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**Sent:** Tuesday, December 14, 2021

**To:**

**Subject:** Coronavirus State and Local Fiscal Recovery Funds - NEU Portal Open

Dear State and Local Fiscal Recovery Funds Non-Entitlement Unit of Local Government Recipient:

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF), established by the American Rescue Plan Act of 2021, provides \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments. Almost \$20 billion of these funds were allocated to support non-entitlement units of local government (NEUs), which are local governments typically serving a population under 50,000. These funds are being delivered to eligible NEUs by states and territories in accordance with the guidelines established by Treasury.

Today, Treasury released the Treasury Portal that NEUs who have requested funding from their state will use for reporting and compliance. You are receiving this email because we would like for your government to use this portal to confirm its accounts, designate reporting roles, and submit the required agreements and supporting documentation to Treasury for reporting and compliance.

This email provides additional information about reporting requirements and what to expect from the SLFRF program.

If you believe to have received this email by mistake, in particular if you are a NEU that has declined funding or have not coordinated with your state in regard to your funding, please email us at [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov). In such cases, you are not required to take action on confirming your reporting roles and providing the additional documentation.

### **Reporting Guidance and Deadline**

Treasury released the [Compliance and Reporting Guidance](#) (Reporting Guidance) that details the reporting requirements for all SLFRF recipients, including NEUs. As an NEU, once a year, you are required to submit Project and Expenditure reports, which includes project, obligation, and expenditure data, project demographics, subaward data, required programmatic data, and Civil Right compliance information.

The first reporting deadline for NEUs to submit the Project and Expenditure Report is April 30, 2022 and will cover the period between March 3, 2021 and March 31, 2022. Future reports will be due annually by the end of April.

You can start taking steps to prepare for the first Project and Expenditure Report now. Treasury encourages all NEU recipients to access the Treasury Portal as soon as possible in order to confirm their accounts, designate SLFRF reporting roles, and submit the required agreements and supporting documentation to Treasury (see additional details on how to do this below).

### **User Guide**

To assist recipients with login into Treasury's Portal, a [User Guide](#) was also posted today to assist NEUs to confirm their reporting roles and provide the required documentation to Treasury.

In addition, Treasury plans to host a series of webinars to help NEUs understand and comply with relevant reporting requirements closer to the deployment of Treasury's Reporting Portal in the spring.

## Additional Resources

Below is a list of the most up to date resources that are available for your review:

- [Compliance and Reporting Guidance](#): The guidance explains all the required reports in detail and is the best resource for any reporting questions.
- [Reporting guidance technical assistance webinars](#): These webinars covered broad reporting requirements, beyond the items required of NUEs. These webinars provide a good overview of the basic reporting requirements. Please note that these webinars are in the process of being updated based on the recently released Reporting Guidance.
- [Interim Final Rule](#): Recipients should use the Interim Final Rule to determine whether their use of funds is eligible.
- General [FAQs](#) and [NEU-specific FAQs](#): The FAQs are the best resource for any policy related questions related to eligible uses of State and Local Fiscal Recovery Funds.

Recipients may send any questions that are not answered in these materials to [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov).

### Online System Access

To access Treasury's Portal for the first time and be designated for any reporting roles, new users must first register with Login.gov. New users should use the following link:

<https://portal.treasury.gov/compliance>.

Users who have previously registered through ID.me may continue to access Treasury's Portal through that method. The following link should be used if you have already registered through ID.me

<https://portal.treasury.gov/cares/s/slt>.

If you have not previously registered with ID.me, you should register through Login.gov. The following link provide additional information for [Login.gov](#) registration.

After your account has been created and verified, you will be redirected to Treasury's State, Local, and Tribal Support portal to log in, confirm your roles and provide your SLFRF information. For best site performance, it is recommended that you use Google Chrome.

As part of SLFRF award administration, each SLFRF recipient must designate individuals to serve as its official points of contact for SLFRF reporting to Treasury. As a recipient you will need to designate individual(s) in your organization for each of the following three roles:

1. Account Administrator;
2. Point of Contact for Reporting;
3. Authorized Representative for Reporting.

Section II of the User Guide provides additional details as to how to designate roles.

### 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.

Treasury looks forward to working with you to ensure the continued success of the program.

If you have questions or need additional information, please send an email via [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov).

**Office of Recovery Programs**  
**U.S. Department of the Treasury**