



NCPRO

NC Pandemic Recovery Office

ARPA State Fiscal Recovery Funds

State Agency Working Group

May 12, 2022

Agenda

1. Reporting Overview
2. Process Update
 - Process Timeline
 - Reporting
3. FY22 Closeout Reminders
4. Optional Office Hours for Q&A



REPORTING OVERVIEW

Andy MacCracken, NCPRO



NC's Reporting Obligations

As coordinating agency, NCPRO is responsible for submitting the following regular reports on behalf of all entities receiving SFRF

US Treasury

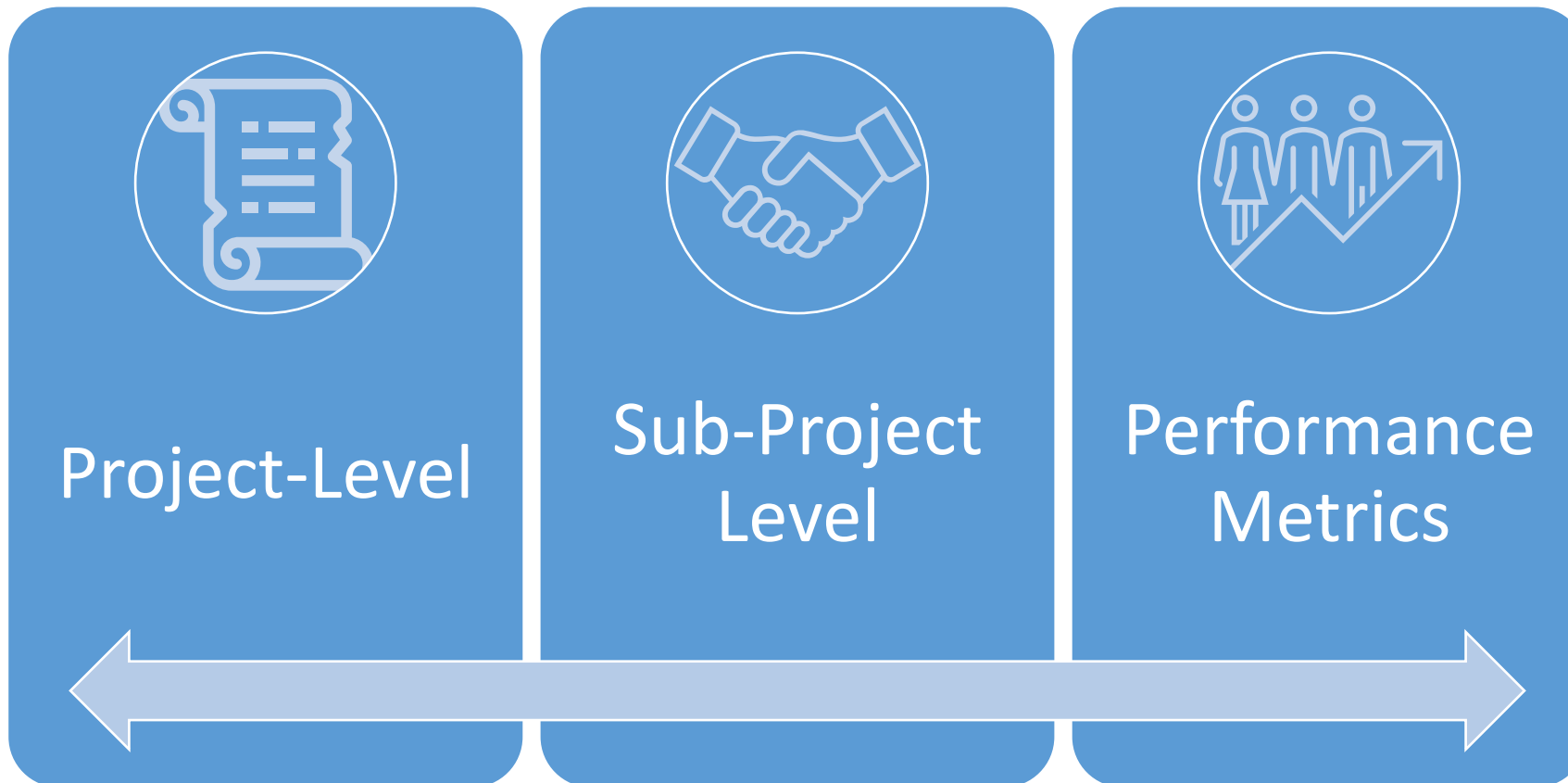
- Quarterly Project & Expenditure Reports
- Annual Performance Report

