



PUERTO RICO  
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AUTHORITY

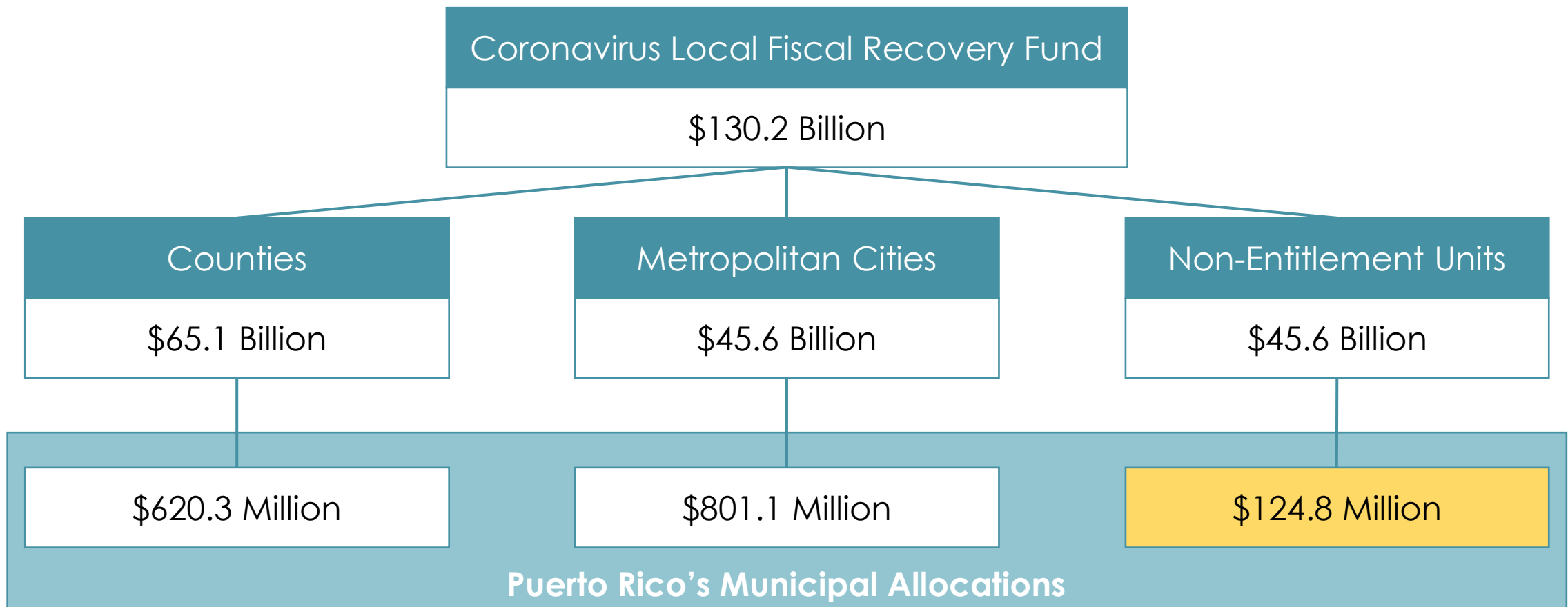
# Coronavirus Local Fiscal Recovery Fund: Overview of Non-Entitlement Unit Request Process

