact Center.
USCIS Contact Center online at https://www.uscis.gov/contactcenter

USCIS domestic field offices will send notices to applicants and petitioners with scheduled appointments and naturalization ceremonies impacted by this closure. USCIS asylum offices will send interview cancellation notices and automatically reschedule asylum interviews.
When the interview is rescheduled, asylum applicants will receive a new interview notice with the new time, date and location for the interview. When USCIS again resumes normal operations, USCIS will automatically reschedule Application Support Center appointments due to the office closure. You will receive a new appointment letter in the mail. Individuals who had InfoPass or other appointments at the field office must reschedule through the USCIS Contact Center, once field offices reopen to the public. Please check the USCIS Field Offices page to see if your field office has reopened before reaching out to the USCIS Contact Center.
USCIS Field Offices page online at https://www.uscis.gov/about-us/find-uscis-office/field-offices

USDA Rural Development has taken a number of immediate actions to help rural residents, businesses and communities affected by the COVID-19 outbreak online at https://www.rd.usda.gov/sites/default/files/USDA_RD_SA_COVID19_ProgramImmediateActions.pdf
additional information online at https://www.rd.usda.gov/coronavirus

USDA's COVID-19 Federal Rural Resource Guide Lists Federal Programs That Can Help Rural Communities, Organizations and Residents Impacted by COVID-19 U.S. Secretary of Agriculture Sonny Perdue released a one-stop-shop of federal programs that can be used by rural

communities, organizations and individuals impacted by the COVID-19 pandemic. The COVID-19 Federal Rural Resource Guide is a resource for rural leaders looking for federal funding and partnership opportunities to help address this pandemic.

Online at:
https://www.rd.usda.gov/sites/default/files/USDA_COVID-19_Fed_Rural_Resource_Guide.pdf

If you are experiencing difficulties with a federal agency, please contact Congressman Trone's office for assistance at 301-926-0300; online at https://trone.house.gov

Federal Hotline Numbers

FDA's hotline (1-888-INFO-FDA) is available 24 hours a day for labs to call regarding difficulties obtaining supplies for collecting patient samples for COVID-19 testing, including swabs, media needed for transport, and conservation of the samples.
For labs with any questions related to diagnostic development, please reach out to CDRH-EUA-Templates@fda.hhs.gov

FDA frequently asked questions page online at
https://www.fda.gov/emergency-preparedness-and-response/mcm-issues/coronavirus-disease-2019-covid-19-frequently-asked-questions

The Department of State's phone (1-888-407-4747) is available from 8 AM to 8 PM Eastern Standard and is toll-free in the United States and Canada. From other countries, citizens may call 1-202-501-4444. Citizens may also reach out directly to U.S. Embassies and consulates overseas.

Embassy links with country specific COVID-19 information online at
https://travel.state.gov/content/travel/en/traveladvisories/COVID-19-Country-Specific-Information.html

Health alerts can be for specific countries online at
https://travel.state.gov/content/travel/en/international-travel.html

Travelers who register through the Smart Traveler Enrollment Program at will receive urgent country-specific updates via e-mail.
Register online at https://step.state.gov/

The Department of Education's Federal Student Aid customer care line remains open at 800-4-FED-AID.
Questions on which the Department can be helpful should be directed to COVID-19@ed.gov.

The Centers for Disease Control and Prevention can be reached at 800-CDC-INFO (800-232-4636).
This is a hotline for the public with questions about anything related to the CDC.
Information online at https://www.cdc.gov/cdc-info/index.html

The Department of Defense offers resources for individuals to take action and stay informed about COVID-19.
You can sign up for email updates and check this page regularly for the latest information. online at https://www.tricare.mil/coronavirus

The U.S. Army has established a COVID-19 Information Hotline at 1-800-984-8523.

The CBP Info Center offers a general information line at (877)227-5511.
Please note that this line is not COVID-19 specific.

The Occupational Safety and Health Administration has published guidance on preparing workplaces for COVID-19
Contacts for Regional OSHA Offices are available, and OSHA can be reached at 1-800-321-OSHA.
Online at https://www.osha.gov/Publications/OSHA3990.pdf

If you have a question about a treatment or test found online, talk to your health care provider or doctor. If you have a question about a medication, call your pharmacist or the FDA.
The FDA's Division of Drug Information (DDI) will answer almost any drug question. DDI pharmacists are available by email, druginfo@fda.hhs.gov, and by phone, 1-855-543-DRUG (3784) and 301-796-3400.

If you suspect COVID-19 fraud, contact National Center for Disaster Fraud Hotline
(866) 720-5721 or disaster@leo.gov

SAMHSA's Disaster Distress Helpline provides 24/7, 365-day-a-year crisis counseling and support to people experiencing emotional distress related to natural or human-caused disasters.
Call: 1-800-985-5990 or text TalkWithUs to 66746 to connect with a trained crisis counselor.
online at https://www.samhsa.gov/find-help/disaster-distress-helpline

If you are experiencing difficulties with a federal agency, please contact Congressman Trone's office for assistance at 301-926-0300; online at https://trone.house.gov

IRS Tax Information

For the most up-to-date information on issues related to the IRS, please visit:
https://www.irs.gov/coronavirus

The Treasury Department and Internal Revenue Service announced on March 21, 2020 that the federal income tax filing due date is automatically extended from April 15, 2020, to July 15, 2020. Taxpayers can also defer federal income tax payments due on April 15, 2020, to July 15, 2020, without penalties and interest, regardless of the amount owed.

This deferment applies to all taxpayers, including individuals, trusts and estates, corporations and other non-corporate tax filers as well as those who pay self-employment tax. Taxpayers do not need to file any additional forms or call the IRS to qualify for this automatic federal tax filing and payment relief.

Individual taxpayers who need additional time to file beyond the July 15 deadline, can request a filing extension by filing Form 4868 through their tax professional, tax software or using the Free File link on IRS.gov.

Businesses who need additional time must file Form 7004.

The IRS urges taxpayers who are due a refund to file as soon as possible. Most tax refunds are still being issued within 21 days.

For more information regarding filing and payment deadlines visit
https://www.irs.gov/newsroom/filing-and-payment-deadlines-questions-and-answers

Information for Taxpayers with Existing Installment Agreements
To help people facing the challenges of COVID-19 issues, the IRS through the People First Initiative, will temporarily adjust and suspend key compliance programs. **For taxpayers under an existing Installment Agreement, payments due between April 1 and July 15, 2020 are suspended.** Taxpayers who are currently unable to comply with the terms of an Installment Payment Agreement, including a Direct Debit Installment Agreement, may suspend payments during this period if they prefer. Furthermore, the IRS will not default any Installment Agreements during this period. By law, interest will continue to accrue on any unpaid balances.

- **Will direct debit payments continue to be deducted from my bank for Direct Debit Installment Agreements (DDIAs) during the suspension period?**
  Yes. IRS will continue to debit payments from the bank for Direct Debit Installment Agreements (DDIAs) during the suspension period. However, taxpayers who are unable to comply with terms of their Installment Agreement may suspend payments during this period. Installment

agreements will not default due to missing payments during the suspension period through July 15.

- **If necessary, what is the best way to suspend direct debit payments for a Direct Debit Installment Agreement (DDIA)?**
  Taxpayers should contact their bank directly to stop payments if they prefer to suspend direct debit payments during the suspension period. Banks are required to comply with customer requests to stop recurring payments within a specified timeframe. IRS may be able to suspend certain single DDIA payments upon request, but due to disruptions caused by COVID-19 issues it may be difficult to reach an assistor. Note that if payments are stopped, in order to avoid possible default of the agreement once the suspension period expires on July 15, 2020, taxpayers must inform their bank to allow the debits to resume at least two weeks before their next payment is due.

Extension of Maryland Tax Filing and Payment Deadlines

The Office of the Comptroller announced the extension of certain Maryland tax filing and payment deadlines in response to the ongoing COVID-19 emergency.Extensions of time to file and pay have been granted for both individuals and businesses with returns and payments due in March, April, and May of 2020. The extensions apply to specific returns and payments due for income tax (individual, corporation, pass-through entity, and fiduciary), sales and use tax, employer withholding tax, admissions and amusement tax, alcohol tax, tobacco tax, motor fuel tax, motor carrier tax, Bay Restoration Fee, and Unclaimed Property reporting for insurance companies.

NOTE: The relief being offered regarding taxes due is only a postponement of the payment of those taxes without the additional imposition of a penalty or interest during the deferment period. It is NOT an extinguishment or cancellation of that tax debt.

For more information and frequently asked questions regarding these extensions, please visit https://www.marylandtaxes.gov/forms/COVID_19_FAQ.pdf

Statewide Resources

Maryland Department of Health
www.health.maryland.gov/coronavirus

Governor's Office
410-974-3901; online at https://governor.maryland.gov/

Maryland Insurance Administration
410-468-2000; https://insurance.maryland.gov/Pages/newscenter/NewsDetails.aspx?NR=2020251

Special Open Enrollment Period
In response to the coronavirus outbreak, the Maryland Health Benefit Exchange -- our state's health insurance marketplace -- will hold a special open enrollment period. From Monday, March 16 through Monday, June 15, Maryland residents without health insurance can sign-up and get covered. For more information see here: https://www.marylandhealthconnection.gov/coronavirus-sep/
For enrollment assistance over the phone, please contact your local health connector entity.

AHEC West Health Insurance Program: 888-202-0212 (Allegany, Garrett, Washington counties)
HealthCare Access Maryland: 855-288-3667 (Frederick)
Montgomery County HealthConnect: 240-777-1815

Maryland Department of Aging Senior Call Check
This free service will place an automated daily call to you at a regularly scheduled time. If the call is not picked up after three attempts, the service will call an alternate person on your behalf to check on you.
Sign up by phone at: 1 (866) 502-0560
Sign up online at: https://aging.maryland.gov/Pages/senior-call-check.aspx

Listing of all child care providers serving essential personnel in the state of Maryland
online at
https://earlychildhood.marylandpublicschools.org/system/files/filedepot/2/approved_sites_for_epcc_epsa_-_master_list.pdf

Maryland's anti–price gouging statute prohibits raising the price of many consumer goods and services that increase the seller's profit by more than 10% while the COVID-19 emergency declared by the Governor is in effect. For more information, or to report suspected price gouging, please contact the Maryland Attorney General's Office.
410-528-8662; online at http://www.marylandattorneygeneral.gov/Pages/CPD/price_gouging_faq.aspx

Maryland Department of Labor, Division of Unemployment Insurance

410-949-0022; online at https://www.dllr.state.md.us/employment/unemployment.shtml

For Individuals having difficulty filing for Unemployment Insurance through the Maryland Department of Labor either online or via phone: Individuals should email ui.inquiry@maryland.gov and include their name, the last four numbers of their Social Security Number, and what they need (ie. unemployment, access to the Webcert program, etc.).

For a list of frequently asked questions related to Maryland Unemployment Insurance Benefits Administration, visit https://www.dllr.state.md.us/employment/uicovidfaqs.shtml

Individuals looking to get guidance on non-essential businesses and establishments should refer to link at:
https://governor.maryland.gov/wp-content/uploads/2020/03/OLC-Interpretive-Guidance-COVID19-04.pdf

Economic Relief Package for Small Businesses and workers impacted by COVID-19:
Governor Hogan announced more than $175 million to assist small businesses and workers affected by the COVID-19 pandemic. More information and resources about these programs is available at businessexpress.maryland.gov/coronavirus.

The Maryland Department of Commerce is offering three new business assistance programs in response to the COVID-19 pandemic:

- Maryland Small Business COVID-19 Emergency Relief Loan Fund - This $75 million loan fund offers no interest or principal payments due for the first 12 months, then converts to a 36-month term loan of principal and interest payments, with an interest rate at 2% per annum. Learn more.
- Maryland Small Business COVID-19 Emergency Relief Grant Fund - This $50 million grant program offers grant amounts up to $10,000, not to exceed 3 months of demonstrated cash operating expenses for the first quarter of 2020. Learn more.
- Maryland COVID-19 Emergency Relief Manufacturing Fund - This $5 million incentive program helps Maryland manufacturers to produce personal protective equipment (PPE) that is urgently needed by hospitals and health-care workers across the country.
- If you have specific questions about these funds, please email fpaaworkflowcoordinator.commerce@maryland.gov.

Maryland Department of Commerce - Relief Wizard
The Relief Wizard is an easy to use tool to navigate these programs. If you answer the questions, the relief wizard will point you to the programs you are eligible for, based on your answers.
Online at https://reliefwizard.net/

Financial Relief Package

Governor Hogan enacted an executive order which builds on an earlier order that prohibits residential evictions arising from a tenant's substantial loss of income due to COVID-19. The latest order is now extended to commercial and industrial evictions. The order also:

- Stops lenders from initiating the mortgage foreclosure process
- Authorizes the Maryland Commissioner of Financial Regulation to suspend certain lending limits for Maryland banks and credit unions, on a case-by-case basis, in an effort to make more credit available to businesses
- Prohibits repossession of cars and trucks
- Prohibits repossession of homes that are not considered "real property," such as mobile homes, trailers, and live-aboard boats

Read the amended executive order at https://governor.maryland.gov/wp-content/uploads/2020/04/Evictions-Reposessions-Foreclosures-AMENDED-4.3.20.pdf

Consistent with applicable guidelines, Marylanders may be eligible for the following opportunities upon contacting their financial service providers:

- **90 Days of Payment Forbearance or Deferral. Mortgage lenders and servicers will provide up to a 90-day forbearance or deferral period for mortgage payments.**
- **Waiving Late Fees.** Mortgage lenders and servicers will not charge late fees during the forbearance or deferral period.
- **Credit Reporting.** Mortgage lenders and servicers will not report negative information to the credit bureaus during the forbearance or deferral period.
- **90 Days Forbearance from Foreclosure Initiation**. All mortgage lenders and servicers will follow the forbearance and reduced payment programs established by federal authorities.

Extension of Maryland Tax Filing and Payment Deadlines

The Office of the Comptroller announced the extension of certain Maryland tax filing and payment deadlines in response to the ongoing COVID-19 emergency.Extensions of time to file and pay have been granted for both individuals and businesses with returns and payments due in March, April, and May of 2020. The extensions apply to specific returns and payments due for income tax (individual, corporation, pass-through entity, and fiduciary), sales and use tax, employer withholding tax, admissions and amusement tax, alcohol tax, tobacco tax, motor fuel tax, motor carrier tax, Bay Restoration Fee, and Unclaimed Property reporting for insurance companies.

NOTE: The relief being offered regarding taxes due is only a postponement of the payment of those taxes without the additional imposition of a penalty or interest during the deferment period. It is NOT an extinguishment or cancellation of that tax debt.

For more information and frequently asked questions regarding these extensions, please visit https://www.marylandtaxes.gov/forms/COVID_19_FAQ.pdf

Information Regarding Utility Assistance:
The Office of People's Counsel (OPC) has developed Information Sheets to answer questions on utility bills, bill payments, and service disconnections for each gas and electric utility, and single Information Sheets for water services and for phone and internet services. OPC also have provided updated information about assistance programs for those who have experienced a loss of or reduced income. They are available at www.opc.maryland.gov. If you experience a problem related to payment plans, service disconnections, or reconnections, or have a question, please contact OPC at DLInfo_OPC@maryland.gov.

- **Emergency Assistance Resources:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/Emergency%20Assistance%20Resources-Individuals.pdf?ver=2020-03-25-083532-303
- **What Customers Should Know About Their Water Bill:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/What%20Customers%20Should%20Know%20About%20Their%20Water%20Bill.pdf?ver=2020-03-25-083531-817
- **What Customers Should Know About Their Utility Bills:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/What%20Customers%20Should%20Know-Utility%20Companies.pdf?ver=2020-03-25-083531-093

MARBIDCO Pandemic Adjustment Loan Fund Program Now Open
MARBIDCO is offering loans through its new Pandemic Adjustment Loan Fund to help Maryland's food and fiber producers, harvesters and primary processors adjust to the business disruptions caused by COVID-19.

- The program is targeted to assist existing agriculture or resource based enterprises in making timely adjustments to their business operations to help take advantage of new or continuing market opportunities.
- Eligible farms and rural businesses can apply for loans up to $3,000 in working capital and up to $10,000 for equipment purchases at low interest rates with flexible terms. Loan repayments will be interest only for five months followed by payments for 12 to 36 months with a rate of 3.75%. Borrowers who make all their payments will receive a 10% grant back (of the original amount borrowed) at the end of the loan term.
- Applications for the Pandemic Adjustment Loan Fund must be submitted by May 31st.
- The application form is available on the MARBIDCO website at www.marbidco.org. For questions, please call the office at (410) 267-6807.

Maryland COVID-19 Rumor Control

Rumors can easily circulate within communities during a crisis. Do your part to stop the spread of disinformation by doing 3 easy things; don't believe the rumors, don't pass them along and go to trusted sources of information to get the facts about the state of Maryland's (COVID-19) response.

Online at https://govstatus.egov.com/md-coronavirus-rumor-control

Resources for Businesses and Workers

Paycheck Protection Program

The CARES Act established a new guaranteed loan program at SBA for small businesses to cover payroll during the immediate crisis. The Paycheck Protection Program would:

- support $349 billion in 100 percent guaranteed, low interest, no fee loans of up to $10 million with repayment deferred for at least six months; and
- forgive up to 100% of the loan if the borrower has retained the same number of employees as when they received the loan.

Who is eligible?

- Small and Medium sized businesses up to 500 employees, non-profits, independent contractors and the self-employed.

What about franchises and hotels?

- The program temporarily waives SBA "affiliation rules" to allow businesses with multiple locations they normally are not considered small, to qualify. This is especially important for our restaurant and lodging sector. They are still limited to the same maximum loan size - $10 million - as a business with one location.

How are loans made?

- The SBA's network of 2,500 7(a) lenders will be used to process these loans. There is also authority to fast track additional lenders to process and disburse these loans to reach as many small businesses as quickly as possible.

Are these grants?

- Yes and No. The amount of the loan forgiven at the end of the year will be determined by how many employees were retained on the company's payroll, up to 100 percent for full retention. There are safeguards built in to protect against employers gaming the program, as well as recognizing some employers will be forced to do temporary furloughs but bring their employees back on.

What is covered?

- This bill allows firms to get a loan to cover up to 2.5 months of payroll and any new EIDL loan balances incurred because of Coronavirus but cannot exceed $10 million.

How long does the program last?

- The program is open until June 30, 2020, as it is intended for immediate payroll relief to ensure businesses do not do mass layoffs during this crisis.

For more information regarding the Paycheck Protection Program, please visit https://home.treasury.gov/system/files/136/Paycheck-Protection-Program-Frequenty-Asked-Questions.pdf

U.S. Small Business Administration Economic Injury Disaster Loans

NOTE: As of May 7, 2020, the SBA is only accepting Economic Injury Disaster Loan Program applications from agricultural businesses

Governor Larry Hogan formally requested the U.S. Small Business Administration (SBA) to issue an Economic Injury Disaster declaration for the state. In March, the SBA declared Maryland an eligible disaster area and Economic Injury Disaster Loans (EIDL) are available.

You may apply for an EIDL loan here: https://disasterloan.sba.gov/ela/

Applicants may also call SBA's Customer Service Center at (800) 659-2955 or email disastercustomerservice@sba.gov for more information on SBA disaster assistance.

For additional information or to obtain help preparing the loan application please contact your SBA District Office:

For Montgomery County
SBA Washington Metropolitan Area District Office
Phone: 202-205-8800
Website: https://www.sba.gov/offices/district/dc/washington

For Frederick, Washington, Allegany, and Garrett Counties
SBA Baltimore District Office
Phone: 410-962-6195
Website: https://www.sba.gov/offices/district/md/baltimore

For Lenders Having Issues: mdlenderquestions@sba.gov

For People with Questions on Loan Programs: mdsbaloanquestions@sba.gov

More information regarding the Economic Injury Disaster Loan program can be found here: https://www.sba.gov/page/coronavirus-covid-19-small-business-guidance-loan-resources

Frequently Asked Questions

Question: My state received approval so where do small businesses apply?
Answer: Small businesses in eligible areas may apply for an EIDL online at: https://disasterloan.sba.gov/ela/ or they can also reach out to their local SBA District Offices.

Question: If small businesses need help with their applications, are there any other resources available to help them fill out the applications?
Answer: SBA has also coordinated with the Resource Partners, including Small Business Development Centers, (SBDCs) who can assist with the application process. The list of SBDCs is available online at: https://www.sba.gov/local-assistance/find/?type=Small%20Business%20Development%20Center&pageNumber=1

Question: How do I know if a small business is eligible?
Answer: SBA's Office of Disaster Assistance works with state emergency management divisions to certify certain areas as an "eligible area."

- The list of eligible areas is also available online at: https://disasterloan.sba.gov/ela/Declarations/Index or https://www.sba.gov/disaster-assistance/coronavirus-covid-19.
- The list is updated periodically and on the same day a new declaration is approved.
- Your state may not have been approved yet but a county in your state may have been approved as a contiguous county on a neighboring state's approval, which allows small employers in those counties to apply for loans.
- Please check often to see if your area has been added even if your state has not been formally approved.

Question: What is an Economic Injury Disaster Loan?
Answer: The SBA's Economic Injury Disaster Loan (EIDL) program provides small businesses with working capital loans of up to $2 million to help overcome the temporary loss of revenue.

- The loans may be used to pay fixed debts, payroll, accounts payable, or other bills that can't be paid because of the COVID-19 outbreak.
- The interest rate is 3.75 percent for small businesses without credit available elsewhere, and businesses with credit available elsewhere are not eligible to apply for assistance.
- The maximum term is 30 years.
- A small business is defined by the SBA's Size Standards in accordance with the Native American Industry Classification System (NAICS) codes and SBA's Size Standards Tool can be utilized.

Question: What's the timeline like?
Answer: Once a borrower submits an application, approval timelines depend on volume. Typical timeline for approval is 2-3 weeks and disbursement can take up to 5 days. Borrowers are assigned individual loan officers for servicing of the loan.

Question: Where can I find more information?
Answer: For additional information, borrowers should contact the SBA Disaster Assistance

customer service center by calling 1-800-659-2955 or emailing disastercustomerservice@sba.gov. You can also visit SBA.gov/disaster for more information.

Employee Retention Credits

The Treasury Department and the Internal Revenue Service today launched the Employee Retention Credit, designed to encourage businesses to keep employees on their payroll. The refundable tax credit is 50% of up to $10,000 in wages paid by an eligible employer whose business has been financially impacted by COVID-19.

