House Bill No. 453 and House Bill No. 1518

Main Street Revitalization Funding

**Amended Coronavirus State and Local Fiscal Recovery Funds** **Letter**

In 2021, the American Rescue Plan Act (ARPA) was signed into law and established the Federal Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”) Program.

Your Organization previously submitted a **Coronavirus State and Local Fiscal Recovery Funds** **Letter and Acknowledgement** that was approved and is being maintained in the State’s portal. Since that time, reporting timelines have been refined, resulting in new requirements for reporting by each entity, as provided below. Please acknowledge your agreement to the reporting requirements by signing this letter and posting to the portal along with your Financial and Performance Marketing Plan.

2 CFR 200.331 requires that pass-through entities monitor the activities of the subrecipient as necessary to ensure that the sub-agreement is used for authorized purposes. This is done by reviewing financial and performance reports required by the pass-through entity, following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the federal award; and issuing a management decision for audit findings pertaining to the Federal award. Organizations that have requested advance funds have monthly reporting requirements to complete. The organizations must submit financial and performance status reports. The financial reports will detail the expenditures the organizations have incurred and spent. The performance status reports will describe how the funds were used, including specific deliverables achieved, and progress against the objectives and outcomes expected to be achieved. **On a monthly basis, Organizations will need to complete the financial and performance summary status report template and submit together with the financial payroll expense report template and financial other expense report template, to include all expenditures incurred the previous month**.

If costs are submitted that are not supported with appropriate documentation or do not meet eligible use of funds conditions, such requests will be returned with explanation of the denial and can be resubmitted once the reason for the original denial has been addressed.

**The reports are due on the 10th day of each month after you receive funding and continues through closeout of the subaward.** If the 10th falls on a weekend or holiday, you must submit your report on the following business day.

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_