Legislative Report

- Quarterly report to NCGA

Reporting Elements

Main Buckets of Required Information:



Project Level Reporting

BASICS

- UST requires unique financial and program reporting for each SFRF project.
- Project is any SFRF appropriation for which NCPRO has established a unique Agreement Number

WHAT TO REPORT

- Standard set of questions with some additional programmatic data that varies by UST Expenditure Category

HOW TO REPORT

- Direct input in PANGRAM for core questions
- Attachment upload for unusual circumstances (i.e. program income, capital expenditures)

Project Level Reporting

CORE DATA ELEMENTS

- The following data will be required of all projects.

Item No.	Information	Reporting Interval
1*	Completion Status	Monthly
2*	Total Cumulative Obligations	Monthly
3*	Total Cumulative Expenditures	Monthly
4*	Current Period Obligations	Monthly
5*	Current Period Expenditures	Monthly
6*^	Does project include a capital expenditure?	Monthly
7*^	Did project earn and/or spend program income?	Monthly
8*^	Did project make any new subawards, subaward expenditures, or amend existing subaward?	Monthly

* Required item

^ If yes, additional reporting required

Item No.	Information	Reporting Interval
9a*	Project Demographic Distribution - Primarily Populations Served	Annual
9b*	Primary Project Demographic Explanation	Annual
9c	<i>Project Demographic Distribution - Additional Populations Served</i>	<i>Annual</i>
9d	<i>Secondary Project Demographic Explanation</i>	<i>Annual</i>
9e	<i>Project Demographic Distribution - Additional Populations Served</i>	<i>Annual</i>
9f	<i>Secondary Project Demographic Explanation</i>	<i>Annual</i>
9g	<i>Project Demographic Distribution - Additional Populations Served</i>	<i>Annual</i>
9h	<i>Tertiary Project Demographic Explanation</i>	<i>Annual</i>
10*	Structure and objectives of assistance program	Annual
11*	Recipients approach	Annual

Sub-Project Level Reporting

BASICS

- UST requires reporting for sub-project level information to satisfy FFATA requirements
- If any SFRF recipient further directs funds to other entities as a:
 - Contractor
 - Subgrantee
 - Beneficiary
- Then, the following sub-project information is required:
 - Subrecipients receiving SFRF funds
 - Subawards directed to Subrecipients receiving SFRF funds
 - Expenditures on Subawards

