



RHODE
ISLAND

ARPA CORONAVIRUS CAPITAL PROJECTS FUND

Community Learning Center Municipal Grant

CPF Community Learning Center Municipal Grant Update

\$81.7 million – CPF Community Learning Center Municipal Grant program.

- **24 CPF CLC projects approved for subaward**
- **18 subawards signed**
- **PRO has received payment requests from 7 projects**
- **Total payment request amount = \$2,080,956.83**
- **Total funds disbursed = \$1,925,434.51**
- **Payment request must comply with Appendix VIII and the Cash Management Improvement Act.**

NEPA and NHPA Review

- The Capital Projects Fund is exempt from NEPA and NHPA review; however, projects supported by SLFRF and CPF funds may still be subject to NHPA review if they are also funded by other federal financial assistance programs or have certain federal licensing or registration requirements.
- If the CPF CLC facility is on the State or National Historic Register, then it must go through HPHC review.
- If the building is not on the Historic Register but is part of a Historic District, any work on the exterior of the building must be reviewed by HPHC. Interior work may also need to be reviewed in certain cases. Consult HPHC to determine if their review is required in case of interior renovations in a Historic District.
- PRO recommends engaging HPHC as soon as A&E services have been contracted.
- All projects must comply with local and State laws and regulations.

CPF Community Learning Center Municipal Grant

ALL AWARD-RELATED COMMUNICATION AND TRANSACTIONS MUST OCCUR BETWEEN STATE AND MUNICIPAL REPRESENTATIVES OF CPF CLC MUNICIPAL GRANT. PARTNERS, SUBWARDEES, AND VENDORS MAY ASSIST THE SUBRECIPIENT MUNICIPALITY.

CPF CLC AWARD AGREEMENT:

State of Rhode Island (PRO) ↔ Subrecipient Municipality

CPF CLC FUNDING:

State of Rhode Island (PRO) → Subrecipient Municipality → Contracted Vendor

State of Rhode Island (PRO) → Subrecipient Municipality → Subawardee Organization → Contracted Vendor

CPF CLC REPORTING:

Subrecipient Municipality → State of Rhode Island

Subawardee Organization → Subrecipient Municipality → State of Rhode Island

REVIEWS – DESK & ON-SITE:

State of Rhode Island (PRO) ↔ Subrecipient Municipality (with any other team members as needed)

CPF Community Learning Center Municipal Grant

BUDGET – EXPENSES – PAYMENT

- No UEI = No Payment (www.sam.gov)
- 1st payment request based on Appendix VIII.
- 2nd and all subsequent payment requests must include documentation to show 80% or more of all previously received funds spend.
- After 1st payment request, all subsequent approvals will require satisfactory review of documentation and transaction logs.
- Expense categories in transaction log must match budget categories in eCivis.
- Use this resource to manage your grant in eCivis - [RI-Specific Subrecipient Post-Award Management.pdf](#)

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

CPF CLC – July – Annual Reports Due

In addition to the project expenditure report, the CPF annual report is also due to U.S. Treasury in July. PRO is providing a training on how to complete the annual report. This training will be recorded and a link to the recording will be shared along with the reporting template on June 20, 2024.

The annual report is due back to PRO by July 3, 2024.

Walk-thru of the annual report template

If you have any questions or need assistance when you are filling out your annual report, please feel free to reach out to Sagree Sharma on the PRO CPF team at

sagree.sharma@doa.ri.gov

CPF CLC Grant Recipients

Next steps for all grant recipients

Submit annual report to PRO by July 3, 2024

Submit project expenditure report to PRO by July 9, 2024 - PRO Office Hours on Thursday June 20th

Submit transaction log to PRO by July 9, 2024

Capital project final scope, detailed schedule of work, budget, and timeline is due **October 31, 2024**

On October 13, 2023, PRO hosted a procurement tutorial for all CPF applicants. Please use this [link](#) to review.

Next Monthly update is on July 16, 2024, at 2:30pm

Agenda: Annual report update

COMMUNITY LEARNING CENTER MUNICIPAL GRANT

QUESTIONS / DISCUSSION

Please reach out to

Sagree Sharma, CPF Administrator,
sagree.sharma@doa.ri.gov (401) 330-7425



KEY GRANT RULES

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 **31st October 2026**.
- Programs that directly and jointly enable work, education, and health monitoring must be operational by **31st 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.



THANK YOU

**RHODE
ISLAND**