NCPRO
NC Pandemic Recovery Office

Reporting to Treasury for Local FRF - Where do I start?

Important: Treasury recommends Non-Entitlement Units (NEUs, municipalities with under 50,000 residents) wait for further Treasury portal guidance before attempting to access the reporting portal. At the beginning of October, Treasury plans to release a User Guide for the portal with information about login requirements.

Upcoming deadline: Oct. 31

All local governments that received Local FRF are required to submit a Project and Expenditure Report by Oct. 31, 2021. This is due annually for some recipients and quarterly for others based on where the recipient falls within this table from Treasury.

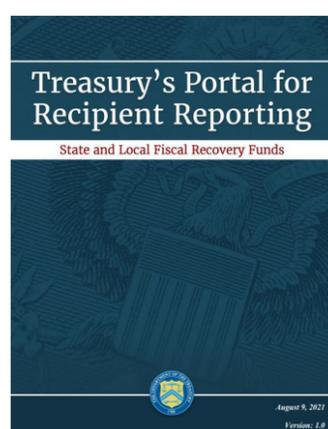In general, local governments serving fewer residents report annually while larger cities and counties report quarterly.

Instructions and help

Treasury provides numerous resources, including guidance about using the online portal, a full guide to compliance and reporting, and webinars.

Review the 66 eligible categories in which you will record expenditures when reporting.

Also, read a UNC School of Government blog post by Kara Millonzi for detailed reporting guidance.

Treasury's Portal for Recipient Reporting
State and Local Fiscal Recovery Funds

I'm an NEU, what's my first step?

For now, wait on registering for the Treasury portal in which you'll submit reports. Treasury will make a User Guide available with login registration information and further guidance specific to NEUs.

You can prepare for the process for creating required designated roles, which will be required once the Treasury portal is available to you.

What if I'm not an NEU?

Counties and larger municipalities should already be registered in Treasury's portal since that was required for the Interim Report that was due August 31, 2021.

Do I calculate revenue loss even if we're not claiming lost revenue?

Be prepared - local officials who completed reporting in August shared that recipients had to complete the revenue calculation even if they haven't obligated or expended lost revenue funds.

Resources here and here can help you.

We don't have expenditures to report yet. Is this OK?

Yes, there is no rush to expend or encumber funds by the upcoming reporting deadlines. Recipients can still submit valid reports with "0" listed in expenses and encumbrances.

The NCPRO team is available to help with any questions or concerns. Please email NCPRO@osbm.nc.gov

Questions for Treasury can be sent to SLFRP@treasury.gov