June 28, 2021

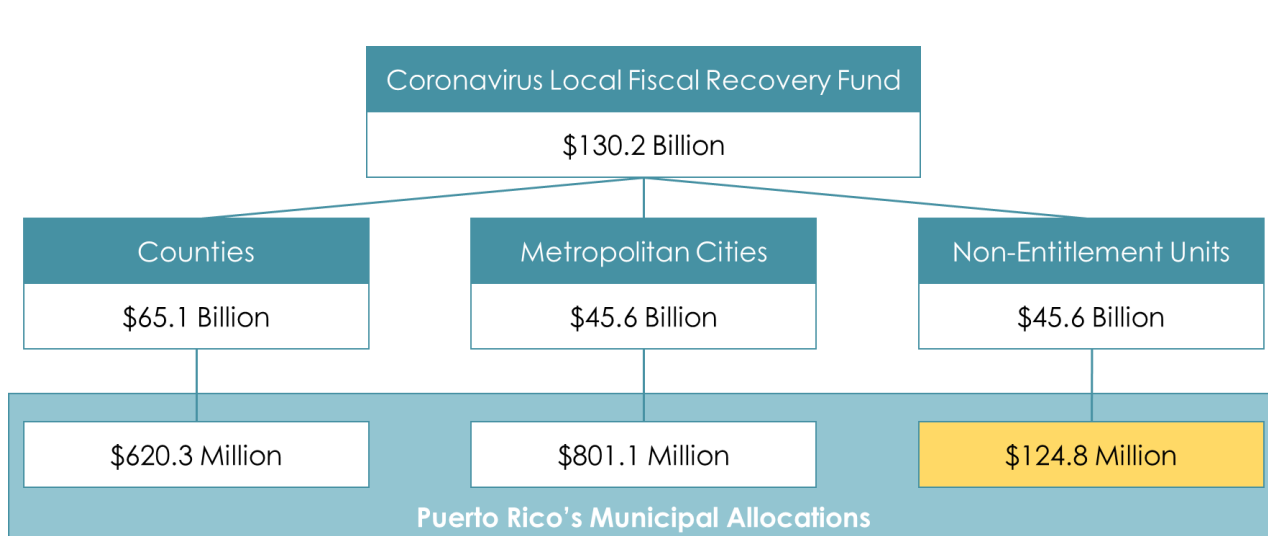
**AAFAF**

# Coronavirus Local Fiscal Recovery Fund: Overview

The American Rescue Plan allocated \$130.2 billion to local governments through the Coronavirus Local Fiscal Recovery Fund (“CLFRF”). The CLFRF is comprised of three parts, and all municipalities in Puerto Rico will receive funding through two of the three programs. In total, municipalities in Puerto Rico will receive over \$1.5 billion in local CLFRF funding.



# Coronavirus Local Fiscal Recovery Fund: Overview



## **IMPORTANT**

All municipalities in Puerto Rico will receive funding through two of the three CLFRF programs.

Each set of funds has unique reporting requirements. Funds must be reported separately.

This presentation is specific to the CLFRF Non-Entitlement Units of Local Government portion.

Please review the Interim Final Rule and FAQs for details on other programs.

# Coronavirus Local Fiscal Recovery Fund: Eligible Uses of Funds

The U.S. Treasury's Interim Final Rule provided guidance regarding eligible and ineligible uses of funds. The items show below are not comprehensive but may be helpful in consideration of potential programs. Please review the Interim Final Rule (<https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>) and the Frequently Asked Questions (<https://home.treasury.gov/system/files/136/SLFRPFAQ.pdf>) for additional eligibility details.



## Support Public Health Response

Fund COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff



## Address Negative Economic Impacts

Respond to economic harms to workers, families, small businesses, impacted industries, and the public sector



## Replace Public Sector Revenue Loss

Use funds to provide government services to the extent of the reduction in revenue experienced due to the pandemic



## Premium Pay for Essential Workers

Offer additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors



## Water and Sewer Infrastructure

Make necessary investments to improve access to clean drinking water and invest in wastewater and stormwater infrastructure



## Broadband Infrastructure

Make necessary investments to provide unserved or underserved locations with new or expanded broadband access

# Coronavirus Local Fiscal Recovery Fund: Reporting

Municipalities that received multiple CLFRF allocations must abide by the report due date for each funding source. **It is important to note that some of these programs have different reporting deadlines and require varying levels of details and must track separately expenditures from different CLFRF programs. All reports will be submitted directly to U.S. Treasury.**

