

# U.S. DEPARTMENT OF THE TREASURY

**Coronavirus Capital Projects Fund**

## **Grant Plan Preparation and Best Practices**



# About This Webinar

The U.S. Department of the Treasury is providing this webinar and other resources for informational purposes.

The descriptions provided in this document are non-exhaustive, do not describe all terms and conditions associated with the use of Coronavirus Capital Projects Fund (Capital Projects Fund), and do not describe all of the eligible and ineligible uses that may apply to this funding.

Any Capital Projects Fund funding received will be subject to the terms and conditions of the agreement entered into by Treasury and the respective recipients, as is outlined by the guidance.

# Agenda

**SECTION 1:** Welcoming Remarks

**SECTION 2:** Overview

**SECTION 3:** Use of Funds -- Recap

**SECTION 4:** Completing Grant & Program Plans

**SECTION 5:** Payment Requests

**SECTION 6:** Q&A

## **SECTION 1: Welcoming Remarks**

## SECTION 2: Overview

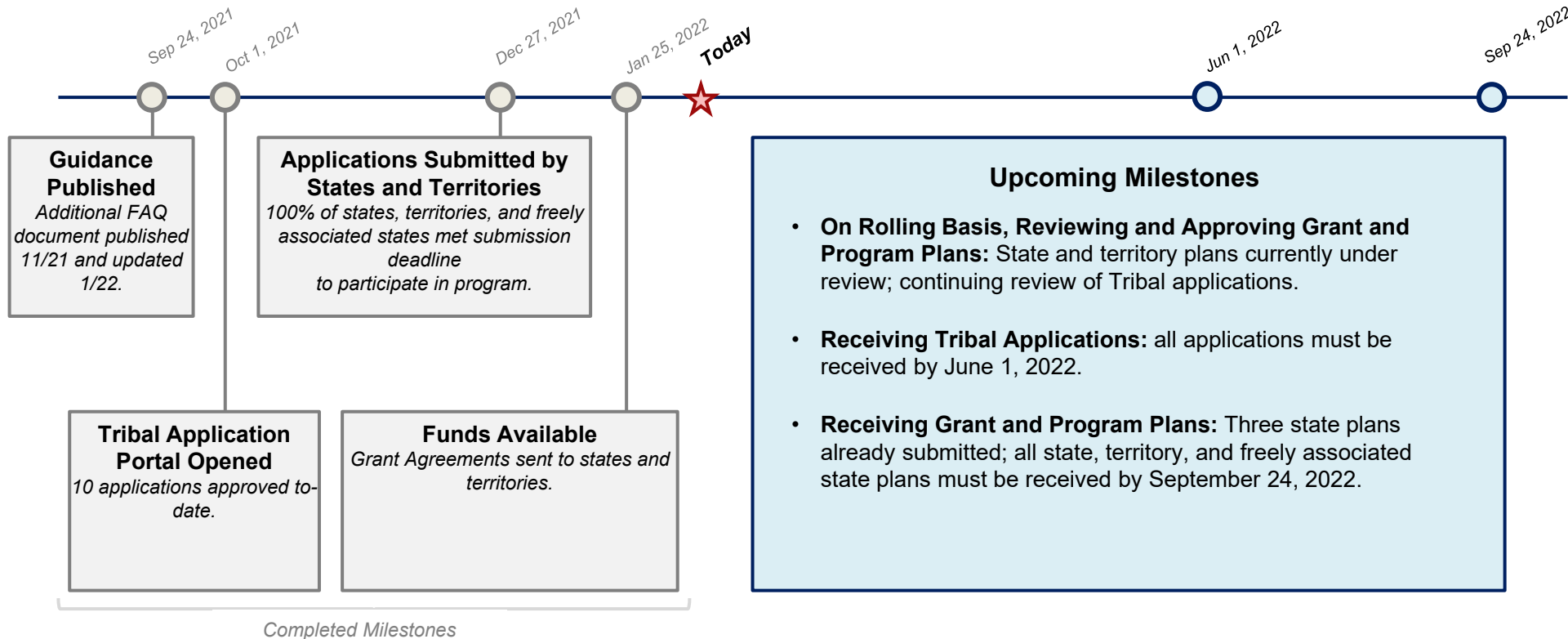
# Capital Projects Fund Overview

**Statutory Language:** “\$10,000,000,000...for making payments to States, territories, and Tribal governments to carry out critical capital projects directly enabling work, education, and health monitoring, including remote options, in response to the public health emergency with respect to the Coronavirus Disease (COVID-19)”

