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## **MEMORANDUM**

**TO:** Licensed Child Care Providers

**FROM:** Office of Child and Family Services

**DATE:** September 14, 2020

**SUBJECT:** Coronavirus Relief Fund Reimbursement Application Webinar

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On September 4, 2020, the Department of Health and Human Services (DHHS), Office of Child and Family Services (OCFS) posted the federal Coronavirus Relief Funds (CRF) application to provide licensed child care providers reimbursement for COVID-19 related business expenses that incurred between March 15, 2020 and September 28, 2020.

A power point, providing instructions on how to complete the CRF application, was created and included in the September 4 announcement.

Based on feedback received from providers and others, a webinar has been created to provide additional instruction and guidance on the completion of the CRF application. The webinar is found here:

[https://maine.zoom.us/rec/play/E\\_NOABBLG1rmE\\_WMDgS0Kw8C1fT9XrtxbxJM0oOW2z\\_VAqVgup6fqTcwuA-LOQaCAuRgPIGGBGmDw3XE.5rhWDbPcGIImoOhvL](https://maine.zoom.us/rec/play/E_NOABBLG1rmE_WMDgS0Kw8C1fT9XrtxbxJM0oOW2z_VAqVgup6fqTcwuA-LOQaCAuRgPIGGBGmDw3XE.5rhWDbPcGIImoOhvL)

For questions or more information please contact Katharyn Zwicker at [Katharyn.b.zwicker@maine.gov](mailto:Katharyn.b.zwicker@maine.gov) and please use “CRF Application” on the subject line.