April 15, 2020

Hi Everyone,

We have good news!!! We have been granted government relief in the form of a Small Business Administration loan that will cover our full payroll costs for eight weeks! Not only will these dollars cover our payroll expenses, but they will also provide support for others such as rent and utilities during this same period of time. This loan is forgivable, meaning UCP does not have to repay these dollars.

This relief benefits both you and the Agency as a whole. We are thrilled that no one faces being furloughed or the challenge of applying for unemployment benefits during this time, as we have heard of significant frustration and problems with unemployment applications. This financial relief allows for the continuation of both the OakLeaf and LeafBridge programming offered today AND the potential to expand upon those services. We could not ask for more – retention and full pay of our exceptional staff and continuing our mission to empower children and adults with disabilities to advance their independence, productivity and inclusion in the community!

This also give us the opportunity to prepare for what is to come with the assistance of all employees (those currently working AND those not working in their regular capacity). Many of you have continued to work throughout these past several weeks, doing more than usual and doing things very differently. This has resulted in the Agency continuing to bring in a portion of typical revenue. We appreciate your perseverance and your commitment to the Agency and those you serve. We ask that all staff be available, flexible and open to taking on tasks that may not be the same as you are used to. Your willingness to work together as a team will place the Agency in the best possible position in the future. As the saying goes, "All hands on deck!"

We will be in touch soon with updated information related to benefits, including a plan to hold enrollment in the next few weeks. We hope today's note finds each of you and your loved ones healthy. Please remain in touch. As always, feel free to reach out to your supervisor, Beth (216-534-9960) or me (440-454-1363) with any questions, concerns or comments.

Have a great evening!

**Trish and Leadership Team**