



# State Fiscal Recovery Fund (SFRF) Project Process

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Pandemic Recovery Office (PRO)

June 20, 2022

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# Agenda

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**PRO and SFRF Overview**

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**U.S. Treasury Guidelines  
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**SFRF Project Timeline  
and Next Steps**

# PRO and SFRF Overview

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# PRO Responsibilities

**PRO is the central office for reporting and compliance for the American Rescue Plan Act (ARPA), SFRF and other federal funding sources. It is responsible for:**

- Ensuring that all uses of federal stimulus funds by state government comply with federal requirements
- Collaborating with state agencies to develop performance metrics that align with the legislative intent of the SFRF appropriations
- Providing expenditure information and performance metrics to U.S. Treasury, the Legislature, the public and other stakeholders on SFRF-funded projects
- Informing stakeholders on how funds are used to address the short- and long-term effects of the pandemic
- Providing guidance and support to municipalities on the uses of federal stimulus funds

More information on PRO, including agency resources, can be found at [pandemicrecovery.ri.gov](https://pandemicrecovery.ri.gov)

# PRO Staff

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- Paul L. Dion, Ph.D., Director
- Reily Connaughton, Chief of Staff
- Nick Fanuele, PRO Project Lead
  - Health and Human Services Agencies
- Pheamo Witcher, PRO Project Lead
  - Housing
- Derek Gomes, Public Information Officer and SFRF Transparency Portal Lead

# What is SFRF?

## SFRF is not Coronavirus Relief Fund (CRF) 2.0!

**The ARPA provided the State \$1.13B through SFRF that must be used to:**

- Respond to the COVID-19 public health emergency
- Address the pandemic's negative economic impacts on households, small businesses, impacted industries and nonprofits
- Support services to disproportionately impacted communities
- Provide premium pay for eligible workers performing essential work
- Invest in water, sewer and broadband infrastructure
- Replace lost public sector revenue

# SFRF and the U.S. Treasury

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U.S. Treasury requires every SFRF-funded project to report performance metrics and programmatic information. For every project, PRO must submit the following in periodic reports to U.S. Treasury:

- A detailed description of the intervention
- Additional programmatic information dependent on the U.S. Treasury defined Expenditure Category
- Timeline
- Description of mechanisms and partners
- Federally required performance metrics
- Required State determined performance metrics
- Outcome measures
- A description of the use of evidence on which the proposed intervention is based

# U.S. Treasury Guidelines and Requirements

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# Spending Deadlines and Administrative Expenses

**U.S. Treasury requires that all funds are obligated\* by 12/31/24 and fully expended by 12/31/26.**

- The General Assembly has approved two tranches of SFRF funds:
  - **RI Rebounds: \$119 million** appropriated in January 2022
  - **FY 2023 Budget: \$545 million** included in current budget
- SFRF projects may have a multiyear commitment included in the FY 2023 budget; however, allocations in future fiscal years (FY 2024 – FY 2027) will require legislative action to be appropriated
- Direct administrative expenses can be allocated to SFRF awards. Indirect administrative costs, however, cannot.
  - Please review PRO's [SFRF Indirect Administrative Costs policy](#)

\*In accordance with 2 CFR § 200.71, obligation means “orders placed for property and services, contracts and subawards made, and similar transactions during a given period that require payment by the non-Federal entity during the same or a future period”

# U.S. Treasury Guiding Principles

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- Identify the impact from the public health emergency your proposed intervention will address and HOW your project addresses it
  - How is it related to the identified impact
  - How is it a reasonably proportional response to the impact
- Are SFRF funds being used for evidence-based interventions?
  - [Dept. Ed: What Works Clearinghouse](#)
  - [DOL: CLEAR](#)
  - [HHS: Research and Evaluation Clearinghouses](#)
- Are SFRF funds being used for projects that will be subject to rigorous and independent evaluation?

# U.S. Treasury Guiding Principles (cont.)

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- How does the planned use of SFRF funds prioritize economic and racial equity as a goal?
- What specific targets intended to produce meaningful equity results at scale?
- Key performance indicators (KPIs) are **required**, both
  - Output KPIs, a count of households, individuals or businesses served
    - The number of students enrolled in an early learning program
  - Outcome KPIs, impact on the households, individuals or businesses served
    - The percentage of students reading on grade level
- Two types of KPIs: Treasury required KPIs and State mandated KPIs

# KPIs

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KPIs are determined by two factors:

- The SFRF project's U.S. Treasury Expenditure Category
  - U.S. Treasury Expenditure Category will be determined by PRO
- Example: An investment in Providence Public Schools could be assigned the following expenditure category:
  - Services to Disproportionately Impacted Communities, 3.2. Education Assistance: Aid to High Poverty Districts
  - Treasury required KPI: the number of students participating in evidence-based tutoring programs
  - Mandated State KPIs: Determined collaboratively by PRO and State agency

