

U.S. DEPARTMENT OF THE TREASURY

Treasury Submission Portal

<https://portal.treasury.gov/cares/s/slt>



Treasury Submission Portal Walkthrough

Treasury is leveraging ID.me for secure digital identity verification.

All personally identifiable information provided to ID.me is encrypted and disclosed only with the express consent of the user.

Account creation on the first visit only, and takes approximately 15 minutes.

For support: <https://help.id.me>



Sign in to ID.me

New to ID.me?
[Create an ID.me account](#)

Email

Password

[Sign in to ID.me](#)

[Forgot password](#)

Treasury Submission Portal Walkthrough

Once in the Portal, select “Go to your Submission” at the bottom of the screen.



Introduction

Submissions

Compliance Reports

Welcome to the Treasury Programs supporting State, Territory, Tribal, and Local Government as part of the 2021 American Rescue Plan.

State and Local Fiscal Recovery Funds (SLFRF)

\$350 billion available for state, territory, Tribal, and local governments to support the public health response and lay the foundation for a strong and equitable economic recovery.

Emergency Rental Assistance (ERA)

\$21.6 billion available for state, territory, and local governments to assist households that are unable to pay rent and utilities.

Homeowner Assistance Fund (HAF)

Nearly \$10 billion available for state, territory, and Tribal governments to provide relief for our country's most vulnerable homeowners.

Capital Projects Fund (CPF)

\$10 billion available for state, territory, freely associated state, and Tribal governments for capital projects designed to jointly and directly enable work, education, and health monitoring, which includes the provision and improvement of broadband infrastructure where it is lacking.

Submission Process

Depending on if you are a state, territory, local, or Tribal government, you will be eligible for different programs.

You now have a login and 24/7 access to this portal. You have two options while working on the submission/s – save your progress or submit the submission. If you save, you can return and edit information as needed. To resume working on a draft submission, click on “Submissions” using the navigation to the left of the page. This will bring you to your list of submissions, click “Edit” Button to continue working. Once you submit and certify the agreement, you cannot edit your information for that particular program without reaching out to Treasury to re-open the case and edit.

Ready to get started? Click “Go To Your Submissions” below.

[Go To Your Submissions](#)

On the following screen, you will see all the submissions for your entity. Please note that at this time, you are submitting for your entity's second tranche payment under SLFRF.



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On the Submissions page is a listing of all pending and completed submissions for your entity.

Click “Second Tranche” next to the SLT submission to enter your information for the Coronavirus State and Local Fiscal Recovery Funds.



Treasury COVID-19 Relief Hub



State, Local and
Tribal Support

Welcome

Introduction

Submissions

Compliance Reports

My Submissions

Submissions

Start a Submission

Upload Reallocation Documents

	Submission ID	Submission Type	Recipient Name	Status	Edit/View	More Actions	Download
1	SLT-10339	SLT	Gary Goco (Regression) - Test State	Submitted		Second Tranche	
2	SLT-0527	SLT	Caddo Parish	Submitted		Second Tranche	
3	SLT-0528	SLT	City of Albuquerque	Submitted		Second Tranche	



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State, Local &
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Second Tranche

Instructions

Second Tranche Form

Certification

> Record Details

Welcome to the Treasury Submission Portal for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF)

Instructions

On the second tranche form tab, you will be prompted to verify and update information about the entity for which you are creating a submission, including:

Entity Information - Name, Entity Taxpayer Identification Number (EIN) and UEI

- *Review and confirm the imported information is still valid for the entity.*

Authorized Representative Name & Contact Information

- *An Authorized Representative is an individual with legal authority to bind the government entity (e.g., the Chief Executive Officer of the government entity).*

Contact Person Name & Contact Information

- *The contact person will receive emails confirming your submission has been received, alerts of any issues with the submission that need resolution, notification of submission approval, and any other action required on behalf of your entity.*

Financial Institution Information – Routing and Account number

- *All entities must submit an ACH routing transit number.*
- *Entities with a Wire routing transit number are asked to submit that information in addition to the ACH routing transit number.*

For States receiving a second tranche allocation

When the information is updated and complete, proceed to the certification tab to have the second tranche certification emailed to your Authorized Representative for signature.

After reviewing the User Instructions, select the “Second Tranche Form” tab to proceed.



