

U.S. DEPARTMENT OF THE TREASURY

AN INTRODUCTION TO THE

State and Local Fiscal Recovery Funds Project & Expenditure Report

January 18, 2022



U.S. DEPARTMENT OF THE TREASURY

AGENDA

Overview of Requirements & Updates

Key Concepts for Reporting

Live Demonstration



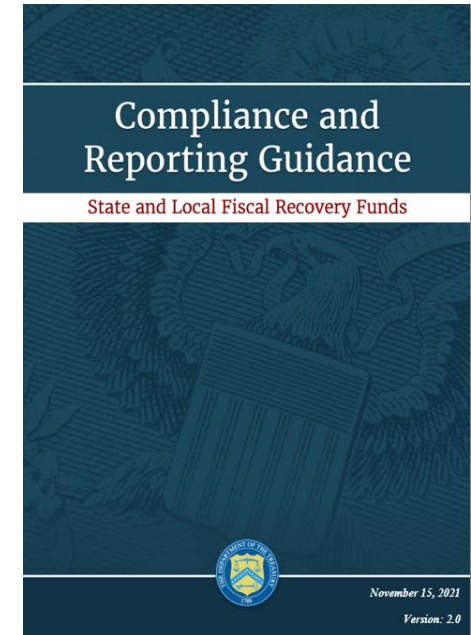
Compliance and Reporting Guidance Overview

On November 15, 2021, Treasury updated the **FRF Guidance on Recipient Compliance and Reporting Guidance**.

All FRF recipients are required to meet the applicable compliance and reporting responsibilities noted in the Interim Final Rule.

The Reporting Guidance is broken into two parts:

- (1) General Guidance
- (2) Reporting Requirements



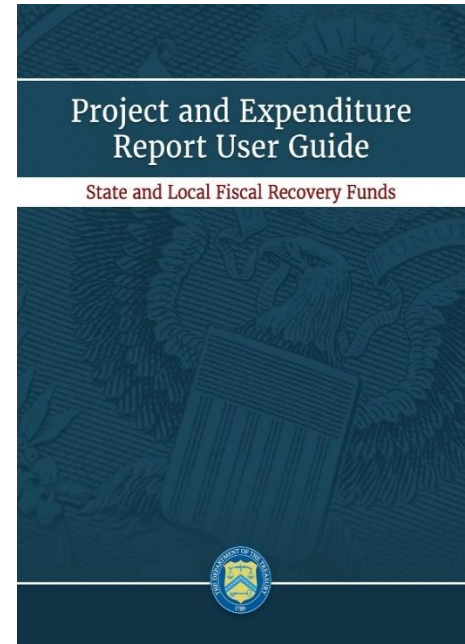
Project & Expenditure User Guide

The main sections of the User Guide are:

- Reporting Basics
- Navigation and Logistics
- Reporting Requirements
- Project and Expenditure Report

Additionally, the User Guide includes the following appendices:

- Appendix A: Designating FRF Points of Contact by SLFRF Account Administrator
- Appendix B: Bulk Upload File Overview
- Appendix C: Expenditure Categories and Template Mapping
- Appendix D: FRF Expenditure Category Programmatic Data and Other Information
- Appendix E: List of Sectors
- Appendix F: Frequently Asked Questions



Requirements and Updates

Reporting Requirements – Tribal Governments

| | Recipients | Requirements |
|---------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Quarterly Reports Due January 31</p> | <p>Recipients required to submit quarterly reports:</p> <ul style="list-style-type: none"> • Tribal governments that received an award of more than \$30 million • States and territories • Metropolitan cities and counties with population over 250,000 • Metropolitan cities and counties with population less than 250,000 that received an award of more than \$10 million | <ul style="list-style-type: none"> • Recipients should rely on reporting guidance and user guide issued by Treasury • Portal will reflect certain final rule changes, including information on capital expenditures as part of public health and economic response, fiscal year revenue loss calculation, standard allowance election, & expanded flexibility in premium pay |
| <p>Quarterly and Annual Reports Due April 30</p> | <p>All recipients above, who are required to submit quarterly reports, as well as recipients required to submit annually, which include:</p> <ul style="list-style-type: none"> • Tribal governments that received an award less than \$30 million • Metropolitan cities and counties with population less than 250,000 that received an award less than \$10 million, • Nonentitlement units of government | <ul style="list-style-type: none"> • Treasury will issue additional reporting guidance ahead of reports due April 30 |

