



RHODE  
ISLAND

# **ARPA CORONAVIRUS CAPITAL PROJECTS FUND**

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Community Learning Center Municipal Grant

# CPF Community Learning Center Municipal Grant Update

**July 2023** - U.S. Treasury approved \$81.7 million for Community Learning Center Municipal Grant program.

**August 2023** – Grant application open.

**September 2023** – 1 on 1 orientation on grant program and requirements to 34 interested municipalities.

Application Stage	Completion Date	Municipal Participation
STAGE 1 (Intent to Participate)	8/15/2023	<ul style="list-style-type: none"><li>• 34 municipalities opt in – Five opt out</li></ul>
STAGE 2 (Detailed application)	10/13/2023	<ul style="list-style-type: none"><li>• \$8.4 million reallocated in Stage 2.</li><li>• 29 municipalities submit applications for 31 projects</li></ul>
STAGE 3 (Documents for subaward)	2/29/2024	<ul style="list-style-type: none"><li>• \$2.6 million reallocated in Stage 3.</li><li>• 25 municipalities moved to subaward agreement phase of grant process.</li></ul>

**Language change\* in subaward agreement – Article V : PAYMENTS enables the State to process payments faster than its standard 30-day net practice.**

OLD

In consideration of the satisfactory performance of the Agreement, the State Agency will pay Subrecipient Entity in accordance with all applicable terms and conditions of this Agreement. The

NEW

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# CPF CLC – Requesting Funds

**Subrecipients will use eCivis for almost all activities related to the CPF CLC municipal grant.**

- Please use these instructions to request your advance payments for the CPF CLC municipal grant:
  - [How to Submit an Advance Payment Request – YouTube](#)
- First request can be made based on Appendix VIII – no additional documentation necessary.
- All subsequent requests must include invoices (uploaded into eCivis) to demonstrate that 80% or more of all previously received funding expended.
- Requested amount cannot exceed what is indicated in Appendix VIII of the subaward agreement without written permission from PRO.
- Requested amount must not exceed what you expect to spend in the next 1 to 3 months.
- Unspent funds >20% of all received CPF funds may have to be returned to PRO.

# CPF CLC – Reporting

**Subrecipients will submit reports to PRO in accordance with Appendix III of the subaward agreement and when requested by PRO.**

TIMING	REPORT
Upon signing subaward agreement	<ul style="list-style-type: none"><li>▪ Subrecipient Information Form (for FFATA and U.S. Treasury)</li><li>▪ Project Information Form</li></ul>
After 1 <sup>st</sup> payment is received	<ul style="list-style-type: none"><li>▪ Transaction Log:<ul style="list-style-type: none"><li>• First transaction log period = 8/3/2023 thru the end of the month when funding was received.</li><li>• Second and all subsequent transaction log periods = 1<sup>st</sup> thru end of month prior to reporting month.</li></ul></li></ul>
Monthly	<ul style="list-style-type: none"><li>▪ Transaction Log</li></ul>
Quarterly	<ul style="list-style-type: none"><li>▪ Transaction Log</li><li>▪ Project Progress Update</li></ul>
Annually	<ul style="list-style-type: none"><li>▪ Transaction Log</li><li>▪ Project Progress Update</li><li>▪ Performance Data</li><li>▪ Project Budget update</li></ul>

# CPF CLC – Reporting

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## Walk-thru of the transaction log template

If you have any questions or need assistance when you're filling out your transaction logs, please feel free to reach out to Jon Noble on the PRO CPF team at

[jonathan.noble@doa.ri.gov](mailto:jonathan.noble@doa.ri.gov)

# CPF CLC Grant Recipients

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## Next steps for all grant recipients

PRO will send these slides to an open email group where all CPF CLC subrecipients can see each others' email addresses.

Next Monthly update is on June 18, 2024 at 2:30pm.

Agenda: Annual report walk thru

Use this resource to manage your grant in eCivis - [RI-Specific Subrecipient Post-Award Management.pdf](#)

Please ensure that you are signed up for a desk/site review with PRO in May/June.

Next round of reviews will be in August/September.

# KEY GRANT RULES

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## GRANT AMOUNT: \$81.7 MILLION

- Eligible uses: acquisition, construction, and/or renovation of capital asset
- Community Learning Center Municipal Grant can only be used to pay for capital expenses.
- All construction must be complete, and all costs incurred by **31<sup>st</sup> October 2026**.
- Programs that directly and jointly enable work, education, and health monitoring must be operational by **31<sup>st</sup> December 2026** and must remain operational for at least 5 years post-completion.
- Advance payments shall be made every quarter. All payments after the first will be transferred upon demonstration that 80% of previously received funds have been expended.
- Grantees must comply with U.S. Treasury regulations pertaining to labor and procurement.



# COMMUNITY LEARNING CENTER MUNICIPAL GRANT

## QUESTIONS / DISCUSSION

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Please reach out to

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# THANK YOU

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