



July 30, 2009

TO: Agency ARRA Team Members

CC: Executive Sponsors

FROM: David A. Ellis, Assistant Director
Office of Budget and Management

SUBJECT: Summary of Ohio ARRA Reporting Requirements – OBM Guidance Memo #9

This guidance provides the information necessary to implement the reporting requirements included in Section 1512 of the American Recovery and Reinvestment Act of 2009 (ARRA). The new and expanded information is derived from the Federal Office of Management and Budget's (OMB) June 22, 2009 guidance document, and is intended for the ARRA Team Members and Executive Sponsors of state agencies which oversee at least one ARRA program which is subject to ARRA Section 1512. This guidance does NOT apply to those receiving ARRA funds for the following purposes: contracts directly from the Federal government; entitlement or tax programs; loan guarantees; and direct federal assistance to individuals.

A list of programs subject to 1512 requirements is posted on OMB's website and www.Recovery.gov, is included as Attachment 1 to this guidance. The complete OMB guidance can be found at <http://www.recovery.gov/?q=node/579>. Feedback about the OMB guidance document may be submitted to recovery@omb.eop.gov and should have the term "guidance feedback" in the title of the email.

Overview

This guidance is intended to provide the following information:

- Answer questions and clarify issues related to the mechanics and chronology of state agency reporting required by the Recovery Act;
- Provide an overview of the ARRA Hub and its relationship to the federal centralized reporting application, www.federalreporting.gov;
- Describe roles and responsibilities of prime recipients, sub-recipients, and vendors; and
- Instruct recipients on steps that must be taken to meet reporting requirements, including the incorporation of sub-recipient reporting requirements under Section 1512(c)(4) of the Act.

Basic Principles and Requirements of ARRA Reporting

Section 1512 of the Recovery Act requires reports on the use of Recovery Act funding by recipients no later than the 10th day after the end of each calendar quarter (beginning the quarter ending September 30, 2009). The federal agency providing those funds must make the reports publicly available no later than the 30th day after the end of that quarter.

In Ohio, this data will be centrally collected and transmitted through the ARRA Hub. Detailed instructions for reporting through the ARRA Hub as well as a reporting timeline are contained in a later section of this guidance.

1512 Reports - Definitions

Under ARRA Sec. 1512 and subsequent federal guidance, there are three main categories of reporters: prime recipients, sub-recipients and vendors. This section clearly defines each of these entities, their respective responsibilities, and the required data that they must provide through the ARRA Hub. The ARRA Hub will consolidate this information and transmit it to www.federalreporting.gov.

More information about required data elements is provided in Attachment 2 of this guidance, ARRA Section 1512 Required Data Elements.

Prime recipient

1. **Definition:** A non-Federal entity that receive Recovery Act funding as Federal awards in the form of grants, loans, or cooperative agreements directly from the Federal government. Most state agencies are prime recipients. Payments made by prime recipients of Federal award dollars can be classified into two categories – (i) payments to sub-recipients and (ii) payments to vendors.
2. **Responsibilities:** the prime recipient is responsible for reporting data on payments made to both sub-recipients and vendors. Reporting requirements for payments made to sub-recipients are not the same as the reporting requirements for payments made to vendors. (Federal Funding Accountability and Transparency Act (FFATA) data elements for the sub-recipients of the prime recipient required under 1512(c)(4).)The prime recipient must report three additional data elements associated with any vendors receiving funds from the prime recipient for any payments greater than \$25,000. However, Section 1512(c)(4) allows for prime recipients to aggregate reporting on 1) sub-awards less than \$25,000; 2) sub-awards to individuals; and 3) payments to vendors less than \$25,000. Prime recipients should provide a separate aggregate dollar total for each of the three categories.
3. **Required Data:**
 - A. Federal Funding Agency Name
 - B. Award identification
 - C. Recipient D-U-N-S
 - D. Parent D-U-N-S
 - E. Recipient CCR information
 - F. CFDA number, if applicable
 - G. Recipient account number
 - H. Project/grant period
 - I. Award type, date, description, and amount
 - J. Amount of Federal Recovery Act funds expended to projects/activities

- K. Activity code and description
- L. Project description and status
- M. Job creation narrative and number
- N. Infrastructure expenditures and rationale, if applicable
- O. Recipient primary place of performance
- P. Recipient area of benefit
- Q. Recipient officer names and compensation (Top 5)
- R. Total number and amount of small sub-awards; less than \$25,000

