

Academy of Nutrition and Dietetics Guidance for HHS General Allocation Fund Portal

On April 14, 2020, the Academy alerted RDN Medicare providers who billed Medicare in 2019 they were eligible for Provider Relief Funds authorized in the CARES Act. RDNs eligible for those one-time payments should have already received them via direct deposit or mailed checks (identified as “HHSPAYMENT”). HHS is now beginning to distribute the remainder of these funds. If you received a first payment, you should act now as you may be eligible for another payment. These additional funds will be distributed starting April 27 and are estimated to be 2% of your 2018 revenues. Once again, these payments are grants, not loans and will not need to be repaid.

What do I need to do?

Step 1: Have the following information on hand before you begin:

- Taxpayer Identification Number (TIN) that has received prior Provider Relief Fund payments
- Amount of payments received
- Lost March 2020 Revenues
- Estimated lost April 2020 Revenues
- Relief Fund payment transaction numbers / check numbers
- A copy of your most recently filed tax forms - See Appendix A: Federal Tax Classification Matrix (will need to upload these forms in the application)

Appendix A: Federal Tax Classification Matrix

Federal Tax Classification:	Provide:	From:	On IRS Form:	Upload IRS Form:
Sole Proprietor/Disregarded Entity (LLC)	Gross receipts or Sales	Box 1	1040, Schedule C	1040 and Schedule C
C Corporation	Gross receipts or Sales	Box 1a	1120	1120
S Corporation	Gross receipts or Sales	Box 1a	1120-S	1120-S
Partnership	Gross receipts or Sales	Box 1a	1065	1065
Trust	Gross receipts or Sales	Box 1	1040, Schedule C	1041 and Schedule C
Tax-Exempt Organization	Program Service Revenue	Box 9	990	990

Step 2: Go to the General Distribution Portal and complete your application

- [General Distribution Portal](#)
- For a tutorial on the application, visit <https://chameleoncloud.io/review/2977-5ea0af98f0fd0/prod>

Step 3: Sit back and wait for your payment

- You will receive an email when your application is completed.
- You should expect additional funds, if you are to receive any, within 10 business days of completing your application.

Learn more:

<https://www.hhs.gov/coronavirus/cares-act-provider-relief-fund/index.html>

<https://www.hhs.gov/sites/default/files/20200425-general-distribution-portal-faqs.pdf>

Call the CARES Provider Relief line at **(866) 569-3522**.

April 26, 2020