



RHODE  
ISLAND

# **ARPA CORONAVIRUS CAPITAL PROJECTS FUND**

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Community Learning Center Municipal Grant

07.2025 Monthly Update Call

# CPF Monthly Update call

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**PRO uses this call to share important information regarding grant requirements and deadlines as well as any updates to U.S. Treasury's guidance.**

## **ACTION ITEM:**

- Please check-in by typing the name of your municipality in the chat.
- Nominate one primary and one back up team member to attend the monthly update calls.
- Review important updates with your CLC team.
- If you miss a call, please be sure to review the slides and recordings.

# CPF Community Learning Center Municipal Grant Update

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

- **PRO has subawarded \$81.7 million to 18 municipalities for 21 projects.**
- **\$10.4 million received from U.S. Treasury for Community Learning Center program**
- **PRO has transferred \$12.5 million to 18 municipalities for 20 projects.**
- **\$12.4 million has been expended across all 21 projects.**

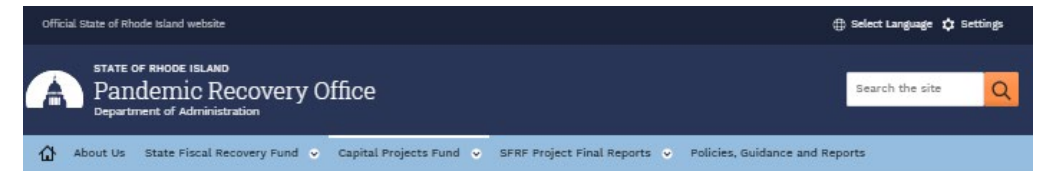
# CPF CLC website

CLC Homepage – [www.pandemicrecovery.ri.gov/CLC](http://www.pandemicrecovery.ri.gov/CLC)

Please make sure that on your website/ social media posts/ newsletters/ etc., the following language is used to refer to this grant –

*This project is (completely/partially) funded by the American Rescue Plan Act (ARPA) Coronavirus Capital Projects Fund (CPF) through the Governor’s Community Learning Center Municipal Grant program.*

Please review your project webpages to ensure that the grant is called by its correct name.



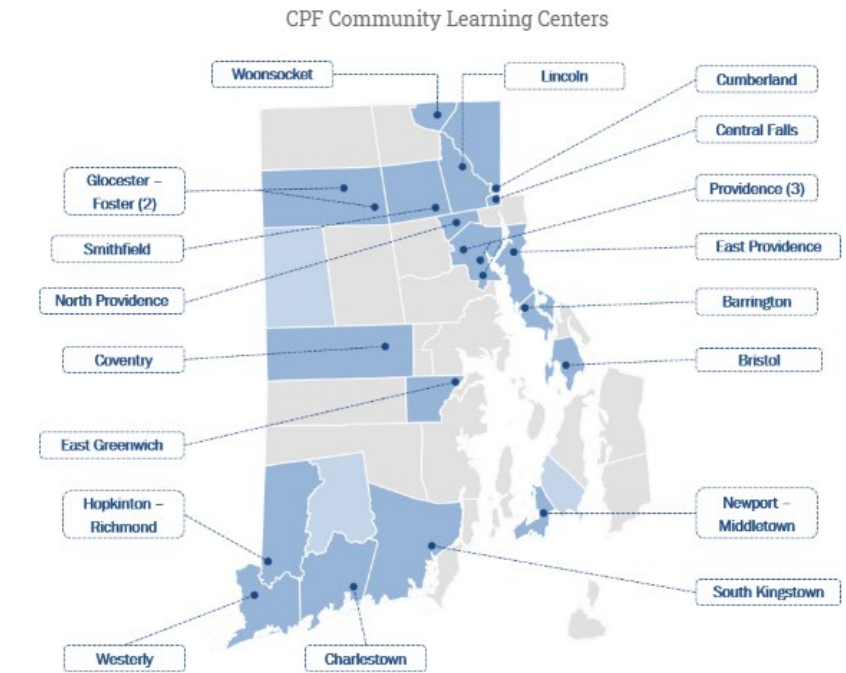
## Community Learning Center Municipal Grant Program

The Community Learning Center (CLC) Municipal Grant Program provides \$81.7 million in grants to all eligible municipalities to invest in multipurpose community facility projects that directly and jointly enable work, education, and health monitoring. Under this program eligible municipalities receive CPF funds to construct or rehabilitate multipurpose community facilities. The community learning centers will be accessible to all Rhode Islanders.

Eighteen municipalities are building 21 Community Learning Centers across the State of Rhode Island.

Six neighboring municipalities are partnering to build four shared projects: Glocester - Foster (2); Hopkinton - Richmond; Newport - Middletown.

Fifteen projects are fully funded by CPF; Six projects are fully funded by CPF and at least one other source.