Sub-Project Level Reporting

WHAT TO REPORT

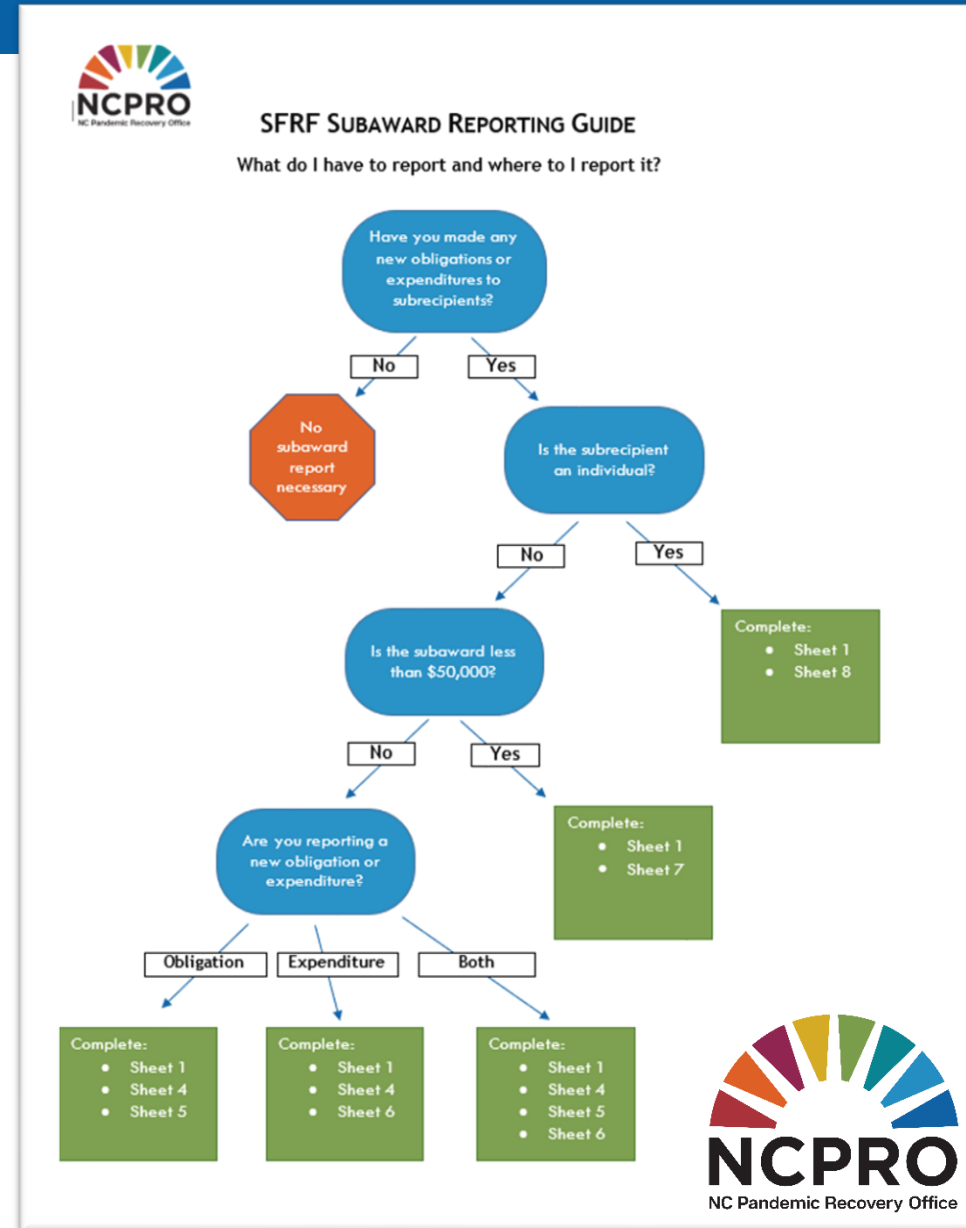
- Subrecipient information (only for \$50K+)
 - Contact & identifying info
 - Subaward information
 - Location of work
 - Period of performance
 - SAM.gov registration
- Financial information (All)
 - Obligated amount
 - Expended amount

Reported Information	Subawards \$50K+	Subawards under \$50k	Payments to Individuals
Subrecipient	Detailed	None	None
Funds Obligated	Detailed	Aggregate	Aggregate
Funds Expended	Detailed	Aggregate	Aggregate

Sub-Project Level Reporting

HOW TO REPORT

- Consolidated Sub-Project Reporting attachment, upload in PANGRAM
- Sheet Tracks:
 - Subrecipients (\$50K+)
 - Subawards (\$50K+)
 - Expenditures (\$50K+)
 - Aggregate obligations & expenditures (under \$50K and individuals)



Reporting Schedule

REPORTS DUE IN PANGRAM BY 15TH DAY OF THE MONTH FOLLOWING REPORTING PERIOD

Monthly reports example: Report 8/1-8/31 data by 9/15

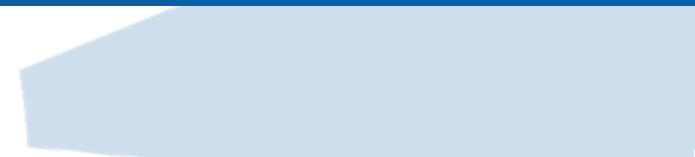
Quarterly reports example: Report 7/1-9/30 data by 10/15