Does my business qualify to receive the Employee Retention Credit?

- The credit is available to all employers regardless of size, including tax-exempt organizations. There are only two exceptions: State and local governments and their instrumentalities and small businesses who take small business loans.
- Qualifying employers must fall into one of two categories:
    - The employer's business is fully or partially suspended by government order due to COVID-19 during the calendar quarter.
    - The employer's gross receipts are below 50% of the comparable quarter in 2019. Once the employer's gross receipts go above 80% of a comparable quarter in 2019, they no longer qualify after the end of that quarter.
    - These measures are calculated each calendar quarter.

How is the credit calculated?

- The amount of the credit is 50% of **qualifying wages** paid up to $10,000 in total. Wages paid after March 12, 2020, and before Jan. 1, 2021, are eligible for the credit. Wages taken into account are not limited to cash payments, but also include a portion of the cost of employer provided health care.

How do I know which wages qualify?

- Qualifying wages are based on the average number of a business's employees in 2019.
    - **Employers with less than 100 employees:** If the employer had 100 or fewer employees on average in 2019, the credit is based on wages paid to all employees, regardless if they worked or not. If the employees worked full time and were paid for full time work, the employer still receives the credit.
    - Employers with more than 100 employees: If the employer had more than 100 employees on average in 2019, then the credit is allowed only for wages paid to employees who did not work during the calendar quarter.

I am an eligible employer. How do I receive my credit?

- Employers can be immediately reimbursed for the credit by reducing their required deposits of payroll taxes that have been withheld from employees' wages by the amount of the credit.
- Eligible employers will report their total qualified wages and the related health insurance costs for each quarter on their quarterly employment tax returns or Form 941 beginning with the second quarter. If the employer's employment tax deposits are not sufficient to cover the credit, the employer may receive an advance payment from the IRS by submitting Form 7200, Advance Payment of Employer Credits Due to COVID-19.
- Eligible employers can also request an advance of the Employee Retention Credit by submitting Form 7200.

Where can I find more information on the Employer Retention Credit and other COVID-19 economic relief efforts?

- Updates on the implementation of this Employee Retention Credit, Frequently Asked Questions on Tax Credits for Required Paid Leave and other information can be found online at https://www.irs.gov/coronavirus.
- Additional frequently asked questions about the Employer Retention Credit can be found at https://www.irs.gov/newsroom/faqs-employee-retention-credit-under-the-cares-act

COVID-19-Related Tax Credits for Required Paid Leave Provided by Small and Midsize Businesses

The Families First Coronavirus Response Act (the "FFCRA"), signed by President Trump on March 18, 2020, provides small and midsize employers refundable tax credits that reimburse them, dollar-for-dollar, for the cost of providing paid sick and family leave wages to their employees for leave related to COVID-19.

The FFCRA gives businesses with fewer than 500 employees (referred to throughout these FAQs as "Eligible Employers") funds to provide employees with paid sick and family and medical leave for reasons related to COVID-19, either for the employee's own health needs or to care for family members. Workers may receive up to 80 hours of paid sick leave for their own health needs or to care for others and up to an additional ten weeks of paid family leave to care for a child whose school or place of care is closed or child care provider is closed or unavailable due to COVID-19 precautions. The FFCRA covers the costs of this paid leave by providing small businesses with refundable tax credits. Certain self-employed individuals in similar circumstances are entitled to similar credits.

For more information, visit
https://www.irs.gov/newsroom/covid-19-related-tax-credits-for-required-paid-leave-provided-by-small-and-midsize-businesses-faqs#basic

National Resources

- The U.S. Chamber of Commerce has information on resources and ways individuals, or businesses, can seek assistance. For more information, please visit: https://www.uschamber.com/coronavirus or contact: 1-800-638-6582.
- The U.S. Chamber of Commerce has a small business resource guide that features technology tools, employer guidance, business strategies and more as you navigate through this challenging time. For more information, please visit: https://www.uschamber.com/co/small-business-coronavirus.
- The U.S. Chamber of Commerce's Coronavirus Emergency Loans Small Business Guide and Checklist takes a small business step-by-step through the process of preparing to file for a loan.
    - This interactive map shows how much aid is available under the Small Business Paycheck Protection Program to help small businesses in each state.
- The National Main Street program has resources for small business and offers community support for those impacted by COVID-19. For more information, please visit: https://www.mainstreet.org/howwecanhelp/resourcecenter/covid19resources or contact 312-610-5613.

Maryland Department of Commerce - Relief Wizard
The Relief Wizard is an easy to use tool to navigate these programs. If you answer the questions, the relief wizard will point you to the programs you are eligible for, based on your answers.
Online at https://reliefwizard.net/

Bank Assistance Information
Several Banks have set-up contact lines to work with individuals impacted by COVID-19. If a bank is not listed below, reach-out to them to find out what they are doing to assist those affected by COVID-19. The Federal Deposit Insurance Corporation (FDIC) and the (National Credit Union Administration (NCUA) have also put out information for bankers and consumers.
FDIC: https://www.fdic.gov/coronavirus/index.html
NCUA: https://www.ncua.gov/
Other banks assisting during COVID-19:

- Bank of America: https://about.bankofamerica.com/promo/assistance/latest-updates-from-bank-of-america-coronavirus
- Capital One: https://www.capitalone.com/coronavirus/

- Chase: https://www.chase.com/digital/resources/coronavirus
- CitiBank: https://online.citi.com/US/JRS/pands/detail.do?ID=covid19
- Discover: https://www.discover.com/coronavirus/
- Fifth Third Bank: https://www.53.com/content/fifth-third/en/alerts/covid-support.html
- PNC: https://www.pnc.com/en/customer-service/coronavirus-update.html
- TCF Bank: https://www.tcfbank.com/about-tcf/covid19
- Truist: https://www.truist.com/coronavirus-information
- US Bank: https://www.usbank.com/splash/covid-19.html
- Wells Fargo: https://newsroom.wf.com/press-release/corporate-social-responsibility/wells-fargo-donates-625-million-aid-coronavirus

Maryland Insurance Administration

410-468-2000; https://insurance.maryland.gov/Pages/newscenter/NewsDetails.aspx?NR=2020251

- Lost business income insurance is subject to the specific terms and conditions of your policy. Contact the broker or agent that sold the policy, the insurance company or the Maryland Insurance Administration with any questions.

Maryland Department of Commerce Information for Businesses

Online at https://businessexpress.maryland.gov/coronavirus

Financial Assistance & Taxes

- The Maryland Department of Commerce is offering three new business assistance programs in response to the COVID-19 pandemic:
    - Maryland Small Business COVID-19 Emergency Relief Loan Fund - This $75 million loan fund offers no interest or principal payments due for the first 12 months, then converts to a 36-month term loan of principal and interest payments, with an interest rate at 2% per annum. Learn more.
    - Maryland Small Business COVID-19 Emergency Relief Grant Fund - This $50 million grant program offers grant amounts up to $10,000, not to exceed 3 months of demonstrated cash operating expenses for the first quarter of 2020. Learn more.
    - Maryland COVID-19 Emergency Relief Manufacturing Fund - This $5 million incentive program helps Maryland manufacturers to produce personal protective equipment (PPE) that is urgently needed by hospitals and health-care workers across the country. More information coming by Friday, March 27, 2020.
    - If you have specific questions about these funds, please email fpaaworkflowcoordinator.commerce@maryland.gov.
- General SBA guidance for businesses can be found here. If you need additional help navigating the SBA process, Maryland SBDC can help.
- Maryland business and individual income taxpayers will be given a 90-day extension for tax payments. No interest or penalty for late payments will be imposed if 2019 tax payments are

made by July 15, 2020. See 90-day extension for tax payments for more information, or reach out to taxpayerrelief@marylandtaxes.gov with questions.

- Comptroller Franchot also extended business-related tax filing deadlines to June 1. Get additional information regarding business tax returns - including sales and use tax, alcohol tax, etc. - and income tax extensions.
- Businesses who paid their Maryland Sales & Use Taxes for March early may request a refund of their payment by emailing taxpayerrelief@marylandtaxes.gov or by calling 410-260-4020.
- Taxpayers who have set up a payment through their own online banking services will need to stop that transaction through their banks. Taxpayers who have scheduled a payment through the Comptroller's iFIle or bFile can request to have a debit from their account stopped as long as it is at least 3 days prior to the scheduled payment date. If taxpayers have individual requests for assistance, they should contact Taxpayer Services at 410-260-7980 or via email at taxhelp@marylandtaxes.gov.
- The federal tax filing deadline has been moved to July 15. Learn more.
- Maryland banks, credit unions, and financial service providers are operating under precautionary measures, with increased focus on mobile, phone, and online services. If you anticipate having trouble making a loan payment, please notify your lender or loan servicing company as soon as possible to discuss your options. Early and regular communication is important. More information from the Maryland Bankers Association. And, view a list of credit unions operating in Maryland and their contact information.

Export Assistance for Businesses

- ExportMD Program helps to offset some of the costs of marketing internationally for Maryland's small and mid-sized companies. Visit: https://commerce.m5aryland.gov/fund/programs-for-businesses/exportmd-program
- The SBA's Export Working Capital Program can help small businesses obtain working capital advances from lenders on export orders, export receivables or letters of credit. SBA's Senior International Credit Officers can work directly with an impacted company to explain the program and application process. Visit: https://www.sba.gov/content/financing-your-small-business-exports-foreign-investments-or-projects-0

Employer and Worker Assistance

- The Maryland Department of Labor is now accepting applications for the COVID-19 Layoff Aversion Fund, which can provide funds to help businesses with 500 or fewer employees purchasing remote access equipment and software to allow employees to work from home, provide on-site cleaning and sanitation services or other creative strategies to mitigate potential layoffs or closures. To see details or apply please visit this website.
- The Centers for Disease Control has issued guidance for businesses and employees.
- The U.S. Department of Labor has developed some guidelines for how companies can prepare their workplace for COVID-19. In addition, the Occupational Safety and Health Administration

(OSHA) has launched a COVID-19 website with information specifically for workers and employers. There is also information on issues relating to wages and hours worked under the Fair Labor Standards Act.

- The Maryland Department of Labor's Division of Labor and Industry enforces the Maryland Health Working Families Act, also known as Safe and Sick Leave, which may be useful for employees who need to take off from work due to COVID-19. Learn more about the Maryland Health Working Families Act here, or email ssl.assistance@maryland.gov.
- If a business experiences a temporary or permanent layoff, Labor's Division of Unemployment Insurance's Bulk Claim Services can open unemployment insurance claims for all affected employees. To determine if a business is eligible, please visit our Bulk Claims Services Frequently Asked Questions page. If a business is eligible, they should contact a Claims Representative by emailing UI.BulkClaim@maryland.gov. For additional information, visit the Department of Labor's COVID-19 FAQ page.
- Labor's Division of Workforce Development and Adult Learning enforces the Rapid Response System, which works collaboratively with the State's businesses and workers to minimize the impact of economic disruptions caused by layoffs and plant or business operations closing.
- Labor's Office of Small Business Regulatory Assistance is available to help Maryland business owners find timely and effective solutions to issues, so they can go about running their companies. They can be contacted by emailing osbra.inquiry@maryland.gov.
- The Maryland Insurance Administration has shared insight into Business Interruption Insurance on their website. MIA has also put together an FAQ addressing insurance-related questions about coronavirus.
- The U.S. Department of Transportation's Federal Motor Carrier Safety Administration (FMCSA) has issued a national emergency declaration to provide hours-of-service regulatory relief to commercial vehicle drivers transporting emergency relief in response to COVID-19.

Licensing & Permitting

- According to the Governor's Executive Order, all licenses, permits, registrations, and other authorizations issued by the state, its agencies or any political subdivision that would expire during the current state of emergency will be extended until at least the 30th day after the state of emergency is lifted.
- Labor's Division of Occupational and Professional Licensing (O&P) is temporarily extending license expiration dates until May 1, which is subject to being extended as the response to the coronavirus situation evolves. They can be contacted by emailing dlopl-labor@maryland.gov.
- Businesses that are licensed and regulated by Labor's Office of the Commissioner of Financial Regulation can email DLFRFinReg-LABOR@maryland.gov with any questions or concerns they may have about licensing requirements.

MARBIDCO Pandemic Adjustment Loan Fund Program Now Open

MARBIDCO is offering loans through its new Pandemic Adjustment Loan Fund to help Maryland's food

and fiber producers, harvesters and primary processors adjust to the business disruptions caused by COVID-19.

- The program is targeted to assist existing agriculture or resource based enterprises in making timely adjustments to their business operations to help take advantage of new or continuing market opportunities.
- Eligible farms and rural businesses can apply for loans up to $3,000 in working capital and up to $10,000 for equipment purchases at low interest rates with flexible terms. Loan repayments will be interest only for five months followed by payments for 12 to 36 months with a rate of 3.75%. Borrowers who make all their payments will receive a 10% grant back (of the original amount borrowed) at the end of the loan term.
- Applications for the Pandemic Adjustment Loan Fund must be submitted by May 31st.
- The application form is available on the MARBIDCO website at www.marbidco.org. For questions, please call the office at (410) 267-6807.

Additional information

- The Maryland Emergency Management Agency (MEMA) has activated its Virtual Business Operation Center (VBOC) as of March 6 to address inquiries from the private sector. Businesses that are interested in emergency operations engagement can learn more through MEMA's Private Sector Integration Program.
- Encourage members of the business community to reach out with their questions by sending a message to Secretary.Commerce@maryland.gov.
- Labor's Office of Small Business Regulatory Assistance is available to help Maryland business owners find timely and effective solutions to issues, so they can go about running their companies. They can be contacted by emailing osbra.inquiry@maryland.gov

For a list of frequently asked questions related to Maryland Unemployment Insurance Benefits Administration, visit https://www.dllr.state.md.us/employment/uicovidfaqs.shtml

Information Related to the Implementation of the Families First Coronavirus Response Act.
As you know, the Families First Coronavirus Response Act provides paid sick leave and economic support to small businesses and cash strapped families. The bill also ensures free access to COVID-19 testing.

For more information about the impact of this legislation on you or your business, I encourage you to consult the following websites that break down commonly asked questions about COVID-19 and outline the resources available to you:

- U.S. Department of Labor
    - Fact Sheet for Employers: https://www.dol.gov/agencies/whd/pandemic/ffcra-employer-paid-leave

    - Fact Sheet for Employees: https://www.dol.gov/agencies/whd/pandemic/ffcra-employee-paid-leave
    - Questions and Answers: https://www.dol.gov/agencies/whd/pandemic/ffcra-question
- U.S. Department of the Treasury
- Internal Revenue Service: Coronavirus Tax Relief
- U.S. Small Business Administration

Various Federal Guidance:

- **CDC Interim Guidance for Businesses and Employers**
  online at
  https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html
- **SBA Guidance for Businesses and Employers**
  online at
  https://www.sba.gov/page/guidance-businesses-employers-plan-respond-coronavirus-disease-2019-covid-19?utm_medium=email&utm_source=govdelivery
- **Occupational Safety and Health Administration (OSHA) Guidance**
  online at https://www.osha.gov/SLTC/covid-19/
- **Disaster Preparedness Planning for your Business**
  online at https://mema.maryland.gov/Pages/business.aspx
- **Guidance from the Alcohol and Tobacco Tax and Trade Bureau for distilleries wishing to produce hand sanitizer to address the COVID-19 pandemic**
  online at https://www.ttb.gov/news/covid-19-hand-sanitizer

Direct Payments for Americans: Frequently Asked Questions

Questions Regarding Eligibility:

- **Who is eligible to receive a Payment?**
  U.S. citizens and U.S. resident aliens will receive the Economic Impact Payment of $1,200 for individual or head of household filers, and $2,400 for married filing jointly if they are not a dependent of another taxpayer and have a work eligible Social Security number with adjusted gross income up to:
  - $75,000 for individuals if their filing status was single or married filing separately
  - $112,500 for head of household filers and
  - $150,000 for married couples filing joint returns

  Taxpayers will receive a reduced payment if their AGI is between:
  - $75,000 and $99,000 if their filing status was single or married filing separately
  - 112,500 and $136,500 for head of household
  - $150,000 and $198,000 if their filing status was married filing jointly

  The amount of the reduced payment will be based upon the taxpayers specific adjusted gross income.
  Eligible retirees and recipients of Social Security retirement, survivor, or disability benefits (SSDI), Railroad Retirement benefits, Supplemental Security Income (SSI) and VA Compensation and Pension (C&P) will receive a payment.
  For eligible taxpayers who filed tax returns for 2019 or 2018, they receive the payments automatically.
  Those who don't usually file a tax return and receive Social Security retirement, survivor, or disability benefits (SSDI), Railroad Retirement benefits, Supplemental Security Income (SSI) and VA Compensation and Pension (C&P) also receive automatic payments of $1,200. While some of these groups receive Forms 1099, many in this group don't typically file tax returns. Many people in these groups are expected to see the automatic $1,200 payments later this month, with SSI and VA payments expected to start in May.
  For people who have little or no income and didn't file a tax return or don't receive any of the federal benefits listed above, they are also eligible for an Economic Impact Payment. They need to register with the Non-Filer tool on IRS.gov as soon as possible so they can receive a payment.
- **Will I receive a Payment if I do not make enough money to normally have to file an income tax return?**
  Yes. Eligible retirees and recipients of Social Security retirement, disability (SSDI), survivors benefits, Railroad Retirement, or veterans benefits, as well as individuals who do not make enough money to normally have to file a tax return, are also eligible for the Payment. This includes those who have no income, as well as those whose income comes entirely from federal benefit programs, such as supplemental security income (SSI) benefits. No minimum income is needed for the Payment.

- **Does someone who has died qualify for the Payment?**
  No. A Payment made to someone who died before receipt of the Payment should be returned to the IRS by following the instructions about repayments. Return the entire Payment unless the Payment was made to joint filers and one spouse had not died before receipt of the Payment, in which case, you only need to return the portion of the Payment made on account of the decedent. This amount will be $1,200 unless adjusted gross income exceeded $150,000.
- **Does someone who is a resident alien qualify for the Payment?**
  A person who is a non-resident alien in 2020 is not eligible for the Payment. A person who is a qualifying resident alien with a valid SSN is eligible for the Payment only if he or she is a qualifying resident alien in 2020 and could not be claimed as a dependent of another taxpayer for 2020. Aliens who received a Payment but are not qualifying resident aliens for 2020 should return the Payment to the IRS by following the instructions about repayments.
- **Does someone who is incarcerated qualify for the Payment?**
  No. A Payment made to someone who is incarcerated should be returned to the IRS by following the instructions about repayments. A person is incarcerated if he or she is described in one or more of clauses (i) through (v) of Section 202(x)(1)(A) of the Social Security Act (42 U.S.C. § 402(x)(1)(A)(i) through (v)). For a Payment made with respect to a joint return where only one spouse is incarcerated, you only need to return the portion of the Payment made on account of the incarcerated spouse. This amount will be $1,200 unless adjusted gross income exceeded $150,000.
- **What should I do to return an Economic Impact Payment (EIP)?**
  You should return the payment as described below.
  If the payment was a paper check:
  - Write "Void" in the endorsement section on the back of the check.
  - Mail the voided Treasury check immediately to the appropriate IRS location listed below.
  - Don't staple, bend, or paper clip the check.
  - Include a note stating the reason for returning the check.

  If the payment was a paper check and you have cashed it, or if the payment was a direct deposit:
  - Submit a personal check, money order, etc., immediately to the appropriate IRS location listed below.
  - Write on the check/money order made payable to “U.S. Treasury” and write 2020EIP, and the taxpayer identification number (social security number, or individual taxpayer identification number) of the recipient of the check.
  - Include a brief explanation of the reason for returning the EIP.

  For your paper check, the IRS mailing addresses to use based for Maryland residents is:
  Andover Refund Inquiry Unit
  310 Lowell St

Mail Stop 666A
Andover, MA 01810

Questions Regarding Requesting Your Economic Impact Payment

- **I recently filed a tax return. What do I need to do to get a Payment?**
  You DO NOT need to take any further action if you filed a federal income tax return for 2018 or 2019. If you already filed your tax return for 2019, the IRS will use this information to calculate the Payment amount. If you haven't filed your tax return for 2019 but filed a 2018 federal income tax return, the IRS will use the information from your 2018 tax return to calculate the Payment amount.
- **I haven't filed a federal tax return for 2018 or 2019 and don't need to file tax returns for those years. I receive Social Security, SSI, or Railroad Retirement benefits. What do I need to do to get a Payment?**
  You are not required to file a tax return and will automatically receive a $1,200 Payment if you received Social Security retirement, SSDI, survivors benefits, SSI, or Railroad Retirement benefits in 2019. You do not need to contact the IRS, Social Security Administration (SSA), or Railroad Retirement Board (RRB). The IRS will use the information from your 2019 benefits to generate a Payment to you if you did not file tax returns in 2018 or 2019. You will receive your Payment as a direct deposit or by mail, just as you would normally receive your federal benefits.
- **I haven't filed a federal tax return for 2018 or 2019 and don't receive Social Security retirement or any other federal benefits. What do I need to do to get a Payment?**
  You have to provide basic information to the IRS to receive your Payment. The IRS urges you to take one of the following actions as soon as you can.
  - You can use the Non-Filers: Enter Payment Info Here tool to provide simple information to the IRS so you can get your Payment. U.S. citizens and permanent residents can use this tool if they had gross income that did not exceed $12,200 ($24,400 for married couples filing jointly) for 2019 and were not otherwise required to file a federal income tax return for 2019, and didn't plan to do so. This is the quickest way to get your payment.
  - You can file a federal income tax return for 2019 with the IRS even if you receive non-taxable income or do not make enough money to normally have to file a tax return.

  Have your bank account information available when you use the tool or file so you can get your Payment as quickly as possible. Otherwise, the IRS will mail your Payment to the address you provide.
- **I did not file a tax return for 2018 or 2019. How do I know if I am required to file a tax return?**
  Use the IRS Interactive Tax Assistant (ITA) online tool that provides answers to tax questions. The Do I Need to File a Tax Return? tool can help you determine if you're required to file a 2019 federal income tax return.
  Answer the questions about your filing status, federal income tax withheld, and basic

information to help you determine your gross income to see if you need to file a 2019 tax return. If you had no income or income under a certain amount, you are not required to file a tax return. If you are not required to file a tax return, the Non-Filers: Enter Payment Info Here tool is the fastest way to get your Payment.

