

MEMORANDUM

TO: Chief Executives of “Metropolitan Cities” and County Chief Executives
FR: Executive Office for Administration & Finance Federal Funds Office (FFO)
DT: May 19, 2021
RE: How to Apply Directly to the US Treasury for Coronavirus Local Fiscal Recovery Fund (CLFRF) Funding

On March 11, 2021, the President of the United States signed into law the American Rescue Plan Act of 2021 (ARPA), Pub. L. No. 117-2. This law provides resources through the new Coronavirus Local Fiscal Recovery Fund (CLFRF) to local governments to respond to the public health emergency caused by the Coronavirus Disease (COVID-19). This fund is administered by the US Department of the Treasury (hereafter, “US Treasury” or “Treasury”).

[A memorandum issued on May 4, 2021](#) outlined the prerequisite steps that counties and metropolitan cities need to take before being eligible to apply directly to Treasury for CLFRF funding. Treasury’s application portal can be found [here](#).

To clarify, only [counties](#) and [“metropolitan cities”](#) need to apply directly to Treasury for CLFRF funding. The remaining “non-entitlement units of local government” (NEUs) will receive CLFRF funding from the Commonwealth, which has already applied to Treasury for the funding on behalf of the NEUs (as well as the non-functional counties).

To complete a submission on behalf of your county or metropolitan city, you will be asked to provide the following information:

1. Jurisdiction name, taxpayer ID number, DUNS Number, and address
2. Authorized representative name, title, and email
3. Contact person name, title, phone, and email
4. Funds transfer information, including recipient’s financial institution, address, phone, and routing number and account number
5. Completed certification document (to be signed by the authorized representative)

Counties and metropolitan cities must submit a request to receive funding even if they have previously applied for other programs through the [Treasury Submission Portal](#). Eligible counties and metropolitan cities will receive further communications regarding the status of their submission via the email address provided in the Treasury Submission Portal.

Future Commonwealth activity related to the Coronavirus Local Fiscal Recovery Fund will be coordinated by the Executive Office for Administration & Finance (A&F) Federal Funds Office (FFO). Please contact Brendan Sweeney, Assistant Director for Federal Funds – Municipal, at Brendan.S.Sweeney@mass.gov or via telephone at (857) 338-0011.

Metropolitan Cities in Massachusetts

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|------------|-------------|
| Arlington | Medford |
| Attleboro | Methuen |
| Barnstable | New Bedford |
| Boston | Newton |
| Brockton | Northampton |
| Brookline | Peabody |
| Cambridge | Pittsfield |
| Chicopee | Plymouth |
| Fall River | Quincy |
| Fitchburg | Revere |
| Framingham | Salem |
| Gloucester | Somerville |
| Haverhill | Springfield |
| Holyoke | Taunton |
| Lawrence | Waltham |
| Leominster | Westfield |
| Lowell | Weymouth |
| Lynn | Worcester |
| Malden | Yarmouth |