Annual reports (7/1-6/30) due July 15th

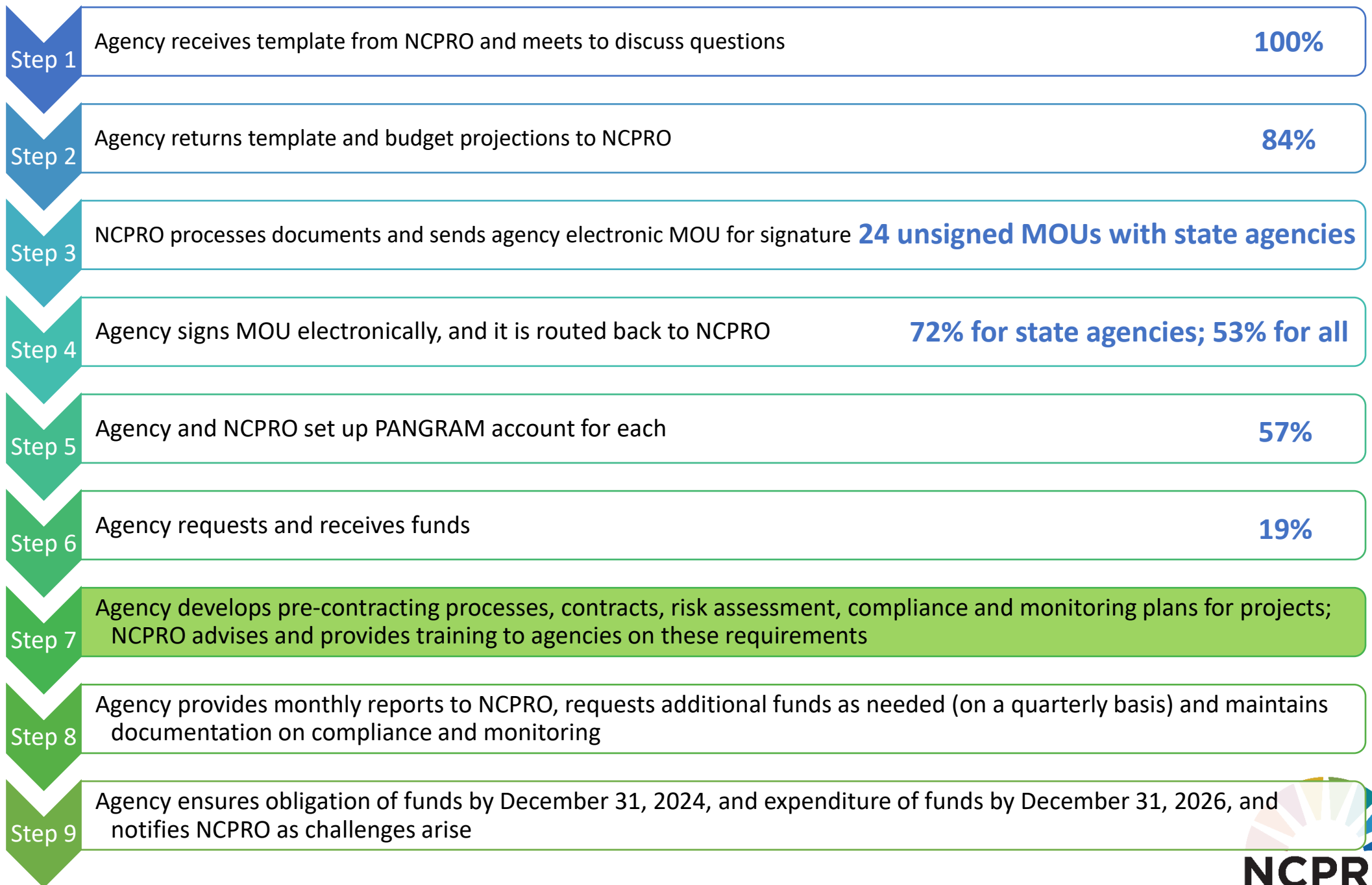


PROCESS UPDATE

Stephanie McGarragh, NCPRO



Overview of SFRF Process



Please note that budget certification must be complete before step 6 commences

NCPRO Contacts by Agency and Fund

Agency	Funding Sources	NCPRO Contact	Email	Phone
AOC, DPS, NCGA, DOI, DOT, DST, COOP, DACS	SFRF	Heather Laffler	Heather.laffler@osbm.nc.gov	919-816-7983
External entities	CRF, SFRF	Laura Jimenez	Laura.jimenez@osbm.nc.gov	919-441-0973
DHHS, NCHFA, NCORR (ERA only)	SFRF, ERA, HAF	Tara Fikes	Tara.fikes@osbm.nc.gov	984-227-5340
DOR, DOA, DNCR	SFRF, LFRF	Heather Laffler	Heather.laffler@osbm.nc.gov	919-816-7983
UNC, NCCCS, DPI	SFRF, GEER	Adam Shull	Adam.shull@osbm.nc.gov	919-737-3517
Commerce, DIT, DEQ	SFRF, CPF, EDAT	Marquis Crews	Marquis.crews@osbm.nc.gov	984-960-7056

SFRF – State Fiscal Recovery Funds (ARPA)

LFRF – Local Fiscal Recovery Funds (ARPA)

CRF – Coronavirus Relief Funds (CARES)

ERA – Emergency Rental Assistance (CRRSA and ARPA)

HAF – Homeowners’ Assistance Funds (ARPA)

GEER – Governor’s Emergency Education Relief (CARES and CRRSA)

EDAT – Economic Development Administration Tourism (ARPA)

CPF – Capital Projects Fund (ARPA)