## Annual Reporting Timeline

Report	Period Covered	Due Date
1	Award Date – September 30, 2021	October 31, 2021
2	October 1, 2021 – September 30, 2022	October 31, 2022
3	October 1, 2022 – September 30, 2023	October 31, 2023
4	October 1, 2023 – September 30, 2024	October 31, 2024
5	October 1, 2024 – September 30, 2025	October 31, 2025
6	October 1, 2025 – September 30, 2026	October 31, 2026
7	October 1, 2026 – December 31, 2026	March 31, 2027

## Report Details

### Projects

Information on all CLFRF funded projects including project name, description, and additional programmatic data

### Expenditures

Detailed financial obligations and expenditures including subaward information

Please review the U.S. Treasury's Compliance and Reporting Guidance for complete details.  
<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>

# CLFRF Non-Entitlement Unit Allocations

Municipality	Est. 2020 Population	% of Total Population	NEU Funds	First Tranche Disbursements
Adjuntas	17,213	1.5%	\$1,814,892.56	\$907,446.28
Aguada	36,343	3.1%	\$3,831,908.45	\$1,915,954.23
Aguas Buenas	24,598	2.1%	\$2,593,547.15	\$1,296,773.57
Aibonito	21,844	1.8%	\$2,303,172.78	\$1,151,586.39
Añasco	26,016	2.2%	\$2,743,057.27	\$1,371,528.63
Arroyo	17,091	1.4%	\$1,802,029.20	\$901,014.60
Barceloneta	23,756	2.0%	\$2,504,768.93	\$1,252,384.46
Barranquitas	27,565	2.3%	\$2,906,379.67	\$1,453,189.84
Camuy	30,261	2.6%	\$3,190,638.68	\$1,595,319.34
Cataño	22,788	1.9%	\$2,402,705.60	\$1,201,352.80
Ceiba	10,678	0.9%	\$1,125,859.68	\$562,929.84
Ciales	15,618	1.3%	\$1,646,720.03	\$823,360.02
Coamo	38,424	3.2%	\$4,051,323.51	\$2,025,661.75
Comerio	18,551	1.6%	\$1,955,967.69	\$977,983.84
Corozal	32,037	2.7%	\$3,377,895.36	\$1,688,947.68
Culebra	1,720	0.1%	\$181,352.19	\$90,676.09
Dorado	36,096	3.0%	\$3,805,865.43	\$1,902,932.72
Florida	11,229	0.9%	\$1,183,955.64	\$591,977.82
Guánica	15,037	1.3%	\$1,585,460.95	\$792,730.48
Guayanilla	17,360	1.5%	\$1,830,391.84	\$915,195.92
Gurabo	47,469	4.0%	\$5,005,004.05	\$2,502,502.03
Hatillo	39,135	3.3%	\$4,126,289.44	\$2,063,144.72
Hormigueros	15,423	1.3%	\$1,626,159.76	\$813,079.88
Jayuya	13,711	1.2%	\$1,445,651.07	\$722,825.53
Juncos	38,165	3.2%	\$4,024,015.24	\$2,012,007.62
Lajas	21,677	1.8%	\$2,285,564.74	\$1,142,782.37