# Reporting Requirements

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- U.S. Treasury requires states to submit quarterly reports on **State-derived key performance metrics** and **U.S. Treasury's own performance metrics and outcome measures (both reported quarterly)** based on the U.S. Treasury Expenditure Category assigned by PRO
- **KPIs:** Monthly performance measurement reports are required for the KPIs in the approved Reporting and Compliance Form
  - State agencies must submit by the **8<sup>th</sup> of each month** for the prior month's performance
  - Quasi-state agencies must submit by the **12<sup>th</sup> of each month** for the prior month's performance
- **Financial Information:** Entities outside RIFANS must submit a monthly financial report to PRO by the **12<sup>th</sup> of each month** for the prior month's expenditures

# Reporting Requirements

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- **Additional Demographic Data:** Examples may include a list of recipients by industry, location or other classifications
  - During the SFRF approval process, PRO will provide instructions on how best to collect this information
- **U.S. Treasury Quarterly Reports:** PRO and the Grants Management Office have developed a template that will be distributed each quarter
  - PRO project leads will fill in information from the Reporting and Compliance Form
  - Agencies must review and verify the performance and financial information each quarter

# Financial Information

Monthly financial information will also be posted in PRO's SFRF transparency portal



## Spending by Project

The expenditure tables allow for a comparison between total spend and project budget

## Recipient Information

Shows name of recipient, amount paid and municipality where the entity/individual is based

Aid to Small Business and Impacted Industries Latest Paid Date: 3/30/2022 SFRF Public (Prod) App: 1.0

Agency  
All

Project  
All

Purpose of Spending  
All

Paid Date  
3/4/2022 - 3/30/2022

Payee  
All

Municipality  
All

State  
All

Agency	Project	Purpose of Spending	Payee	Amount	Municipality	State	Paid Date
Commerce	Small Business Direct Grants	Administration	BRAVE RIVER SOLUTIONS INC	\$8,610.00	WARWICK	RI	3/30/2022
Commerce	Small Business Direct Grants	Administration	DUFFY & SHANLEY INC	\$230.00	PROVIDENCE	RI	3/30/2022
Commerce	Small Business Direct Grants	Administration	SAFEGUARD BUSINESS SYSTEMS	\$196.07	NORTH EASTON	MA	3/30/2022
Commerce	Small Business Direct Grants	Direct Grants	1ST CHOICE MARKETING LLC	\$5,000.00	WEST WARWICK	RI	3/25/2022
Commerce	Small Business Direct Grants	Direct Grants	293 PVD LLC	\$5,000.00	WEST WARWICK	RI	3/18/2022
Commerce	Small Business Direct Grants	Direct Grants	369 MEDICAL LLC	\$5,000.00	EXETER	RI	3/24/2022
Commerce	Small Business Direct Grants	Direct Grants	3D CONSTRUCTION LLC	\$5,000.00	PROVIDENCE	RI	3/15/2022
Commerce	Small Business Direct Grants	Direct Grants	401 COUNSELING ASSOCIATES	\$2,500.00	EAST GREENWICH	RI	3/24/2022
Commerce	Small Business Direct Grants	Direct Grants	401 DELI LLC	\$5,000.00	EXETER	RI	3/28/2022
Commerce	Small Business Direct Grants	Direct Grants	98 COMPANY	\$5,000.00	JOHNSTON	RI	3/28/2022
Commerce	Small Business Direct Grants	Direct Grants	A BUSHEL AND A PECK FLORAL SHOP LLC	\$2,500.00	CRANSTON	RI	3/17/2022
Commerce	Small Business Direct Grants	Direct Grants	A POSITIVE ATMOSPHERE LLC	\$5,000.00	RUMFORD	RI	3/24/2022
Commerce	Small Business Direct Grants	Direct Grants	A&M FAIRWAY INC	\$5,000.00	LINCOLN	RI	3/28/2022
Commerce	Small Business Direct Grants	Direct Grants	A-1 PRESERVATION PROPERTIES LLC	\$5,000.00	CRANSTON	RI	3/17/2022
Commerce	Small Business Direct Grants	Direct Grants	AARO FREIGHT & LOGISTICS	\$5,000.00	PROVIDENCE	RI	3/15/2022
<b>Total</b>				<b>\$2,261,536.07</b>			

# Three Types of SFRF Recipients

## Beneficiary

**The end recipient of the benefit that the SFRF project is intended to provide**

- ✓ Includes individuals, households, small businesses, impacted industries or nonprofits
- ✓ Beneficiaries are determined by PRO

## Contractor

**Provides a good or service to a beneficiary at the direction of the agency**

- ✓ More akin to an intermediary than a program administrator
- ✓ Executes a project on behalf of the State, with the State determining project details

## Subrecipient

**Responsible for carrying out part of an SFRF project with guidance of the agency**

- ✓ Design and implement their own program
- ✓ Require risk assessments, subaward agreements and active monitoring