## The Capital Projects Fund aims to:

- Directly **support recovery from the COVID-19 public health emergency** by strengthening and improving infrastructure necessary for participation in work, education, and health monitoring that will last beyond the pandemic.
- Enable investments in capital assets designed to **address inequities in access to critical services**.
- Contribute to the Administration’s goal to **provide every American with the modern infrastructure** necessary to access critical services, including a high-quality and affordable broadband internet connection.

# The CPF team is now reviewing and approving proposed uses of funds from all eligible applicants



## **SECTION 3: Use of Funds - Recap**



# Use of Funds

The Capital Projects Fund authorizes funding for projects that meet the following criteria:

1. Invest in capital assets designed to directly enable work, education, and health monitoring.
2. Be designed to address a critical need that resulted from or was made apparent or exacerbated by the COVID-19 public health emergency.
3. Be designed to address a critical need of the community to be served by it.

A key priority of the program is investments in **broadband infrastructure and digital connectivity**, but recipients have flexibility in selecting how they would like to deploy Capital Projects Fund grant funding to address critical needs identified within their communities.



**Broadband  
Infrastructure Projects**



**Digital Connectivity  
Technology Projects**



**Multi-Purpose  
Community Facility  
Projects**



**Case-by-Case  
Reviews**

# Use of Funds

## Program Funds need to focus on key requirements and encouragements:

- Investments in broadband infrastructure and digital connectivity devices – getting people connected!
- Future-proof: Design build standards for broadband infrastructure programs MUST be 100:100 Mbps symmetrical unless impracticable; Fiber is encouraged.
  - If impracticable then build 100:20 Mbps scalable to 100:100 symmetrical..
- Affordability: Subrecipients MUST participate in ACP.
  - Subrecipients providing broadband services should provide a low-cost option so that families in need can afford the service.
- A menu of options: encourage prioritization of broadband networks owned, operated by or affiliated with local governments, non-profits, and co-operatives.
- Community consultation, engagement and feedback – include information and/or data on how the funds will address critical needs of the communities to be served.

**All Grant Plans and Program Plans must be submitted no later than  
September 24, 2022.**

## **SECTION 4: Grant Plan & Program Plans**

# Grant Plan Overview

States, territories, and freely associated states must complete a Grant Plan.

- A **Grant Plan** provides an overview of the anticipated use(s) for funds and the amount per category.
- Grant Plans require the following:
  - **Executive summary**
  - **Allocation Table**
  - **Program Plan(s)**
- Funds will be made available on a rolling basis as Grant Plans and Program Plans approved.
- Recipients are permitted to submit additional documents to respond to questions.
- CPF Recipients are responsible for ensuring **all identification numbers provided are active** throughout the entire CPF grant performance period
- Treasury reserves the right to publicly share information from a Recipient's CPF Grant Application, Grant Plan, and Program Plan(s).

**All Grant Plans and Program Plans must be submitted no later than  
September 24, 2022.**

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## State, Local and Tribal Support

Welcome

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.

