

# GSRP Staff COVID-19 Hazard Pay

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The Michigan Department of Treasury recently released details regarding the process for GSRP staff to access the one-time hazard pay included in [Public Act 257 of 2020 Sec. 533](#). This act calls for a one-time payment up to \$500.00 to be paid out to eligible staff to recognize the additional time spent outside of normal working hours, hazardous working conditions, or additional costs incurred as a result of the school closure in the spring of 2020. For more information on eligibility, Michigan Treasury has compiled a list of [GSRP COVID-19 Grant FAQs](#).

Teachers and Associate Teachers will need to meet the following eligibility requirements:

1. Prior to the issuance of [executive order 2020-35](#) on April 2 2020, at least 75% of their standard instructional workload was in a brick and mortar classroom in the district.
2. After issuance of [executive order 2020-35](#), the teacher/associate teacher developed tools and methods to deliver distance learning, take-home packets, or other methods described in the District's continuity of learning plan.
3. The teacher/associate teacher certifies to the District, via the [Form 5741](#), that he/she worked additional time spent outside of normal working hours, experienced hazardous conditions, or incurred additional costs related to ensuring students could effectively participate in the District's continuity of learning plan.

*If employed in a part-time capacity, the hazard pay will be prorated to meet their portion fulfilled.*

Timeline:

- March 3, 2021 – District e-mailed eligible individuals. If you do not receive an e-mail and believe you are eligible, please contact Dianne Webster at 269-624-7906 or [dwebster@lawtoncs.org](mailto:dwebster@lawtoncs.org)
- March 19 – April 9, 2021 - [Form 5741](#) is available to eligible staff via this website.
- April 9, 2021 – Deadline to appeal eligibility and completed [Form 5741](#) is due back to the Business Office via email at [dwebster@lawtoncs.org](mailto:dwebster@lawtoncs.org), interoffice mail, or USPS to:

Lawton Community Schools  
Attn: Dianne Webster  
101 Primary Way  
Lawton, MI 49065

*Form must be received by April 9, 2021. Incomplete forms will not be processed.*

- April 9 – April 19, 2021 – District review Form 5741 for processing to Treasury.
- June 4, 2021 - The Michigan Department of Treasury estimates mailing checks on or about June 4, 2021 to the address of residency provided via the Form 5741.

Please contact Dianne Webster at 269-624-7906 with any questions.