- **I receive veterans benefits. Do I need to provide information to the IRS or file a tax return to receive a payment?**
  Recipients of VA benefits will automatically receive automatic Economic Impact Payments. Timing on the payments is still being determined. If you have children who qualify, an extra step is needed to add $500 per child onto their automatic payment of $1,200 if you didn't file a tax return in 2018 or 2019. You can quickly register by visiting Non-Filers: Enter Payment Info Here available only on IRS.gov. Recipients will generally receive the automatic payments the way they receive their current benefits.
- **Who should NOT use Non-Filers: Enter Payment Info Here?**
  You should not use the Non-Filers: Enter Payment Info Here tool if any of the following apply:
  - You already filed a 2019 tax return.
  - You already received your Payment based on your 2018 or 2019 return, even if you did not receive the full amount (for example, because you have a newly born child in 2020 who was not reported on your 2019 return).
  - Someone could claim you as a dependent on their 2019 tax return.
  - You are married but will not be using the tool with your spouse. You must file a 2019 or 2018 tax return to receive your Payment separate from your spouse.
  - You weren't a U.S. citizen or U.S. permanent resident (green card holder) in 2019. Those who were resident aliens in 2019 because they satisfied the "substantial presence test" and qualify for the Payment must file a tax return to receive the Payment.
- **I need to file a tax return but am concerned about visiting a tax professional or local community organization in person right now to get help with my tax return. How long is the Payment available?**
  Payments will be made throughout the rest of 2020. If you don't receive a Payment this year, you can also claim it by filing a tax return for 2020 next year.
- **Will the IRS contact me about my payment?**
  The IRS will not call, email, or text you about your Payment. The IRS will not contact you to request personal or bank account information. Watch out for websites and social media attempts that request money or personal information and for schemes tied to Economic Impact Payments.
  The IRS urges taxpayers to visit IRS.gov – the official IRS website – to protect against scam artists. The IRS has issued a warning about coronavirus-related scams.
  For security reasons, a letter about the Payment will be mailed to each recipient's last known address within 15 days after the Payment is made. The letter will provide information on how the Payment was made and how to report any failure to receive the Payment.

Questions Regarding Calculating Your Economic Impact Payment

- **What is the amount of the Payment I will receive?**
  Eligible individuals will receive $1,200. Two eligible individuals filing a joint return will receive $2,400. You will receive an additional $500 Payment for each qualifying child you claimed on your tax return being used to calculate your Payment who meets the following conditions:
  - The child is your son, daughter, stepchild, eligible foster child, brother, sister, stepbrother, stepsister, half-brother, half-sister, or a descendant of any of them (for example, your grandchild, niece, or nephew).
  - The child is claimed as a dependent on your tax return.
  - The child was under age 17 at the end of the taxable year.
  - The child was a U.S. citizen, U.S. national, or U.S. resident alien.
  - The child has a valid SSN or an Adoption Taxpayer Identification Number (ATIN)
- **What is the amount of my Payment if I haven't filed a tax return for 2018 or 2019 and am receiving an automatic Payment based on benefits that SSA of RRB paid me in 2019?**
  Your Payment is limited to $1,200. An additional $1,200 will be paid to your spouse if SSA or RRB also paid benefits to your spouse in 2019.
  Because the IRS would not have information regarding your qualifying children, you will not receive the additional $500 Payment for any qualifying children unless you provide additional information to the IRS.
  You must also provide additional information to claim the full $2,400 Payment with your spouse if your spouse didn't receive benefits from SSA or RRB in 2019. Provide this information by using the Non-Filers: Enter Payment Info Here tool or by filing a federal income tax return. You must provide this additional information before your additional $1,200 Payment is scheduled.
- **Will my Payment be reduced if my income is too little or too much?**
  Eligible individuals don't need a minimum income for the Payment.
  However, for higher income individuals, the Payment amount is reduced by 5% of the amount that your adjusted gross income exceeds $75,000 ($112,500 for taxpayers filing as head of household or $150,000 for taxpayers filing a joint return), until it is $0.
  The $1,200 Payment for eligible individuals with no qualifying children ($2,400 for married couples filing a joint return) will be reduced to $0 once adjusted gross income reaches the following thresholds:
  - $198,000 for taxpayers filing a joint return
  - $136,500 for taxpayers filing as head of household
  - $99,000 for all others

  Each of these threshold amounts increases by $10,000 for each additional qualifying child. For example, because families with one qualifying child receive an additional $500 Payment, their $1,700 Payment ($2,900 for taxpayers filing a joint return) will be reduced to $0 once adjusted gross income reaches the following thresholds:

- $208,000 for taxpayers filing a joint return
- $146,500 for taxpayers filing as head of household
- $109,000 for all others

- **I filed a joint return with my spouse. Will we receive a Payment if I have a valid SSM and my spouse has an IRS Individual Taxpayer Identification Number (ITIN)?**
  No, when spouses file jointly, both spouses must have valid SSNs to receive a Payment with one exception. If either spouse is a member of the U.S. Armed Forces at any time during the taxable year, only one spouse needs to have a valid SSN.
  If spouses file separately, the spouse who has an SSN may qualify for a Payment; the other spouse without a valid SSN will not qualify.
- **What is meant by a valid SSN required for a Payment?**
  A valid SSN for a Payment is one that is valid for employment and is issued by the SSA before the due date of your 2019 tax return (including the filing deadline postponement to July 15 and an extension to October 15 if you request it) or your 2018 tax return (including extensions) if you haven't filed your 2019 tax return.
  If the individual was a U.S. citizen when they received the SSN, then it is valid for employment. If "Not Valid for Employment" is printed on the individual's Social Security card and the individual's immigration status has changed so that they are now a U.S. citizen or permanent resident, ask the SSA for a new Social Security card. However, if "Valid for Work Only With DHS Authorization" is printed on the individual's Social Security card, the individual has the required SSN only as long as the Department of Homeland Security authorization is valid.
- **Is a child born, adopted, or placed into foster care in 2020 a qualifying child for the Payment?**
  The Payment in 2020 will not include an additional amount for these children because the Payment in 2020 is based only on information from your 2019 or 2018 tax return. You may claim the child next year for an additional credit on your 2020 tax return.
- **I received an additional $500 Payment in 2020 for my qualifying child. However, she just turned 17. Will I have to pay back the $500 next year when I file my 2020 tax return?**
  No, there is no provision in the law requiring repayment of a Payment. When you file next year, you can claim additional credits on your 2020 tax return if you are able to eligible for them, for example if your child is born in 2020. But, you won't be required to repay any Payment when filing your 2020 tax return even if your qualifying child turns 17 in 2020 or your adjusted gross income increases in 2020 above the thresholds listed above.
- **I claimed my child as a dependent on my 2019 tax return. She is graduating from school in 2020. Will she receive her own Payment?**
  No, your child will not receive a Payment in 2020 because you claimed her as a dependent on your 2019 tax return. She will not receive a $1,200 credit in 2021 if you can claim her as a dependent on your 2020 tax return.
  However, if your child can't be claimed as a dependent by you or anyone else for 2020, she may be eligible to claim a $1,200 credit on the 2020 tax return she files next year.

- **I claimed my mom as a dependent on my 2019 tax return. Will I receive an additional Payment for her or will she receive her own Payment?**
  No, you will not receive an additional Payment amount for your mom because she is not your qualifying child under age 17. Your mom will not receive her own Payment because you claimed her as a dependent on your 2019 tax return. Your mom will not receive a credit in 2021 if you can claim her as a dependent on your 2020 tax return.

Questions Regarding Receiving Your Payment

- **Is the Payment taxable as 2020 income?**
  No, the Payment is not includible in your gross income. Therefore, you will not include the Payment in your taxable income on your Federal income tax return or pay income tax on your Payment. It will not reduce your refund or increase the amount you owe when you file your 2020 Federal income tax return.
  A Payment also will not affect your income for purposes of determining eligibility for federal government assistance or benefit programs.
- **If I owe tax, or have a Payment agreement with the IRS, or owe other federal or state debts, will my Payment be reduced as an offset?**
  No, with one exception. The Payment will be offset only by past-due child support. The Bureau of the Fiscal Service will send you a notice if an offset occurs.
  If you are married filing jointly and you filed an injured spouse claim with your 2019 tax return (or 2018 tax return if you haven't filed your 2019 tax return), half of the total Payment will be sent to each spouse and your spouse's Payment will be offset only for past-due child support. There is no need to file another injured spouse claim for the Payment.
- **How will the IRS know where to send my payment?**
  If you received a direct deposit of your refund based on your 2019 tax return (or 2018 tax return if you haven't filed your 2019 tax return), the IRS has sent your Payment to the bank account provided on the most recent tax return. If you filed a Form 8888, Allocation of Refund, with your tax return to split your refund into multiple accounts, your Payment was deposited to the first bank account listed. You cannot change your account information.
  If you filed your 2019 or 2018 tax return but did not receive your refund by direct deposit, your Payment will be mailed to the address the IRS has on file even if you also receive Social Security or Railroad Retirement benefits by direct deposit. This is generally the address on your most recent tax return or as updated through the United States Postal Service (USPS).
  If you did not receive your refund by direct deposit based on your 2019 tax return (or 2018 tax return if you haven't filed your 2019 tax return), you have the opportunity to provide bank account information through the IRS Get My Payment tool before your Payment is processed. Direct deposit is the fastest way to receive your Payment.
- **What if the bank account number I used on my recent tax return is closed or no longer active? Can I switch and be mailed a Payment?**
  If the account is closed or no longer active, the bank will reject the deposit and you will be

issued a check that will be mailed to the address the IRS has on file for you. This is generally the address on your most recent tax return or as updated through the United States Postal Service (USPS). You do not need to call the IRS to change your Payment method or update your address at this time.

As required by law and for security reasons, a letter about the Payment will be mailed to each recipient's last known address within 15 days after the Payment is made. The letter will provide information on how the Payment was made and how to report any failure to receive the Payment.

- **I already filed my 2019 tax return and owed tax. I scheduled a Payment (electronic funds withdrawal, Direct Pa, or Electronic Fund Transfer Payment System (EFTPS)) from my bank account. Will the IRS send my Payment to the account I used?**
  No, the IRS will not send Payments to accounts used to make a payment to the IRS. After you properly verify your identity, the Get My Payment tool will allow you to submit your bank account information if your Payment has not been processed. Providing your bank information is the fastest way to receive your Payment. If the IRS does not have bank information for you, your Payment will be mailed to the address the IRS has on file for you.
- **I already filed my 2019 tax return, but I didn't provide bank information. Can I use the Non-Filers: Enter Payment Info Here tool to provide my banking information?**
  No, the Non-Filers: Enter Payment Info Here tool cannot be used if you already filed a 2019 tax return. Use the Get My Payment tool to provide your banking information or learn the status of your Payment.
- **How do I find the bank account information the IRS needs?**
  You can find this information on one of your checks, through your online banking applications, or by contacting your financial institution directly. Make sure to enter the routing number, account number, and account type (checking or savings) correctly.
- **What if I don't have a bank account?**
  The IRS will mail your Payment to the address the IRS has on file for you. This is generally the address on your most recent tax return or as updated through the United States Postal Service (USPS).
- **My address is different from the last tax return I filed. How can I change my address?**
  To change your address:
  - **If you have not filed your 2019 tax return**, enter your new address on your tax return when you file. When your tax return is processed, the IRS will update their records.
  - **If you have filed your 2019 tax return** and you do not receive direct deposit of your refund, your Payment will be mailed to the address the IRS has on file for you. This is generally the address on your most recent tax return or as updated through the United States Postal Service (USPS).
  - The change of address must be processed before the IRS schedules your Payment.
- **Where did you get the bank information for me, and what if I need to change it?**
  Your bank account information is obtained from the most recently filed tax return or from the

Get My Payment application if you provided the information through it. If Get My Payment indicates your Payment has been processed, you cannot change your bank account information. If you haven't filed a 2018 or 2019 tax return and you received a Form SSA-1099 or Form RRB-1099, your bank account information may be obtained from SSA. You will receive your Payment as a direct deposit or by mail, just as you would normally receive your benefits. You will not be able to use Get My Payment to provide your bank account information.

- **I requested a direct deposit of my payment. Why is it being mailed to me as a check?**
  It is possible the IRS does not have the correct bank account information for you, or your financial institution rejected the direct deposit. In either case, your Payment will be mailed to the address we have on file for you.
- **I think the amount of my Economic Impact Payment is incorrect. What can I do?**
  If you did not receive the full amount to which you believe you are entitled, you will be able to claim the additional amount when you file your 2020 tax return. This is particularly important for individuals who may be entitled to the additional $500 per qualifying child dependent payments. For VA and SSI recipients who don't have a filing requirement and have a child, they need to use the Non-Filer tool by May 5 in order to have the $500 added automatically to their $1,200 Economic Impact payment. The IRS encourages people to review their "How do I calculate my EIP Payment" question and answer
- **What should I do to return an Economic Impact Payment (EIP)?**
  You should return the payment as described below.
  If the payment was a paper check:
  - Write "Void" in the endorsement section on the back of the check.
  - Mail the voided Treasury check immediately to the appropriate IRS location listed below.
  - Don't staple, bend, or paper clip the check.
  - Include a note stating the reason for returning the check.

  If the payment was a paper check and you have cashed it, or if the payment was a direct deposit:
  - Submit a personal check, money order, etc., immediately to the appropriate IRS location listed below.
  - Write on the check/money order made payable to "U.S. Treasury" and write 2020EIP, and the taxpayer identification number (social security number, or individual taxpayer identification number) of the recipient of the check.
  - Include a brief explanation of the reason for returning the EIP.

  For your paper check, the IRS mailing addresses to use based for Maryland residents is:

  Andover Refund Inquiry Unit
  310 Lowell St
  Mail Stop 666A
  Andover, MA 01810

Where can I get more information?

- The IRS will post all key information on IRS.gov/coronavirus as soon as it becomes available.
- The IRS has a reduced staff in many of its offices but remains committed to helping eligible individuals receive their payments expeditiously. Check for updated information on IRS.gov/coronavirus rather than calling IRS assisters who are helping process 2019 returns.

Expected Timeline for Economic Impact Payments

After extensive conversations with the IRS and the Department of Treasury, the staff of the Ways & Means Committee expect the IRS to issue economic impact payments following the below timeline. This timeline is subject to change given ongoing discussions by the Chairman. The Committee remains focused on ensuring all eligible Americans receive their payment as quickly as possible.

As of today, the latest estimated timing from the IRS on economic impact checks is as follows:

- The IRS will make about 60 million payments to Americans through direct deposit in mid-April. The IRS has direct deposit information for these individuals from their 2018 or 2019 tax returns.
- About 3 weeks after those deposits are made (the week of May 4th), the IRS will begin issuing paper checks to individuals.
- The paper checks will be issued at a rate of about 5 million per week, which could take up to 20 weeks to get all the checks out.
- The checks will be issued in reverse "adjusted gross income" order—starting with people with the lowest income first.We have seen estimates that there are between 150-170 million taxpayers. So, there are between 90-110 million taxpayers who are either filers or nonfilers about whom the IRS wants information. The filers will need to receive a paper check unless their direct deposit information can be updated in the IRS portal. The nonfilers may need to file the "simple tax return" (below) and likely include direct deposit information if they want to receive their rebates quickly.
- The IRS is encouraging taxpayers to file their 2019 returns to the maximum extent possible. As taxpayers file their 2019 returns electronically, the IRS will post updated tax information weekly to its files and then send this information to another agency that will issue weekly payments.

Information About Unemployment Insurance

Is there a waiting period for receiving unemployment benefits in Maryland?

- Maryland does not have a waiting week like many other states do. No matter when or how they file, Marylanders become eligible for benefits starting after the day after they separated from employment. If you are eligible, you will be paid for all benefits due.

How does an individual file for unemployment benefits?

- Individuals can file for unemployment benefits through the Maryland Department of Labor Division of Unemployment Insurance.
- **To file online, visit** https://www.dllr.state.md.us/employment/unemployment.shtml
  This online application is available 24/7, however individuals are strongly encouraged to file during non-peak hours, like early in the morning and late in the evening (8:00 p.m. - 7:00 a.m.), for faster processing speeds.
- Current telephone hours are **7:00 a.m. - 6:00 p.m., Monday through Friday, and Saturdays from 8:00 a.m. - 12:00 p.m.** To contact a Claim Center, call **410-949-0022**.
- Claimants having difficulty placing a call or accessing our website, can e-mail questions to ui.inquiry@maryland.gov.
- Employers can e-mail questions to dluiemployerassistance-labor@maryland.gov or contact 410-767-2412.

Are individuals required to search for employment in order to receive unemployment benefits?

- **The Secretary of the Maryland Department of Labor has ordered, effective March 20th, 2020, a temporary exemption from the work search requirement for individuals receiving unemployment insurance benefits.**
- The Maryland Department of Labor will exempt all current and new unemployment insurance benefit recipients from the requirement to actively seek work for a ten (10) week period. The temporary exemption from the work search requirement will begin the week ending on March 21st, 2020.
- **For more information about the exemption from the work search requirements**, visit https://www.dllr.state.md.us/employment/uicovidaswfaqs.shtml

Expansion of Unemployment Insurance Benefits Under the New CARES Act

The federal government recently passed the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), which includes an expansion of unemployment insurance benefits for Marylanders.

All eligible beneficiaries WILL receive these new benefits back to the earliest date of their eligibility.

The Secretary of the Maryland Department of Labor opted into providing ALL three of the expanded unemployment insurance programs offered through the provisions of the CARES Act:

Pandemic Unemployment Assistance (PUA)

- Individuals who are not usually eligible for regular UI and who cannot work due to COVID-19 are eligible for a maximum of 39 weeks of benefits, which includes $600 Federal Pandemic Unemployment Compensation (FPUC).
- Effective January 27, 2020 through Dec. 31, 2020.

Federal Pandemic Unemployment Compensation (FPUC)

- $600 per week on top of current regular UI benefits.
- Effective March 29, 2020 through July 31, 2020.
- **This compensation will be automatically updated for individuals who qualify, are currently receiving benefits, and once related technical systems are modified.**

Pandemic Emergency Unemployment Compensation (PEUC)

- 13 additional weeks of UI benefits, plus $600 FPUC.
- Effective March 29, 2020 through Dec. 31, 2020.
- **This compensation will be automatically updated for individuals who qualify, are currently receiving benefits, and once related technical systems are modified.**

On Friday, April 24, Labor will be launching the BEACON one-stop application for Marylanders to file claims for all benefit types including the Pandemic Unemployment Assistance (PUA) program entirely online.
The PUA program is available for those who are self-employed, independent contractors, gig workers, sole proprietors, or have insufficient work history. These individuals who are not eligible for regular unemployment insurance (UI) and who cannot work due to COVID-19 are now eligible to apply for a maximum of 39 weeks of benefits, effective January 27, 2020 through December 31, 2020.

After submitting an online application, eligible PUA claimants will receive their benefits retroactive to their earliest date of eligibility. Here is how to file your PUA claim:

- Visit MDunemployment.com and select "Apply for Unemployment Insurance Benefits" in the left hand column. This will take you to the BEACON one-stop application page.
- The first time that you visit the application, you will need to activate your account by providing your social security number and choosing a Username and password. If you have previously

applied for UI benefits in Maryland, you will need to have your UI application PIN available to validate your identity.
- Once you have activated your account, you will be able to file your PUA claim.

To file a PUA claim, you will need to have the following information available, as applicable:

- Social security number;
- Date of birth;
- Alien registration number, if you are not a citizen;
- Residential and mailing address;
- Telephone number and email address;
- Name, date of birth, and social security number of all dependents under 16 years of age that you will claim, as well the same information for each dependent's other parent, such as the social security number and date of birth for any dependents that you claim;
- If you worked for the federal government, you will also need a SF-8 or SF-50 form; and
- If you are separated from military service, you will also need Form DD-214, member 4 copy.

To file your PUA claim, you will need to provide information and supporting documentation about your work and income history, which may include the following:

- Documentation of the income that you earned in 2019 (Schedule K-1, Form 1099, or summary of quarterly payments);
- All necessary licenses and permits for your self-employment; and
- Proof of an offer to begin employment that was postponed or withdrawn due to COVID-19.

When you login to the BEACON Uniform application, you will be in your user portal, where you will be able to receive notices and alerts about your account, including notifications regarding any missing documentation.
Additionally, you will be able to select your preferred method of communication, including e-mail, text message, or postal mail. All communications will be available in your portal no matter which preference you select, which will cut down on wait times for you to receive information about your claim.

After reviewing your application and supporting documentation, DUI will notify you of your eligibility through the portal and/or your preferred method of communication selected in the application.
If eligible, you will need to visit the BEACON one-stop application every week to request the payment of benefits by filing a claim certification. For more information about filing a weekly claim certification, please visit our frequently asked questions. If you are denied or ineligible for benefits, you will receive instructions on how to protest or appeal the determination.

If you are determined to be eligible for unemployment benefits, you will also automatically receive an additional $600 per week from the Federal Pandemic Unemployment Compensation (FPUC) program.
The FPUC program applies to benefit payments from March 29th to July 25th. Payment of the $600 will

be retroactive to the earliest date of your eligibility within that time period. For additional information, please visit our website at MDunemployment.com.