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	CPF-0000057	CPF	North Dakota	Application Submitted		<a href="#">View/Request Payment(s)</a>	

### HAF Plan Submissions

You have no HAF Plan Submissions



### CPF Grant/Program Plans

*Unallocated Program Administrative Costs:* **\$700,000,500.00**

Plan ID	Program Title	Project Costs	Status	Edit/View	More Actions	Downlo...
CPF_GP-000200			Not Submitted	<a href="#">Grant Plan</a>	<a href="#">Create Additional Program Plan</a>	



## My Submissions

### Submissions

[Start a Submission](#)[Upload Reallocation Documents](#)

	Submission ID	Submission Type	Recipient Name	Status	Edit/View	More Actions	Download
1	CPF-0000057	CPF	North Dakota	Application Submitted		<a href="#">View/Request Payment(s)</a>	

### HAF Plan Submissions

You have no HAF Plan Submissions

### CPF Grant/Program Plans

Unallocated Program Administrative Costs: **\$700,000,500.00**

Plan ID	Program Title	Project Costs	Status	Edit/View	More Actions	Downlo...
CPF_GP-000200			Not Submitted	<a href="#">Grant Plan</a>	<a href="#">Create Additional Program Plan</a>	



## CPF Grant Plan

Welcome to the U.S. Department of the Treasury's (Treasury) submission portal for the Coronavirus Capital Projects Fund (CPF) Grant Plan. This portal is only for States, territories and freely associated states. Recipients must submit Grant Plans by September 24, 2022, providing information on the Recipient's intended uses of CPF funds. Treasury may publicly share information contained in the Grant Plan.

Recipients should refer to the "Guidance for the Coronavirus Capital Projects Fund for States, Territories and Freely Associated States" (Guidance) when completing a Grant Plan. Defined terms used in this portal that are not defined in it shall have the meanings ascribed to them in the Guidance.

The Grant Plan is organized in the following categories:

- Executive Summary
- Allocation Table
- Program Plan(s)
  - Program Questionnaire
  - Program Summary
  - Program Budget
  - Pre-Award Cost Annex (As Applicable)

Each Program Plan is intended to provide more detailed information on a particular type of Capital Project(s) the Recipient intends to undertake and constitutes an Eligible Applicant's request for funding for those types of Capital Projects. For example, as part of a Grant Plan to fund broadband deployment throughout the State a Recipient may submit a Program Plan that will provide detailed information about its deployment plan for some of the counties in the State. Later, it could file another Program Plan detailing its deployment plan for other counties in the State. Or the State could submit a Program Plan to fund a digital connectivity technologies program.

Recipients may submit additional Program Plans on a rolling basis so that Recipients can seek funding for a particular type of Capital Project (or Projects) when the Recipient is ready. All Program Plans must be submitted by September 24, 2022. Treasury will review and approve each Program Plan separately and will provide access to funds for each Program Plan when approved. For example, a Recipient with two Program Plans may submit, receive Treasury approval, and have access to funds for one Program Plan in December 2021, and then submit, receive Treasury approval, and have access to funds for the second Program Plan in March 2022.

For further clarification and examples for questions asked below, please review the FAQ document on the [Capital Projects Fund website](#). Terms carry the meaning defined in the [CPF guidance](#).

## Executive Summary

Provide an Executive Summary not to exceed two pages. At a minimum, the Executive Summary should include a paragraph for each of the following:

- A brief description of the objectives(s) intended to be achieved with the CPF grant funds, and the Programs expected to be funded. This may be used by Treasury to publicly describe the grant.
- A narrative explaining the Recipient's rationale for allocating funds as proposed with its Allocation Table, and how the specific Programs were identified in pursuit of the stated policy purpose(s).
- A description of the Recipient's approach for identifying critical needs and the communities to be served by the capital assets, addressing the following questions:
  - What processes did you undertake and factors did you consider in identifying critical needs?
  - How has community engagement and public participation informed the Recipient's approach for spending CPF grant funds and planning for implementation and operation of capital assets?
  - How was equity considered in the selection of programs and the distribution of funds?

Treasury will consider any additional relevant information that the Recipient wishes to submit.