UPDATE: Accessing the Portal through Login.gov

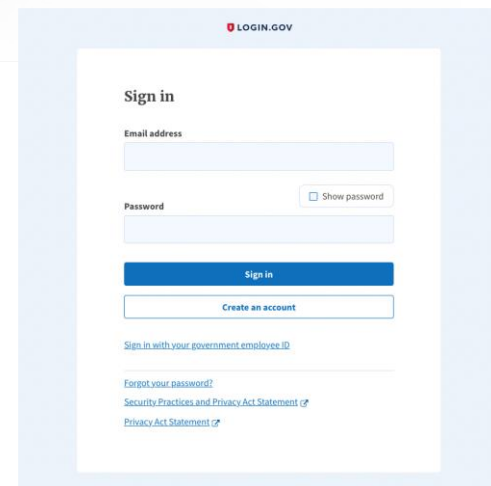
Recipients can log to the Compliance and Reporting Portal using Login.gov. Full instructions are available o at:

- <https://www.youtube.com/watch?v=MS7EAO2uCs0>
- <https://home.treasury.gov/system/files/136/Login.gov-User-Guide.pdf>

To get started:

1. Identify the Account Administrator for the FRF program.
2. Verify that your account administrator pre-registered you in the portal. If you have received an email from the Treasury regarding Login.gov account setup, you are pre-registered and may proceed to create an account.
3. Navigate to <https://portal.treasury.gov/compliance>, click create an account and follow the instructions noted below. Users may sign in using a pre-existing account or choose the create a new account option.

Users that already have access to Treasury’s portal using ID.me are not required to use Login.gov and can continue accessing their reporting records through ID.me.

A screenshot of the Login.gov sign-in page. The page has a white background with a light blue border. At the top right, there is a red shield icon followed by the text "LOGIN.GOV". Below this, the heading "Sign in" is centered. There are two input fields: "Email address" and "Password". The "Password" field has a "Show password" checkbox to its right. Below the input fields are two buttons: a blue "Sign in" button and a white "Create an account" button. At the bottom, there are three links: "Sign in with your government employee ID", "Forgot your password?", and "Security Practices and Privacy Act Statement" with a small icon to its right. Below that is another link: "Privacy Act Statement" with a small icon to its right.

UPDATE: Bulk File Uploads

Treasury has enhanced the bulk upload function that allows users to enter multiple projects through templated spreadsheets.

The system contains the following:

- EC dependent Project templates (7 templates)
 - Subrecipient Template
 - Subaward Template
 - Expenditures greater than \$50,000 Template
 - Aggregate Expenditures less than \$50,000 Template
 - Payments to Individuals less than \$50,000 Template
-
- Recipients must provide the required information in specified formats and use the Treasury approved templates for each respective bulk upload.
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- Modules accepting bulk upload files are clearly marked in Treasury's Portal. This example shows links that appear when EC group and category are entered.

Project Expenditure Category Group
1-Public Health

Project Expenditure Category
1.1-COVID-19 Vaccination

[Download the Project Baseline Template](#) [Upload Project Baseline Template](#)

Key Concepts for Reporting

Key Concept: Expenditure Category

An Expenditure Category (EC) is a coding system to track how funding is used and will also be used to identify where additional programmatic data is required.

Appendix C of the User Guide includes a list of 66 Expenditure Categories.