Sub-recipient

1. **Definition:** A non-Federal entity that expends Federal awards received from another entity to carry out a Federal program but does not include an individual who is a beneficiary of such a program.
2. **Responsibilities:** Reporting requirements of sub-recipients should be collected by the prime recipient and submitted through the ARRA Hub. For any payments greater than \$25,000, the sub-recipient must provide to the state agency administering the program, the identity of the vendor by reporting the D-U-N-S number, if available, or otherwise the name and zip code of the vendor's headquarters. Vendors are not required to obtain a D-U-N-S number.
3. **Required Data:** (Sub-Recipient also referred to as FFATA Data Elements)
 - A. Sub-recipient D-U-N-S
 - B. Sub-recipient CCR information
 - C. Sub-recipient type
 - D. Amount received by sub-recipient
 - E. Amount awarded to sub-recipient
 - F. Sub-award date
 - G. Sub-award period
 - H. Sub-recipient place of performance
 - I. Sub-recipient area of benefit
 - J. Sub-recipient officer names and compensation (Top 5)

Vendor

1. **Definition:** A dealer, distributor, merchant or other seller providing goods or services that is required for the conduct of a Federal program. Prime recipients or sub-recipients may purchase goods or services needed to carry out the project or program from vendors. Vendors are not awarded funds by the same means as sub-recipients and are not subject to the terms and conditions of the Federal financial assistance award.
2. **Responsibilities:**
 - A. Provides the goods and services within normal business operations;
 - B. Provides similar goods or services to many different purchasers;
 - C. Operates in a competitive environment;
 - D. Provides goods or services that are ancillary to the operation of the Federal program; and
 - E. Is not subject to compliance requirements of the Federal program.
3. **Required Data:**
 - A. D-U-N-S or Name and zip code of Headquarters (HQ)

- B. Expenditure amount ¹
- C. Expenditure description

More information regarding ARRA reporting roles and responsibilities can be found at <http://www.whitehouse.gov/Recovery/WebinarTrainingMaterials/>.

Recipient Reporting Process and Timeline

State agencies administering ARRA programs are deemed prime recipients and are responsible for the submission of sub-recipient and vendor information through the ARRA Hub. Please refer to Appendix A, ARRA Reporting Validation and Submission, as a visual aide for following instructions.

Under Section 1512 prime recipients submit quarterly reports on fund use no later than the 10th day following the end of each quarter. **The official start date is October 10, 2009** and data is cumulative from February 17, 2009. The statute further requires that reported information be available to the public no later than the 30th day after the end of each quarter.

1. Registration

OBM will ensure that the State of Ohio is properly registered as an 'authorized party' prior through www.federalreporting.gov. Since state agencies will be submitting all their prime recipient and sub-recipient information through the ARRA Hub, they will not need to register separately with the federal government.

2. Draft

In order to ensure accurate centralized reporting, it is essential that ARRA program owners keep the information in the ARRA Hub up to date. **By the last day of each quarter**, beginning September 30, agencies must validate all reporting fields in the Section 1512 section of the accountability page in the ARRA Hub. In addition, by the same date, agencies must validate all financial data in the Hub (provided from OAKS) and report any discrepancies to OBM for review. It is essential that all financial data are verified prior to the close of the quarter in the event corrections are needed in OAKS. Within **two days following the close of each quarter**, OBM will provide each ARRA program owner a draft of the report(s) to be submitted to the centralized federal reporting application. Program owners will have five days to review all information and submit corrections or additions to OBM. Any corrections will be made in the ARRA Hub and, by the **10th day following the end of the quarter**, OBM will transmit all data to the centralized federal reporting application. A more detailed timeline and process map can be found in Appendix A of this document.

3. Initial Submission

During **days 11-21** following the end of quarter, prime recipients must ensure complete and accurate information is provided prior to the federal agency comment period beginning on the 22nd day. Prime recipients will be responsible for coordinating with sub-recipients on any identified data corrections.

4. Final Submission

During **days 22-29** following the end of quarter, federal agencies review and comment on submitted reports. The federal agencies will notify recipients and sub-recipients of any data

¹ Expenditure amount and description are not required for sub-recipient vendors.

anomalies or questions. The original report submitter must complete data corrections no later than the 29th day following the end of quarter.

5. Published

No later than 30 days following quarter end, reports are made available to the public on www.recovery.gov.

FederalReporting.gov, Recovery.gov vs. the ARRA Hub and Recovery.Ohio.gov

The technology solutions that have been created to support ARRA reporting can lead to confusion over what website to use for what task. It is useful to think of the Ohio websites (the ARRA Hub on SharePoint and www.Recovery.Ohio.Gov) as parallel systems to the federal websites. At the state level, ARRA reporting requirements will be collected, reviewed and managed in order to streamline the federal reporting process and minimize the risk of errors from the state of Ohio.

