



# Memorandum

To: All Bangor Township Schools Staff  
From: Kurtis Pake, Finance Director  
Jamie Doran, Human Resources Director  
Date: March 19, 2021  
RE: Michigan Department of Treasury Hazard Pay Update

---

This is the second round of the State of Michigan Department of Treasury grant for teachers of GSRP, Head Start, Adult Education, and Young Adult Special Education *who did not receive a grant in the first round*. Those who qualify under the Treasury definitions as teachers may be eligible for up to a \$500 grant from the Treasury. *Qualification* is determined based on an employee's position between April 2, 2020 and June 30, 2020. *Eligibility* is determined based on the certifications the employee provides on [Treasury Form 5741](#). To qualify, employees must both be *qualified* and *eligible*. A list of positions *qualified* as GSRP, Head Start, Adult Education, and Young Adult Special Education Teacher is attached below.

The Department of Treasury specifically excluded Administrators (Supervisors) and support staff. A list of specifically excluded positions is also attached. *If you were qualified and eligible for a grant in the first round (K-12 Teacher and Support Staff), you may not apply for this grant.*

Staff who are *qualified* are receiving this memo and [Treasury Form 5741](#). You must complete this form electronically (fillable PDF) and return it to [goodwinc@bangorschools.org](mailto:goodwinc@bangorschools.org) no later than noon (12:00 pm) on April 9, 2021 to be *eligible*. You must answer the certification questions honestly. Improperly filled out forms will not be returned and will not be submitted to the Department of Treasury. You must honestly certify the appropriate information in Part 1, Part 2, Part 3a, Part 3b, and Part 4. **You must sign the form electronically by typing your name into the Eligible Teacher Signature space in Part 4.**

If you believe you are ineligible for this grant, please disregard this communication and do not fill out Treasury Form 5741.

EDISON ADMINISTRATION BUILDING  
3359 E. Midland Road | Bay City, MI. 48706

PH: 989.684.8121 FAX: 989.684.6000 [www.bangorschools.org](http://www.bangorschools.org)



This is a Treasury grant with no school district discretion as to who qualifies. The payment will come from the Department of Treasury, not the district. The Treasury department did obligate the Bangor Township Schools to communicate, distribute, and collect the employee forms.

- March 19, 2021- Provide Form 5741 for qualified employees
- April 9, 2021- Eligible employees will return form via email to Carol Goodwin in Finance
- April 19, 2021- Finance submits the completed list of eligible employees to Treasury
- June 4, 2021- (Approximate) Treasury will make payment directly to eligible employees

**Qualified Employees:**

- GSRP Lead Teacher
- GSRP Associate Teacher
- Head Start Center-Based Teacher
- Head Start Assistant Teacher
- Early Head Start Center-Based Teacher
- Post-Secondary Special Education Teacher
- Adult Education Teacher

The Department of Treasury has defined “classroom teacher” as a full-time or part-time GSRP, Head Start, adult education and young adult (ages 18-26) special education teachers who provided continuity of learning to students during the 2019-2020 period of school closure that resulted from COVID-19.

Substitute staff are specifically excluded. Administrators and Supervisors are specifically excluded. The Department of Treasury grant program is specific to GSRP, Head Start, Adult Education, and Young Adult Special Education Teachers. All non-teaching positions are specifically excluded.

**EDISON ADMINISTRATION BUILDING**  
3359 E. Midland Road | Bay City, MI. 48706

PH: 989.684.8121 FAX: 989.684.6000 [www.bangorschools.org](http://www.bangorschools.org)



**EDISON ADMINISTRATION BUILDING**  
3359 E. Midland Road | Bay City, MI. 48706

PH: 989.684.8121    FAX: 989.684.6000    [www.bangorschools.org](http://www.bangorschools.org)