Frequently Asked Questions About Unemployment Eligibility

- **If my employer temporarily ceases operations due to COVID-19, preventing me from coming to work, am I eligible for benefits?**
  If you are laid off temporarily due to a business shutdown as a result of COVID-19, the Division of Unemployment Insurance recommends that you file a claim for unemployment insurance.
- **If I am quarantined due to COVID-19 with the expectation of returning to work after the quarantine is over, am I eligible for benefits?**
  The first and best option for employees who need to miss work due to illness is to use their employer-paid time off. The Maryland Healthy Working Families Act requires employers with 15 or more employees to provide paid sick and safe leave for certain employees. Maryland employers who employ 14 or fewer employees are required to provide unpaid sick and safe leave for certain employees. Find more information about the Maryland Healthy Working Families Act.
  "Unemployment" includes a reduction of both work hours and earnings. An individual receiving paid sick leave or paid family leave is still receiving pay and would generally not be considered "unemployed" for purposes of collecting unemployment insurance benefits.
  If you are currently quarantined by a medical professional or under government direction, and your employer has instructed you not to return to work until the quarantine is over and has not provided the option to telework, the Division of Unemployment Insurance recommends that you file a claim for unemployment insurance.
- **If I decide to leave my employment due to a reasonable risk of exposure or infection of COVID-19 or to care for a family member due to COVID-19, am I eligible for benefits?**
  If you are not exhibiting any symptoms of coronavirus, COVID-19, and you decide to leave your employment, the Division of Unemployment Insurance recommends that you file a claim for unemployment insurance. You may be determined to be eligible for benefits if the circumstances of your job separation are allowable under Maryland's provisions for good cause and/or just circumstances for voluntarily leaving work, Section 8-1001 of Maryland Unemployment Insurance Law.
- **If I need to take time off work because I am sick, but I have not been quarantined by a medical professional or under government direction, will I be eligible for unemployment insurance benefits?**
  The first and best option for employees who need to miss work due to illness is to use their employer-paid time off. The Maryland Healthy Working Families Act requires employers with 15 or more employees to provide paid sick and safe leave for certain employees. Maryland employers who employ 14 or fewer employees are required to provide unpaid sick and safe leave for certain employees. Find more information about the Maryland Healthy Working Families Act.

If you are not eligible for employer paid time off or your paid time off has been exhausted, the Division of Unemployment Insurance recommends that you file a claim for unemployment insurance. You may be determined to be eligible for benefits if you have taken time off of work and expect to return work with the same employer in the future.

- **If an employer lays off employees due to the loss of production caused by COVID-19, will the employees be eligible for unemployment insurance benefits?**
  Maryland unemployment benefits are available to individuals who are unemployed through no fault of their own. If an employer lays off employees due to a loss of production as a direct result of COVID-19, individuals may be eligible for unemployment benefits if they meet certain criteria. It is recommended that you file a claim for unemployment insurance.
- **If my employer reduces my hours as a result of COVID-19, will I be eligible for unemployment insurance benefits?**
  If your employer has reduced your normal work hours as a result of COVID-19, you may be eligible for partial benefits.
- **What if my employer goes out of business as a result of COVID-19?**
  If your employer goes out of business as a result of COVID-19, the Division of Unemployment Insurance recommends that you file a claim for unemployment insurance, as you are considered to be unemployed through no fault of your own.
- **Can I still collect unemployment benefits if I am able to work remotely from home?**
  If you continue to work your normal hours remotely, you do not meet the definition of an individual considered to be unemployed. However, if you work less than your normal hours remotely, it is recommended that you file a claim for unemployment insurance.
- **I get tips from customers on top of my regular wages. Will my tips be used to determine how much I will receive in benefits?**
  Employers regularly report (quarterly) the wages of their employees to the Division. These wages, including reported tips, are used as the basis for the calculation of the amount of benefits that a claimant is eligible for. If a tipped employee files a claim and receives a determination about their weekly benefit amount that they disagree with, they can request a review of the determination within 30 days. Along with the request for a review, the claimant can provide evidence of other wages that they have received, including unreported tips.

You can apply for unemployment insurance benefits online or by phone between 7:00 a.m. - 6:00 p.m., Monday through Friday, and Saturdays from 8:00 a.m. - 12:00 p.m. at 410-949-0022.

After you file a claim, the Division of Unemployment Insurance will determine whether you qualify to receive unemployment insurance benefits.

Additional Frequently Asked Questions

- If you have general questions about filing a claim for unemployment insurance or receiving benefit payments, please visit Maryland Department of Labor's General Unemployment FAQs.

- If your employment or business has been impacted by the coronavirus, please read Maryland Department of Labor's COVID-19 Frequently Asked Questions.
- If you have questions about the work search requirement exemption, please visit the Work Search FAQs.
- If you have questions about filing your weekly claim, please visit Maryland Department of Labor's Weekly Claim Certification frequently asked questions.
- If you have questions about the CARES Act, please visit Maryland Department of Labor's CARES Act FAQs.
- If you have questions specifically about the $600 weekly payment, please visit Maryland Department of Labor's Federal Pandemic Unemployment Compensation FAQs.
- If you have questions about filing your 1st quarter reports, please read Maryland Department of Labor's 1st Quarter Reports FAQs.
- If you are an employer interested in the Work Sharing program, please read the Work Sharing FAQs.
- Employers should also read Maryland Department of Labor's Bulk Claims For Frequently Asked Questions to determine if they are eligible for this service.

Information for those Experiencing Technical Difficulties with Their Online Application

The Maryland Department of Labor's Division of Unemployment Insurance has received a number of questions and comments from Marylanders about difficulties they are experiencing with usernames and passwords. To help ensure that Maryland's new and existing claimants can access the new BEACON One-Stop, the Maryland Department of Labor has created a Username and Password Handbook. You can access this new resource by visiting www.labor.maryland.gov/employment/uibeaconuserhandbook.pdf.

If you have additional technical questions, please email them to BEACON.support@maryland.gov.

Resources for Sole-Proprietors and Self-Employed Individuals

Refundable tax credits for paid-leave expenses
Refundable tax credits are available for private-sector employers that are required to offer coronavirus related paid leave to employees. IRS will be posting information soon on these credits on its website (www.irs.gov), including information on how to obtain advance payment of these credits

Refundable tax credits are available for independent contractors who would have qualified for coronavirus related paid leave if they were employees. IRS will be posting information soon on these credits on its website (www.irs.gov), including information on how to claim these credits.

50 percent of certain self-employment taxes are deferred through the end of 2020. Deferred taxes will not become due until end of 2021 and end of 2022, with 50% of the liability being paid at each date.

Economic Injury Disaster Loans and Loan Advance

****NOTE: As of May 7, 2020, the SBA is only accepting Economic Injury Disaster Loan Program applications from agricultural businesses****

In response to the Coronavirus (COVID-19) pandemic, small business owners in all U.S. states, Washington D.C., and territories are eligible to apply for an Economic Injury Disaster Loan advance of up to $10,000.
The SBA's Economic Injury Disaster Loan program provides small businesses with working capital loans of up to $2 million that can provide vital economic support to small businesses to help overcome the temporary loss of revenue they are experiencing. The loan advance will provide economic relief to businesses that are currently experiencing a temporary loss of revenue. Funds will be made available within three days of a successful application, and this loan advance will not have to be repaid
To access the advance, you first apply for an Economic Injury Disaster Loan and then request the advance. The advance does not need to be repaid under any circumstance, and may be used to keep employees on payroll, to pay for sick leave, meet increased production costs due to supply chain disruptions, or pay business obligations, including debts, rent and mortgage payments.

Apply online at https://www.sba.gov/funding-programs/disaster-assistance

SBA Paycheck Protection Program

The Paycheck Protection Program prioritizes millions of Americans employed by small businesses by directing $349 billion towards job retention and business operating expenses.

Program Overview

- The Paycheck Protection Program is designed to provide a direct incentive for small businesses to keep their workers on payroll by providing each small business a loan up to $10 million for payroll and certain other expenses.
- If all employees are kept on payroll for eight weeks, SBA will forgive the portion of the loans used for payroll, rent, mortgage interest, or utilities. Up to 100 percent of the loan is forgivable.

Eligibility

- Businesses – including eligible non-profits, Veterans organizations, Tribal concerns, sole proprietorships, self-employed individuals, and independent contractors described in the Small Business Act – with 500 or fewer employees may apply.
- Businesses in certain industries may have more than 500 employees if they meet the SBA's size standards for those industries

For more information regarding the Paycheck Protection Program, please visit https://home.treasury.gov/system/files/136/Paycheck-Protection-Program-Frequenty-Asked-Questions.pdf

Expansion of Unemployment Insurance Benefits Under the New CARES Act

The federal government recently passed the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), which includes an expansion of unemployment insurance benefits for Marylanders. All eligible beneficiaries WILL receive these new benefits back to the earliest date of their eligibility.

Pandemic Unemployment Assistance (PUA)

- Individuals who are not usually eligible for regular UI and who cannot work due to COVID-19 are eligible for a maximum of 39 weeks of benefits, which includes $600 Federal Pandemic Unemployment Compensation (FPUC).
- Effective January 27, 2020 through Dec. 31, 2020.
- You can apply for unemployment insurance benefits online or by phone between 7:00 a.m. - 6:00 p.m., Monday through Friday, and Saturdays from 8:00 a.m. - 12:00 p.m. at 410-949-0022.
- After you file a claim, the Division of Unemployment Insurance will determine whether you qualify to receive unemployment insurance benefits.
- **Apply online** at https://www.dllr.state.md.us/employment/unemployment.shtml

Resources for Nonprofit Organizations

Guidance Relating to the Governor's Stay-At-Home Order

Volunteering for Essential Services IS allowed to continue under Governor Hogan's Stay-at-Home Order, as specific exclusions include "any non-profit organization or facility providing essential services to low income persons, including, without limitation, homeless shelters, food banks, and soup kitchens." More information at https://gosv.maryland.gov/wp-content/uploads/sites/29/2020/03/Briefing-Memo-for-Volunteering-in-Essential-Services.pdf

Economic Injury Disaster Loans and Loan Advance

NOTE: As of May 7, 2020, the SBA is only accepting Economic Injury Disaster Loan Program applications from agricultural businesses

In response to the Coronavirus (COVID-19) pandemic, small business and non-profit owners in all U.S. states, Washington D.C., and territories are eligible to apply for an Economic Injury Disaster Loan advance of up to $10,000.

The SBA's Economic Injury Disaster Loan program provides small businesses and non-profits with working capital loans of up to $2 million that can provide vital economic support to small businesses to help overcome the temporary loss of revenue they are experiencing. The loan advance will provide economic relief to businesses that are currently experiencing a temporary loss of revenue. Funds will be made available within three days of a successful application, and this loan advance will not have to be repaid

To access the advance, you first apply for an Economic Injury Disaster Loan and then request the advance. The advance does not need to be repaid under any circumstance, and may be used to keep employees on payroll, to pay for sick leave, meet increased production costs due to supply chain disruptions, or pay business obligations, including debts, rent and mortgage payments.

Apply online at https://www.sba.gov/funding-programs/disaster-assistance

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Eligibility

- Businesses – including eligible non-profits, Veterans organizations, Tribal concerns, sole proprietorships, self-employed individuals, and independent contractors described in the Small Business Act – with 500 or fewer employees may apply.
- Businesses in certain industries may have more than 500 employees if they meet the SBA's size standards for those industries

For more information regarding the Paycheck Protection Program, please visit https://home.treasury.gov/system/files/136/Paycheck-Protection-Program-Frequenty-Asked-Questions.pdf

Maryland State Arts Council Funding

In response to the COVID-19 State of Emergency, the Maryland State Arts Council (MSAC) has created special grant opportunities that provide emergency funding to arts organizations and artists in Maryland as they adjust to losses sustained because of programming, operations, and events that have been modified or cancelled. More information online at https://www.msac.org/press-release/msac-opens-emergency-grants-arts-organizations-and-independent-artists

Maryland Heritage Areas Authority Grants

The Maryland Heritage Areas Authority (MHAA) is requesting heritage tourism nonprofits apply for emergency operating matching grants of up to $20,000. More information online at https://mht.maryland.gov/documents/PDF/grants/Grants_MHAA_COVIDGuidelines.pdf

Information for Houses of Worship

Participation of Faith-Based Organizations in the Paycheck Protection Program (PPP) and Economic Injury Disaster Loan Program (EIDL)

NOTE: As of May 7, 2020, the SBA is only accepting Economic Injury Disaster Loan Program applications from agricultural businesses*

In response to the Coronavirus (COVID-19) pandemic, small business owners in all U.S. states, Washington D.C., and territories are eligible to apply for an Economic Injury Disaster Loan advance of up to $10,000. This advance will provide economic relief to businesses that are currently experiencing a temporary loss of revenue. Funds will be made available following a successful application. This loan advance will not have to be repaid. The Paycheck Protection Program is a loan designed to provide a direct incentive for small businesses to keep their workers on the payroll. SBA will forgive loans if all employees are kept on the payroll for eight weeks and the money is used for payroll, rent, mortgage interest, or utilities.

- **Are faith-based organizations, including houses of worship, eligible to receive SBA loans under the PPP and EIDL programs?**
  Yes, and we additionally clarify that faith-based organizations are eligible to receive SBA loans regardless of whether they provide secular social services. That is, no otherwise eligible organization will be disqualified from receiving a loan because of the religious nature, religious identity, or religious speech of the organization. The requirements in certain SBA regulations impermissibly exclude some religious entities. Because those regulations bar the participation of a class of potential recipients based solely on their religious status, SBA will decline to enforce these subsections and will propose amendments to conform those regulations to the Constitution. Although 13 C.F.R. § 120.110(a) states that nonprofit entities are ineligible for SBA business loans (which includes the PPP program), the CARES Act explicitly makes nonprofit entities eligible for the PPP program and it does so without regard to whether nonprofit entities provide secular social services.
- **Are there any limitations on how faith-based organizations can use the PPP and EIDL loan money they receive?**
  Only the same limitations that apply to all other recipients of these loans (such as that loan forgiveness will cover non-payroll costs only to a maximum of 25% of the total loan to a recipient). The PPP and EIDL loan programs are neutral, generally applicable loan programs that provide support for nonprofit organizations without regard to whether they are religious or secular. The CARES Act has provided those program funds as part of the efforts to respond to the economic dislocation threatened by the COVID-19 public health emergency. Under these circumstances, the Establishment Clause does not place any additional restrictions on how faith-based organizations may use the loan proceeds received through either the PPP or the

EIDL loan program. In addition, the CARES Act does not impose unique burdens or limitations on faith-based organizations. In particular, loans under the program can be used to pay the salaries of ministers and other staff engaged in the religious mission of institutions.

- **For more frequently asked questions regarding participation of faith-based organizations in the Paycheck Protection Program and the Economic Injury Disaster Loan Program** please visit https://www.sba.gov/sites/default/files/2020-04/SBA%20Faith-Based%20FAQ%20Final.pdf

Interpretive Guidance on the Governor's Stay-at-Home Order

The Governor's Office of Legal Council has since provided additional interpretive guidance on what religious services are permissible under the Stay at Home Order online at https://governor.maryland.gov/wp-content/uploads/2020/04/OLC-Interpretive-Guidance-COVID19-09.pdf

- **What in-person services are considered to be permissible under the stay-at-home order?**
  Clergy may conduct limited in-person services at their respective Religious Facilities, and participants may leave their Homes to travel to and from the Religious Facility for such services, subject to the following requirements, which are intended to protect public health, safety, and welfare:
  - No more than 10 persons, including clergy, staff and participants, may be present inside the Religious Facility during the service.
  - Participants may not interact physically with clergy, staff, or participants. This includes, but is not limited to, collecting donations by basket or plate.
  - Participants, clergy, and staff must be at least six feet apart from one another at all times, except for participants that are part of the same household; and comply with all applicable guidance from the CDC and MDH regarding social distancing.
  - There must be at least a four hour gap between the end of one in-person service and the beginning of the next in-person service. The Religious Facility should be cleaned between services, in accordance with CDC cleaning and disinfection guidance.
- **Are religious facilities able to conduct drive-in religious services?**
  Churches, synagogues, mosques, temples, and other similar religious facilities of any faith may conduct "drive-in" services, where participants gather in their vehicles near the Religious Facility and participate in the service together by remote means, subject to the following requirements, which are intended to protect public health, safety, and welfare:
  - Participants may leave their Homes to travel by vehicle to and from the Religious Facility, and must remain in their vehicle at all times.
  - No vehicle may contain more than 10 persons, in accordance with paragraph III of the Order.
  - Participants may not interact physically with clergy, staff, or participants in other vehicles. This includes, but is not limited to, collecting donations by basket or plate.

- **Are clergy and staff able to travel to their house of worship in order to facilitate virtual services?**
  Clergy and other staff of Religious Facilities are permitted to continue conducting Minimal Operations, provided that they comply with all applicable guidance from the CDC and MDH regarding social distancing. In the case of religious facilities, the term "Minimal Operations" includes, but is not necessarily limited to, facilitating remote services.
- **Where can I read the full text of the Governor's stay-at-home order?**
  The full text of the Governor's stay-at home-order can be found online at https://governor.maryland.gov/wp-content/uploads/2020/03/Gatherings-FOURTH-AMENDED-3.30.20.pdf

Food Assistance Resources

SNAP Benefits:

The Supplemental Nutrition Assistance Program (SNAP), called the Food Supplement Program (FSP) in Maryland, formerly known as Food Stamps, helps low-income households buy the food they need for good health. Everyone has the right to apply for FSP.

If you are applying for SNAP benefits, you must meet the income eligibility guidelines to begin receiving benefits. An eligibility chart can be found at:
www.mdhungersolutions.org/want-to-see-if-youre-eligible-for-snap

- **For current SNAP participants and for new applicants who are eligible for the program:**
  You will receive the maximum amount of benefits that are allowed for your household size starting in April until the end of the federal state of emergency (no further action is needed to receive the maximum benefit for these months).
- **For New Applicants:**
  To ensure the quickest turnaround, new applicants are strongly encouraged to apply online via MyDHR portal: mydhrbenefits.dhr.state.md.us
  This portal is still functioning while DHS offices are closed. Due to the recent increase in applications, you may experience some website errors. However, this is still the fastest and most direct method of applying for SNAP benefits.
- If you or someone you know does not have internet access or requires special assistance with filling out this online application, **Maryland Hunger Solutions can assist over the phone. For this service, please leave a message at: 866-821-5552.**
- **For Current Applicants:**
  If you applied online, you can check your application status on the MyDHR portal. For those who did not apply online, you can check your application status at the DHS Call Center:
  1-800-332-6347

Additional Resources:

- Answers to frequently asked questions regarding SNAP benefits:
  dhs.maryland.gov/documents/COVID-19/FIA_FAQ_V9.pdf
- To check your SNAP account balance, or to order a new EBT card, call the MD EBT Customer CallCenter: 1-800-977-2222
- For free legal representation if your benefits were terminated or your application was denied, callHomeless Persons Representation Project: 410-364-4198
- **For information about emergency food assistance from a local pantry or food bank:**
  - **Statewide** (outside of Prince George's and Montgomery Counties):
    mdfoodbank.org/find-food/

    - **Prince George's and Montgomery Counties:** www.capitalareafoodbank.org/find-food-assistance
- **To find a meal site for children under the age of 18:** www.MDsummermeals.org
- **For WIC assistance:** call 1-800-242-4942
- **Additional Resources by County:**
    - **Montgomery County**
        - Manna Food Center - Distribution Sites: http://www.mannafood.org/about/contact-manna/manna-food-distribution-sites/
        - Gaithersburg HELP: https://www.gaithersburghelp.org/get-help/food/
        - Nourish Now - Get Food: https://nourishnow.org/get-food/
    - **Frederick County**
        - Community Action Agency - 3 - 5 day supply of food: www.cityoffrederick.com
        - Religious Coalition for Emergency Human Needs: https://www.thereligiouscoalition.org/programs-services/food-banks/
        - Food pantries in Frederick County: https://www.foodpantries.org/ci/md-frederick
        - Bread of Life Community Kitchen - Soup Kitchen and Food Boxes Frederick, MD 21701 www.therescuemission.org
    - **Washington County**
        - Washington County Community Action Council - Food Pantry http://www.wccac.org/services/food-pantry/
        - The Joseph House Food Pantry https://thejosephhouse.org/if-you-need-help/
        - Haven Ministries Emergency Food Pantry https://haven-ministries.org/how-haven-helps/haven-ministries-emergency-food-pantry/
    - **Garrett County**
        - Garrett County - Food Availability Brochure: https://mygarrettcounty.com/?get_group_doc=194/1519590690-FoodAvailabilityBrochure2018.pdf

Resources for Travelers

U.S. Department of State COVID-19 Hotline: 888-407-4747

The Department of State advises U.S. citizens to avoid all international travel due to the global impact of COVID-19. In countries where commercial departure options remain available, U.S. citizens who live in the United States should arrange for immediate return to the United States, unless they are prepared to remain abroad for an indefinite period. U.S. citizens who live abroad should avoid all international travel. Many countries are experiencing COVID-19 outbreaks and implementing travel restrictions and mandatory quarantines, closing borders, and prohibiting non-citizens from entry with little advance notice. Airlines have cancelled many international flights and several cruise operators have suspended operations or cancelled trips. If you choose to travel internationally, your travel plans may be severely disrupted, and you may be forced to remain outside of the United States for an indefinite timeframe.

The U.S. Department of State is urging that all individuals who are abroad to enroll in the Smart Traveler Enrollment Program (STEP) to ensure they are receiving updates from the State Department and so the nearest embassy or consulate has the ability to contact them: **https://step.state.gov/**

Incoming travelers from high risk countries will receive the card and information at this CDC link:
https://www.cdc.gov/coronavirus/2019-ncov/travelers/after-travel-precautions.html

Presidential Proclamation Suspending Entry of Travelers from UK, Ireland:
https://www.whitehouse.gov/presidential-actions/proclamation-suspension-entry-immigrants-nonimmigrants-certain-additional-persons-pose-risk-transmitting-coronavirus-2/

What the State Department can and can't do in a crisis:
https://travel.state.gov/content/travel/en/international-travel/emergencies/what-state-dept-can-cant-do-crisis.html

Links to country specific information, including recently released health alerts:
https://travel.state.gov/content/travel/en/international-travel.html

- Be sure to fill in the country of destination in the box titled "learn about your destination". This will link to a page with general background information about the country, but also have safety/security and health alerts at the top of the country-specific info.

