

**From:** [SLFRF@treasury.gov](mailto:SLFRF@treasury.gov) <[slfrf@treasury.gov](mailto:slfrf@treasury.gov)>

**Sent:** Thursday, August 31, 2023 8:41 AM

**Cc:** [CARESITForms@treasury.gov](mailto:CARESITForms@treasury.gov)

**Subject:** ACTION REQUIRED FOR COMPLIANCE WITH UNIQUE ENTITY IDENTIFIER OF SUBRECIPIENT REPORTING

Dear SLFRF Recipient,

We are writing regarding **RECIPIENT** participation in the State and Local Fiscal Recovery Funds (SLFRF) program established under sections 602 and 603 of the Social Security Act as added by section 9901 of the American Rescue Plan Act, 2021.

In accordance with the SLFRF Financial Assistance Agreement, recipients and all subrecipients are required to obtain and maintain active [Unique Identify IDs](#) (UEIs) in SAM.gov for the duration of the period of performance of the SLFRF award. Please note that subrecipients are not required to complete the full SAM registration to obtain a UEI. Additionally, you must include your subrecipients' UEIs in the SLFRF Project and Expenditure report which you are required to submit to the U.S. Department of the Treasury (Treasury). Your subrecipients' failure to obtain UEIs and/or missing UEIs in the required compliance reports may result in Treasury finding you noncompliant with the requirements of your SLFRF Financial Assistance Agreement.

As of the date of this notice, **RECIPIENT** has failed to provide required UEIs for subrecipient(s) in the quarterly Project and Expenditure report for Q2 2023 that was due to Treasury no later than July 31, 2023. **This notice is to notify the recipient that the outstanding UEI(s) for its subrecipients must be provided in the Q3 quarterly Project and Expenditure report due no later than October 31, 2023 or the recipient may be found to be noncompliant with the requirements of the SLFRF Financial Assistance Agreement.** Compliance reports can be accessed by logging into <https://portal.treasury.gov/cares/s/slt>. Additional information regarding the UEI can also be found below.

Additionally, if you have experienced any extenuating circumstances that may have prevented you from submitting your subrecipients' UEIs in the compliance reports, you may provide an explanation of each circumstance in the Q3 quarterly Project and Expenditure report.

If Treasury does not receive compliance reports with all required UEIs or relevant justification for its subrecipients by 5pm ET on October 31, 2023, we will notify you of Treasury's proposed determination for noncompliance.

For information regarding the Terms and Conditions of the SLFRF Financial Assistance Agreement that you executed in connection with your SLFRF award, including questions relating to compliance requirements, please refer to your SLFRF Financial Assistance Agreement.

Looking for more information about UEIs and SLFRF award reports?

- Need to get a UEI? Check out [Guide to Getting a Unique Entity ID](#). Subrecipients can get a UEI for free. For more help getting a UEI, visit [Federal Service Desk \(FSD\)](#).

- More guidance on SLFRF reporting is available in the [Compliance and Reporting Guidance](#) and the [Project and Expenditure Report User Guide](#).
- Information about UEI requirements for you and your subrecipients are in your SLFRF Financial Assistance Agreement at paragraph 9.b.ii. which references the award term at 2 CFR Part 25, Appendix A.
- Guidance to Auditors evaluating SLFRF recipients can be found in the [2022 SLFRF Compliance Supplement](#).

If you have technical questions or issues with the SLFRF reporting portal, you can contact us by email at [SLFRF@treasury.gov](mailto:SLFRF@treasury.gov).

Thank you for your prompt attention to this matter.

SLFRF Program  
Office of Recovery Programs