Municipality	Est. 2020 Population	% of Total Population	NEU Funds	First Tranche Disbursements
Lares	23,723	2.0%	\$2,501,289.50	\$1,250,644.75
Las Marías	7,730	0.7%	\$815,030.47	\$407,515.23
Las Piedras	37,043	3.1%	\$3,905,714.57	\$1,952,857.29
Loíza	24,154	2.0%	\$2,546,732.98	\$1,273,366.49
Luquillo	17,495	1.5%	\$1,844,625.88	\$922,312.94
Maricao	5,388	0.5%	\$568,096.27	\$284,048.13
Maunabo	10,228	0.9%	\$1,078,412.89	\$539,206.44
Moca	34,597	2.9%	\$3,647,814.89	\$1,823,907.45
Morovis	30,340	2.6%	\$3,198,968.23	\$1,599,484.11
Naguabo	25,858	2.2%	\$2,726,398.17	\$1,363,199.09
Naranjito	27,159	2.3%	\$2,863,572.12	\$1,431,786.06
Orocovis	20,038	1.7%	\$2,112,752.98	\$1,056,376.49
Patillas	16,035	1.4%	\$1,690,687.40	\$845,343.70
Peñuelas	18,827	1.6%	\$1,985,068.39	\$992,534.19
Quebradillas	22,732	1.9%	\$2,396,801.11	\$1,198,400.56
Rincón	13,561	1.1%	\$1,429,835.47	\$714,917.74
Sabana Grande	21,455	1.8%	\$2,262,157.66	\$1,131,078.83
Salinas	26,945	2.3%	\$2,841,008.54	\$1,420,504.27
San Lorenzo	35,667	3.0%	\$3,760,632.82	\$1,880,316.41
Santa Isabel	21,126	1.8%	\$2,227,468.78	\$1,113,734.39
Utuado	27,014	2.3%	\$2,848,283.71	\$1,424,141.86
Vega Alta	35,863	3.0%	\$3,781,298.54	\$1,890,649.27
Vieques	8,332	0.7%	\$878,503.73	\$439,251.87
Villalba	21,082	1.8%	\$2,222,829.54	\$1,111,414.77
Yabucoa	31,916	2.7%	\$3,365,137.44	\$1,682,568.72
<b>TOTAL</b>	<b>1,184,113</b>	<b>100.0%</b>	<b>\$124,849,699.00</b>	<b>\$62,424,849.50</b>

# CLFRF Non-Entitlement Units: Request for Payment Requirements

To receive CLFRF NEU funding, eligible municipalities must submit a request for payment to the Government of Puerto Rico. NEUs must have an active DUNS number and be registered in SAM.gov. See appendix for additional details. **For all other CLFRF funding (including county and metropolitan city funds), eligible municipalities must submit an application to U.S. Treasury.**

## NEUs must provide the following information to the Government of Puerto Rico:

1. Local government name, Entity's Taxpayer Identification Number, DUNS number, and address
2. Authorized representative name, title, and email
3. Contact person name, title, phone, and email
4. Financial institution information (e.g., routing and account number, financial institution name and contact information)
5. Total NEU budget (defined as the annual total operating budget, including general fund and other funds, in effect as of January 27, 2020) or top-line expenditure total (in exceptional cases in which the NEU does not adopt a formal budget)
6. Award terms and conditions agreement (as provided by Treasury to be signed)
7. Assurances of compliance with Title VI of the Civil Rights Act of 1964 (as provided by Treasury to be signed)

The Government of Puerto Rico will review each NEU request for completeness and will ensure each NEU will not receive more than 75 percent of its annual total operating budget in CLFRF NEU funds. Please review the appendix slides for additional information on DUNS numbers and examples of the request for payment.

# Appendix



# DUNS Number

Purpose of DUNS: A DUNS number is a unique nine-character number used to identify your organization. The federal government uses the DUNS number to track how federal money is allocated.

## **How to Register for a DUNS Number**

If your organization does not yet have a DUNS number, or no one knows it, visit the Dun & Bradstreet (D&B) [website](#) or call 1-866-705-5711 to register or search for a DUNS number.

Registering for a DUNS number is free of charge, so if you encounter any organizations or websites soliciting a fee or charge to acquire a DUNS number it is likely a scam or fraudulent.

You will need all of the information listed below to obtain a DUNS number:

- Name of organization
- Organization address
- Name of the chief executive officer (CEO) or organization owner
- Legal structure of the organization (e.g., corporation, partnership, proprietorship)
- Year the organization started
- Primary type of business
- Total number of employees (full and part-time)

## **How long does it take to obtain a DUNS number?**

Allow up to two business days to obtain a DUNS number, but it can occur in one business day.

# SAM.gov

Purpose of SAM: SAM is a web-based, government-wide application that collects, validates, stores, and disseminates business information about the federal government's trading partners in support of the contract awards, grants, and electronic payment processes.