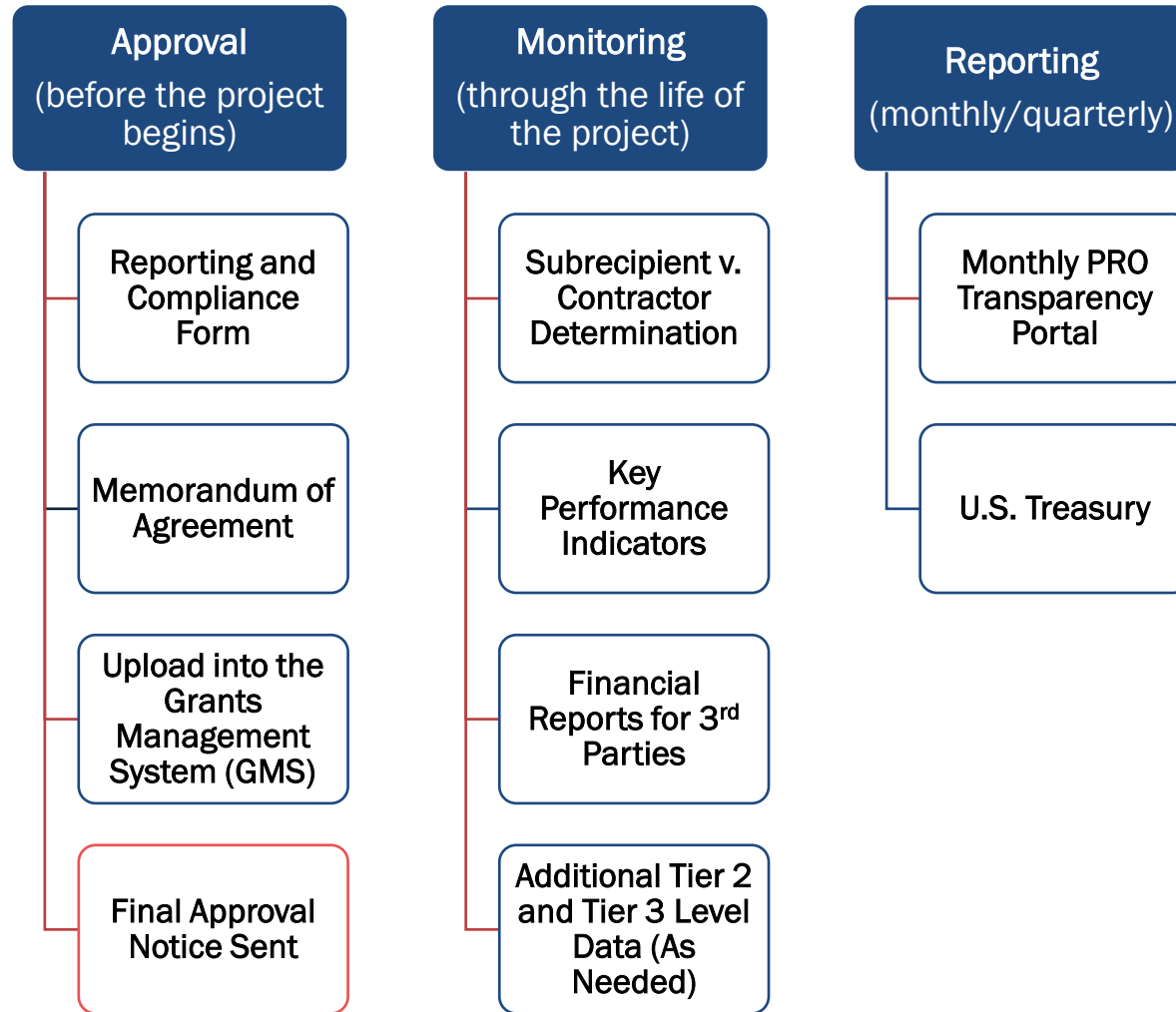


# SFRF Project Timeline and Next Steps

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# SFRF Project Deliverables



# Pre-implementation Checklist

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## Draft Reporting and Compliance Form

01

The form captures all required programmatic, budget and performance metric information required by U.S. Treasury

## PRO Review Meeting

02

PRO project leads review draft form and assist agency staff to ensure completeness

03

## Revisions

Agency revises form as needed and resubmits to PRO project lead

# Pre-implementation Checklist (cont.)

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04

## PRO Internal Review Meeting

PRO project lead presents form to PRO Director

05

## Final Review Meeting

Agency and PRO project lead presentation

06

## MOA/Approval Notice

Agency signs and submits a Memorandum of Agreement, and PRO sends approval notice\* to agency

\*If your agency's RI Rebounds project is receiving an additional appropriation, your agency must submit a new Reporting and Compliance Form

# SFRF Project Timeline

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**PRO will notify state agencies when to begin the Reporting and Compliance Form. Given the number of projects funded in the FY23 budget, PRO will take a phased approach in approving projects.**

The top priorities are projects that:

- Involve capital expenditures
- Are extensions of projects under RI Rebounds

PRO's approval process can take anywhere from **six to eight weeks**

- A complete and accurate draft of the Reporting and Compliance Form will expedite the process

# Next Steps

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- PRO will hold a call with finance and programmatic staff to dig deeper into the Reporting and Compliance Form, KPIs, SFRF Recipients, etc.
- PRO will send a list of approved projects in the FY23 budget along with the funding amount
- PRO will provide your agency a Reporting and Compliance Form for your project when it is ready to begin the approval process

# Q&A



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