The recently created website www.federalreporting.gov collects and sorts information much like the ARRA Hub. OBM will run a report from the ARRA Hub and submit this report to federalreporting.gov. As the timeline indicates, there will be periods of review during which OBM will work with the appropriate agencies to make any necessary corrections to the final report.

When completed, the quarterly 1512 reports will be published on www.recovery.ohio.gov, www.recovery.gov.

Data Quality Requirements

Required data quality reviews are intended to emphasize the avoidance of two key data problems: (1) material omissions and significant reporting errors. Material omissions are instances where required data is not reported or reported information is not responsive to the data requests. Significant reporting errors are instances where data is not reported accurately. Actions should be taken to reduce either cause.

Prime recipients have principal responsibility for the quality of data submitted; sub-recipients share in this responsibility. Agencies funding projects, OMB, the Recovery Board, and Inspectors General also play a role in ensuring the integrity of the data.

The federal government has not specified any single methodology for recipients to use in data quality reviews. The relevant party conducting data quality reviews must determine the optimal method for detecting/correcting material omissions or significant reporting errors. At minimum, federal agencies, recipients, and sub-recipients should establish internal controls to ensure data quality, completeness, accuracy, and timely reporting.

Prime and sub- recipients must initiate a data review prior to, and after, the formal submission. Post-submission reviews run from the 11th day of the reporting month to the 21st of the reporting month for prime recipients on www.federalreporting.gov. Prime recipients are responsible for reviewing sub-recipient submissions. All corrections must be transmitted by the 21st day of the reporting month. Federal agencies begin formal agency review on the 22nd day of the reporting month until the 29th day of the reporting month. The agency will alert prime recipients of data quality issues during this timeframe. After the 29th day, no corrections can be made. During this process, recipients will classify submitted data using three categories; Not reviewed by agency; Reviewed by agency (no material omissions or significant reporting errors);

Reviewed by agency (material omissions or significant reporting errors) – If the agency has reason to believe information is false or misleading and has not been correct by recipient/sub-recipient the federal agency must provide findings to recoveryupdates@gsa.gov.

Uncorrected data quality problems can result in termination of federal funding and/or initiation of suspension and debarment proceedings of either the recipient or sub-recipient, or both. In some cases, intentional reporting of false information can result in civil and/or criminal penalties.

Reporting on Jobs Creation Estimates by Recipients

There are two required distinct types of reports on jobs/ jobs maintained:

First, the Council of Economic Advisers are required to submit quarterly reports to Congress that detail the impact of Recovery funded programs on employment, economic growth, and other key economic indicators (this will not involve state agencies).

Second, recipients of Recovery funds should submit job estimates.

Prime recipients are required to report an estimate of jobs directly created or retained by project and activity or contract. A job created is a new position created and filled or an existing unfilled position filled with Recovery funding. A job retained is an existing position that would not have been continued to fill without Recovery funding. A job cannot be both created and retained. Aggregate numbers for the cumulative jobs created or retained for the quarter are required. Also, narrative descriptions for employment impact are needed. Therefore, both numeric and text data will be collected. Much of this information must be acquired from sub-recipients.

Job estimates should be expressed as “full time equivalents” (FTE). This is calculated as total hours worked in jobs created/retained divided by the number of hours in a full-time schedule. The FTE estimates must be reported cumulatively each calendar quarter.

Recipients of grants, cooperative agreements, and loans must include in the aggregate number of their narrative descriptions an estimate of jobs created/retained on projects and activities managed by funding recipients.

Employees who are not directly charged to Recovery Act supported projects/activities who provide indirect support (i.e. clerical/administrative staff preparing reports) are NOT counted as jobs created/retained. Recipients report only direct jobs. The narrative should include a brief description of the types of jobs created or retained.

The formula for reporting FTE jobs can be represented as:

$$\frac{\text{Cumulative Recovery Act Funded Hours Worked (Qtr 1...n)}}{\text{Cumulative Hours in a Full-time schedule (Qtr 1...n)}} = \text{FTE}$$

Reporting is cumulative across the project lifecycle and will not reset at the beginning of each calendar of fiscal year.

An alternative calculation based on the allocable and allowable portion of activities expressed as a percentage of the total is acceptable for recipients of assistance agreements that must comply with OMB Circular A-21, Cost Principles for Education Institutions. Compensation charges to sponsored projects must conform to the institutions' established policies and reasonably reflect the activity for which the employee is compensated. Charges to sponsored

projects may be expressed as a percentage of their total activities. Therefore, colleges and universities may count, proportionately, the percentage of effort directly charged to ARRA awards as an FTE equivalent.