File Upload for Executive Summary

\*Upload Required Doc(s)

[Upload Files](#) Or drop files

<input type="checkbox"/> Title	<input type="checkbox"/> Upload Date	<input type="checkbox"/> View Uploaded File
<input type="checkbox"/> Test	Feb 7, 2022	<a href="#">View Uploaded File</a>

I, the undersigned, on behalf of the Recipient, certify that all of the information provided in this Grant Plan is true, complete and correct after reasonable inquiry of people, systems and other information available to the Recipient.

-Please enter the full name of the person submitting this CPF Grant Plan for Treasury's review:

Test

[Submit Grant Plan](#)

**WARNING:** Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil penalties (18 U.S.C. §§ 287, 1001; 31 U.S.C. §§ 3729, 3802). Treasury may refer any allegations of fraud, waste, or abuse in connection with CPF to the Treasury Inspector General.

# CPF Grant Plan Best Practices

## Executive Summary

### The Executive Summary:

- Should be uploaded as a **PDF** (if possible)
- Should **not exceed two pages** in length
- Should **include a paragraph for each of the following**:
  - The objective(s)
  - Narrative explaining a recipient's Allocation Table
  - Description of how the recipient identified communities of critical need, addressing the following questions:
    - What process(es) did you undertake, and factors did you consider in identifying critical needs?
    - How has community engagement and public participation informed the Recipient's approach to investing CPF grant funds?
    - How was equity considered in the selection of programs and the distribution of funds?

# CPF Program Note on Cost Categorization

## Program Administrative Costs

- Costs associated with administering the grant award or programs
- Examples include:
  - Assembling grant plans and associated activities such as planning use of funds and community engagement
  - Developing and implementing subaward monitoring plans, internal controls, and grant compliance regimes

## Project Costs

- Costs associated with carrying out individual projects
- Examples include:
  - Planning, design, and engineering assessment for a given project
  - Construction services and materials

Cost categorization should remain consistent through the implementation of the grant.  
A given cost cannot be both a project cost and a program administrative cost.

**Program Administrative Funds**

Total Program Administrative Funds:  
\$10,156,621.45

Additional Administrative Funds Requested:

☒ Approved Program Administrative Funds:  
\$10,000,000.00

☒ Program Administrative Funds Requested to Date:  
\$10,000,000.00

☐ Request Additional Administrative Funds

☐ Approve Additional Admin Funds



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	CPF-0000057	CPF	North Dakota	Application Submitted		<a href="#">View/Request Payment(s)</a>	

### HAF Plan Submissions

You have no HAF Plan Submissions

### CPF Grant/Program Plans

Unallocated Program Administrative Costs: **\$700,000,500.00**

Plan ID	Program Title	Project Costs	Status	Edit/View	More Actions	Downlo...
			Need Program Plan	<a href="#">Grant Plan</a>	<a href="#">Create Additional Program Plan</a>	

**SECTION 1 - User Instructions**

SECTION 2 - Allocation Table

SECTION 3 - Use Code Files

SECTION 4 - Certification

**SECTION 1 - User Instructions**

After completing this form, please click the [Check for Errors and Submit Program Plan](#) button to submit the form to the Treasury for review.

Recipients will have an opportunity to revise and resubmit portions of their Program Plan(s) that Treasury determines do not meet the criteria set out in the Capital Projects Fund guidance or that require additional information for approval. Treasury staff may reach out to the recipient's designated point of contact with any questions or clarifications as they review the submitted plans.

For further clarification, please review the [Frequently Asked Questions](#) document on the [Capital Projects Fund website](#). Terms carry the meaning defined in the [CPF guidance](#).

[Next](#)

## SECTION 2 - Allocation Table

As described in the CPF guidance, recipients may use grant funds for one or more types of eligible projects, which are listed by use type in the table below. Select only one eligible use type for each Program Plan that is submitted. For example, a recipient using funds for both Broadband Infrastructure and Multi-Purpose Community Facilities will submit one Program Plan for each eligible use type.

Each Program Plan must align with one of the following eligible use types, though a recipient may submit more than one Program Plan per eligible use type. For example, a recipient using the funds for two different programs related to Broadband Infrastructure will submit two separate Program Plans.

