



COVID-19 EMPLOYEE PAYROLL CERTIFICATION

Completed form must be submitted to verify payroll eligible for COVID-19 funding.

Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

*Payroll or benefits expenses for employees whose work duties are **not** substantially dedicated to mitigating or responding to the COVID-19 public health emergency are not eligible expenditures.*

Date: 09/28/2020

Employee Name: Zixiang (Michael) Jin

Department Name: Risk Management

Employee Contact Phone/Email: 602-506-5063 michael.jin@maricopa.gov

Supervisor Name: Tim Little

Supervisor Contact Phone/Email: 602-506-7179 timothy.little@maricopa.gov

Payroll Period Begin Date: 07/01/2020 Payroll Period End Date: 08/31/2020

Payroll Cost Attributed to COVID-19 Crisis: \$ 12,251.63

Activity/Service Description	Hours	Activity/Service Description	Hours
Contact Tracing	<input type="checkbox"/>	Administration	<input type="checkbox"/>
Testing	<input type="checkbox"/>	Communication	<input type="checkbox"/>
Mitigation	<input type="checkbox"/>	Other (describe):	<input type="checkbox"/>
Homelessness Response	<input type="checkbox"/>		

Employee Certification:

I, Zixiang (Michael) Jin, certify that all work performed and charged on this form were substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

Employee signature: [Signature]

Date: 9/29/2020

Supervisor Certification:

I, Tim Little, certify that all work performed and charged on this form were substantially dedicated to mitigating or responding to the COVID-19 public health emergency. As the above named employee's supervisor, I have reviewed the employee's timecard and/or accounting transactions related to the payroll costs charged to the COVID-19 public health emergency and certify that the work performed meets the criteria of COVID-19 funding.

Supervisor signature: [Signature]

Date: [Date]