Link to embassy specific COVID-19 information.
https://travel.state.gov/content/travel/en/traveladvisories/COVID-19-Country-Specific-Information.html

- Be sure to review information here regarding country of destination:

DHS Coronavirus factsheet, including list of airports designated as ports of entry from China and Europe:
https://www.dhs.gov/news/2020/03/13/fact-sheet-dhs-notice-arrival-restrictions-china-iran-and-schengen-countries-europe?utm_source=hp_slideshow&utm_medium=web&utm_campaign=dhsgov

State Department's Worldwide Level 4 Do Not Travel Advisory:
https://travel.state.gov/content/travel/en/traveladvisories/ea/travel-advisory-alert-global-level-4-health-advisory-issue.html

Information Regarding flight cancellations and airline updates:

- American Airlines: Coronavirus travel updates: https://www.aa.com/i18n/travel-info/coronavirus-updates.jsp
- Delta Airlines: https://news.delta.com/delta-evaluating-europe-flights-helping-customers-return-us-after-coronavirus-travel-directive
- United Airlines: https://www.united.com/ual/en/us/fly/travel/notices.html
- Alaska Air: https://www.alaskaair.com/content/advisories/travel-advisories?int=AS_HOMEADVISORY_-prodID:Awareness
- Lufthansa: https://www.lufthansa.com/xx/en/flight-information.html
- Air France: https://www.airfrance.co.uk/GB/en/common/page_flottante/hp/news-air-traffic-air-france.htm?_ga=2.151355582.620657880.1584376027-984197261.1584376027
- KLM: https://www.klm.com/travel/gb_en/prepare_for_travel/up_to_date/flight_update/index.htm

Resources for Veterans

For the most current information related to veterans and COVID-19, please visit www.va.gov/coronavirus. Guidance from local VA medical facilities about their current operating status is available on each facility's website, which can be found through VA's facility locator tool: https://www.va.gov/find-locations.

What should veterans do if they think they have COVID-19?

Before visiting local VA medical facilities, community providers, urgent care centers, or emergency departments in their communities, veterans experiencing COVID-19 symptoms—such as fever, cough, and shortness of breath—are encouraged to **call their VA medical facility** or call **MyVA311** (**844-698-2311, press #3** to be connected). Veterans can also send secure messages to their health care providers via MyhealtheVet, VA's online patient portal. VA clinicians will evaluate veterans' symptoms and direct them to the most appropriate providers for further evaluation and treatment. This may include referral to state or local health departments for COVID-19 testing.

What about routine appointments and previously scheduled procedures?

VA is encouraging all veterans to call their VA facility before seeking any care—even previously scheduled medical visits, mental health appointments, or surgical procedures. Veterans can also send secure messages to their health care providers via MyhealtheVet and find out whether they should still come in for their scheduled appointments. VA providers may arrange to convert appointments to video visits, where possible.

Can visitors still access VA medical facilities?

Many VA medical facilities have cancelled public events for the time being, and VA is urging all visitors who do not feel well to postpone their visits to local VA medical facilities. Facilities have also been directed to limit the number of entrances through which visitors can enter. Upon arrival, all patients, visitors, and employees will be screened for COVID-19 symptoms and possible exposure.

What about VA nursing homes and spinal cord injury units?

On March 10, 2020, VA announced that its 134 nursing homes (also called VA community living centers) and 24 spinal cord injury and disorder centers would be *closed* to all outside visitors. All clinical staff will be screened for COVID-19 daily before entering the nursing home or spinal cord injury units, and staff will work only within those units to limit possible transmission of the virus. Exceptions to the visitor policy will only be made for cases when veterans are in their last stages of life on hospice units or inpatient spinal cord injury units.

Information for veterans with pending service-connected disability claims
Due to covid19, there are instances when claimants are asking to cancel or postpone scheduling their

examination appointments because of social distancing practices. **The VA will not deny a claim solely for a failure to report for an exam at this time.** Veterans and servicemembers who wish to reschedule an exam due to COVID-19 concerns should contact the exam vendor directly and then call to notify the VA after.

GI benefits will continue without interruption
Any and all updates will be sent via direct email campaigns and social media regarding VA's effort to implement any new changes.

The VA will provide most of its outpatient care for Veterans through telehealth services as appropriate. This approach minimizes the risk of infection, supports expansion to meet an increasing need for COVID-19 services, and provides Veterans in routine VA care consistent access to VA care.

To change your in-person appointment to a telehealth visit:

- Use Secure Messaging through My HealtheVet to send a message to your provider.
- Use the VA appointments tool to request a telehealth appointment online. (Available only for some types of health services.)

Once your provider schedules a telehealth appointment, you'll receive a VA Video Connect link (or another approved video meeting tool). Learn more about VA Video Connect

Frequently Asked Questions Regarding the CARES Act and Veterans

Q: What support is included for VA health care facilities and their COVID-19 response?
A: The CARES Act includes $19.57 billion in funding to ensure the Department of Veterans Affairs (VA) has the equipment, tests, telehealth capabilities and support services necessary to support veterans and the health care workforce at facilities nationwide.

Q: I run a veteran-owned small business. Can the CARES Act help me?
A: Yes. If you are a veteran-owned small business, you can receive support through the Small Business Paycheck Protection Program to cover 8-weeks of your payroll, the mortgage interest, rent, and utility costs. There will be up to 100% loan forgiveness options for a veteran-owned small businesses that protects/fully maintains their workers.

Q: I have a VA-backed mortgage, am I protected against foreclosure during the COVID-19 emergency declaration?
A: Yes, under CARES Act Section 4022, federally backed mortgages, including those guaranteed or insured by the VA are protected from foreclosure for 60 days beginning on March 18, 2020. If borrowers are facing financial hardship, they can by requesting a forbearance for up to 6 months, with a possible extension for another 6 months, through their mortgage holder.

Q: I'm an AmeriCorps member and I'm unable to complete my term of service as a result of COVID-19. What happens to my education award?

A: Many AmeriCorps members will have difficulty completing the required number of volunteer hours due to current limitations on volunteer opportunities. The CARES Act allows the Corporation for National and Community Service (CNCS) to have flexibility to waive the required number of volunteer hours so that members may still receive a full Segal Education Award even if their service was interrupted as a result of COVID-19. Additionally, the CARES Act increases the upper age limit for AmeriCorps members and expands the maximum term of service so that AmeriCorps members whose service was impacted by COVID-19 are able to reenroll once the emergency is over.

Q: Is there any relief for upcoming rent, mortgage, and utility payments?

A: Any homeowner with an FHA, VA, USDA, 184/184A mortgage, or a mortgage backed by Fannie Mae or Freddie Mac, who is experiencing financial hardship is eligible for up to 6 months' forbearance on their mortgage payments, with a possible extension for another 6 months. At the end of the forbearance, borrowers can work within each agency's existing programs to help them get back on track with payments, but they will have to pay missed payments at some point during the loan, so if borrowers can pay they should continue to do so.

Renters who have trouble paying rent also have protections under the bill if they live in a property that has a federal subsidy or federally backed loan. Owners of these properties cannot file evictions or charge fees for nonpayment of rent for 120 days following enactment of the bill, and cannot issue a renter a notice to leave the property before 150 days after enactment. After this period renters will be responsible for making payments and getting back on track, so they should continue to make payments if they're financially able to do so. Renters who receive housing subsidies such as public housing or Section 8 who have had their incomes fall should recertify their incomes with their public housing agency or property owner because it may lower the rent they owe.

Q: Will homeowners be foreclosed on if they can't make their loan payments?

A: The bill includes a 60-day foreclosure moratorium starting on March 18, 2020, for all federally backed mortgage loans. Borrowers with FHA, VA, USDA, or 184/184A loans, or loans backed by Fannie Mae and Freddie Mac, will not see foreclosure actions and cannot be removed from their homes due to foreclosure during that time.

Q: I am a veteran living in a rural area and am being told that my appointments will now be through telehealth, but I can't afford internet services or don't have a good internet connection. How will this bill help me?

A: Talk to your provider and local VA about getting an iPad or other tablet from VA. This bill allows VA to enter into partnerships with local telecommunications companies to subsidize or completely pay

for broadband internet services. Call your local VA facility or send a secure message to your provider on My HealtheVet to ask about this option.

Q: I run a State Veterans Home. Will I be penalized if my residents come down with COVID-19 and are transferred to acute care, putting me under the 90% occupancy rate threshold needed for payment from VA?

A: No. Under Section 20005 of the CARES Act, State Veterans Homes will continue to receive payment from VA during the COVID-19 pandemic, even if they don't meet the 90% occupancy rate or the 75% veteran occupancy rate requirements for per diem payment.

Q: I run a State Veterans Home and I don't have enough PPE or supplies. What support can VA provide?

A: In addition to requesting emergency supplies and PPE from your county or state emergency coordinator, Section 20005 of the CARES Act also allows VA to share PPE and supplies with State Veterans Homes to keep residents and staff safe.

Q: I'm a veteran in need of home-based care. Can I still enroll or renew my participation in the Veteran Directed Care program?

A: Yes. Under Section 20006 of the CARES Act, you can enroll or renew your participation in the Veteran Directed Care program through telephone or telehealth, no in-home visit required.

Q: I run an area agency on aging or other agency that provides services to veterans in the Veteran Directed Care program. Our county is telling us to limit face-to-face services and home visits. Can I still process new participants and renewals?

A: Yes. Under Section 20006 of the CARES Act, agencies can now enroll or renew veterans in the Veteran Directed Care program through telephone or telehealth, no in-home visit required.

Q: I'm a veteran using the Veteran Directed Care program for home-based care, but I can't get to a printer or post office to send in my renewal paperwork due to COVID-19. Will I be kicked out of the program?

A: No. Under Section 20006 of the CARES Act, veterans and their caregivers will not be penalized for late paperwork and will not be dis-enrolled or suspended from the program.

Q: I'm a veteran using the Veteran Directed Care program for home-based care, but I am currently living outside of my home state and can't travel home due to COVID-19 restrictions and health concerns. Can my caregiver still be paid for services, even if we are out of state?

A: Yes. Under Section 20006 of the CARES Act, veterans and their caregivers will not be penalized for being out of state for more than 14 days during the COVID-19 emergency, and should continue to receive payments for care.

Q: I use VA's prosthetics service and need to get my prosthetic adjusted, but am nervous to go into a VA facility because I have underlying conditions that make me more at risk of complications from COVID-19. Where can I go to get my prosthetic adjusted?

A: This bill gives VA more flexibility to allow veterans who need their prosthetics created or adjusted to do so in their local community. Call your local VA provider or message them on MyHealtheVet and ask about this option.

Q: I'm a VA employee working lots of overtime due to COVID-19. Can I still receive overtime pay for hours worked, even if it puts me above the Federal pay caps?

A: Yes. Under Section 20008 of the CARES Act, any VA employee involved in COVID-19 response efforts can receive pay for all hours worked, even above the normal pay caps, for work done in support of VA's response to COVID-19.

Q: I'm a home health care worker for the VA, can I receive PPE for providing home care services to veterans?

A: Yes. Under Section 20009 of the CARES Act, VA must provide PPE to any home health worker employed by or contracted with VA to provide services to veterans.

Q: I'm a veteran receiving pension and health care benefits from VA. Will the emergency income from the CARES Act (the Recovery Rebate) count towards my income for determining my eligibility for pension, health care, and other needs-based benefits?

A: No. Under Section 20010 of the CARES Act, the 2020 Recovery Rebate payment cannot be counted as income when determining a veteran's eligibility for any VA needs-based benefits.

Q: I am a VA HUD-VASH caseworker, how can I make sure I am keeping up with my veterans in the HUD-VASH program?

A: This bill encourages VA to use more telehealth capabilities for yourself and your veterans. Call each other or use Apple FaceTime, Facebook Messenger Video Chat, Google Hangouts Video, or Skype. Ask your local VA about access to an iPad or other tablet for you or your veterans to use to facilitate virtual meetings.

Q: I am a Grant and Per Diem provider. Will I be able to keep my veterans enrolled after they are absent for 14 days?

A: Yes. This bill waives VA's requirement to automatically dis-enroll veterans using the GPD program if they are absent more than 14 days.

Q: Will I continue to get paid for veterans who are absent from my program for more than 3 days?

A: This bill gives VA the authority to pay GPD providers for a veteran even if they are absent from the program for more than 3 days. Contact your local VA about this option.

Q: Will I get paid the same amount as before?

A: This bill waives the current limit on the amount VA can pay GPD providers during the COVID19 emergency. Contact your local VA about this option. This bill includes additional funding for VA to increase payments to many service providers, including the GPD program.

Q: I am an SSVF provider. How does this bill allow me to continue to help homeless veterans?

A: This bill includes additional funding for VA to increase payments to many service providers, including the SSVF program. For more information about how to help veterans during COVID19, visit https://www.va.gov/homeless/ssvf/.

Frequently Asked Questions on Economic Impact Payments for Social Security Recipients

- **Who is eligible for the economic impact payment?**
  - Tax filers with adjusted gross income up to $75,000 for individuals and up to $150,000 for married couples filing joint returns will receive the full payment. For filers with income above those amounts, the payment amount is reduced by $5 for each $100 above the $75,000/$150,000 thresholds. Single filers with income exceeding $99,000 and $198,000 for joint filers with no children are not eligible.
  - Eligible taxpayers who filed tax returns for either 2019 or 2018 will automatically receive an economic impact payment of up to $1,200 for individuals or $2,400 for married couples. Parents also receive $500 for each qualifying child.
- **I am not typically required to file a tax return. Can I still receive my payment?**
  Yes. Social Security beneficiaries who are not typically required to file tax returns will not need to file an abbreviated tax return to receive an economic impact payment. The IRS will use the information on the Form SSA-1099 to generate $1,200 economic impact payments to Social Security beneficiaries who did not file tax returns in 2018 or 2019.
- **I receive veterans benefits. Do I need to provide information to the IRS or file a tax return to receive a payment?**
  Recipients of VA benefits will automatically receive automatic Economic Impact Payments. Timing on the payments is still being determined. If you have children who qualify, an extra step is needed to add $500 per child onto their automatic payment of $1,200 if you didn't file a tax return in 2018 or 2019. You can quickly register by visiting Non-Filers: Enter Payment Info Here available only on IRS.gov. Recipients will generally receive the automatic payments the way they receive their current benefits.
- **How do I use the Non-Filers: Enter Payment Info tool?**
  For those who don't normally file a tax return, the process is simple and only takes a few minutes to complete. First, visit IRS.gov, and look for *"Non-Filers: Enter Payment Info Here."* Then provide basic information including Social Security number, name, address, and dependents. The IRS will use this information to confirm eligibility and calculate and send an Economic Impact Payment. Using the tool to get your payment will not result in any taxes being

owed. Entering bank or financial account information will allow the IRS to deposit your payment directly in your account. Otherwise, your payment will be mailed to you. *"Non-Filers: Enter Payment Info"* is secure, and the information entered will be safe. The tool is based on Free File Fillable Forms, part of the Free File Alliance's offerings of free products on IRS.gov.

- **Who should use the Non-Filers tool?**
  This new tool is designed for people who did not file a tax return for 2018 or 2019 and who don't receive Social Security retirement or disability benefits or Railroad Retirement benefits. Others who should consider the Non-Filers tool as an option, include:
  - **Lower income:** Among those who could use Non-Filers: Enter Payment Info tool are those who haven't filed a 2018 or 2019 return because they are under the normal income limits for filing a tax return. This may include single filers who made under $12,200 and married couples making less than $24,400 in 2019.
  - **Veterans beneficiaries and Supplemental Security Income (SSI) recipients:** The IRS continues to explore ways to see if Economic Impact Payments can be made automatically to SSI recipients and those who receive veterans disability compensation, pension or survivor benefits from the Department of Veterans Affairs and who did not file a tax return for the 2018 or 2019 tax years. People in these groups can either use Non-Filers: Enter Payment Info option now or wait as the IRS continues to review automatic payment options to simplify delivery for these groups.
  - **Social Security, SSDI and Railroad Retirement beneficiaries with qualifying dependents:** These groups will automatically receive $1,200 Economic Impact Payments. People in this group who have qualifying children under age 17 may use Non-Filers: Enter Payment Info to claim the $500 payment per child.

Information on Student Loans and Financial Aid

On March 27, 2020, the CARES Act was signed into law, which, among other things, provides broad relief for federal student loan borrowers. Below are the answers to frequently asked questions about several provisions of the Act.

Student Questions

- **What if my campus has closed due to the coronavirus? Will I be able to finish the term and keep my federal student aid?**
  Please contact your school. Many institutions are making arrangements (such as take-home assignments or online classes) so students can complete the term.
- **If my campus is closed or offering only online instruction, will I still get paid for the hours I am unable to work for my Federal Work-Study job?**
  If you're unable to work your scheduled hours because of coronavirus-related disruptions (such as school or employer closures or student quarantines), your school may pay you for any scheduled hours or allow you to work by another means—for example, completing work online or remotely, depending on the job. Contact your school for more information.
- **My parents can't go to their jobs because of the coronavirus, and they don't get paid if they don't work. Their unemployment means my financial need has increased. Can I get more financial aid?**
  Talk to the financial aid office at your school. They have flexibility to work with students to ensure the students are able to stay in school.
- **Someone in my family has the coronavirus, so our whole family has self-quarantined, and I can't attend classes. How can I keep up in school, so I don't fail classes and lose my financial aid?**
  We encourage you to contact your school's financial aid office, as well as your academic advisor/coach or program coordinator, for additional guidance about your financial aid situation. Your school can tell you your options for continuing in your program of study. Additionally, if you need to take a leave of absence as a result of the coronavirus outbreak, you should speak with your school's financial aid office.
  Many schools have provided detailed coronavirus-related decisions and guidance for students. We encourage you to check your school's website and verified social media accounts for resources and the latest information about this rapidly evolving situation.
- **If my school moves classes online, am I going to get less financial aid?**
  If your school has moved classes to an online format, you must continue to participate in the course work and follow your teacher's or professor's instructions to remain eligible for financial aid. If you have questions about the online format, contact your school.
- **How do I contact my school's financial aid office if the school is closed?**
  Check your school's website for resources and contact information. Your school's verified social media accounts also may be a good source for the latest information about how to contact your

school during this time. While many schools have transitioned face-to-face courses to online instruction, most remain open and available to assist their students with questions.

Borrower Questions

Questions About the 0% Interest Period

- **Interest is being temporarily set at 0% on federal student loans. Which loans does the 0% rate apply to?**
  From March 13, 2020, through Sept. 30, 2020, the interest rate is 0% on the following types of federal student loans owned by ED:
  - Defaulted and nondefaulted Direct Loans
  - Defaulted and nondefaulted FFEL Program loans
  - Federal Perkins Loans
  - Please note that some FFEL Program loans are owned by commercial lenders, and some Perkins Loans are owned by the institution you attended. These loans are not eligible for this benefit at this time.
- **How can I take advantage of this 0% interest period if I have Federal Family Education Loan (FFEL) Program and Federal Perkins loans not owned by ED?**
  While your lender or school can provide these benefits should it choose to do so, you can consolidate your FFEL Program or Federal Perkins loans not owned by ED into a Direct Consolidation Loan, which would be eligible for 0% interest. However, if you consolidate, after the 0% interest rate period ends, the interest rate on your loan may be higher than what you are currently paying. In addition, when you consolidate, any outstanding interest will capitalize, meaning that any outstanding interest is added to your principal balance. Your servicer can provide you with information about how your loan balance, interest rate, and total amount to be paid would change if you consolidated into a Direct Consolidation Loan.
- **Who can tell me if my loans will have their interest rate temporarily reduced to 0%?**
  Contact your loan servicer online or by phone to determine if your loans are eligible. Your servicer is the entity to which you make your monthly payment. If you do not know who your servicer is or how to contact them, visit StudentAid.gov/login or call us at 1-800-4-FED-AID (1-800-433-3243; TTY for the deaf or hearing-impaired 1-800-730-8913) for assistance.
- **If my loans are owned by ED, do I need to do anything for the interest on my loans to be set at 0%?**
  No, ED will automatically adjust your account so that interest doesn't accrue (i.e., accumulate). The account adjustment will be effective March 13, 2020.
- **If I make loan payments during the 0% interest period, how will they be applied?**
  During the period of 0% interest (March 13, 2020, through Sept. 30, 2020), the full amount of your payments will be applied to principal once all the interest that accrued prior to March 13 is paid.

- **Are private student loans eligible for the 0% interest benefit?**
  No. ED does not have legal authority over private student loans, and they are not covered by the CARES Act.

Questions About the Forbearance (Temporary Suspension of Payments)

- **I understand that my loans will be placed in administrative forbearance, temporarily suspending my monthly payments. How long will the administrative forbearance last?**
  The administrative forbearance will last from March 13, 2020, through Sept. 30, 2020.
- **If I'm currently in an income-driven repayment (IDR) plan, will my suspended payments count toward IDR forgiveness?**
  Yes.
- **Will suspended payments count toward Public Service Loan Forgiveness (PSLF)?**
  If you have a Direct Loan, were on a qualifying repayment plan prior to the suspension, and work full-time for a qualifying employer during the suspension, then you will receive credit toward PSLF for the period of suspension as though you made on-time monthly payments.
- **What will happen to my regular auto-debit payments if I do nothing?**
  Auto-debit payments are suspended during the administrative forbearance. Any auto-debit payments processed between March 13, 2020, and Sept. 30, 2020, can be refunded to you. Contact your loan servicer to request that your payment be refunded.
- **If you don't want an administrative forbearance and want to continue making payments, contact your loan servicer to opt out of the administrative forbearance, and your auto-debit payments will resume.**
  You also have the option to remain in the administrative forbearance and make manual (i.e., not auto-debit) payments during the administrative forbearance period. Visit your loan servicer's website to make a payment, or contact your loan servicer for more information.
- **If I made a payment after the president signed the CARES Act on March 27, 2020, can I receive a refund?**
  Yes; any payment you made during the administrative forbearance period (March 13, 2020, through Sept. 30, 2020) can be refunded. Contact your loan servicer to request that your payment be refunded.
- **If I'm trying to rehabilitate my defaulted student loan, will my suspended payments count toward my rehabilitation?**
  Yes.
- **How will I know when I will have to start making payments again?**
  The 0% interest period and administrative forbearance is currently set to expire on Sept. 30, 2020. Your servicer will contact you, no later than in August, to remind you that you will need to start making payments again. Make sure your contact information is up to date in your loan servicer account profile.
- **What if I want to continue making payments?**
  If you wish to continue paying your loans during the administrative forbearance period, or to

pay more or less than your regular payment amount, you are free to do so. Contact your loan servicer or visit your servicer's website to make a payment or to find out how you can continue or start auto-debit payments. Continuing to make payments during the administrative forbearance could help you pay down your loan balance more quickly because the full amount of a payment will be applied to principal once all interest accrued prior to March 13, 2020, is paid.

If you continue making regular payments but then experience a change in income, please contact your loan servicer as soon as possible to discuss options, such as enrolling in an income-driven repayment plan to lower your payments or opting in to the administrative forbearance that ends Sept. 30, 2020.

- **What if I want to continue making a partial payment while my loan is in forbearance?**
  As long as you are in forbearance, you will not be penalized for making a payment that is less than your usual monthly payment. Meanwhile, you still have the option to make a payment on your loan to make progress toward reducing your balance. Contact your loan servicer or visit your servicer's website to make a payment or to find out how you can continue or start auto-debit payments.