Program Uses Table

Use Code	Use Type
Presumptively Eligible Projects	
1A	Broadband Infrastructure Projects
1B	Digital Connectivity Technology Projects
1C	Multi-Purpose Community Facilities
Alternative Uses (Require Case-by-Case Treasury Evaluation)	
2	Other

Each Program should be included in the Allocation Table. The Allocation Table will be automatically generated and/or updated with the information provided on this tab (Tab 2 - Allocation Table) whenever Program Plans are created and/or modified; the prompts below will allow data to be entered that will generate and/or update the Allocation Table. Treasury may share the Allocation Table with the public by, for example, posting it on its website.

Recipients are required to submit additional details for each Program which will be collected on the next tab (Tab 3 - Use Code Files).

Grant Amount  
\$240,000.00

Program ID  
B

\* Program Title - a short but descriptive identifier for the proposed Program. If it is an established program, use the actual program name.

\* Use Code - "Use Code" - Select the correct Program use, as identified in the Program Uses Table, above. Uses are described in detail in the Guidance.

\* Proposed Start Date

\* Project Costs



\* Estimated Substantial Completion Date

\* Program Description

\* Program Objectives

Save Information

Next

Plan ID	Program Title	Project Costs	Status	Edit/View	More Actions	Downlo...
			Complete	Grant Plan	Create Additional Program Plan	
CPF_GP-000180	Broadband	\$10,000.00	Submitted	Program Plan		
CPF_GP-000181	Digital Connectivity Technology Projects	\$1,000.00	Submitted	Program Plan		
CPF_GP-000182	Multi-Purpose Community Facilities	\$50,000.00	Submitted	Program Plan		



1. ID	2. Program Title	3. Use of Code (see instructions)	4. Project Cost	5. Proposed Start Date	6. Estimated Substantial Completion Date	7a. Program Description	7b. Program Objectives	8. Program Status
A	Broadband	1A	\$10,000.00	1/12/2022	2/2/2022	Explanation of proposed program description	Explanation of proposed program objectives	Submitted
B	Digital Connectivity Technology Projects	1B	\$1,000.00	1/11/2022	2/4/2022	Program Description	Program Objectives	Submitted
C	Multi-Purpose Community Facilities	1C	\$50,000.00	2/1/2022	2/5/2022	Program Description	Program Objectives	Submitted
<b>Total Program Administrative Costs:</b> \$1,012,428.00  <b>Total Budget for All Projects:</b> \$1,073,428.00								



SECTION 1 - User  
Instructions

SECTION 2 - Allocation  
Table

**SECTION 3 - Use Code  
Files**

SECTION 4 -  
Certification

## SECTION 3 - Use Code Files

The following templates for each use type must be completed as part of the Program Plan submission. Each Use Code file includes a Program Plan questionnaire, a Program Narrative template, and a Program Budget template. The Use Code selected on the previous page (Tab 2 – Allocation Table) corresponds with the template that needs to be completed and uploaded before submitting the Program Plan. Please download the relevant Use Code file listed below, complete the file, and then upload it using the files upload section on this tab (Tab 3 – Use Code Files). Individual project-level details are not expected or necessary in the Program Plans.

Use Code selected in Tab 2:

Click Link below to Download relevant Use Code template:

[Use Code 1A - Broadband Infrastructure Projects](#)  
[Use Code 1B - Digital Connectivity Technology Projects](#)  
[Use Code 1C - Multi-Purpose Community Facilities](#)  
[Use Code 2 - Other \(Case-by-Case\)](#)

Treasury will consider any additional relevant information that the recipient wishes to submit.