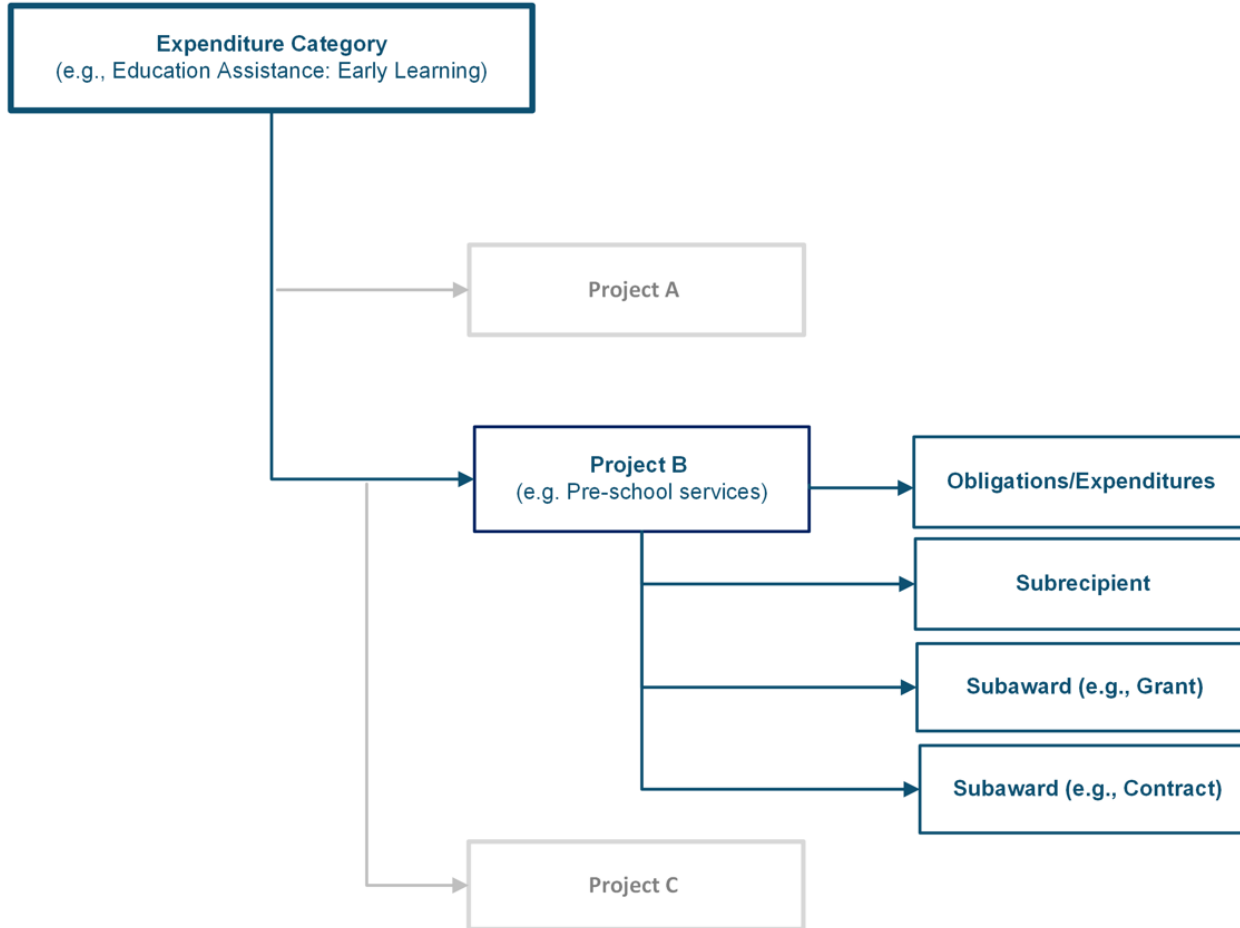
| 1: Public Health | |
|------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1.1 | COVID-19 Vaccination ^ |
| 1.2 | COVID-19 Testing ^ |
| 1.3 | COVID-19 Contact Tracing |
| 1.4 | Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)* |
| 1.5 | Personal Protective Equipment |
| 1.6 | Medical Expenses (including Alternative Care Facilities) |
| 1.7 | Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency |
| 1.8 | Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine) |
| 1.9 | Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19 |
| 1.10 | Mental Health Services* |
| 1.11 | Substance Use Services* |
| 1.12 | Other Public Health Services |

Key Concepts: Projects

Projects:

- Closely related activities toward a common purpose/goal
- New or existing services or investments
- Funded in whole or in part by FRF funding
- Each project must align to one Expenditure Category. Projects break down an Expenditure Category into more detail.
- Recipients have flexibility to define their projects – but must provide a sufficient level of detail to be able to report on specific activities for each project, including any required program reporting.

Key Concepts: Relationships



Demonstration

Q&A

FRF Resources



For More Information:

Please visit Treasury's Tribal FRF website at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-fund/tribal-governments>

To Request Funding:

Please visit www.treasury.gov/funding

For Media Inquiries:

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

For General Inquiries:

Please email SLFRP@treasury.gov