Questions About Defaulted Loans

- **On March 25, 2020, ED announced that my federal tax refund would not be withheld to repay my defaulted federal student loan debt. My refund has already been taken. Will I get it back?**
  Yes, but only if your federal tax refund was in the process of being withheld—on or after March 13, 2020, and before Sept. 30, 2020—for the repayment of a defaulted federal student loan. Your federal tax refund will not be returned to you if the process to withhold your refund was completed before March 13, 2020.

  If you have questions about whether your federal tax refund was withheld, call ED's Default Resolution Group at 1-800-621-3115 (TTY for the deaf or hearing-impaired 1-877-825-9923).
- **On March 25, 2020, ED announced that a portion of my Social Security payment, including disability benefits, would not be withheld to repay my defaulted federal student loan debt. My Social Security payment has already been taken. Will I get it back?**
  Yes. The portion of your Social Security payment that was taken will be returned to you if your payment was in the process of being withheld—on or after March 13, 2020, and before Sept. 30, 2020—for the repayment of a defaulted federal student loan.

  The portion of your Social Security payment that was withheld will not be returned to you if the process to withhold it was completed before March 13, 2020.

  If you have questions about whether your Social Security payment was withheld, call ED's Default Resolution Group at 1-800-621-3115 (TTY for the deaf or hearing-impaired 1-877-825-9923).
- **On March 25, 2020, ED announced that my wages would not be garnished, but money is still being taken from my paycheck. What should I do?**
  Your human resources department will receive a letter from ED instructing them to stop your

wage garnishment. If ED receives funds from a garnishment between March 13, 2020, and Sept. 30, 2020, we will refund your garnished wages.

- **On March 25, 2020, ED announced that Department-contracted private collection agencies stopped making collection calls and sending letters or billing statements. What should I do if I want to continue the payment arrangements I started before ED's announcement?**
  You can continue your payment arrangement related to your defaulted federal student loan. Private collection agencies have been instructed to not make collection calls and not accept auto-debit payments from March 13, 2020, through Sept. 30, 2020. However, private collection agencies are available to assist you if you reach out to them during this period. To be connected to your private collection agency to continue your current payment arrangement, call ED's Default Resolution Group at 1-800-621-3115 (TTY for the deaf or hearing-impaired 1-877-825-9923).
- **On March 25, 2020, ED announced that Department-contracted private collection agencies stopped making collection calls and sending letters or billing statements. What should I do if I want to consolidate my defaulted federal student loans or start a loan rehabilitation arrangement now?**
  To consolidate, or to start a loan rehabilitation arrangement related to your defaulted federal student loans, call ED's Default Resolution Group at 1-800-621-3115 (TTY for the deaf or hearing-impaired 1-877-825-9923) for assistance.
- **Will my defaulted loan accrue interest?**
  Defaulted loans owned by ED will not accrue interest from March 13, 2020, through Sept. 30, 2020. That includes Direct Loans and FFEL Program loans owned by ED. Read the Q&As above to learn more about the 0% interest period.

General Loan Questions

- **I'm currently on an income-driven repayment plan. I'm unemployed because of the coronavirus outbreak and don't know when my income will return to the same level. What can I do?**
  You are automatically being placed in an administrative forbearance that allows you to stop making your payments from March 13, 2020, through Sept. 30, 2020.
  If you are on an IDR plan and your income has changed significantly, you can update your information and get a new payment amount based on your current income. To do so, visit StudentAid.gov/idr, click on "Apply Now," and then start the application by clicking on the button next to "Recalculate my monthly payment." After the administrative forbearance ends on Sept. 30, 2020, your monthly payments will resume at the new amount.
  If you would like to enroll in an IDR plan for the first time, visit StudentAid.gov/idr, click on "Apply Now," and then start the application.

Information for Social Security Recipients

Information from the Social Security Administration

- **Social Security and Supplemental Security Income (SSI) benefit payments will continue to be paid on time during the COVID-19 pandemic.**
- The Social Security Administration also reminds everyone to be aware of scammers who try to take advantage of the pandemic to trick people into providing personal information or payment via retail gift cards, wire transfers, internet currency, or by mailing cash, to maintain Social Security benefit payments or receive economic impact payments from the Department of the Treasury.
- **The Social Security Administration continues to direct the public to its online self-service options whenever possible.** Local offices are closed to the public but are available by phone. People can find their local field office phone number by accessing the Field Office Locator.
- To allow available agents to provide better phone coverage, **the agency is temporarily changing the National 800 Number hours starting on Tuesday, March 31, 2020. The hours will change from 7:00 a.m. to 7:00 p.m. local time to 8:00 a.m. to 5:30 p.m. local time.** The agency is experiencing longer than normal wait times on the 800 Number and asks the public to remain patient, use its online services at www.socialsecurity.gov, or call their local office.

Maryland Department of Aging Senior Call Check

This free service will place an automated daily call to you at a regularly scheduled time. If the call is not picked up after three attempts, the service will call an alternate person on your behalf to check on you.
Sign up by phone at: 1 (866) 502-0560
Sign up online at: https://aging.maryland.gov/Pages/senior-call-check.aspx

Frequently Asked Questions on Economic Impact Payments for Social Security Recipients

- **Will individuals who receive Social Security Payments receive an economic impact payment, even if they are retired?**
  Yes, so long as they meet eligibility requirements and are under the income threshold.
- **Should I contact Social Security about my eligibility for an economic impact payment?**
  No. Treasury, not Social Security, will be making direct payments to eligible people. Please do not call Social Security about these payments as the agency does not have information to share.
- **Who is eligible for the economic impact payment?**
  - Tax filers with adjusted gross income up to $75,000 for individuals and up to $150,000 for married couples filing joint returns will receive the full payment. For filers with income above those amounts, the payment amount is reduced by $5 for each $100 above the $75,000/$150,000 thresholds. Single filers with income exceeding $99,000 and $198,000 for joint filers with no children are not eligible.

    - Eligible taxpayers who filed tax returns for either 2019 or 2018 will automatically receive an economic impact payment of up to $1,200 for individuals or $2,400 for married couples. Parents also receive $500 for each qualifying child.
- **I am not typically required to file a tax return. Can I still receive my payment?**
  Yes. Social Security beneficiaries who are not typically required to file tax returns will not need to file an abbreviated tax return to receive an economic impact payment. The IRS will use the information on the Form SSA-1099 to generate $1,200 economic impact payments to Social Security beneficiaries who did not file tax returns in 2018 or 2019.
- **What if I typically am not required to file a tax return, and I don't receive Social Security, how can I still receive my payment?**
  The Treasury Department and the Internal Revenue Service launched a new web tool allowing quick registration for Economic Impact Payments for those who don't normally file a tax return. The non-filer tool, developed in partnership between the IRS and the Free File Alliance, provides a free and easy option designed for people who don't have a return filing obligation, including those with too little income to file. **The form can be found online at** https://www.irs.gov/coronavirus/non-filers-enter-payment-info-here
- **How do I use the Non-Filers: Enter Payment Info tool?**
  For those who don't normally file a tax return, the process is simple and only takes a few minutes to complete. First, visit IRS.gov, and look for *"Non-Filers: Enter Payment Info Here."* Then provide basic information including Social Security number, name, address, and dependents. The IRS will use this information to confirm eligibility and calculate and send an Economic Impact Payment. Using the tool to get your payment will not result in any taxes being owed. Entering bank or financial account information will allow the IRS to deposit your payment directly in your account. Otherwise, your payment will be mailed to you. *"Non-Filers: Enter Payment Info"* is secure, and the information entered will be safe. The tool is based on Free File Fillable Forms, part of the Free File Alliance's offerings of free products on IRS.gov.
- **Who should use the Non-Filers tool?**
  This new tool is designed for people who did not file a tax return for 2018 or 2019 and who don't receive Social Security retirement or disability benefits or Railroad Retirement benefits. Others who should consider the Non-Filers tool as an option, include:
    - **Lower income:** Among those who could use Non-Filers: Enter Payment Info tool are those who haven't filed a 2018 or 2019 return because they are under the normal income limits for filing a tax return. This may include single filers who made under $12,200 and married couples making less than $24,400 in 2019.
    - **Veterans beneficiaries and Supplemental Security Income (SSI) recipients:** The IRS continues to explore ways to see if Economic Impact Payments can be made automatically to SSI recipients and those who receive veterans disability compensation, pension or survivor benefits from the Department of Veterans Affairs and who did not file a tax return for the 2018 or 2019 tax years. People in these groups can either use

Non-Filers: Enter Payment Info option now or wait as the IRS continues to review automatic payment options to simplify delivery for these groups.

- **Social Security, SSDI and Railroad Retirement beneficiaries with qualifying dependents:** These groups will automatically receive $1,200 Economic Impact Payments. People in this group who have qualifying children under age 17 may use Non-Filers: Enter Payment Info to claim the $500 payment per child.

Montgomery County Resources

For general questions about COVID-19 or Maryland's response, please visit
www.health.maryland.gov/coronavirus

Montgomery County Department of Health and Human Services Coronavirus Updates
https://www.montgomerycountymd.gov/HHS/RightNav/Coronavirus.html

Montgomery County Department of Health and Human Services
240-777-0311; online at https://www.montgomerycountymd.gov/hhs/

Montgomery County Office of Emergency Management and Homeland Security
240-777-0311; online at https://www.montgomerycountymd.gov/oemhs/

Montgomery County Circuit Court
240-777-9400; online at https://www.montgomerycountymd.gov/cct/

Hospitals
Adventist HealthCare Shady Grove Medical Center
240-826-6000 or 240-826-6405; online at https://www.holycrosshealth.org/
Holy Cross Germantown Hospital
301-557-6000; online at https://www.adventisthealthcare.com/

Montgomery County Public Schools
240-740-3000; online at https://www.montgomeryschoolsmd.org/

Listing of all child care providers serving essential personnel in the state of Maryland
online at
https://earlychildhood.marylandpublicschools.org/system/files/filedepot/2/approved_sites_for_epcc_epsa_-_master_list.pdf

Montgomery County Public Schools Emergency Closure Meals Service:
online at https://www.montgomeryschoolsmd.org/coronavirus/meals/#emergencymeals

The SBA has administratively declared Montgomery County as an economic disaster, meaning small businesses in Montgomery County are eligible for disaster loan assistance:
Learn more and apply at https://disasterloan.sba.gov/ela

Special Open Enrollment Period
In response to the coronavirus outbreak, the Maryland Health Benefit Exchange -- our state's health insurance marketplace -- will hold a special open enrollment period. From Monday, March 16 through Monday, June 15, Maryland residents without health insurance can sign-up and get covered. For more information see here: https://www.marylandhealthconnection.gov/coronavirus-sep/
For enrollment assistance over the phone, please contact the Montgomery County HealthConnect: 240-777-1815

Maryland Department of Aging Senior Call Check
This free service will place an automated daily call to you at a regularly scheduled time. If the call is not picked up after three attempts, the service will call an alternate person on your behalf to check on you.
Sign up by phone at: 1 (866) 502-0560
Sign up online at: https://aging.maryland.gov/Pages/senior-call-check.aspx

Individuals looking to volunteer with the COVID-19 response in Montgomery County can locate volunteer opportunities through the Montgomery County Volunteer Center
online at https://www.montgomerycountymd.gov/volunteercenter/volunteers/covid19.html

Information Regarding Utility Assistance:
The Office of People's Counsel (OPC) has developed Information Sheets to answer questions on utility bills, bill payments, and service disconnections for each gas and electric utility, and single Information Sheets for water services and for phone and internet services. OPC also have provided updated information about assistance programs for those who have experienced a loss of or reduced income. They are available at www.opc.maryland.gov. If you experience a problem related to payment plans, service disconnections, or reconnections, or have a question, please contact OPC at DLInfo_OPC@maryland.gov.

- **Emergency Assistance Resources:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/Emergency%20Assistance%20Resources-Individuals.pdf?ver=2020-03-25-083532-303
- **What Customers Should Know About Their Water Bill:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/What%20Customers%20Should%20Know%20About%20Their%20Water%20Bill.pdf?ver=2020-03-25-083531-817
- **What Customers Should Know About Their Utility Bills:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/What%20Customers%20Should%20Know-Utility%20Companies.pdf?ver=2020-03-25-083531-093

Montgomery County Public Health Emergency Grant (PHEG) Program
The Montgomery County Public Health Emergency Grant program is designed to provide financial assistance to Montgomery County for-profit businesses (including sole proprietorships and independent

contractors) and nonprofit organizations that have experienced significant financial loss caused directly or indirectly by a public health emergency. Local businesses may be eligible for grants of up to $75,000. **Online at** https://www.montgomerycountymd.gov/biz-resources/pheg/

Food Assistance Resources

- Maryland Food Bank - Find Food Bank Near Me: https://mdfoodbank.org/find-food/
- 211 MD - Food Pantry Listings: https://211md.org/211provider-md-search-results?q=Food%20Pantries
- Manna Food Center - Distribution Sites http://www.mannafood.org/about/contact-manna/manna-food-distribution-sites/
- Gaithersburg HELP https://www.gaithersburghelp.org/get-help/food/
- Nourish Now - Get Food https://nourishnow.org/get-food/

Montgomery County COVID-19 Emergency Assistance Relief Payment (EARP)

Recognizing that the COVID-19 pandemic is causing an unprecedented financial hardship for many Montgomery County residents, the Emergency Assistance Relief Payment is a program that provides immediate financial assistance to households in need. While the need is great, this program seeks to fill the gaps for those who are not eligible or who will not benefit directly from the federal or state COVID-19 aid.

- **Who is eligible for the EARP?**
  - People who live in Montgomery County and need relief for food and essentials.
  - People who live in Montgomery County and will not benefit from the Federal and State relief programs.
  - Individuals/families with an income equal to or less than 50 percent of the Federal Poverty Level*
- **How much is the payment?**
  Benefits will be issued as follows:
  - Single Adult - $500
  - Family with one child - $1,000
  - Families with children - $1,000 (family with one child) with an additional $150 for each additional child, with a maximum of $1,450
  - Head of household should be 18 years or older, the claimed child should be less and not equal to 19 years old
  - The benefit increases by $150 per child to a maximum of $1,450
- **How will I get the money?**
  Financial assistance will be distributed in three (3) phases.
  - Phase 1: The Department of Health and Human Services (DHHS) will issue checks to eligible families enrolled in the Care for Kids program. The money will come as a check and will be mailed to your address.

- Phase 2: DHHS will partner with nonprofit service providers in the community to identify additional families and individuals eligible to receive the cash assistance.
- Phase 3: DHHS will open up an application process for residents who did not receive assistance through Phases 1 and 2. Eligible residents may apply directly to DHHS for assistance. County officials anticipate that all three phases will be implemented before the end of May.

- **Where can I find more information about EARP?**
  More information can be found online at
  https://www.montgomerycountymd.gov/HHS/RightNav/Coronavirus_EARP.html

Frederick County Resources

For general questions about COVID-19 or Maryland's response, please visit
www.health.maryland.gov/coronavirus

Frederick County Health Department Coronavirus updates
https://health.frederickcountymd.gov/CivicAlerts.aspx?AID=271

Frederick County Health Department
301-600-1029 or 301-600-0312 (after hours); online at https://health.frederickcountymd.gov/

Frederick County Division of Emergency Management
301-600-6790; online at https://frederickcountymd.gov/2001/Emergency-Management

Frederick County Circuit Court
301-600-1976; online at https://www.courts.state.md.us/clerks/frederick

Hospitals
Frederick Health
240-566-3300; online at https://www.frederickhealth.org/

Frederick County Public Schools
301-644-5000; online at https://www.fcps.org/

Listing of all child care providers serving essential personnel in the state of Maryland
online at
https://earlychildhood.marylandpublicschools.org/system/files/filedepot/2/approved_sites_for_epcc_epsa_-_master_list.pdf

Frederick County Public Schools Emergency Closure Meal Services Information
FCPS will be serving FREE breakfast and lunch to all children 18 years and younger and adults older than 18 years old who are enrolled in an education program for persons with disabilities at the following schools

Meal Service Schedule (11 a.m.-1 p.m.)

- Mondays: FCPS provides "to-go" breakfasts, lunches, and suppers for Monday and Tuesday.
- Wednesdays: FCPS provides "to-go" breakfasts, lunches, and suppers for Wednesday and Thursday.
- Fridays: FCPS provides "to-go" breakfast, lunch, and supper for Friday.

Meal Locations
FCPS distributes "to-go" meals at the following locations:

- 7th Street Frederick Shopping Center Parking Lot, 1305 W. Seventh St., Frederick
- Brunswick - Rite Aid Parking Lot, Brunswick Heights Shopping Center, 92 Souder Road
- Buckeystown United Methodist Church - Parking Lot, 3440 Buckeystown Pike, Frederick
- Centerville Elementary parking lot, 3601 Carriage Hill Drive, Frederick
- Concord Mobile Homes Park Community - 4828 Pioneer Circle, Jefferson
- Jubilee Foods - Parking Lot at 515 E. Main St., Emmitsburg
- Heather Ridge - School Parking Lot, 1445 Taney Ave., Frederick
- Lucas Village Community Center - 111 Pennsylvania Ave., Frederick
- Max Kehne Ball Field - Parking Lot, 1100 W. Seventh St., Frederick
- New Market Shopping Center - Parking Lot, PNC Bank Location, 11717 Old National Pike, New Market
- Overlook Park, 501 Coralberry Court, off Himes Avenue (across from Dutch's Daughter Restaurant), Frederick
- Spring Ridge Elementary - School Parking Lot, 9051 Ridgefield Drive, Frederick
- Thurmont Elementary - School Parking Lot, 805 E. Main St., Thurmont
- Walkersville - Discovery Shopping Center Parking Lot (Goodwill Store), 8425 Woodsboro Pike, Walkersville
- Whittier Elementary - 2400 Whittier Drive, Frederick

If you have questions, please call the FCPS food and nutrition services office at 301-644-5061

Special Open Enrollment Period
In response to the coronavirus outbreak, the Maryland Health Benefit Exchange -- our state's health insurance marketplace -- will hold a special open enrollment period. From Monday, March 16 through Monday, June 15, Maryland residents without health insurance can sign-up and get covered. For more information see here: https://www.marylandhealthconnection.gov/coronavirus-sep/
For enrollment assistance over the phone, please contact HealthCare Access Maryland: 855-288-3667

Maryland Department of Aging Senior Call Check
This free service will place an automated daily call to you at a regularly scheduled time. If the call is not picked up after three attempts, the service will call an alternate person on your behalf to check on you.
Sign up by phone at: 1 (866) 502-0560
Sign up online at: https://aging.maryland.gov/Pages/senior-call-check.aspx

The Pet Food Bank is available to any resident of Frederick County. In response to COVID-19, normal financial need restrictions have been lifted. Donations of unopened pet food and cat litter can be donated at the donation bin at the rear of the building, 1832 Rosemont Ave., Frederick.

Call 301-600-1546 for more information.

Information Regarding Utility Assistance:
The Office of People's Counsel (OPC) has developed Information Sheets to answer questions on utility bills, bill payments, and service disconnections for each gas and electric utility, and single Information Sheets for water services and for phone and internet services. OPC also have provided updated information about assistance programs for those who have experienced a loss of or reduced income. They are available at www.opc.maryland.gov. If you experience a problem related to payment plans, service disconnections, or reconnections, or have a question, please contact OPC at DLInfo_OPC@maryland.gov.

- **Emergency Assistance Resources:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/Emergency%20Assistance%20Resources-Individuals.pdf?ver=2020-03-25-083532-303
- **What Customers Should Know About Their Water Bill:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/What%20Customers%20Should%20Know%20About%20Their%20Water%20Bill.pdf?ver=2020-03-25-083531-817
- **What Customers Should Know About Their Utility Bills:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/What%20Customers%20Should%20Know-Utility%20Companies.pdf?ver=2020-03-25-083531-093

Food Assistance Resources

- Maryland Food Bank - Find Food Bank Near Me: https://mdfoodbank.org/find-food/
- 211 MD - Food Pantry Listings: https://211md.org/211provider-md-search-results?q=Food%20Pantries
- Community Action Agency - 3 - 5 day supply of food www.cityoffrederick.com
- Religious Coalition for Emergency Human Needs
- https://www.thereligiouscoalition.org/programs-services/food-banks/
- Food pantries in Frederick County https://www.foodpantries.org/ci/md-frederick
- Middletown Food Bank - Middletown, MD - Food Assistance 301 E Main St, Middletown, MD 21769 (301) 371-3182
- Bread of Life Community Kitchen - Soup Kitchen and Food Boxes Frederick, MD 21701 www.therescuemission.org
- The Frederick Community Action Agency continues to add food distribution drops throughout the City of Frederick. CURRENT FOOD DISTRIBUTION DROPS:
    - Tuesday: Amber Meadows park, noon to 12:45 p.m. (201 Amber Drive; NEW — American Legion parking lot, 1 p.m., (1450 Taney Ave.)
    - Wednesday: Hickory Hills (next to the pool) noon to 1 p.m. (1445 Key Parkway)
    - Thursday: Elmwood Terrace Apartments, parking lot closest to Waverly Drive, noon (1420 Key Parkway)
    - Friday: Hill Street Skate Park, noon to 1 p.m. (100 Hill St.); NEW — Grove Park, 1:30p.m .(corner of Franklin and South streets).

- These locations are for food distribution. If you would like to donate food, visit https://www.cityoffrederickmd.gov/covid19 and click the "Ways to Help" tab.

Washington County Resources

For general questions about COVID-19 or Maryland's response, please visit
www.health.maryland.gov/coronavirus

Washington County Health Department Coronavirus Updates
https://www.washco-md.net/coronavirus-info/

Washington County Health Department
240-313-3200; online at https://washcohealth.org/

Washington County Emergency Management Division
240-313-4360; online at https://www.washco-md.net/emergency-services/emerg-man/

Washington County Circuit Court
301-733-8660; online at https://mdcourts.gov/clerks/washington

Hospitals

Meritus Health
301-790-8000; online at https://www.meritushealth.com/

Washington County Public Schools
301-766-2800; online at http://wcpsmd.com/

Listing of all child care providers serving essential personnel in the state of Maryland
online at
https://earlychildhood.marylandpublicschools.org/system/files/filedepot/2/approved_sites_for_epcc_epsa_-_master_list.pdf

Washington County Public Schools Emergency Closure Meal Service Information
WCPS is providing meals to students free of charge at 19 meal sites across the county. Meals consisting of lunch, snack, and breakfast for the following day(s) will be provided to children 18 and under, Monday (also meals for Tuesday), Wednesday and Thursday (also meals for Friday). A list of pickup locations is online at
http://wcpsmd.com/news/food-nutrition-services-providing-meals-students-community-during-school-closure

Businesses wishing to donate personal protective equipment to the Washington County Emergency Operations Center may email pr@washco-md.net for more information.