**\* Upload Required Doc(s)**

[Upload Files](#) Or drop files

<input type="checkbox"/> Title	▼	Upload Date	▼	View Uploaded File
<input type="checkbox"/> Test		Feb 1, 2022		<a href="#">View Uploaded File</a>

[Save Information](#)

[Next](#)

## Use Code 1A - Broadband Infrastructure Projects

### Use Code 1A Questionnaire

---

Program ID (from Allocation Table):

Program Title:

How will the Recipient implement the Program? (picklist below)

Will the Program deliver speeds of 100/100 or higher? yes ☐ no ☐

- If no, will this program deliver speeds of 100/20 and be scalable to speeds of 100/100?

yes ☐ no ☐

- If no, this program is not eligible under this use code.

- If no, describe the conditions that make the speed standards of 100/100 impracticable to implement.

Is the program designed to deliver service to households lacking access to wireline service at speeds of 100/20? yes ☐ no ☐

Will the Recipient ensure that the service provider for a completed Capital Projects Fund-funded Broadband Infrastructure Project participates in federal programs that provide low-income consumers with subsidies on broadband internet access services as required in the Guidance, including ensuring that completed service offerings funded by the Capital Projects Fund allow subscribers in the service area to utilize the Federal Communications Commission's (FCC) Emergency Broadband Benefit (EBB) program as well as other program(s) that Treasury identifies that service providers must participate in in accordance with the Guidance? yes ☐ no ☐

Will CPF grant funds for this Program be used to cover costs incurred after March 15, 2021, but prior to execution of the Grant Agreement? yes ☐ no ☐

- If yes, you must provide the information requested under the Pre-Award Cost Annex.

---

### Program Narrative

#### Program Summary

*In a separate document, provide responses for each of the following prompts and questions. Please clearly indicate which responses correspond with each prompt and question.*

### Use Code 1B - Digital Connectivity Technology Projects

#### Use Code 1B Questionnaire

---

Program ID (from Allocation Table):

Program Title:

How will the Recipient implement the Program? (picklist below)

Will the devices be used to connect to broadband internet? yes ☐ no ☐

- If no, this program is not eligible under this use code.

Has affordability been identified as a barrier to access to the internet? yes ☐ no ☐

- If no, this program is not eligible under this use code.

Will funds be used solely to purchase devices deemed eligible by the Guidance (e.g., laptops, tablets, desktop personal computers, and equipment and devices necessary for public wi-fi infrastructure development)? yes ☐ no ☐

- If no, this program is not eligible under this use code.

Will ownership of the assets be maintained by the Recipient or a subrecipient? yes ☐ no ☐

- If no, this program is not eligible under this use code.

Will CPF grant funds for this program be used to cover costs incurred after March 15, 2021, but prior to execution of the Grant Agreement? yes ☐ no ☐

- If yes, you must provide the information requested under the Pre-Award Cost Annex.

---

#### Program Narrative

#### Program Summary

*In a separate document, provide responses for each of the following prompts and questions. Please clearly indicate which responses correspond with each prompt and question.*

Use Code 1C - Multi-Purpose Community Facility Projects  
Use Code 1C Questionnaire

---

Program ID (from Allocation Table):

Program Title:

How will the Recipient implement the Program? (picklist below)

Does the Recipient represent and commit that the Capital Projects will provide services or activities that directly enable work, education, and health monitoring for at least five years from the completion of the Project? yes ☐ no ☐

Will CPF grant funds for this program be used to cover costs incurred after March 15, 2021, but prior to execution of the Grant Agreement? yes ☐ no ☐

- If yes, you must provide the information requested under the Pre-Award Cost Annex.

---

**Program Narrative**  
**Program Summary**

*In a separate document, provide responses for each of the following prompts and questions. Please clearly indicate which responses correspond with each prompt and question.*

Provide a description of the program (approximately 2 – 3 pages), including the Program objectives, target capital assets, and the program's history, if applicable. This should also describe the Recipient's approach for carrying out the Program, including the Program's project eligibility and selection criteria, as well as its application process, as appropriate

Describe the Program timeline and list Program milestones to be achieved each year.

List the Program Website, guidance documents, or rules, if applicable. Provide links or attachments if available.