Recipients must include an estimate of jobs created and retained on projects and activities managed by their funding recipients in their aggregate number and their narrative description. This information will be provided for each project and activity funded by the Recovery Act. The clarification that recipients must report jobs estimates for all sub-awarded funds is an update from previous guidance.

Prime recipients are required to generate estimates of job impact by directly collecting specific data from sub-recipients and vendors on the total FTE resulting from a sub-award. To the maximum extent practicable, information should be collected from all sub-recipients and vendors in order to generate the most comprehensive and complete job impact numbers available. However, in limited circumstances, the prime recipient can employ an approved statistical methodology to generate estimates of job impact, thereby collecting data from a smaller subset of sub-recipients and vendors in order to extrapolate an estimate of job impacts to all applicable sub-recipients and vendors. A statistical methodology should only be employed in those cases where a comprehensive collection of jobs data from all sub-recipients and vendors is overly costly or burdensome and thus disrupts the prime recipients' ability to effectively implement the underlying mission of the program.

The appropriate Federal agency for a given program area will issue supplementary guidance providing an acceptable statistical methodology for this purpose, including required sampling parameters. Further, OMB will explore with the Board whether the current data collection technology, www.FederalReporting.gov, can be modified in the future to allow sub-recipients to report jobs data directly to prime recipients.

In the narrative description accompanying the estimate, where the prime recipient utilizes a statistical methodology as described above, the prime recipient should note what part of the estimate was generated with actual data received versus what part of the estimate was generated through extrapolation. In addition, the narrative should provide a description of the statistical methodology used.

In addition to providing this information by project and activity as required by the Recovery Act, as a best practice it is also recommended that State governments post the employment impact of all recovery funds prominently on the State recovery website.

Using the ARRA Hub

Pursuant to all previous OBM guidance regarding ARRA, program administrators must ensure that ARRA data are reporting completely and accurately in the ARRA Hub. Relevant documents regarding ARRA programs, including award letters and assurances, should be submitted along with programmatic information as soon as it is available. Financial data from OAKS will be provided for each program by OBM and updated nightly. Financial reports will be available for program administrators through the Hub.

If you are the administrator of an ARRA program and you have not registered to use the ARRA Hub, you should email ARRA.Support@obm.state.oh.us as soon as possible to receive your username and password. Please be prepared to provide a description of your program and its Catalog of Federal Domestic Assistance (CFDA) number. The CFDA will serve as the program identifier for each ARRA program.

Once registered in the ARRA Hub, a program owner's first priority should be the completion of sections 1 and 2 of the Section 1512 form (pertaining to the prime recipient only). Most of this information will only need to be reported once and will not require further updates. As such, program owners are encouraged to submit this information as soon as possible.

The ARRA Hub also contains a section for reporting sub-recipient and vendor information. OBM will issue instructions for populating the ARRA Hub with vendors and sub-recipients in the near future.

In the coming few weeks, OBM will be offering detailed end user training for the ARRA Hub. In this training, users will learn to navigate the Hub and enter program information, as well as to retrieve financial reports.

