



# State and Local Fiscal Recovery Funds Project & Expenditure Report

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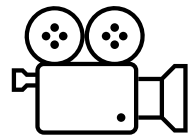
JANUARY 18, 2022





# Housekeeping

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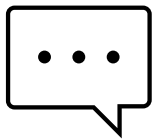
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This webinar is being **recorded**. Slides will be available after the session.



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Please use **Q&A box** to submit questions



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Use the **chat** function for any technical difficulties and other comments.

# 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



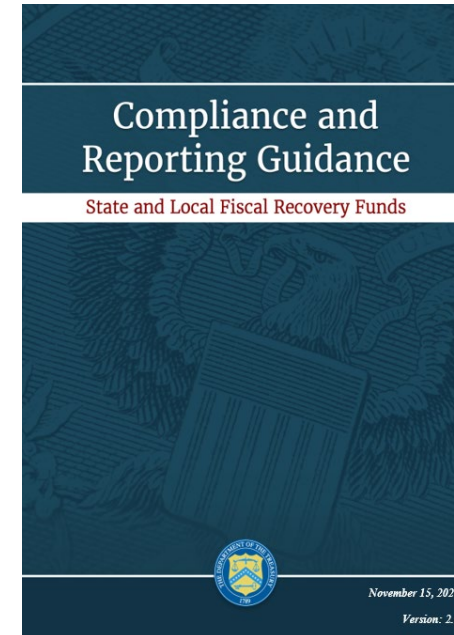
# Compliance and Reporting Guidance Overview

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



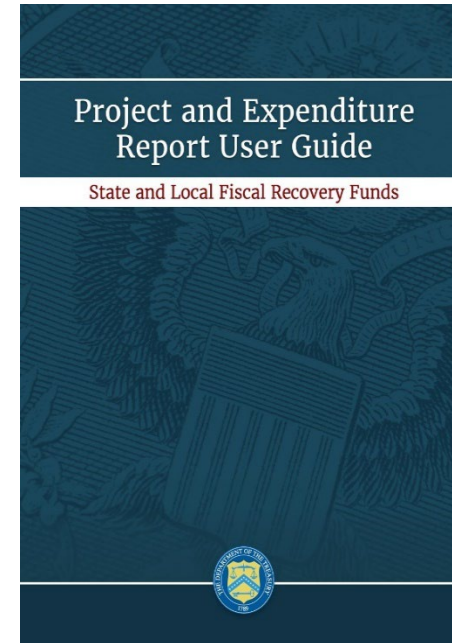
# Project & Expenditure User Guide

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
<b>Quarterly Reports Due January 31</b>	<b>Recipients required to submit quarterly reports:</b> <ul style="list-style-type: none"><li>• Tribal governments that received an award of more than \$30 million</li><li>• States and territories</li><li>• Metropolitan cities and counties with population over 250,000</li><li>• Metropolitan cities and counties with population less than 250,000 that received an award of more than \$10 million</li></ul>	<ul style="list-style-type: none"><li>• Recipients should rely on reporting guidance and user guide issued by Treasury</li><li>• 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, &amp; expanded flexibility in premium pay</li></ul>
<b>Quarterly and Annual Reports Due April 30</b>	<b>All recipients above, who are required to submit quarterly reports, as well as recipients required to submit annually, which include:</b> <ul style="list-style-type: none"><li>• Tribal governments that received an award less than \$30 million</li><li>• Metropolitan cities and counties with population less than 250,000 that received an award less than \$10 million,</li><li>• Nonentitlement units of government</li></ul>	<ul style="list-style-type: none"><li>• Treasury will issue additional reporting guidance ahead of reports due April 30</li></ul>



# UPDATE: Accessing the Portal through Login.gov

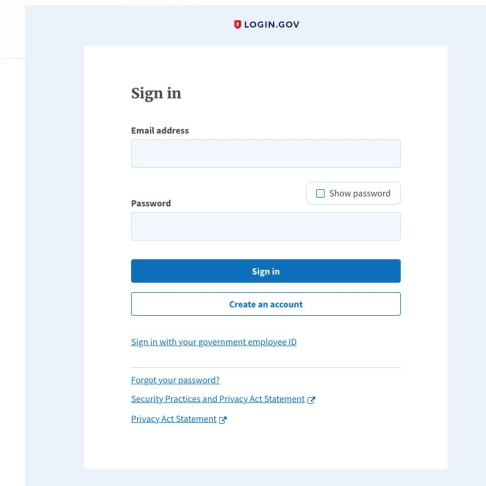
Recipients can log to the Compliance and Reporting Portal using Login.gov. Full instructions are available o at:

- <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 small red logo and 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" and "Privacy Act Statement" (both with external link icons).

