



DATE: April 29, 2020

TO: ACL Grantees

FROM: Rasheed D. Williams
Deputy Administrator for Management and Budget

SUBJECT: COVID-19 SUPPLEMENTAL FUNDING REPORTING REQUIREMENTS

The purpose of this memorandum is to clarify standard reporting requirements for ACL's discretionary and mandatory grant programs that awarded supplemental funding in response to the Coronavirus Disease 2019 (COVID-19). All activities supported by COVID-19 funding must focus on COVID-19 prevention, preparedness, and response, in accordance with your program's requirements, project scope and the following appropriations:

- Coronavirus Aid, Relief, and Economic Security (CARES) Act, 2020 [P.L. 116-136]; and
- Families First Coronavirus Response Act, 2020 [P.L. 116-127].

Over the past few weeks, HHS has been negotiating with the Office of Management and Budget (OMB) around the reporting requirements identified in the COVID-19 related Acts. As a result, there are no enhanced data collection frequencies or new systems required to report the use of funds provided for responding to COVID-19. OMB will permit ACL to use existing data and reporting tools to collect information. Specific instructions and technical assistance for reporting on COVID-19 activities and expenditures will be provided by your respective program and fiscal staff.

Please remember, it is important during this period of responding to the COVID-19 challenges that you continue to adhere to both programmatic and fiscal reporting requirements to help ensure proper oversight of your federal award.