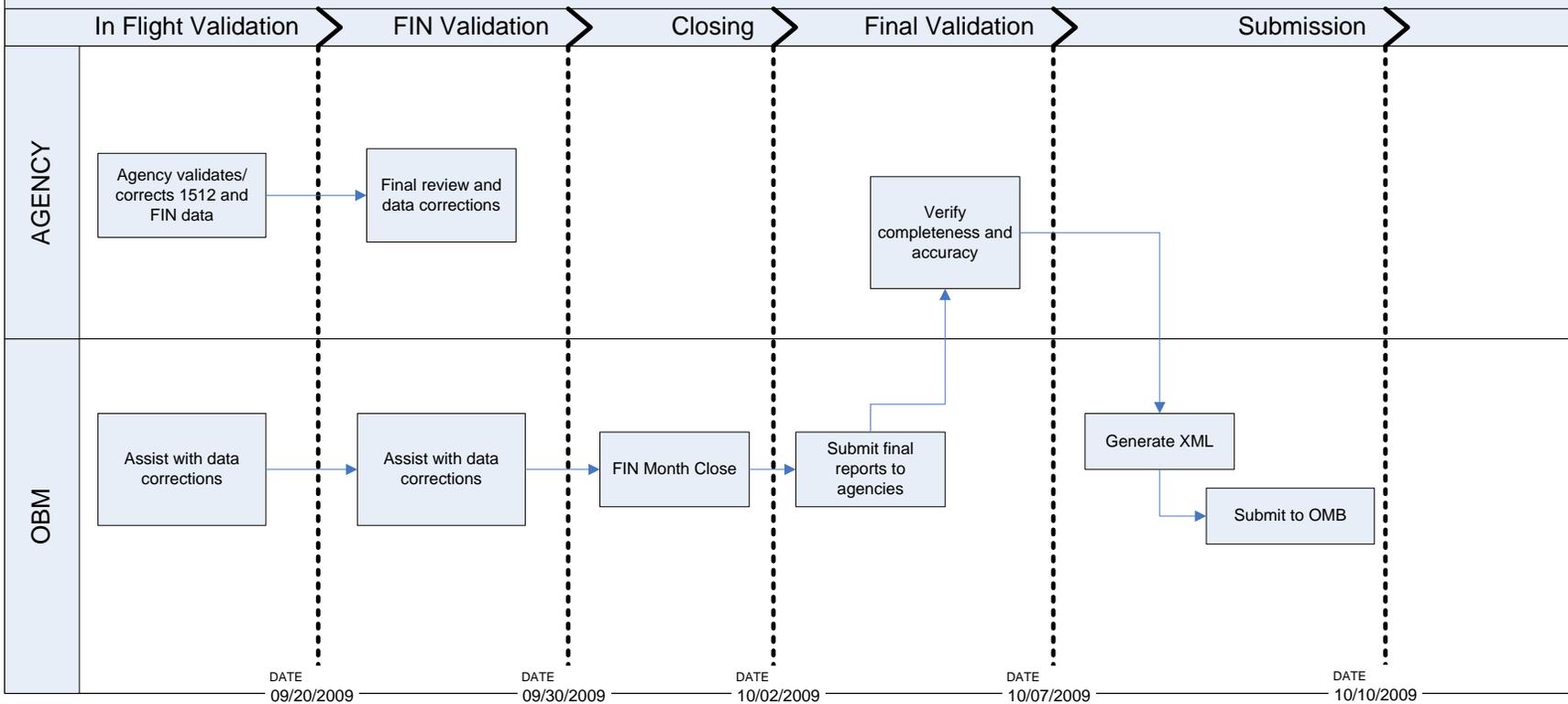
Overlapping Reporting Requirements

This Guidance is not intended to impact requirements outside of Section 1512 of the Recovery Act. The Recovery Act may contain additional recipient reporting responsibilities that are specific to certain Federal programs. Recipients will have to comply with any reporting as outlined in the award agreement.

Also, If a Federal agency believes it is appropriate to seek a waiver of an existing requirement in order to facilitate effective implementation of the Recovery Act, the Federal agency shall pursue such waiver consistent with existing Federal processes (e.g., waivers for the Paperwork Reduction Act). No waivers will be granted for recipients under Section 1512. If

Finally, all information required by Section 1512 must be submitted through the ARRA Hub, whereupon it will be transmitted to www.federalreporting.gov. Reports that go above and beyond Sec. 1512 requirements must be transmitted separately.

APPENDIX A
ARRA Report Validation and Submission



Attachment 1

ARRA Section 1512 Required Data Elements

The following data elements are required of all ARRA programs to which section 1512 applies:

