

**CRF Financial Relief Grant 2.0 Frequently Asked Questions:**

	Question	Answer	Program Type Affected
1	How do we report State TRI receipts, amounts earned, and remaining liability due back to the State?	Include the revenue earned and the expenses incurred for the State TRI in the CRF application form.	NF & RCF App C
2	How do we report temporary rate increase revenue?	On line 3, include the net amount received from the Department for the temporary rate increase.	NF, RCF App C
3	How do we report NF COVID surveillance testing amounts billed on the form? Through March 31st, do we report amounts billable or amounts that have been collected through March 31st?	Include the revenue earned and the expenses incurred for the NF surveillance testing in the CRF application form.	NF
4	Does other revenue such as Cafeteria or Rent revenue need to be included on the form?	If the expenses for those services are included in the totals then the revenue needs to be included as well. If the expenses are excluded then the revenue should be excluded.	Hosp., NF, RCF App C, & AFCH
5	For a organization with multiple facilities, should the PPP and COVID relief funds entered on the form be the allocated amounts for each facility or the full amount of the loan/grant?	On the individual facility forms, please include the amount allocated to the specific facility.	Hosp., NF, RCF App C, & AFCH
6	The forgiveness of the PPP loan varied by facility, should we use the dollars that were used for the forgiveness application for each facility on our form?	The amounts expected to be forgiven do not need to be included on the revenue and expense lines of the form. However, we ask that you provide supporting documentation of the expected forgiven loans.	Hosp., NF, RCF App C, & AFCH
7	We were not forgiven for our PPP loan in the time period 4/1/20-3/31/21 so the amounts are not in our actual revenue numbers. How would you like that listed or noted?	The amounts expected to be forgiven do not need to be included on the revenue and expense lines of the form. However, we ask that you provide supporting documentation of the expected forgiven loans.	Hosp., NF, RCF App C, & AFCH
8	Are leave days included with MaineCare days on the form?	Yes, include leave days with your occupied days on the application form.	NF, RCF App C, & AFCH
9	If we record all COVID relief funds received on lines 4 to 7 and also note the amounts not expended or accounted for in our revenue, will the Department double count the noted revenue?	No, the Department will not double count the COVID relief funds. In your note regarding amounts not expended or accounted for in revenue, please be clear and concise.	Hosp., NF, RCF App C, & AFCH
10	Where do we include other revenue such as cafeteria income, rental income, gifts, or endowments?	Include other income on line 4. Also include a note for line 4 that details what is included on this line for income.	Hosp., NF, RCF App C, & AFCH
11	If a trial balance is not available, is it okay to submit a profit and loss statement instead?	A trial balance is preferred, but if it is not available you can submit a profit and loss statement.	Hosp., NF, RCF App C, & AFCH

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12	What is the vendor code number?	This is an assigned number the State uses to make payments to your facility. The vendor code number can be found on your facility's remittance advice. The number typically starts with "VC2" and is followed by a portion of the facility NPI.	Hosp., NF, RCF App C, & AFCH
13	Should VA, Tricare, and other commercial insurance days be reported as private days on the form?	Yes, include VA, Tricare, and other commercial insurance days with private days on the form.	Hosp., NF, RCF App C, & AFCH