



Madeline Parker <mjparker@burnetcountytexas.org>

Fwd: *ACTION REQUIRED* Closeout Instructions for the Local Assistance and Tribal Consistency Fund, U.S. Department of Treasury

1 message

Bryan Wilson <bwilson@burnetcountytexas.org>

Thu, Jun 26, 2025 at 2:27 PM

To: Jana Teague <jteague@burnetcountytexas.org>, Kelley Glaeser <kglaeser@burnetcountytexas.org>

Cc: Madeline Parker <mjparker@burnetcountytexas.org>

FYI and action

Thanks

BW

Bryan Wilson

Burnet County Judge**220 S. Pierce****Burnet, TX 78611****512-756-5400**

----- Forwarded message -----

From: LATCF@treasury.gov <latcf@treasury.gov>

Date: Thu, Jun 26, 2025 at 1:25 PM

Subject: *ACTION REQUIRED* Closeout Instructions for the Local Assistance and Tribal Consistency Fund, U.S. Department of Treasury

To: bwilson@burnetcountytexas.org <bwilson@burnetcountytexas.org>

Burnet County

LATCF-2473 and LATCF-2473-2T

June 26, 2025

Dear LATCF Recipient:

Treasury has received Burnet County's request to close out the LATCF award. This notification provides information and key next steps to proceed with LATCF award closeout. Please note that this notification is for informational purposes only and does not indicate or serve as acknowledgement of program closeout. Recipients must follow the next steps indicated below to proceed with the LATCF closeout process.

Treasury has released Burnet County's Closeout Certification Section in the Treasury Portal. Please review the below next steps and guidance in order to proceed with the closeout process.

Action Required

Review the final report information and answer the closeout certification question in the Closeout Section in Treasury's Portal through either option below:

- [Treasury's Portal](#) through ID.me; or

- [Treasury's Portal](#) through Login.gov

Any final obligations must be liquidated (expenses charged/billed against the award must be completed) and operational activities associated with the award must be completed prior to certifying the final Obligation and Expenditure report information to Treasury. Once the recipient has certified its final Obligation and Expenditure report to Treasury, the recipient may not obligate or expend any remaining award funds for any purpose.

Reporting and Closeout Resources

Treasury has posted many resources to guide recipients' compliance with reporting requirements under the [LATCF program](#).

Following the certification of a recipient's final Obligation and Expenditure Report, Treasury will review the submitted reports. If a report requires revision, Treasury will request revisions and resubmission from the recipient. If needed, Treasury may request verification of award closeout information from recipients.

If issues are found requiring report revision, Treasury will engage recipients to resolve any issues found in their final Obligation and Expenditure Reports. Treasury may send instructions to revise and resubmit the final Obligation and Expenditure Report or an Information Document Request (IDR) for the recipient to provide further clarity. Please ensure your LATCF Points of Contact are up to date in the Treasury Portal so the designated contact receives all appropriate communications during the closeout process.

If a recipient does not resolve outstanding issues, Treasury will provide a formal opportunity to remedy the noncompliance prior to the recipient being found noncompliant with the requirements set forth in the LATCF Financial Assistance Agreement.

Thank you for your prompt attention to this matter. If you have questions or need additional information, please send us an email via LATCF@Treasury.gov.

Sincerely,

Local Assistance and Tribal Consistency Fund

U.S. Department of the Treasury

LATCF@Treasury.gov