| <u>Element</u> | <u>Description of Element</u> |
|--------------------|---|
| ARRA-A | Awarding Federal agency and Organizational Element to Which Report is Submitted |
| Funding TAS | Agency Treasury Account Symbol (TAS) - Program Source |
| ARRA-B | Federal Grant or Other Identifying Number Provide the grant/award number contained in the award document. |
| ARRA-C | DUNS Number Provide the prime recipient Organization's 9 digit Data Universal Numbering System (DUNS) number or Central Contractor Registration plus 4 extended DUNS number. |
| ARRA-D | The MPIN is a mandatory data element created by the CCR registrant and must have nine characters: at least one letter (upper or lower case) and one number. No spaces or special characters are permitted. |
| ARRA-E | CFDA Provide Catalog of Federal Domestic Assistance (CFDA) number on the award document or provided by the awarding agency. If this award is being funded through multiple programs, provide each CFDA number. |
| ARRA-F | Recipient Organization (1) Provide the legal name of recipient organization and address, including zip code. This should be the same name and address that appears in recipient's Central Contractor Registration profile. |
| Agency Office Name | |
| ARRA-F Address | Recipient Organization Address (2) Provide the legal name of recipient organization and address, including zip code. This should be the same name and address that appears in recipient's Central Contractor Registration profile. |
| ARRA-G: | Recipient Account Number or Account Number. This is an optional field. |
| ARRA-H | Project/Grant Period Indicate the project/grant period established in the award document during which Federal sponsorship begins and ends. Note: Some agencies award multi-year grants for a project/grant period (e.g., 5 years) that are funded in increments known as budget periods or funding periods. These are typically annual increments. Please provide the total project/grant period, not the individual budget period or funding period. |
| ARRA-I | Reporting Period End Date The frequency of required reporting is quarterly. Provide the ending date of the reporting period. For quarterly reporting the following calendar quarter reporting period end dates shall be used: 6/30; 9/30; 12/31; or 3/31. For final reporting period end date shall be the end date of the project/grant period. |
| ARRA-J | Final Report Mark appropriate box. Check "yes" only if this is the final report for the project/grant period specified in Box 6. |
| ARRA-K | Report or Frequency Select "quarterly" for quarterly reports and/or "final". |
| Award Type | Transaction Type - Grant, Contract or Loan |
| Award Date | Award Date (Date Signed) |

Attachment 1

ARRA Section 1512 Required Data Elements

The following data elements are required of all ARRA programs to which section 1512 applies:

| <u>Element</u> | <u>Description of Element</u> |
|-------------------|--|
| Award Description | Award Title Description w/ purpose of each funding action. A brief descriptive title of the project or activity funded whole or in part with Recovery Act funds. If this award funds multiple projects or activities, provide a descriptive title that captures the general focus area, e.g., "community development," "comprehensive community mental health services to adults with a serious mental illness," etc. |
| Award Amount | Total Amount of Recovery Funds Received from Federal Agency - Federal Dollar Amount (obligation) |
| ARRA-1-01 | <p>Name of Project or Activity</p> <p>Provide a brief descriptive title of the project or activity funded in whole or in part with Recovery Act funds. If this award funds multiple projects or activities, provide a descriptive title that captures the general focus area, e.g., "community development," "comprehensive community mental health services to adults with a serious mental illness," etc.</p> |
| ARRA-2-01 | <p>Activity Code(s)</p> <p>For awards primarily funding infrastructure projects or activities, as defined by the awarding agency, provide the North American Industry Classification System (NAICS) code(s) that describe the Recovery Act projects or activities under this award. A searchable code list is at http://www.census.gov/naics/. For all other awards, provide the National Center for Charitable Statistics "NTEE-NPC" code(s) that describe the Recovery Act projects or activities under this award. A searchable code list is at http://nccsdataweb.urban.org/PubApps/nteeSearch.php?gQry=all-core&codeType=NPC.</p> |
| ARRA-2-02 | <p>Project Description</p> <p>A description of the overall purpose and expected outputs and outcomes or results of the award and first-tier subaward(s), including significant deliverables and, if appropriate, units of measure. For an award that funds multiple projects or activities, such as a formula block grant, the purpose and outcomes or results may be stated in broad terms.</p> |
| ARRA-2-03 | <p>Project Status</p> <p>Evaluate the status of the work that has been completed. This evaluation should be based on performance progress reports and other relevant non-financial performance information. For awards funding a single project or activity, please choose one of the following options: Not started; Less than 50% completed; Completed 50% or more; Fully Completed. For awards funding multiple projects or activities, such as formula block grants, provide your best estimate of completion of all projects and/or activities based on any aggregate data and information.</p> |

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The following data elements are required of all ARRA programs to which section 1512 applies:

