

## Announcing the FFY 2022 Reallotment Process

The end of FFY 2022 on September 30, 2022, is the close of the obligation period for several Child Care and Development Fund (CCDF) Discretionary and supplemental funding streams. As required by 45 CFR 98.64, **State and Tribal Lead Agencies that will be unable to obligate funds listed in the table below by September 30, 2022, must inform ACF by April 1, 2022, so that those funds can be de-obligated and reallotted to other Lead Agencies.** This announcement describes key dates and processes in reporting funds that will be unobligated by September 30, 2022, and in requesting reallotted funds.

*Note:* In accordance with 45 CFR 98.64(b), only the 50 states, the District of Columbia, and the Commonwealth of Puerto Rico are eligible to receive reallotted funds that are reported as unobligated by state CCDF Lead Agencies. Funds unobligated by Tribal Lead Agencies will be reallotted to other Tribal Lead Agencies.

### Funds with obligation deadlines of 9/30/2022:

Regular Funding:	Obligate by:	Grant Document Number:
GY 2021 Discretionary	FFY2022 (9/30/22)	21****CCDD
Supplemental Funding:		
GY 2021 Disaster Relief Supplemental Discretionary (final \$90K installment)—not related to COVID-19, but rather to other disasters	FFY2022 (9/30/22)	21****CCDX
GY 2020 CARES Act Supplemental Discretionary	FFY2022 (9/30/22)	20****CCC3
GY 2021 CRRSA Act Supplemental Discretionary	FFY2022 (9/30/22)	21****CCC5
GY 2021 ARP Act Stabilization	FFY2022 (9/30/22)	21****CSC6

### Reporting Unobligated Discretionary Funds

State and Tribal Lead Agencies that will be unable to obligate their funds from the table above by September 30, 2022, must inform ACF by April 1, 2022. Lead Agencies should email a letter signed by an official authorized to make financial decisions (e.g., Tribal Chair, Agency Director) to their [Office of Child Care \(OCC\) Regional Program Manager](#) and ACF Regional Grants Management Specialist (for [States](#) and [Tribes](#)). The email should report the amount funds for each of the funding streams listed above that the Lead Agency will be unable to obligate.

Lead agencies are responsible for ensuring that the funds reported in the letter are available for de-obligation. In other words, the amount reported as unable to be obligated should be equal to or less than the authorized amount on the grant, minus drawdowns in the Payment Management System (PMS).

Otherwise, any CCDF program funds that do not meet the obligation timeframes will revert to the Federal Treasury. By providing the timely notification of any unused discretionary funds by the April 1 deadline, a Lead Agency will ensure that these unused funds are instead made available for use by other jurisdictions for CCDF program purposes. Providing this notification will not affect the Lead Agency's allocation amount in future fiscal years.

### **Requesting Reallotted Discretionary Funds**

State and Tribal Lead Agencies may request to receive discretionary funds that other Lead Agencies will not be able to obligate prior to their respective obligation deadlines.

### **States Requesting Reallotted Discretionary Funds**

State Lead Agencies are required to submit quarterly financial reports to ACF. The quarter ending (QE) 3-31-2022 ACF-696 financial report asks, "IF AVAILABLE, DOES THE STATE REQUEST REALLOTTED DISCRETIONARY FUNDS? YES [ ] NO [ ]." Only states that mark "yes" for this question on the QE 3-31-2022 ACF-696 report will be eligible for these funds. If reports are not received within 30 days after the end of the quarter (April 30, 2022), the state **will not** be eligible for reallotted discretionary funds.

### **Tribes Requesting Reallotted Discretionary Funds**

Tribal Lead Agencies that receive CCDF program funds directly from ACF must submit annual financial reports to the agency. The 9-30-2021 annual ACF-696T financial report asks, "IF AVAILABLE, DOES THE TRIBE REQUEST REALLOTTED DISCRETIONARY FUNDS? YES [ ] NO [ ]." Only Tribal Lead Agencies that mark "yes" for this question on the 9-30-2021 annual ACF-696T report will be eligible for these funds. If reports are not received by the due date for these funds ([INPUT DATE]), the Tribal Lead Agency **will not** be eligible for reallotted discretionary funds.

### **Tribes Operating Under an Approved P.L. 102-477 Plan**

Tribal Lead Agencies that have consolidated their CCDF program into an approved P.L. 102-477 Plan submitted their triennial Child Count Certifications to ACF on July 1, 2019. The Child Count Certification asks "IF AVAILABLE, DOES THE TRIBE REQUEST REALLOTTED DISCRETIONARY FUNDS? YES [ ] NO [ ]." Only Tribal Lead Agencies that marked "yes" for this question on their most recent Child Count Certification will be considered for these funds.

### **Obligation and Liquidation Periods**

Reallotted discretionary funds must be obligated and liquidated in the applicable periods for which they were originally awarded because they are reallotted to the same grant year. This means that the Lead Agency receiving reallotted discretionary funds must obligate those funds by September 30, 2022. *Therefore, Lead Agencies that request reallotted discretionary funds should begin planning how to obligate the funds in this limited period.*

CCDF program obligation and liquidation requirements do not apply to those Tribes that have consolidated their CCDF program into an approved P.L. 102-477 Plan.

**Paperwork Reduction Act of 1995 (Pub. L. 104-13) Statement of Public Burden:** Through this information collection effort, the Administration for Children and Families is gathering data on your Child Care and Development program's program funds that will not be obligated by the close of the obligation period on September 30, 2022. The public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. The information is required to retain a benefit (45 CFR 98.64). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information subject to the requirements of the Paperwork Reduction Act of 1995, unless that agency or person displays a currently valid

Office of Management and Budget (OMB) control number. The OMB # is 0970-0510 and the expiration date is 6/30/2024. If you have any comments on this collection of information, please contact Rachel McKinnon, Office of Child Care, by email at [rachel.mckinnon@acf.hhs.gov](mailto:rachel.mckinnon@acf.hhs.gov).

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