## Use Code 2 - Other (Case-by-Case)

### Use Code 2 Questionnaire

---

Program ID (from Allocation Table):

Program Title:

How will the Recipient implement the Program?  (picklist below)

Will CPF grant funds for this program be used to cover costs incurred after March 15, 2021, but prior to execution of the Grant Agreement? yes ☐ no ☐

- If yes, you must provide the information requested under the Pre-Award Cost Annex.

---

### Program Narrative

#### **Program Summary**

*In a separate document, provide responses for each of the following prompts and questions. Please clearly indicate which responses correspond with each prompt and question.*

Provide a description of the Program (approximately 2 – 3 pages), including the Program objectives, target capital assets, and the program's history, if applicable. This should also describe the Recipient's approach for carrying out the Program, including the Program's project eligibility and selection criteria, as well as its application process, as appropriate.

Describe the Program timeline and list Program milestones to be achieved each year.

List the Program Website, guidance documents, or rules, if applicable. Provide links or attachments if available.

#### **Eligibility**

How will the program directly enable work, as defined in the Guidance?



SECTION 1 - User  
Instructions

SECTION 2 - Allocation  
Table

SECTION 3 - Use Code  
Files

SECTION 4 -  
Certification

## SECTION 4 - Certification

I, the undersigned, on behalf of the Recipient, certify that all of the information provided in this Grant Plan is true, complete and correct after reasonable inquiry of people, systems and other information available to the Recipient.

\* Please enter the full name of the person submitting this CPF Program Plan for Treasury's review:

Check for Errors and Submit Program Plan

**WARNING:** Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil penalties (18 U.S.C. §§ 287, 1001; 31 U.S.C. §§ 3729, 3802). Treasury may refer any allegations of fraud, waste, or abuse in connection with CPF to the Treasury Inspector General.

SAVE

# CPF Grant Plan Best Practices

## Program Plan(s) Summary

### Program Plans

- Program Plans do **not** have to be submitted all at once
- Recipients should submit separate Program Plans for distinct Programs falling under the same Use Code
- Recipients will have an **opportunity to revise and resubmit** portions of their Program Plan(s)
  - Recipients should contact their Treasury POC to begin the Program Plan revision process
  - All changes to Program Plans should be made in a timely manner
- If CPF grant funds cover costs incurred after March 15, 2021, **and** prior to the execution of the Grant Agreement, you must submit a **Pre-Award Cost Annex**
  - The Pre-Award Cost Annex can be found at the end of each Use Code Questionnaire
  - Recipients are required to upload the completed Pre-Award Cost Annex as an attachment to the related Program Plan



## **SECTION 5: Payment Requests**

# Steps to Access Funds

## 1 Sign a Grant Agreement

- Once countersigned, the final agreement is available for download by clicking here:

Submissions						
<div>Start a Submission</div> <div>Upload Reallocation Documents</div>						
	Submission ID	Submission Type	Recipient Name	Status	Edit/View	Download
4	CPF-0000015	CPF	Utah	Application Submitted		

## 2 Receive Funding Approval

- **Project Funding:** Make sure that funds are accurately requested in your Program Plans
- **Admin Funding:** Initial funds were requested in initial application. Post-application adjustments shown on next slide

## 3 Request a Drawdown

- Using the Cash Management Ledger

2

## Receive Funding Approval – Program Administrative Cost ADJUSTMENTS ONLY

Status	Edit/View
Complete	<a href="#">Grant Plan</a>

— **SCROLL DOWN!**

### Program Administrative Funds

<p>Total Program Administrative Funds: \$714,285.71</p> <p>Approved Program Administrative Funds: \$5,000.00</p> <p>Program Administrative Funds Requested to Date: \$105,000.00</p>	<p>Additional Administrative Funds Requested:</p> <div style="border: 1px solid #ccc; height: 30px; width: 100%;"></div>
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☐ Request Additional Administrative ...