Special Open Enrollment Period
In response to the coronavirus outbreak, the Maryland Health Benefit Exchange -- our state's health insurance marketplace -- will hold a special open enrollment period. From Monday, March 16 through Monday, June 15, Maryland residents without health insurance can sign-up and get covered. For more information see here: https://www.marylandhealthconnection.gov/coronavirus-sep/
For enrollment assistance over the phone, please contact the AHEC West Health Insurance Program: 888-202-0212

Maryland Department of Aging Senior Call Check
This free service will place an automated daily call to you at a regularly scheduled time. If the call is not picked up after three attempts, the service will call an alternate person on your behalf to check on you.
Sign up by phone at: 1 (866) 502-0560
Sign up online at: https://aging.maryland.gov/Pages/senior-call-check.aspx

Information Regarding Utility Assistance:
The Office of People's Counsel (OPC) has developed Information Sheets to answer questions on utility bills, bill payments, and service disconnections for each gas and electric utility, and single Information Sheets for water services and for phone and internet services. OPC also have provided updated information about assistance programs for those who have experienced a loss of or reduced income. They are available at www.opc.maryland.gov. If you experience a problem related to payment plans, service disconnections, or reconnections, or have a question, please contact OPC at DLInfo_OPC@maryland.gov.

- **Emergency Assistance Resources:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/Emergency%20Assistance%20Resources-Individuals.pdf?ver=2020-03-25-083532-303
- **What Customers Should Know About Their Water Bill:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/What%20Customers%20Should%20Know%20About%20Their%20Water%20Bill.pdf?ver=2020-03-25-083531-817
- **What Customers Should Know About Their Utility Bills:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/What%20Customers%20Should%20Know-Utility%20Companies.pdf?ver=2020-03-25-083531-093

Food Assistance Resources

- Maryland Food Bank - Find Food Bank Near Me: https://mdfoodbank.org/find-food/ 211 MD - Food Pantry Listings: https://211md.org/211provider-md-search-results?q=Food%20Pantries Washington County Community Action Council - Food Pantry http://www.wccac.org/services/food-pantry/
- The Joseph House Food Pantry https://thejosephhouse.org/if-you-need-help/
- Haven Ministries Emergency Food Pantry https://haven-ministries.org/how-haven-helps/haven-ministries-emergency-food-pantry/

Allegany County Resources

For general questions about COVID-19 or Maryland's response, please visit
www.health.maryland.gov/coronavirus

Allegany County Health Department Coronavirus Updates
https://health.maryland.gov/allegany/Pages/COVID19.aspx

Allegany County Health Department
301-759-5000; online at https://health.maryland.gov/allegany/Pages/Home.aspx

Allegany County Emergency Management Division
301-876-9155; online at https://www.alleganygov.org/168/Emergency-Services

Allegany County Circuit Court
301-777-5923; online at https://mdcourts.gov/clerks/allegany

Hospitals
Western Maryland Health System
240-964-7000; online at https://www.wmhs.com/

Allegany County Public Schools
301-759-2000; online at https://www.acpsmd.org/

Listing of all child care providers serving essential personnel in the state of Maryland
online at
https://earlychildhood.marylandpublicschools.org/system/files/filedepot/2/approved_sites_for_epcc_epsa_-_master_list.pdf

Allegany County Public Schools Emergency Closure Meal Service Information
The ACPS Food Service Department will provide "brown-bag" to-go lunches for students beginning on Monday, March 16, 2020. This service will run Monday-Friday, from 11:00 a.m.-1:00 p.m. at each school until further notice. The brown bags will be distributed in the school lobby. Students and non-essential staff are not permitted in any other area of the building. Brown bags may be picked up by parents/students at any of the schools (even if they are not enrolled in that school) during the scheduled pick-up times.

Allegany County Tourism has developed a guest-facing COVID-19 Resource Page where the County will share up-to-date business and event information, including a list of restaurants offering carry-out

and/or delivery services.
online at https://www.mdmountainside.com/covid19-updates

Special Open Enrollment Period
In response to the coronavirus outbreak, the Maryland Health Benefit Exchange -- our state's health insurance marketplace -- will hold a special open enrollment period. From Monday, March 16 through Monday, June 15, Maryland residents without health insurance can sign-up and get covered. For more information see here: https://www.marylandhealthconnection.gov/coronavirus-sep/
For enrollment assistance over the phone, please contact the AHEC West Health Insurance Program: 888-202-0212

Maryland Department of Aging Senior Call Check
This free service will place an automated daily call to you at a regularly scheduled time. If the call is not picked up after three attempts, the service will call an alternate person on your behalf to check on you.
Sign up by phone at: 1 (866) 502-0560
Sign up online at: https://aging.maryland.gov/Pages/senior-call-check.aspx

Information Regarding Utility Assistance:
The Office of People's Counsel (OPC) has developed Information Sheets to answer questions on utility bills, bill payments, and service disconnections for each gas and electric utility, and single Information Sheets for water services and for phone and internet services. OPC also have provided updated information about assistance programs for those who have experienced a loss of or reduced income. They are available at www.opc.maryland.gov. If you experience a problem related to payment plans, service disconnections, or reconnections, or have a question, please contact OPC at DLInfo_OPC@maryland.gov.

- **Emergency Assistance Resources:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/Emergency%20Assistance%20Resources-Individuals.pdf?ver=2020-03-25-083532-303
- **What Customers Should Know About Their Water Bill:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/What%20Customers%20Should%20Know%20About%20Their%20Water%20Bill.pdf?ver=2020-03-25-083531-817
- **What Customers Should Know About Their Utility Bills:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/What%20Customers%20Should%20Know-Utility%20Companies.pdf?ver=2020-03-25-083531-093

Food Assistance Resources

- Maryland Food Bank - Find Food Bank Near Me: https://mdfoodbank.org/find-food/
- 211 MD - Food Pantry Listings: https://211md.org/211provider-md-search-results?q=Food%20Pantries

Garrett County Resources

For general questions about COVID-19 or Maryland's response, please visit
www.health.maryland.gov/coronavirus

Garrett County Health Department Coronavirus Updates
https://garretthealth.org/covid-19-information/

Garrett County Health Department
301-334-7777 or 301-895-3111; online at https://garretthealth.org/

Garrett County Emergency Management
301-334-7619; online at https://www.garrettcounty.org/emergency-services

Garrett County Circuit Court
301-344-1937; online at https://www.courts.state.md.us/clerks/garrett

Hospitals
Garrett Regional Medical Center
301-533-4000; online at https://www.grmc-wvumedicine.org/

Garrett County Public Schools
https://www.garrettcountyschools.org/news/2020/03/gcps-update-on-coronavirus--march-11-2020

Listing of all child care providers serving essential personnel in the state of Maryland
online at
https://earlychildhood.marylandpublicschools.org/system/files/filedepot/2/approved_sites_for_epcc_epsa_-_master_list.pdf

Garrett County Public Schools Emergency Closure Meal Service Information
Garrett County Public Schools will offer free meals to any child 18 and under beginning Wednesday, March 18, 2020. Children must be present to receive a meal.

Beginning Wednesday, March 25th, all meals will be delivered to the current list of meal sites at lunchtime only. GCPS will not be offering an evening delivery. Three meals and a snack will be supplied at that time. The lunch meal will be a hot meal, while all other items will be cold or dry items.

Times for each site are listed below. The meals may not be eaten on site, but rather should be taken home to enjoy. Cars will drive up, and bags of food will be handed to the driver. Meals will be distributed at the following locations while schools are closed:

Deer Park Town Hall - 100 Church Street, Deer Park, MD
Monday – Friday: Lunch (10:30-10:50)

Swanton Otterbein United Methodist Church - 3443 Swanton Road, Swanton, MD
Monday – Friday: Lunch (11:00-11:20)

Bittinger Fire Hall - 176 Brenneman Road, Bittinger, MD
Monday – Friday: Lunch (11:45-12:05)

Eastern Garrett Fire Hall - 401 Finzel Rd, Frostburg, MD
Monday – Friday: Lunch (12:35-12:55)

Dennett Road School - 770 Dennett Road, Oakland, MD
Monday – Friday: Lunch (11:30-12:00)

Liberty Mews - 451 Liberty Street, Oakland, MD
Monday – Friday: Lunch (11:00-11:20)

Crellin - 57 Crellin Street, Crellin, MD
Monday – Friday: Lunch (11:35-11:55)

Oakland Town Parking Lot - 103 Town Park Lane, Oakland, MD
Monday – Friday: Lunch (12:10-12:30)

Deer Park - 198 Frank Custer Drive, Deer Park, MD
Monday – Friday: Lunch (12:45-1:05)

Garrett County Chamber of Commerce - 15 Visitors Center Drive, McHenry, MD
Monday – Friday: Lunch (10:40-11:00)

Hickory Environmental Center (Northern Middle's bus loop) - 604 Pride Parkway, Accident, MD
Monday – Friday: Lunch (11:20-11:40)

Friendsville Elementary School - 841 First Avenue, Friendsville, MD
Monday – Friday: Lunch (12:00-12:20)

Grantsville Elementary School - 120 Grant Street, Grantsville, MD
Monday – Friday: Lunch (12:40-1:00)

Loch Lynn - 319 Roanoke Avenue, Loch Lynn, MD (pavilion)

Monday – Friday: Lunch (11:00-11:20)

Kitzmiller Community Park - 290 W. Main Street, Kitzmiller, MD
Monday – Friday: Lunch (11:45-12:05)

Bloomington Park - 334 North Branch Avenue, Bloomington, MD
Monday – Friday: Lunch (12:30-12:50)

If you have any questions, please contact the Food and Nutrition Services Office at 301-334-7652 or 888-262-2792.

Special Open Enrollment Period
In response to the coronavirus outbreak, the Maryland Health Benefit Exchange -- our state's health insurance marketplace -- will hold a special open enrollment period. From Monday, March 16 through Monday, June 15, Maryland residents without health insurance can sign-up and get covered. For more information see here: https://www.marylandhealthconnection.gov/coronavirus-sep/
For enrollment assistance over the phone, please contact the AHEC West Health Insurance Program: 888-202-0212

Maryland Department of Aging Senior Call Check
This free service will place an automated daily call to you at a regularly scheduled time. If the call is not picked up after three attempts, the service will call an alternate person on your behalf to check on you.
Sign up by phone at: 1 (866) 502-0560
Sign up online at: https://aging.maryland.gov/Pages/senior-call-check.aspx

Information on the Deferment of Accommodations Tax
Due to the impact of the COVID-19 pandemic on the Transient Vacation Rental Unit market, as well as the vacation rental market in general, the Board of County Commissioners for Garrett County has authorized an Accommodation Tax deferral.
For more information and deferment schedules, visit
https://www.garrettcounty.org/news/2020/04/garrett-commissioners-defer-accommodations-tax

Information Regarding Utility Assistance:
The Office of People's Counsel (OPC) has developed Information Sheets to answer questions on utility bills, bill payments, and service disconnections for each gas and electric utility, and single Information Sheets for water services and for phone and internet services. OPC also have provided updated information about assistance programs for those who have experienced a loss of or reduced income. They are available at www.opc.maryland.gov. If you experience a problem related to payment plans, service disconnections, or reconnections, or have a question, please contact OPC at DLInfo_OPC@maryland.gov.

- **Emergency Assistance Resources:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/Emergency%20Assistance%20Resources-Individuals.pdf?ver=2020-03-25-083532-303
- **What Customers Should Know About Their Water Bill:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/What%20Customers%20Should%20Know%20About%20Their%20Water%20Bill.pdf?ver=2020-03-25-083531-817
- **What Customers Should Know About Their Utility Bills:** http://www.opc.maryland.gov/Portals/0/COVID-19%20Documents/What%20Customers%20Should%20Know-Utility%20Companies.pdf?ver=2020-03-25-083531-093

Food Assistance Resources

- Maryland Food Bank - Find Food Bank Near Me: https://mdfoodbank.org/find-food/
- 211 MD - Food Pantry Listings: https://211md.org/211provider-md-search-results?q=Food%20Pantries
- Garrett County - Food Availability Brochure: https://mygarrettcounty.com/?get_group_doc=194/1519590690-FoodAvailabilityBrochure2018.pdf

Preventing Stigma

Viruses don't discriminate, and neither should we.

Coronavirus doesn't recognize race, nationality or ethnicity.

The 2019 novel coronavirus started in Wuhan, China. That's just geography. Having Chinese ancestry—or any other ancestry—does not make a person more vulnerable to this illness.

Wearing a mask does not mean a person is ill.

People wear masks for a variety of reasons, including to avoid pollen and air pollution or for cultural and social reasons. We should not judge someone for wearing a mask or assume they are sick.

You can interrupt stigma. Start by sharing accurate information.

Avoid spreading misinformation. Stay informed through reputable, trusted sources:

- Centers for Disease Control and Prevention: https://www.cdc.gov/
- Maryland State Department of Health: www.health.maryland.gov/coronavirus
- County-operated Public Health Websites (see pages within)

Speak up if you hear, see, or read misinformation or harassment.

Gently correct the false information and remind the speaker: prejudiced language and actions make us all less safe. If a serious harassment occurs, consider reporting it.

Show compassion and support for those most closely impacted.

In schools and workplaces, create learning opportunities for students and staff that dispel racist and misinformed ideas. Listen to, acknowledge and, with permission, share the stories of people experiencing stigma. Bigotry is never acceptable in any community.

Maryland COVID-19 Rumor Control
Rumors can easily circulate within communities during a crisis. Do your part to stop the spread of disinformation by doing 3 easy things; don't believe the rumors, don't pass them along and go to trusted sources of information to get the facts about the state of Maryland's (COVID-19) response.
Online at https://govstatus.egov.com/md-coronavirus-rumor-control

Frequently Asked Questions on Maryland's Delayed Primary Election

1. **What is the new date for Maryland's primary election?**
   Maryland's primary election will be held Tuesday, June 2, 2020. Early voting will be conducted from May 21st through May 28th**.**
2. **Why is Maryland moving its primary election to June 2, 2020?**
   Maryland has declared a State of Emergency related to COVID-19 (Coronavirus), and has placed restrictions on public gatherings of 50 or more people in the state. On March 17, Governor Larry Hogan issued a proclamation requiring the presidential primary election to be held on June 2, 2020. Delaying the primary election provides the State additional time to respond to the COVID-19 pandemic and allows SBE to work with local boards of elections and election workers to implement public health safeguards for the primary election.
3. **Will the same polling centers be available on June 2, 2020?**
   SBE is consulting with local boards of elections to confirm the availability of existing voting locations for the primary election. If polling places change, election officials will notify affected voters
4. **Will senior centers continue to serve as polling places?**
   SBE and local boards will continue to follow the guidance of federal and state health officials when determining where voters will vote. If polling places change, election officials will notify affected voters.
5. **Can eligible voters still vote by mail in the delayed primary election?**
   Yes. Voters who prefer to vote from home can request an absentee ballot. Voters who wish to vote this way can submit a request online by visiting https://www.elections.maryland.gov and clicking the "Request a Ballot" box or obtaining a request form from elections.maryland.gov/voting/absentee.html
6. **What are the new deadlines by which absentee ballots must be submitted for the primary election?**
   The new deadline to request an absentee ballot for the primary election is May 26, 2020 if the voter wants to receive the ballot by mail, or May 29, 2020 if the voter wants to receive the ballot electronically. Voted ballots must be postmarked on or before Tuesday, June 2, 2020.
7. **What is SBE's guidance to election workers over the age of 60?**
   SBE strongly encourages all Marylanders over the age of 60 to follow public health guidance published by the State of Maryland and the Centers for Disease Control. Guidance can be found at www.coronavirus.maryland.gov
8. **What steps is SBE taking to safeguard public health at polling centers?**
   SBE will prepare and submit to the Governor a Comprehensive Plan for the conduct of the presidential primary election by April 3, 2020 in consultation with the Maryland Department of Health. The plan will include measures to minimize the spread of COVID-19 on primary election day and to help safeguard voters and election workers. SBE will coordinate with local boards of elections and election workers to implement these measures in advance of the election.

Resources in Other Languages

The CDC has provided print resources in various languages to inform individuals about COVID-19.
Online at https://www.cdc.gov/coronavirus/2019-ncov/communication/factsheets.html

English
https://www.cdc.gov/coronavirus/2019-ncov/downloads/2019-ncov-factsheet.pdf
https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet.pdf
https://phpa.health.maryland.gov/Documents/coronavirus_FAQ.pdf
https://phpa.health.maryland.gov/Documents/FAQ_covid19_older_adults.pdf
https://docs.google.com/document/d/1xHkCb2SRj7wekrIyoxnWz8hVomozXQDx5Ny3HFkkhwY/edit
https://phpa.health.maryland.gov/Documents/coronavirus_testing_FAQ.pdf

Spanish
https://www.cdc.gov/coronavirus/2019-ncov/downloads/2019-ncov-factsheet-sp.pdf
https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet-sp.pdf
https://goci.maryland.gov/wp-content/uploads/sites/2/2020/04/Gatherings-FOURTH-AMENDED-3.30.20_SP_04142020-V2.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/04/General_Coronavirus_FAQ_SP_04212020.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/04/Older-Adults_Coronavirus_FAQ_SP_.04212020-.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/04/COVID-FAQs-about-the-stay-at-home-order-and-self-isolation-04.20.2020_SP_04212020.pdf

Vietnamese
https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet-vietnamese.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Vietnamese_coronavirusFAQ.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Coronavirus-Testing_FAQ-EN-VN-v2.pdf

Chinese
https://www.cdc.gov/coronavirus/2019-ncov/downloads/2019-ncov-factsheet-chinese.pdf
https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet-chinese.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Chinese-Simplified_-coronavirus_FAQ.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/FAQs-for-older-adults_3.9.20v2_Chinese_simplified.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/coronavirus_testing_FAQ_Simplified-Chinese.pdf

Korean
https://goci.maryland.gov/wp-content/uploads/sites/2/2020/04/03302020-Executive-Order-of-the-Governor-of-the-State-of-Maryland.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/KOREAN-coronavirusFAQ.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/coronavirus-elders-qna-KOREAN.pdf
https://goci.maryland.gov/covid19-faqs-for-businesses-korean/

French
https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet-french.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/French-elders-MEMA-COVID-19.pdf

Arabic
https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet-arabic.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Arabic_coronavirus_FAQ_AR.pdf

Russian
https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet-russian.pdf

Dari
https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet-dari.pdf

Farsi
https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet-farsi.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Farsi_coronavirus_FAQ_FA.pdf

Swahili
https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet-swahili.pdf

Ukranian
https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet-ukrainian.pdf

Amharic
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Amharic_coronavirus_FAQ_AM.pdf

Burmese
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Arabic_coronavirus_FAQ_AR.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/04/COVID-19-Test-FAQ-Burmese-Translation-updated.pdf

Gujarati
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Gujarati_coronovirus_FAQ.pdf

Hatian Creole
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Haitian-Creole-coronavirus_FAQ-HT.pdf

Khmer
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/KHMER-COVID19.pdf

Punjab
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/PUNJABcoronavirusFAQ-pdf.pdf

Tagalong
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Tagalong_coronavirus_FAQ_TL.pdf

Taiwanese Hokkien
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Taiwanese-Hokkiencoronavirus_FAQ-in-T%C3%A2i-g%C3%AD.pdf
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/04/Taiwanese-Hokkien.pdf

Tamil
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Tamil-coronavirus-FAQ.pdf

Urdu
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/URDU_coronavirusFAQ.pdf

Yoruba
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Yoruba_coronavirus_FAQ_YO.pdf

Chin Palam
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Coronavirus-Chin-Palam.pdf

Hebrew
http://goci.maryland.gov/wp-content/uploads/sites/2/2020/03/Coronavirus-Translation-to-Hebrew.pdf

If you require print resources in languages other than those listed above or on additional topics than what is available in this guide, please contact my office at 301-926-0300 for assistance.

How Can You Help?

If you are looking for ways to help our nation in it's response to COVID-19, refer to FEMA's "How to Help" guidance: https://www.fema.gov/coronavirus/how-to-help

Donations

You can find vetted non-profit organizations supporting COVID-19 response efforts at www.NVOAD.org.

If you have medical supplies or equipment to donate, please email FEMA's National Business Emergency Operations Center at nbeoc@fema.dhs.gov.

Volunteering

Licensed Healthcare professionals that want to volunteer can get information on eligibility, view credential levels by clinical competency and register with the Emergency System for Advance Registration of Volunteer Health Professionals in their state.

Trained medical volunteers can offer their services by registering with a National VOAD member on www.NVOAD.org. Please BE PATIENT. You will be contacted once resources are matched with unmet needs.

Adequate supplies of blood are needed to treat patients in hospitals, but many blood drives have been cancelled. Donating blood is a safe process, and blood donation centers have the highest standards of safety and infection control. To find where you can donate blood, visit www.redcross.org.

Companies with Medical Supplies, Equipment, and Services

To **sell medical supplies or equipmen**t to the federal government, please submit a price quote under the COVID-19 PPE and Medical Supplies Request for Quotation. Full details can be found in the solicitation (Notice ID 70FA2020R00000011).

> This solicitation requires registration with the System for Award Management (SAM) in order to be considered for award, pursuant to applicable regulations and guidelines. Registration information can be found at www.sam.gov. Registration must be "ACTIVE" at the time of award.

If you have **medical supplies or equipment to donate**, please provide details on what you are offering.
online at https://www.fema.gov/covid19offers

If you are a private company that wants to **produce a product related** to the COVID response – email nbeoc@max.gov.

If you are a **hospital or healthcare provider in need of medical supplies**, please contact your state, local, tribal or territory department of public health and/or emergency management agency.

If you are interested in **doing business with FEMA and supporting the response to COVID- 19** with your company's non-medical goods and/or services, please submit your inquiry to the Department of Homeland Security (DHS) Procurement Action Innovative Response Team (PAIR) team at DHSIndustryLiaison@hq.dhs.gov.