Map developed by Rhode Island Division of Statewide Planning (Source: RIGIS, Esri)

# CPF CLC Grant Program - Closeout

U.S. Treasury has provided updated guidance that States should withhold 10% of CLC grant funds until all project closeout tasks are completed. PRO is previewing all closeout tasks at Q2 CY2025 desk & site reviews.

eCivis tasks for uploading closeout materials will open around August 1, 2025. Tasks include:

- Community Engagement
- Pre-Construction Documents
- Asset Ownership & Program Attestation
- Labor Law Compliance Documentation
- Certificate of Occupancy & Beneficial Use
- Procurement Documentation

Final closeout will include a financial reconciliation exercise to true-up budget and spend in eCivis

# August 2025 – Budget Reconciliation

## Budget reconciliation #1

- **Budget Workbook – Transaction Log exercise – August 15 - 31**
  - Actual expenses thru Q2 CY2025 – must align with Transaction Log spend and categories. Projected expenses Q3 CY2025 onwards.
- **eCivis budget update – 30 minutes Teams workshop – September 1 - 15**
- **Budget reconciliation #2 = Aug - Sep 2026 (only for active projects at the time)**
- **Final Budget Reconciliation – at project closeout.**

# U.S. Treasury Guidance Update

UEI (Unique Entity Identifier) numbers are required for all vendors paid directly with CPF funds. UEI numbers are easily obtained on [www.sam.gov](http://www.sam.gov)

U.S. Treasury has approved the following criteria\* as basis for exception from the UEI requirement:

- **One-time Expenses:** UEI is required for any vendor who is paid multiple times or on an ongoing basis
- **Non-Construction Related Expense:** UEI is required for any vendor providing construction-related goods and services
- **Procurement Compliance:** Any vendor for whom the UEI exemption is sought must be procured in accordance with Treasury requirements and/or in compliance with municipal procurement laws
- **TIN:** In the case of vendors who qualify for this exemption, a TIN (Tax Identification Number) must be provided

\* All four criteria must be met jointly in order for PRO to approve the UEI exception

# Upcoming Monitoring Tasks

## Procurement

*“Per 2 CFR 200.319, all procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of this section and 2 CFR [200.320](#). All work performed and paid with CPF funding must be competitively procured unless a local ordinance allows otherwise.”*

- Task will be due along with the review task for the next quarter – August & September
- eCivis task – upload documentation into the desk/site review task
- At the June monthly update call - PRO will provide a checklist and walk thru of documentation required
- PRO strongly advises that CLC subrecipients review the procurement requirements in the subaward agreement and begin collating materials that demonstrate the CLC project’s compliance.



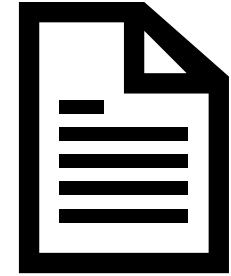
# Upcoming Monitoring Tasks

Procurement – for each **unique vendor-contract** on the vendor tab of your Transaction Log