# 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.
  - 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.



The screenshot shows a web form with two dropdown menus. The first dropdown is labeled "Project Expenditure Category Group" and has "1-Public Health" selected. The second dropdown is labeled "Project Expenditure Category" and has "1.1-COVID-19 Vaccination" selected. Below the dropdowns are two links: "Download the Project Baseline Template" and "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

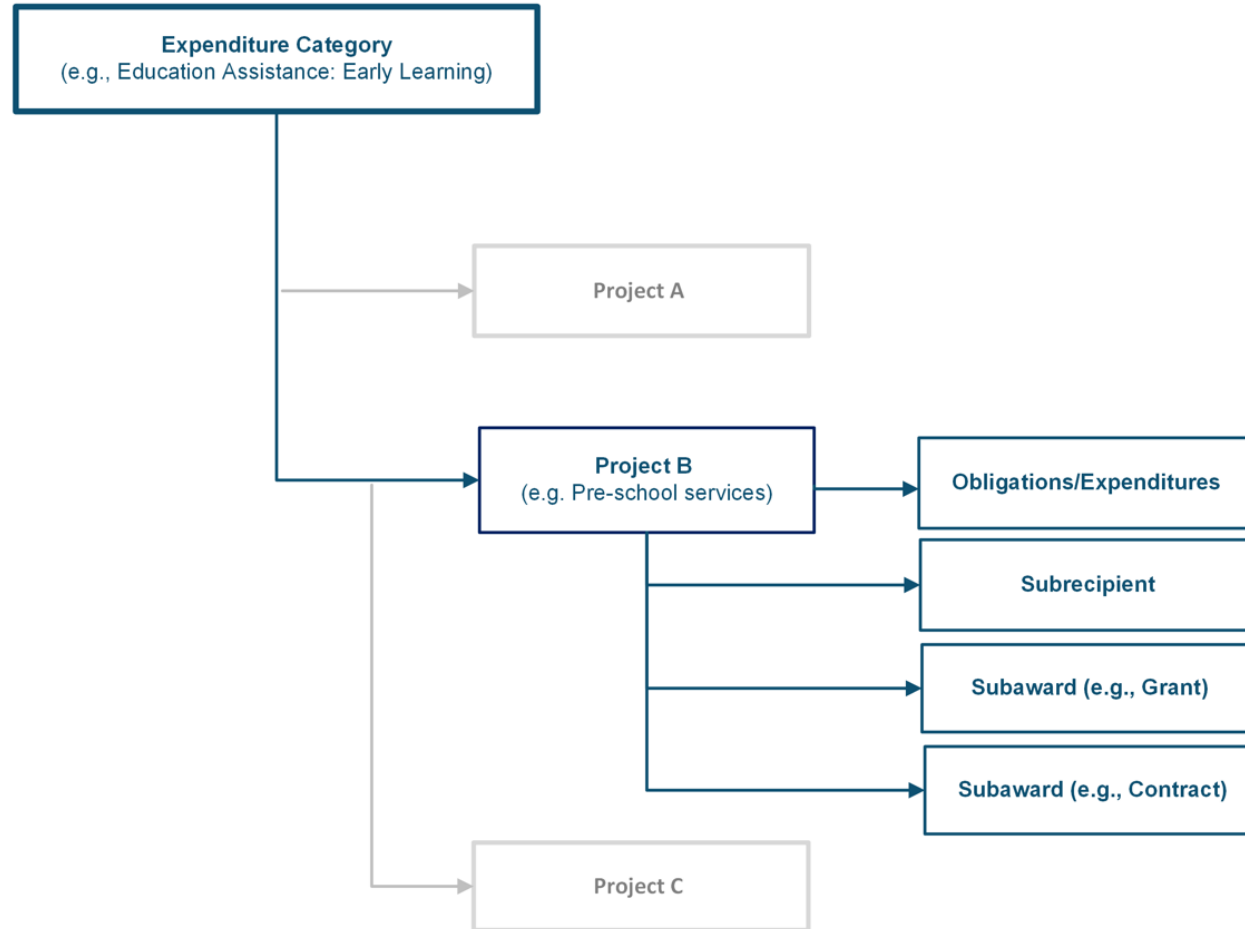


# Key Concepts: Projects

## 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](http://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](mailto:SLFRP@treasury.gov)