| Element | Description of Element |
|--|---|
| ARRA-2-04 | <p>cumulative for each calendar quarter and at a minimum, address the impact on the recipient’s workforce, and if known, the impact on the workforces of subrecipients. At a minimum, the recipient shall provide—</p> <p>(i) A brief description of the types of jobs created and jobs retained in the United States and outlying areas. “Jobs or positions created” means those new positions created and filled, or previously existing unfilled positions that are filled as a result of Recovery Act funding. “Jobs or positions retained” means those previously existing filled positions that were retained as a result of Recovery Act funding. This description may rely on job titles, broader labor categories, or the contractor’s existing practice for describing jobs as long as the terms used are widely understood and describe the general nature of the work; and</p> <p>(ii) An estimate of the number of jobs created and jobs retained in the United States and outlying areas. At a minimum, this estimate shall include any new positions created and any existing filled positions that were retained to support carry out Recovery Act projects or activities managed directly by the recipient, and if known, by subrecipients. The number shall be expressed as “full-time equivalent” (FTE), calculated cumulatively as all hours worked divided by the total number of hours in a full-time schedule, as defined by the recipient. For instance, two full-time employees and one part-time employee working half days would be reported as 2.5 FTE in each calendar quarter. (iii) A job cannot be reported as both created and retained. As used in this instruction, United States means the 50 States and the District of Columbia, and outlying areas means—</p> <p>(1) Commonwealths.</p> <p>(i) Puerto Rico.</p> <p>(ii) The Northern Mariana Islands;</p> <p>(2) Territories.</p> <p>(i) American Samoa.</p> <p>(ii) Guam.</p> <p>(iii) U.S. Virgin Islands; and</p> <p>(3) Minor outlying islands.</p> <p>(i) Baker Island.</p> <p>(ii) Howland Island.</p> <p>(iii) Jarvis Island.</p> |
| Number of Jobs | <p>(ii) An estimate of the number of jobs created and jobs retained in the United States and outlying areas. At a minimum, this estimate shall include any new positions created and any existing filled positions that were retained to support carry out Recovery Act projects or activities managed directly by the recipient, and if known, by subrecipients. The number shall be expressed as “full-time equivalent” (FTE), calculated cumulatively as all hours worked divided by the total number of hours in a full-time schedule, as defined by the recipient. For instance, two full-time employees and one part-time employee working half days would be reported as 2.5 FTE in each calendar quarter.</p> |
| FED Expenditure | <p>Amount of recovery funds received that were expended to projects or activities (“Federal Share of Expenditures”). This is the cumulative total for the amount of Federal fund expenditures. For reports prepared on a cash basis, expenditures are the sum of cash disbursements for direct charges for property and services; the amount of indirect expense charged; the value of third-party in-kind contributions applied; and the amount of cash advance payments and payments made to subcontractors and subawardees. For reports prepared on an accrual basis, expenditures are the sum of cash disbursements for direct charges for property and services; the amount of indirect expense incurred; the value of in-kind contributions applied; and the net increase or decrease in the amounts owed by the recipient for (1) goods and other property received; (2) services performed by employees, contractors, subcontractors, subawardees, and other payees; and (3) programs for which no current services or performance are required. Do not include program income expenditures.</p> |
| ARRA-2-05 Total Infrastructure Expenditure | <p>Total cost of infrastructure investment made by State and Local governments. Provide the cumulative total cost of investment. This amount should include the total cumulative federal expenditures and non-federal expenditures for infrastructure investment: Federal (Recovery Act funds): \$1111111111.</p> |
| ARRA-2-05 Federal (Non-Recovery Act Funds) | <p>For infrastructure investments made by State and local governments: Total cost of infrastructure investment made by State and Local governments. Federal (non-Recovery Act funds)</p> <p>Provide the cumulative total cost of investment. This amount should include the total cumulative federal expenditures and non-federal expenditures for the infrastructure investment:</p> |

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The following data elements are required of all ARRA programs to which section 1512 applies:

| <u>Element</u> | <u>Description of Element</u> |
|---|--|
| ARRA-2-05 Non-Federal | For infrastructure investments made by State and local governments: Total cost of infrastructure investment made State and Local governments. Non-Federal Provide the cumulative total cost of investment. This amount should include the total cumulative federal expenditure and non-federal expenditures for the infrastructure investment: |
| Infrastructure Rationale | Rationale of the Award Recipient for funding the infrastructure investment with funds made available under the Recovery Act. Explain how the infrastructure investment will contribute to one or more purposes of the Recovery Act Purposes: (1) To preserve and create jobs and promote economic recovery. (2) To assist those most impacted by the recession. (3) To provide investments needed to increase economic efficiency by spurring technological advances in science and health. (4) To invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits. (5) To stabilize State and local government budgets, in order to minimize and avoid reductions in essential services and counterproductive state and local tax increases. |
| State Local Contact Congressional District | Optional |
| Pop State Code | Recipient Primary Place of Performance (city, state, congressional district, and country) physical location of primary place of performance. |
| Pop Location Code | ZIP-Recipient Primary Place of Performance (city, state, congressional district, and country) physical location of primary place of performance. |
| Pop County Code | County Code - Recipient Primary Place of Performance (city, state, congressional district, and country) physical local primary place of performance. |
| Pop Location Name | City - Recipient Primary Place of Performance (city, state, congressional district, and country) physical location of primary place of performance. |
| Pop Congress District | Congress District - Recipient Primary Place of Performance (city, state, congressional district, and country) physical location of primary place of performance. |
| Recipient Area of Benefit | The area of benefit may be: State, County, City, School District |
| ARRA-4-01 | Total Number of Subcontracts and Subawards less than \$25,000/award and awarded to individuals. |
| ARRA-4-02 | Total Amount of Subcontracts and Subawards less than \$25,000/award and awarded to individuals. Provide the total cumulative amount of cash disbursed to subawardees and subcontractors. This aggregate amount should be cumulative as of the reporting period end date. |
| Deadline for certificate submission? | |
| Initial date Application Funds can be made? | |
| Final Date on which funds can be drawn? | |
| Owner Name | |
| Owner Email Address | |
| Owner Phone Number | |
| Identify, in detail, the funding process. | Explain the funding stream for the grant. (Optional) |
| How much is available for Ohio in the bill? | Optional |
| Division, Title and Section | Identify the Division, Title and Section of the bill that refers to your program summary. |