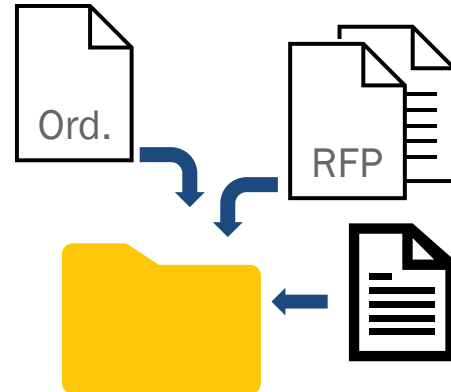
- **STEP 1: FOLDER**



- **STEP 2: CHECKLIST**



- **STEP 3: SAVE**



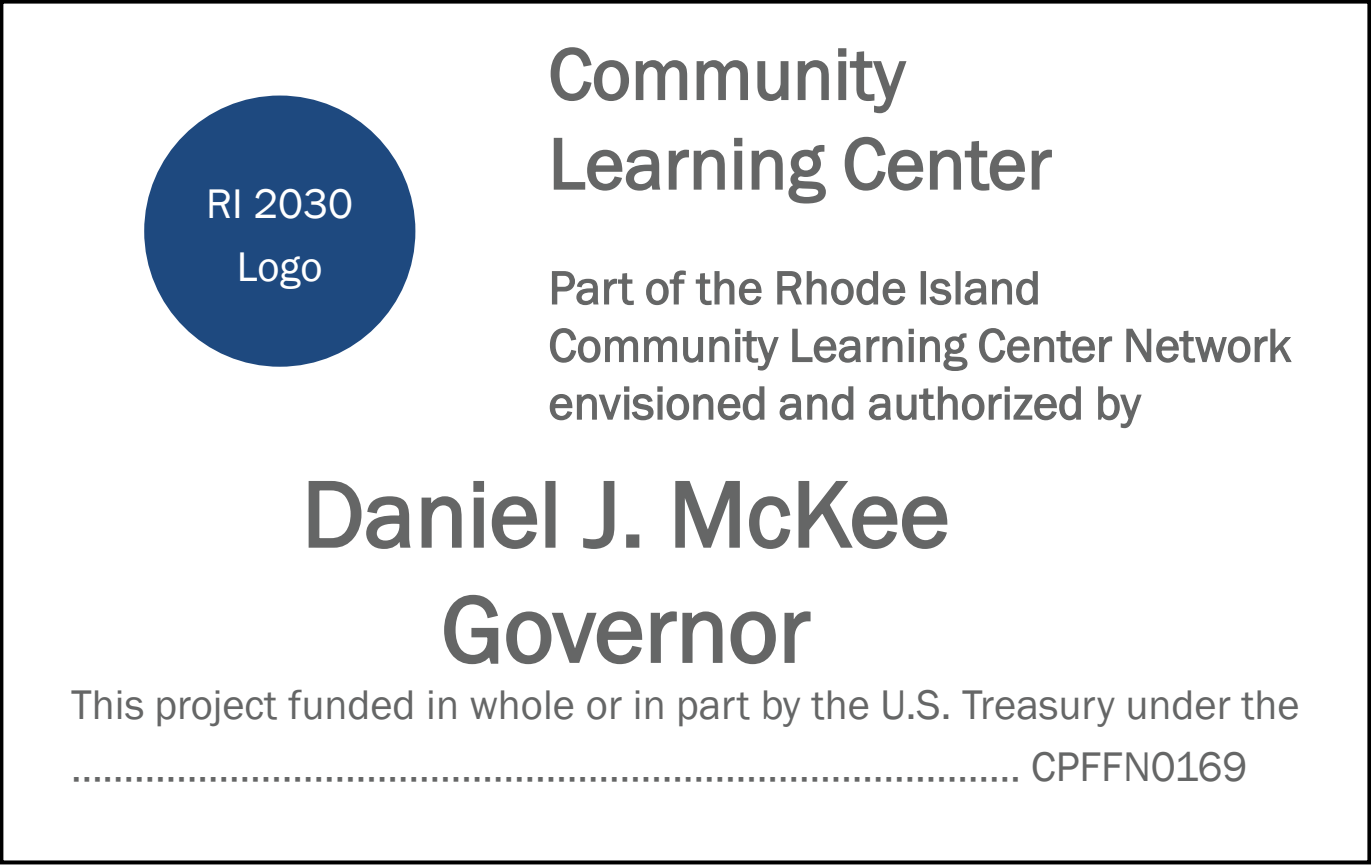
- **STEP 4: ZIP + UPLOAD**



**Rinse & Repeat**

# CPF CLC Plaque

Two-plaque design at each CLC project. One State plaque and one municipal plaque



# CPF CLC Plaque

Two-plaque design at each CLC project.

One State plaque and one municipal plaque

- Please provide accurate language for municipal plaque.
- Email final language attesting that any names are spelled completely and correctly
- Email to PRO by 7/31/2025

Standard Size for All  
State Plaques:

18in W x 15in H

Municipal Plaque Size:

18in W x custom  
Height

# August 2025 – PRO schedule

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Pandemic Recovery Office will be closed for maintenance from August 8 to 17, 2025.

- **Please be sure to submit funding requests prior to the 8/8 or after 8/17**
- **Email responses may be delayed**
- **2025 Q3 desk reviews: 8/27 – 9/15**
- **2025 Q3 on-site reviews: September 2025**
- **Budget Workbook – Transaction Log exercise**
- **Monthly Update Call rescheduled for last Tuesday of August – 8/26/2025**

# CPF Community Learning Center Municipal Grant Update

## UPCOMING DATES / DEADLINES

- **August 2025** – Closeout Tasks will be opened in eCivis. Deadlines are spread out across 2025 and 2026. Early submissions are welcome.
- **8/7/25:** Transaction Logs for invoices paid through July – **Due by email to PRO**
- **9/1/25:** Updated budget workbooks for reconciliation workshop – **Due by email to PRO**
- **9/8/25:** Transaction Logs for invoices paid through August – **Due by email to PRO**
- **10/7/25:** Transaction Logs for invoices paid through September – **Due by email to PRO**
- **10/7/25:** Q3 P&E Report due – Templates will be sent out by the end of September– **Due by email to PRO**
- **Reminder:** Payment Forecasts are due the last Wednesday of every month.

# COMMUNITY LEARNING CENTER MUNICIPAL GRANT

## QUESTIONS / DISCUSSION

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Please reach out to

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



# 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.