## **Before Registering with SAM**

Use the SAM Status Tracker to check your organization's registration status with SAM. You may also contact your grant administrator, financial department, chief financial officer, or authorizing official to identify whether your organization has already registered with SAM. If your organization is already registered, take note of who is listed as the E-Business Point of Contact (EBiz POC). It is the EBiz POC within your organization who must register your organization with SAM.

## **How to Register with SAM**

To register with SAM, go to SAM.gov with the following information:

- DUNS number
- Taxpayer Identification Number (TIN) or Employment Identification Number (EIN)

When you register a new entity in SAM to do business with the U.S. government, SAM requires a notarized letter stating you are the authorized entity administrator before SAM will activate your entity registration in SAM.gov.

When your organization registers with SAM, you must designate an EBiz POC.

## **How long does it take to register with SAM?**

Generally, after completing the online registration and sending your notarized letter confirming the entity administrator, it takes up to two weeks to register with SAM, then 1 business day for updates made in SAM to be reflected in Grants.gov. However, your organization must first have an EIN. If your organization does not have an EIN, you should allow an additional 5 weeks to request and obtain an EIN from the IRS.

# Request for Payment (1 of 3)

The Government of Puerto Rico will utilize DocuSign for the Request for Payment process. The federal government requires all requests for federal funding be submitted in English. In addition to completing the request fields, requestors must also read and agree to the Award Terms and Conditions and Assurances of Compliance with Title VI of the Civil Rights Act of 1964.

**CORONAVIRUS LOCAL FISCAL RECOVERY FUND**  
**Distribution of Funds to Non-Entitlement Units (NEUs) of Local Government - Request for Payment**

**APPLICANT INFORMATION**

Local Government Name:

Tax Identification Number (TIN):

DUNS Number<sup>1</sup>:

Address:

City:

State:

Zip Code:

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**AUTHORIZED REPRESENTATIVE INFORMATION**

Authorized Representative Name:

Authorized Representative Title:

Telephone Number:

Email Address:

If Request is submitted by any representative other than the current Mayor, a letter of delegation or municipal resolution must also be submitted.

# Request for Payment (2 of 3)

## **CONTACT REPRESENTATIVE INFORMATION**

Contact Representative Name:

Contact Representative Title:

Telephone Number:

Email Address:

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## **FINANCIAL INSTITUTION INFORMATION**

Financial Institution Name:

Account Number:

Routing Number:

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## **FINANCIAL INSTITUTION REPRESENTATIVE'S INFORMATION**

Financial Institution Representative Name:

Financial Institution Representative Title:

Telephone Number:

Email Address:

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<sup>1</sup> DUNS refers to the Data Universal Number System, and a DUNS number is a unique nine-character number used to identify your organization. The federal government uses the DUNS number to track how federal money is allocated. For a free DUNS number, please register at: <https://fedgov.dnb.com/webform/displayHomePage.do>

# Request for Payment (3 of 3)

## **TOTAL NON-ENTITLEMENT UNIT BUDGET**

The total Non-Entitlement Unit budget ("Budget") is defined as the annual total operating budget, including general fund and other funds, in effect as of January 27, 2020. If a Non-Entitlement Unit does not adopt a formal budget, please report its top-line expenditure total.

Total Budget as of January 27, 2020:

Date Adopted:

## **CERTIFICATIONS**

Requestor hereby acknowledges and agrees that (please initial next to each statement):

\_\_\_\_\_ Requestor acknowledges a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution and may subject the Requestor to civil penalties and/or administrative remedies for false claims or otherwise.

\_\_\_\_\_ I certify under penalty of perjury that I have examined all the information on this form, and on any accompanying statements or forms, and it is true and correct to the best of my knowledge.

\_\_\_\_\_ I certify the Requestor will comply with all Award Terms and Conditions, as provided by U.S. Treasury and accompanying this request.

\_\_\_\_\_ I certify the Requestor will comply with all assurances of Title VI of the Civil Rights Act of 1964, as provided by U.S. Treasury and accompanying this request.

## **SIGNATURE AND DATE**

Signature:

Date:

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