

**From:** [sfrp@treasury.gov](mailto:sfrp@treasury.gov)  
**To:** [Bristol Town Administrator](#)  
**Subject:** Coronavirus State and Local Fiscal Recovery Funds Project and Expenditure Report Template Now Available  
**Date:** Friday, January 7, 2022 2:24:14 PM

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Dear SLFRF Reporting Representative:

For your awareness, today, the U.S. Department of Treasury (Treasury) released the Project and Expenditure Report templates to be used by recipients of Coronavirus State and Local Fiscal Recovery Funds (SLFRF), authorized by the American Rescue Plan Act, that are subject to quarterly reporting requirements. While your jurisdiction is not subject to quarterly reporting requirements, we are sharing the following information with you to outline your jurisdiction's reporting requirements and upcoming deadlines.

As a non-entitlement unit of local government (NEUs), you are deemed a **Tier 6** recipient for reporting purposes. **As such, you are not required to submit a report by January 31, 2022, and there will not be a report record available for you to do so. Your first reporting deadline to submit the Project and Expenditure Report will be April 30, 2022 and annually afterwards.** A Project and Expenditure Report will be made available for your jurisdiction to complete ahead of your April 30, 2022 deadline.

Further guidance will be provided once the Treasury Portal opens this 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.
- [User Guide](#): This user guide includes step-by-step instructions for submitting the Project and Expenditure report.
- [Reporting guidance technical assistance webinars](#): These webinars provide an 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.

Treasury recently adopted the final rule of the Coronavirus State and Local Fiscal Recovery Funds program. Recipients should review the final rule and the Overview of the Final Rule, which provides a summary of major provisions of the final rule in a brief, simplified user guide. The final rule takes effect on April 1, 2022, though recipients can choose to take advantage of its flexibilities and simplifications now. Recipients should also review the Statement Regarding Compliance with the SLFRF Interim Final Rule and Final Rule to understand how the final rule and interim final rule apply during this transition period.

- [Final Rule](#)
- [Overview of the Final Rule](#)
- [Interim Final Rule](#)
- [Statement Regarding Compliance with the SLFRF Interim Final Rule and Final Rule](#)

In addition to these resources listed above, Treasury intends to hold NEU specific webinars later in the spring that will go over the basics of managing SLFRF funds, including reporting requirements. Invitations will be provided to all NEU recipients and no previous knowledge or expertise will be necessary to join.

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

#### **For more information**

To access the Reporting Guidance and learn more about the Coronavirus State and Local Fiscal

Recovery Funds, authorized by the American Rescue Plan Act, please visit Treasury's [Coronavirus State and Local Fiscal Recovery Funds website](#).

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**