Roadmap to Reporting 2024

**Week 1 | Week of March 11**
Ensure you can log into Treasury’s portal.

**Week 2 | Week of March 18**
Ensure User Roles are assigned to the correct point of contact.

**Week 3 | Week of March 25**
Troubleshoot issues with accessing the portal or user roles.

Did Your Government Spend Funds Under the Revenue Loss Category, Including by Taking the Standard Allowance?

**YES**
You can report how your government utilized revenue loss funds, including the standard allowance of up to $10 million, with one project under expenditure category 6.1. Include as much detail as possible.

**NOTE:** Treasury requests that descriptions provide explanations that detail what type of specific eligible government services are being supported with the funds.

**NO**

**Week 4: Week of April 1**
Gather project information from external partners.

**Week 5: Week of April 8**
Internally collect financial information related to projects.

**Week 6: Week of April 15**
Input data into Treasury’s portal for all projects.

**Week 7: Week of April 22**
Review inputted information and submit the report.

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Is This Your First Time Filing a Quarterly or Annual SLFRF Report in the Treasury Portal?

Listed below are key resources to help you prepare the report.

**Getting Started – What Do I Do?**
- Recipient Compliance and Reporting Guidance Responsibilities Webpage
- Register to use Login.gov on Treasury’s portal at [https://portal.treasury.gov/compliance/s](https://portal.treasury.gov/compliance/s) (We recommend NEUs use Login.gov)
  - SLFRF Login.gov Account Explainer Video
- Register to use ID.me on Treasury’s portal at [https://portal.treasury.gov/cares/](https://portal.treasury.gov/cares/)
  - SLFRF ID.me Account Explainer Video
- SLFRF Explainer Video: New Administrator to the SLFRF Program

**Guides**
- Project and Expenditure Report User Guide
- 20-minute webinar on Project and Expenditure reporting
- Please also refer to our FAQs and Self-Service Resources.