

**From:** [slfrp@treasury.gov](mailto:slfrp@treasury.gov)

**Date:** June 17, 2021 at 7:19:29 PM CDT

**Subject: Coronavirus State & Local Fiscal Recovery Funds Recipient Compliance and Reporting Guidance Now Available**

Dear Metropolitan city or county leader,

Today, the U.S. Department of the Treasury (Treasury) released the [Compliance and Reporting Guidance](#) (Reporting Guidance) for the [Coronavirus State and Local Fiscal Recovery Funds](#) (SLFRF) authorized by the American Rescue Plan Act. This SLFRF provides \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery.

The Reporting Guidance, which builds on [the Interim Final Rule](#) (IFR) issued on May 10, requires program and performance reporting to build public awareness, increase accountability, and monitor compliance of eligible uses. Further, the Reporting Guidance provides additional details about each recipient's compliance and reporting responsibilities under the SLFRF.

SLFRF reporting has improvements requested by recipients of CARES Act funding, including enhancements to improve the user experience, decrease reporting burden, and increase the amount of time for submitting reports. The SLFRF Reporting Guidance also has several features to ensure a speedy, equitable, transparent, and accountable recovery for all Americans; for more information, see the SLFRF Guiding Principles at the bottom of this email.

This email describes the main components of the SLFRF Reporting Guidance.

## Reporting Overview

As a **Metropolitan city or county**, you will be required to provide periodic reports, with specific reporting requirements aligned to the population size of your jurisdiction and the size of your SLFRF award. All reports are due 30 days after the close of the relevant expenditure period.

- **Interim Report**- Due by August 31, 2021, the Interim Report requires recipient to report programmatic data for spending between March 3 and July 31, 2021. The Interim Report is required for all Metropolitan cities and Counties.
- **Project and Expenditure Report**- These reports require project and expenditure data for awards and sub-awards, demographic information for each project, and other programmatic data. The first Project and Expenditure Report is due October 31, 2021. For Metropolitan cities and counties with SLFRF awards above \$5 million, project and expenditure reports are due quarterly. For Metropolitan cities and counties with SLFRF awards under \$5 million, project and expenditure reports are due annually.
- **Recovery Plan Performance Report**- The Recovery Plan Performance Report is only required for Metropolitan cities and counties with populations over 250,000 residents. Required to be

published annually on your website and provided to Treasury, the Recovery Plan Performance Report will contain detailed project performance data, including information on efforts to improve equity and engage communities. The first Recovery Plan Performance Report is due August 31, 2021.

## User Guide and Upcoming Webinars

Before the Interim Report and Recovery Plan Performance Reports are due, Treasury will provide a detailed User Guide to help recipients enter their information into the reporting system. In addition, Treasury plans to host a series of technical assistance webinars to help recipients comply with relevant reporting requirements. The first webinar will provide an overview of your jurisdiction's specific reporting obligations for SLFRF. As such, webinars are arranged as following according to the population size and amount of your SLFRF award:

- Metropolitan cities and counties with a population that exceeds 250,000 residents - Thursday, June 24 at 1:30 p.m. ET ([Please register for the webinar here](#))
- Metropolitan cities and counties with a population below 250,000 residents which received more than \$5 million in SLFRF funding –
  - Thursday, June 24 at 12:00 p.m. ET ([Please register for the webinar here](#))
  - Friday, June 25 at 1:30 p.m. ET ([Please register for the webinar here](#))
- Metropolitan cities and counties with a population below 250,000 residents which received less than \$5 million in SLFRF funding –
  - Tuesday, June 22 at 11:30 a.m. ET ([Please register for the webinar here](#))
  - Wednesday, June 23 at 1:30 p.m. ET ([Please register for the webinar here](#))

You are strongly encouraged to attend the webinar that is focused on your jurisdiction specific reporting requirements.

## SLFRF Reporting Guidance Principles

The SLFRF Reporting Guidance has several features to ensure a speedy, equitable, transparent, and accountable recovery for all Americans. Specifically, the SLFRF Reporting Guidance is:

- **Accountable:** The SLFRF requires program and performance reporting to build public awareness, increase accountability, and monitor compliance of eligible uses. Recipients are required to account for every dollar spent and provide detailed information on how funds are used.
- **Transparent:** Those recipients receiving the largest amount of funds will be required to publicly post a detailed Recovery Plan Performance Report each year so the public is aware of how funds are being used and outcomes are being achieved. In addition, Treasury will provide comprehensive public transparency reports using the project and expenditure reports that recipients are required to provide.

- **User friendly:** SLFRF reporting has improvements requested by recipients of CARES Act funding, including deadlines 30 days after the close of the reporting period (versus 10 days in CARES), streamlined requirements for smaller funding recipients, and increased availability of bulk upload capabilities.
- **Focused on Recovery:** The SLFRF reporting guidance addresses priority areas for an equitable economic recovery, including provisions that prioritize equity, focus on economically distressed areas, support community empowerment, encourage strong labor practices, and spotlight evidence-based interventions.

### **For more information**

To access the Reporting Guidance and learn more about the Coronavirus State and Local Fiscal Recovery Funds, including the Interim Final Rule that governs the use of this funding, please visit Treasury's [Coronavirus State and Local Fiscal Recovery Funds website](#). To ensure they are meeting the full scope of the compliance and reporting responsibilities, recipients should read the Reporting Guidance in concert with the Award Terms and Conditions, the authorizing statute, the Interim Final Rule, and other regulatory and statutory requirements.

To receive updates on Treasury's COVID-19 Economic Relief programs, please sign up [here](#).

Thank you,

**Office of Recovery Programs**

**U.S. Department of the Treasury**