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Status

Draft

Submission ID

SLT-10339

Submission Type

SLFRF

Second Tranche Form

If you have questions about the Treasury submission portal or for technical support, please email covidreliefsupport@treasury.gov. If you have general questions about the Coronavirus State and Local Fiscal Recovery Funds, please email SLFRF@treasury.gov or call 844-529-9527

Users must click confirm before proceeding to certification

Recipient

Recipient Name

Gary Goco (Regression) - Test S

Taxpayer ID Number (9 Digits)

137304401

UEI Number (12 Digits)

238fhsg8jy71

Street Address

123 Test Lane

City

Fairfax

State/Territory

AK

Postal Code +4 (xxxxx-xxxx)

66612

Authorized Representative for the Government Entity

First Name

Franco

Last Name

Costa

Title

Tester

Phone

3921894323

Email

franco.costa@creativesyscon.com

Verify your recipient information is correct. It will already be prepopulated from your first tranche submission.



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Designated Roles will also be pulled from the first tranche submission but any changes to these can be made at this time:

The Contact Person will receive emails regarding the submission – including any questions that occur during payment verification.

The Authorized Representative (an individual with legal authority to bind the government entity) must sign the award terms.

Authorized Representative for the Government Entity

First Name	Last Name	Title
<input type="text" value="Franco"/>	<input type="text" value="Costa"/>	<input type="text" value="Tester"/>
Phone	Email	
<input type="text" value="3921894323"/>	<input type="text" value="franco.costa@creativesyscon.co"/>	

Contact Person

First Name	Last Name	Title
<input type="text" value="Mike"/>	<input type="text" value="Jones"/>	<input type="text" value="Co Tester"/>
Phone	Email	
<input type="text" value="4324904343"/>	<input type="text" value="mike.jones@test.com"/>	

Recipient Type

Type of recipient (choose one):

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You may also update your Financial Institution information if needed for your deposit.

When complete click the blue “Confirm” to check entries for errors.

Once any errors are resolved, it will ask if you would like to submit your record.

Financial Institution Information

Routing Transit Number (ACH) <input type="text" value="XXXXXX6788"/>	Confirm Routing Transit Number (ACH) <input type="text" value="XXXXXX6788"/>
Routing Transit Number (Wire) (Optional) <input type="text" value="XXXXXX6788"/>	Confirm Routing Transit Number (Wire) <input type="text" value="XXXXXX6788"/>
Recipient's Account Number <input type="text" value="XXXXXX6789"/>	Confirm Recipient's Account Number <input type="text" value="XXXXXX6789"/>
Financial Institution Name <input type="text" value="U.S. Bank N.A."/>	
Financial Institution Address <input type="text" value="719 South Kansas Ave; Topeka, KS 66603"/>	Financial Institution Telephone Number <input type="text" value="785-276-6300"/>

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Confirm

Next



Please confirm all of your information. Would you like to submit your record?

No Yes



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Certification

Certification Not Required. Once Information is Confirmed, The submission will now enter payee verification and the designated point of contact will receive an email if any further corrections are needed as well as when payment is scheduled.

PAPERWORK REDUCTION ACT NOTICE The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is thirty minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

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For Local Governments: Second Tranche payments remain subject to the Award Terms and Conditions previously accepted by the recipient in connection with the first tranche payment and the Authorized Representative will not need to resign the Award Terms and Conditions to receive second tranche payment.



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Certification

The designated Authorized Representative must sign the form.

In order to receive the amount withheld, the State or Territory must submit to the Secretary at least 30 days prior to the date referenced in paragraph (a) the following information: (1) A certification, in the form provided by the Secretary, that such State or Territory requires the payment to carry out the activities specified in section 602(c) of the Social Security Act and will use the payment in compliance with section 602(c) of the Social Security Act; and, (2) Any reports required to be filed by that date pursuant to this subpart that have not yet been filed.

DocuSign Email has been sent to the Authorized Representative

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For State Governments: The Award Terms for second tranche will be sent to the Authorized Representative to start the DocuSign process. Once complete, the status of your submission will change from “Awaiting Signature” to “Submitted”. The Point of Contact for your entity may check the status of the submission at any time during the process.



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Note the submission status changes to “Submitted” and will now enter the verification process.



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Second Tranche

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Status
Submitted

Submission ID
SLT-0528

Submission Type
SLFRF

Certification

Certification not required. Your submission is complete and will now enter payee verification. The designated point of contact will receive an email if any further corrections are needed. Payment will be scheduled no earlier than 12 months after the first tranche payment was made.

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The verification process takes approximately four business days. If any errors are identified, the designated point of contact for the government will be contacted via email to correct the information before the payment can proceed. Once verification is complete, the designated point of contact of the eligible government will receive an email notifying them that their submission has been verified.

Payments are generally scheduled for the next business day after this verification email, though funds may not be available immediately due to processing time of their financial institution.