☐ Approve Additional Admin Funds

☐ \$100,000.00

Pending

Submit Funds Request

2

Receive Funding Approval – Project Costs

CPF_GP-000117	Name of Program	\$75,000,000.00	Follow-up Needed	Program Plan
---------------	-----------------	-----------------	------------------	--------------

— SCROLL DOWN!!

SECTION 2 - Allocation Table

Grant Amount  
\$100,000,000.00

Program ID  
A

\* Program Title - a short but descriptive identifier for the proposed Program. If it is an established program, use the actual program name.

Name of Program

\* Use Code - "Use Code" – Select the correct Program use from the Program Uses Table, above. Uses are described in detail in the Program Uses Table.

1C

\* Proposed Start Date

Apr 22, 2021

\* Project Costs

\$75,000,000.00

## 3

## Request a Drawdown

Application Submitted

[View/Request  
Payment\(s\)](#)

### Coronavirus Capital Projects Fund (CPF) Cash Management Ledger

This cash management ledger page tracks the total grant amount and payment amounts drawn from the grant by the Coronavirus Capital Projects Fund (“CPF”) recipient: **New York**.

The total amount of the CPF recipient’s award is **\$100,000,000.50**.

#### CPF Summary Payment Totals:

Total Allocation Amount	Total Funds Paid to Date	Total Funds yet to be disbursed/requested
\$100,000,000.50	\$500,000.00	\$99,500,000.50

## 3

## Request a Drawdown – Program Admin Funds

### Administrative Funds

If you incorrectly requested a payment amount and need to revise the requested payment, or if you have other questions related to payments, please contact Treasury at [CapitalProjectsFund@treasury.gov](mailto:CapitalProjectsFund@treasury.gov).

Account Name	Total Administrative Funds	Amount Available to Withdraw	Amount Requested to Date	Amount Sent to Date	Request Additional Funds
Administrative Funds	\$3,000,250.00	\$1,500,250.00	\$1,500,000.00	\$500,000.00	<a href="#">Request Funds</a>

### Requested Payments History

Payment Request Date	Payment Amount	Payment Status	Date Paid
Jan 26, 2022	\$500,000.00	Paid	Feb 1, 2022
Feb 6, 2022	\$1,000,000.00	Pending Review	

## 3

## Request a Drawdown – Project Funds

### Program Plans

If you incorrectly requested a payment amount and need to revise the requested payment, or if you have other questions related to payments, please contact Treasury at [CapitalProjectsFund@treasury.gov](mailto:CapitalProjectsFund@treasury.gov).

Account Name	Total Program Funds	Amount Available to Withdraw	Amount Requested to Date	Amount Sent to Date	Request Additional Funds
Another Program Name	\$75,000,000.00	\$73,500,000.00	\$1,500,000.00	\$0.00	<a href="#">Request Funds</a>
Program Name	\$15,000,000.00	\$13,000,000.00	\$2,000,000.00	\$2,000,000.00	<a href="#">Request Funds</a>
Total:	\$90,000,000.00	\$86,500,000.00	\$3,500,000.00	\$2,000,000.00	

### Requested Payments History

Payment Request Date	Payment Amount	Payment Status	Date Paid
Feb 6, 2022	\$1,500,000.00	Pending Review	
Feb 6, 2022	\$2,000,000.00	Paid	Feb 2, 2022

## SECTION 6: Q&A



## Question 1

**What is the difference between a Grant Plan and a Program Plan?**

## Question 2

**When will CPF recipients have access to grant funds?**

## Question 3

**Does a recipient need to submit all of their Program Plans before Treasury begins the review process?**

## Question 4

**How detailed should Recipients be when completing a Use Code Questionnaire for a proposed use of funds?**

# Thank you.

**For More Information:**

Please visit Treasury's Capital Projects Fund website [treasury.gov/CPF](https://treasury.gov/CPF)

**For Media Inquiries:**

Please contact the U.S. Treasury Press Office at (202) 622-2960

**For General Inquiries:**

Please email [CapitalProjectsFund@treasury.gov](mailto:CapitalProjectsFund@treasury.gov) or your Treasury point of contact.