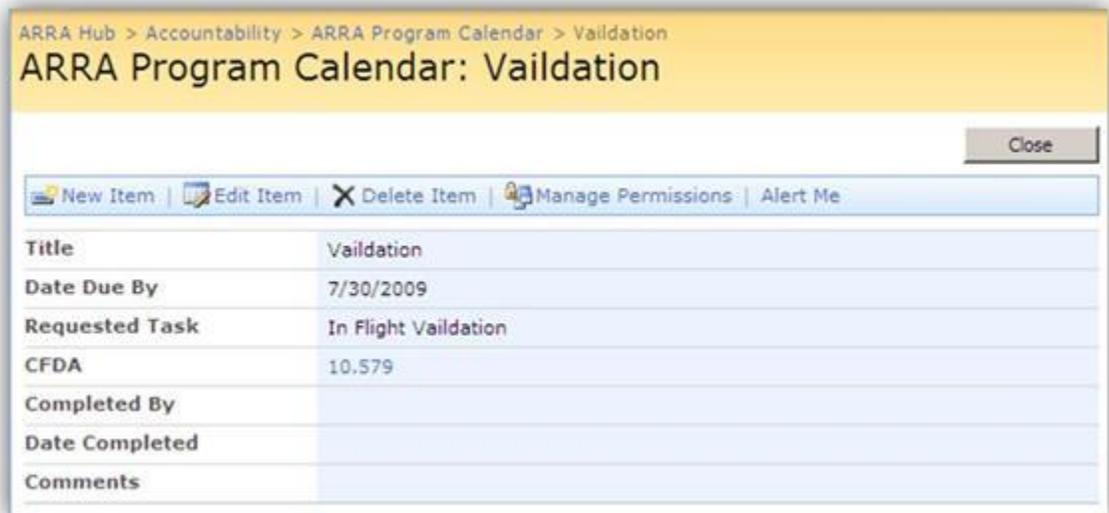
ARRA Data Validation

As part of the review and validation of ARRA financial and Section 1512 program data, each program (identified by CFDA number) should validate data following the close of each month and again for final validation at the close of the ARRA reporting quarter. Instructions for validation are below.

1. Log into the ARRA Accountability site
2. Filter for the program you are going to validate by using the “Section 1512 Data” filter
3. Click on the linked “Title” to open the calendar item



4. Click the “Edit Item” button



5. Fill in the “Completed By” field by using the address book icon
6. Input the date you completed the validation in the “Date Completed” field
7. Input comments if you choose to in the “Comments” field

8. Click the "OK" button to submit the changes.

ARRA Hub > Accountability > ARRA Program Calendar > Validation > Edit Item

ARRA Program Calendar: Validation

OK Cancel

Attach File | Delete Item | Spelling... * indicates a required field

| | |
|----------------|--|
| Title * | <input type="text" value="Validation"/> |
| Date Due By * | <input type="text" value="7/30/2009"/> |
| Requested Task | <input type="text" value="In Flight Validation"/> |
| CFDA * | <input type="text" value="10.579"/> |
| Completed By | <input type="text"/> |
| Date Completed | <input type="text"/> |
| Comments | <div style="border: 1px solid #ccc; padding: 5px;"><p>A A B I U </p><div style="border: 1px solid #ccc; height: 100px;"></div></div> |

Created at 7/30/2009 3:49 PM by Galentine, Terry
Last modified at 7/30/2009 3:49 PM by Galentine, Terry

OK Cancel

9. Done

If you want to add a calendar item then just click the link "Add new item" from the Accountability page. You will need to provide the Title, Date due by, select a Requested Task, and select your CFDA number along with the items above.