Information from the State of Maryland:

For companies that are offering to help with services or products:
For vendor offers: resource.mema@maryland.gov
For donations: ngs.mema@maryland.gov (individual) or psector@maryland.gov (company)

Individuals looking to volunteer to assist with the COVID-19 should register with the Maryland Responds Medical Reserve Corps
online at https://mdresponds.health.maryland.gov/

For additional guidances and information from the Governor's office, please refer to this link:
https://governor.maryland.gov/marylandunites/

Businesses wishing to donate personal protective equipment to the Washington County Emergency Operations Center may email pr@washco-md.net for more information.

Individuals looking to volunteer with the COVID-19 response in Montgomery County can locate volunteer opportunities through the Montgomery County Volunteer Center
online at https://www.montgomerycountymd.gov/volunteercenter/volunteers/covid19.html

Information for Distilled Spirit Permittees wishing to produce hand sanitizer to address the COVID-19 Pandemic
https://www.ttb.gov/news/covid-19-hand-sanitizer

Protecting Against COVID-19 Related Fraud

While many Americans are sheltering at home to help "flatten the curve" and slow the spread of COVID-19, they might be tempted to buy or use questionable products that claim to help diagnose, treat, cure, and even prevent COVID-19.

Because COVID-19 has never been seen in humans before, there are currently no vaccines to prevent or drugs to treat COVID-19 approved by the U.S. Food and Drug Administration (FDA). The FDA is working with vaccine and drug manufacturers to develop new vaccines for and find drugs to treat COVID-19 as quickly as possible. **Meanwhile, some people and companies are trying to profit from this pandemic by selling unproven and illegally marketed products that make false claims, such as being effective against the coronavirus.**

FDA guidance regarding fraudulent COVID-19 test, vaccines, and treatments
https://www.fda.gov/consumers/consumer-updates/beware-fraudulent-coronavirus-tests-vaccines-and-treatments

U.S. Department of Health and Human Services guidance regarding fraudulent COVID-19 test, vaccines, and treatments
https://oig.hhs.gov/coronavirus/fraud-alert-covid19.asp?utm_source=web&utm_medium=web&utm_campaign=covid19-fraud-alert

If you have a question about a treatment or test found online, talk to your health care provider or doctor. If you have a question about a medication, call your pharmacist or the FDA.
The FDA's Division of Drug Information (DDI) will answer almost any drug question. DDI pharmacists are available by email, druginfo@fda.hhs.gov, and by phone, 1-855-543-DRUG (3784) and 301-796-3400.

If you suspect COVID-19 fraud, contact National Center for Disaster Fraud Hotline
If you think you are a victim of COVID-19 fraud, immediately report it to National Center for Disaster Fraud Hotline at (866) 720-5721 or disaster@leo.gov, or the FBI (visit ic3.gov, tips.fbi.gov, or call 1-800-CALL-FBI).

Maryland's anti–price gouging statute prohibits raising the price of many consumer goods and services that increase the seller's profit by more than 10% while the COVID-19 emergency declared by the Governor is in effect. For more information, or to report suspected price gouging, please contact the Maryland Attorney General's Office.
410-528-8662; online at http://www.marylandattorneygeneral.gov/Pages/CPD/price_gouging_faq.aspx

Information on Emerging Health Care Fraud Schemes Related to COVID-19 Pandemic

- **COVID-19 Testing Schemes**
  Beware of individuals who contact you in person, by phone, or by email to tell you the government or government officials require you to take a COVID-19 test. These scammers will likely ask for your health insurance information, including your Medicare or Medicaid number, and other personal information. Prior health care fraud investigations have shown that once scammers obtain an individual's personal information, they use it to bill federal health care programs and/or private health insurance plans for tests and procedures the individual did not receive and pocket the proceeds. Be cautious of any unsolicited offers that require or request your medical insurance information.
  Also beware of individuals offering to sell you a COVID-19 test kit or supplies, especially when these contacts are unexpected. A physician or other trusted health care provider should assess your condition and approve any requests for COVID-19 testing. Some scammers are selling fake at-home test kits; some are even going door-to-door and performing fake tests for money. Legitimate tests are offered free to patients when administered by a health care professional.

- **COVID-19 Treatment Schemes**
  Legitimate medical professionals and scientists throughout the U.S. are working hard to find a cure, approved treatment, and vaccine for COVID-19. Unfortunately, they don't yet exist. At the same time, scammers are working hard to sell fake cures, treatments, and vaccines. Ignore unsolicited offers for these fake procedures. Do not provide any personal information, including your financial information, Medicare or Medicaid number, or private health insurance information to anyone offering them.
  When an approved treatment or cure becomes available, the first time you hear about it will not be through an email, telephone call, online advertisement, or unsolicited in-person sales pitch from a stranger.
  You should also beware of scammers claiming to be medical professionals and demanding payment for treating a friend or relative for COVID-19.

- **COVID-19 Medical Equipment Schemes**
  Scammers continue to take advantage of the COVID-19 pandemic to steal money through a variety of means. The FBI is warning the healthcare industry in particular of an increased potential for fraudulent activity dealing with the purchase of COVID-19-related medical equipment. Based on the current stress on the supply chain, scammers may promise equipment they do not have access to in order to capitalize on the medical community's urgent needs. The FBI asks the medical community to exercise due diligence and appropriate caution when dealing with any vendors with whom they have never worked and/or of which they've never heard, and when relying on unidentified third-party brokers in the supply chain.
  The FBI advises to be on the lookout for any suspicious activity, to include:

- Unusual payment terms (e.g., supplier asking for up-front payments or proof of payment)
- Last-minute price changes
- Last-minute excuses for delay in shipment (e.g., claims that the equipment was seized at port or stuck in customs)
- Unexplained source of bulk supply

Avoiding Fraud Related to Stimulus Payments

- **Will the IRS contact individuals to obtain bank account information, Social Security numbers, or other personally identifiable information in order to distribute stimulus payments?**
  No. Beware of anyone claiming to be calling, texting, or emailing from the IRS seeking your personally identifiable information. The IRS will automatically distribute stimulus payments to eligible individuals either electronically where possible or by mailing a check. If you don't file tax returns and receive Social Security benefits, the Social Security Administration will share your information with the IRS so eligible beneficiaries will receive their stimulus payments. For other eligible individuals who do not file tax returns, the IRS will initiate a public awareness campaign to provide information on how they can receive their stimulus payments. For the latest information on stimulus payments go to the Internal Revenue Service's webpage on Coronavirus, available at https://www.irs.gov/coronavirus. The Consumer Financial Protection Bureau (CFPB) has created a webpage on Coronavirus-related scams, including for fraudulent vaccines, test kits, charities, and social security benefits, which is accessible at https://www.consumerfinance.gov/coronavirus/. You can also contact the CFPB via telephone by calling (855) 411-2372.

- **What if a company or individual claims they are able to increase your stimulus payment or shorten the amount of time until you receive it?**
  Beware of any companies or individuals seeking to charge you a fee in exchange for increasing or expediting your stimulus payments. The IRS will determine the amount of your payment based on your family size and income. The bill requires stimulus payments go out "as rapidly as possible," including through direct deposit based on information the government has on file from previous tax returns. Paying a third party will not increase or speed up delivery of your stimulus payment. More information from the Internal Revenue Service on stimulus payments is available https://www.irs.gov/coronavirus.
  The Consumer Financial Protection Bureau has also released information on how consumers can spot and avoid fraud. For more information please visit theCFPB's webpage on Coronavirus-related scams at https://www.consumerfinance.gov/coronavirus/.

- **What if a company or individual claims to be affiliated with IRS or other governmental agencies seeking to help individuals receive their stimulus payments?**
  Be aware of scams, including anyone claiming to be affiliated with the IRS or displaying a seal or logo representing the U.S. government in correspondence, emails, or on the internet. Refer to the official government agency website for information. For the latest information on stimulus payments go to the Internal Revenue Service's webpage on Coronavirus at https://www.irs.gov/coronavirus.

- **What action can I take if I have been a victim of fraud?**
  If you think you have been the victim of fraud related to the coronavirus, you can submit a complaint with the Consumer Financial Protection Bureau through their complaints webpage, available at https://www.consumerfinance.gov/complaint/. You can also contact the CFPB via telephone by calling (855) 411-2372. Additionally, you can file a complaint with the Federal Trade Commission (FTC), online at https://ftccomplaintassistant.gov. You can also file a consumer complaint with the FTC by calling 1-877-382-4357.

- **The Consumer Financial Protection Bureau (Bureau) has released a video outlining the steps that non-filers need to take in order to receive their economic impact payments authorized by the CARES Act.**
  Additionally, the Bureau published a blog with FAQs for consumers with details on the economic impact payments (stimulus payments). Under the statute, eligible Americans will qualify for stimulus payments if:
  - their filing status is single or married but filing separately, and their Adjusted Gross Income (AGI) is less than $99,000;
  - their filing status is head of a household, and their AGI is less than $136,500;
  - their filing status is married filing jointly, and their AGI is less than $198,000; or
  - their income is above $75,000 as an individual, $112,500 as a head of household filer, or $150,000 as a joint filer, the payment amount is reduced by $5 for each $100
  - additional amounts of $500 for each child under 17 are available
  - they don't typically file taxes and receive Social Security benefits from the Social Security Administration or Social Security Equivalent Benefits (SSEB) from the U.S. Railroad Retirement Board
- **To watch the video click visit**
  https://www.consumerfinance.gov/coronavirus/economic-impact-payments-non-tax-filers/
- **To Read the blog with FAQS visit**
  https://www.consumerfinance.gov/about-us/blog/guide-covid-19-economic-stimulus-checks/
- **To see the information the Bureau has made available as a result of the COVID-19 pandemic visit** https://www.consumerfinance.gov/coronavirus/

Examples of Additional COVID-19 Related Fraud to Be Aware Of:

Throughout the country, federal, state and local law enforcement are on high alert to investigate reports of individuals and businesses engaging in a wide range of fraudulent and criminal behavior, including the following examples:

- Be cautious of unsolicited healthcare fraud schemes of testing and treatment through emails, phone calls, or in person. The U.S. have medical professionals and scientists working hard to find a cure, approved treatment, and vaccine for COVID-19.
- Be on the lookout for an increase in cryptocurrency fraud schemes including but not limited to blackmail attempts, work from home scams, paying for non-existent treatments or equipment, or investment scams.
- Be wary of unsolicited telephone calls and e-mails from individuals claiming to be IRS and Treasury employees. Remember IRS first form of communications is by mail - not by phone. Learn more about fraudulent schemes related to the IRS.
- Verify you are receiving the official U.S. Treasury check. Look for the new official seal, bleeding ink, microprinting, watermark, and more. Learn more about U.S. Treasury check security features.
- Robocalls making fraudulent offers to sell respiratory masks or other medical devices with no intent of delivery, telephone calls to individuals and entities, including state and local governments, offering the sale of large amounts of Personal Protection Equipment (PPE) and demanding advance payments with no intent of delivery. Look out for sales of counterfeit, tampered, or otherwise fraudulent PPE, including N95 masks, gloves, and surgical gowns.
- Unsolicited requests for your Medicare information, even if they are accompanied by offers of "free" COVID-19 tests or supplies, or an email or call by someone claiming to be a representative from Medicare or the Department of Health and Human Services. Scammers may use your Medicare information to submit false medical claims for unrelated, unnecessary, or fictitious services.
- Social media scams or telephone calls fraudulently seeking donations for illegitimate or non-existent charitable organizations requesting you to enter your bank account information.Emails and texts that claim to be from a charity or use the current crisis to get you to click on a link or download a file. It could be an attempt to infect your computer with malicious software that could steal your personal information, including but not limited to your credit card number or bank password. FBI Sees Rise in the Fraud Schemes Related to the Coronavirus (COVID-19) Pandemic.
- Telephone calls by individuals posing as government officials or payment facilitators promising CARES Act stimulus payments and asking for personal identifying information (PII).
- Mass-mailing , spam email, or text-message campaigns to perpetrate government-imposter schemes. These forms of communications provide a website, a phone number, or an email address for consumers to contact to arrange for falsely promise stimulus payments upon payment of an advanced fee or threatening adverse consequences for failure to cooperate with the alleged stimulus-related transaction.
- Calls claiming you received an overpayment of the stimulus money and demanding a "refund"of the difference. Consumers may be threatened with adverse consequences such as fines,

forfeiture, or arrest if they refuse to refund the money. Callers may demand payments by stored value cards, such as iTunes, Google play, or Steam cards, or by money transmission such as Western Union or MoneyGram.

- Fraud schemes using smartphone apps or websites that claim to be, or an affiliate , of a government office associated with CARES Act programs. These fake sites are requesting PII, including banking information to deposit stimulus payments. Perpetrators then will use this information to debit money from the consumers' bank accounts.
- Efforts to divert payments, such as by last-minute changes to banking information, through fake emails that appear to come from a trusted source. Be cautious of hackers stealing money, PII and some fraud elements through fake business emails. Read FBI Sees Rise in the Fraud Schemes Related to the Coronavirus (COVID-19) Pandemic.

Mental Health Resources

The coronavirus (COVID-19) public health emergency can take its toll on our mental well-being and may be stressful for people. There is no shame in this at all. Fear and anxiety about a disease can be overwhelming and cause strong emotions in adults and children. Coping with stress will make you, the people you care about, and your community stronger. Resources are available if you or your loved ones need help:

Centers for Disease Control and Prevention (CDC) provides guidelines for coping with a disaster or traumatic event.
Online at https://emergency.cdc.gov/coping/selfcare.asp
Tips include:

- Take care of your body
- Connect with others
- Take breaks
- Stay informed
- Avoid too much exposure to news
- Seek help when needed

CDC Guidance on Mental Health and Coping with COVID-19.
online at https://www.cdc.gov/coronavirus/2019-ncov/about/coping.html

The CDC also provides guidelines for helping children cope with emergencies.
online at https://www.cdc.gov/childrenindisasters/helping-children-cope.html

The Substance Abuse and Mental Health Services Administration (SAMHSA) provides tips for taking care of your emotional health.
online at
https://www.samhsa.gov/sites/default/files/tips-social-distancing-quarantine-isolation-031620.pdf
Tips include:

- What to expect during a infectious disease outbreak
- Ways to support yourself during social distancing, quarantine, and isolation

SAMHSA Guidance on warning signs and risk factors for emotional distress
online at https://www.samhsa.gov/find-help/disaster-distress-helpline/warning-signs-risk-factors

SAMHSA's fact sheet on coping with stress during infectious disease outbreaks
online at

https://store.samhsa.gov/product/Coping-with-Stress-During-Infectious-Disease-Outbreaks/sma14-4885

SAMHSA's fact sheet on talking with children with tips for caregivers, parents, and teachers during infectious disease outbreaks
online at
https://store.samhsa.gov/product/Talking-With-Children-Tips-for-Caregivers-Parents-and-Teachers-During-Infectious-Disease-Outbreaks/PEP20-01-01-006

Maryland Department of Health's COVID-19 Frequently Asked Questions About Mental Health
online at https://phpa.health.maryland.gov/Documents/FAQ_covid19_Maintaining_Mental_Health.pdf

SAMHSA's Disaster Distress Helpline provides 24/7, 365-day-a-year crisis counseling and support to people experiencing emotional distress related to natural or human-caused disasters.
Call: 1-800-985-5990 or text TalkWithUs to 66746 to connect with a trained crisis counselor.
online at https://www.samhsa.gov/find-help/disaster-distress-helpline

The National Suicide Prevention Lifeline also provides 24/7, free and confidential support for people in distress, prevention and crisis resources.
If you or someone you know needs help, please call: 1-800-273-TALK (8255).

Tools for Finding a Mental Health Provider

- **SAMHSA's Behavioral Health Treatment Services Locator**
  SAMHSA's Behavioral Health Treatment Services Locator is a confidential and anonymous source of information for persons seeking treatment facilities in the United States or U.S. Territories for substance use/addiction and/or mental health problems.
  Online at https://findtreatment.samhsa.gov/
- **Centers for Medicare and Medicaid Services' Physician Compare**
  The Centers for Medicare and Medicaid Services Physician Compare tool can be used to find mental health clinicians in your area that accept Medicare.
  Online at https://www.medicare.gov/physiciancompare/
- **National Alliance on Mental Illness Guidance on Finding a Mental Health Provider**
  The most important step in treating a mental health condition sometimes feels like a challenging one: finding a mental health professional. A trustworthy and knowledgeable mental health professional will be a valuable ally. It may take a little time and persistence to locate this ally or assemble a team of allies. Following the guidance below can increase the chance of finding someone whom you feel comfortable working with.
  Online at

https://www.nami.org/Your-Journey/Individuals-with-Mental-Illness/Finding-a-Mental-Health-Professional

Frequently Asked Questions About Maryland's Stay at Home Order

As the COVID-19 crisis escalates in the National Capital Region, Governor Larry Hogan issued a Stay at Home order to protect public health and safety. The order, which took effect on March 30, 2020, states that no Maryland resident should leave their home unless it is for an essential job or for an essential reason, such as obtaining food or medicine, seeking urgent medical attention, or for other necessary purposes.

Where can an individual find the full text of the order?
The full order can be found online at
https://governor.maryland.gov/wp-content/uploads/2020/03/Gatherings-FOURTH-AMENDED-3.30.20.pdf

What are the exceptions to the Stay at Home Order?
All persons living in the state of Maryland are required to stay in their homes or places of residences except:

- To conduct or participate in essential activities
- Staff and owners of essential businesses and organizations may travel between their homes and those businesses and organizations, as well as to and from customers for the purpose of delivering goods and performing services.
- Staff and owners of non-essential businesses may travel between their homes and those non-essential businesses for the purpose of engaging in minimal operations and to and from customers for the purpose of delivering goods.

What are considered essential activities?

- Obtaining necessary supplies or services for one's self, family, household members, pets, or livestock, including, without limitation: groceries, supplies for household consumption or use, supplies and equipment needed to work from home, laundry, and products needed to maintain safety, sanitation, and essential maintenance of the home or residence
- Engaging in activities essential for the health and safety of one's self, family, household members, pets, or livestock, including such things as seeking medical or behavioral health or emergency services, and obtaining medication or medical supplies
- Caring for a family member, friend, pet, or livestock in another household or location, including, without limitation, transporting a family member, friend, pet, or livestock animal for essential health and safety activities, and to obtain necessary supplies and services
- Traveling to and from an educational institution for purposes of receiving meals or instructional materials for distance learning

- Engaging in outdoor exercise activities, such as walking, hiking, running, or biking, but only in compliance with paragraph III in the order and applicable social distancing guidance published by the U.S. Centers for Disease Control and Prevention and the Maryland Department of Health
- Travel required by a law enforcement officer or court order
- Traveling to and from a federal, State, or local government building for a necessary purpose.
- **Additional interpretive guidance on what constitutes an essential activity can be found at the following links:**
    - https://governor.maryland.gov/wp-content/uploads/2020/03/OLC-Interpretive-Guidance-COVID19-07.pdf
    - https://governor.maryland.gov/wp-content/uploads/2020/03/OLC-Interpretive-Guidance-COVID19-08.pdf

What businesses or organizations are considered to be essential?

- The Governor's Office of Legal Council previously introduced interpretive guidance on what qualifies as an essential business or organization during the initial closure of non-essential businesses. That interpretive guidance can be found online at https://governor.maryland.gov/wp-content/uploads/2020/03/OLC-Interpretive-Guidance-COVID19-04.pdf
- The Governor's Office of Legal Council has since provided additional interpretive guidance on what constitutes an essential business which can be found online at
    - https://governor.maryland.gov/wp-content/uploads/2020/03/OLC-Interpretive-Guidance-COVID19-05.pdf
    - https://governor.maryland.gov/wp-content/uploads/2020/03/OLC-Interpretive-Guidance-COVID19-05.pdf

Is there any documentation that employers should provide their employees who will be travelling?
Employers who are permitted to remain open (to any degree) under the Order may wish to provide a letter to employees who must commute to and from work. This will help employees establish their need to travel if challenged. The suggested content for the letter is

- the name and address of the employee
- the name and address of the employer
- the nature of the employee's work
- a brief statement of why the employer remains open for business
- a signature and contact information for the employer.

Governor Hogan also stated that individuals traveling into Maryland from anywhere outside Maryland are required to self-quarantine for 14 days. How does this affect individuals who cross state lines as a part of their daily commute to an essential business?
In connection with the announcement of the Order, Governor Hogan stated that persons traveling into

Maryland from anywhere outside Maryland are required to self-quarantine for 14 days. This is not expected of:

- persons who regularly commute into Maryland from an adjacent state or the District of Columbia, or vice-versa, unless such persons should otherwise self-quarantine under applicable Centers for Disease Control or Maryland Department of Health guidance (for example, because of recent travel to the New York/Tri-State area)
- persons transiting through Maryland who have only minimal contact with Maryland, i.e., only stopping for fuel, food, or other necessary supplies, not making contact with anyone for more than three minutes at a distance of less than six feet

Are non-essential businesses that are closed allowed to have staff or owners on-site?
Yes. Staff and owners may continue to be on-site at Non-Essential Businesses for only the following purposes which are considered to be minimal operations:

- Facilitating remote working (a/k/a/ telework) by other staff
- Maintaining essential property
- Preventing loss of, or damage to property, including without limitation, preventing spoilage of perishable inventory
- Performing essential administrative functions, including without limitation, picking up mail and processing payroll
- Caring for live animals
- In the case of Non-Essential Businesses that are retail establishments, continuing to sell retail products on a delivery basis.
- Additional interpretive guidance on what is considered to constitute minimal operations can be found online at https://governor.maryland.gov/wp-content/uploads/2020/03/OLC-Interpretive-Guidance-COVID19-07.pdf

How does the Stay at Home Order impact clergy and religious services at houses of worship?
The Governor's Office of Legal Council has since provided additional interpretive guidance on what religious services are permissible under the Stay at Home Order online at https://governor.maryland.gov/wp-content/uploads/2020/04/OLC-Interpretive-Guidance-COVID19-09.pdf

Where can an individual find additional interpretive guidance relating to the Stay at Home Order?
Individuals wanting to stay up to date on the Governor's Orders and Interpretive Guidance relating to the COVID-19 pandemic, can find that information online at https://governor.maryland.gov/covid-19-pandemic-orders-and-guidance/