



GOVERNOR'S OFFICE *of*  
PLANNING *and* BUDGET

# American Rescue Plan



# Local Fiscal Recovery Funds

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- Transfer of Funds
- Reporting Requirements



# Funding Availability

Treasury will make payments to States from the Local Fiscal Recovery Fund for distribution to NEUs in two tranches, with the Second Tranche payment to be made no earlier than 12 months after the date on which the First Tranche payment is paid to the State.

Funds will be made available to NEUs within 30 days of receiving the funds so long as the NEU has completed the application process. If a 30-day extension is requested for those that have not completed their application requirements outlined by Treasury, the date will vary.



# Eligibility and Allocations

ARPA requires States' allocations to NEUs to be based on the proportion of the population in the NEU as a share of the total population of all NEUs in the State.

This requirement can be represented by the following formula:

$$\frac{\textit{Total population of the NEU}}{\textit{(Total population of all eligible NEUs)}} \times \textit{Aggregate state NEU payment}$$

To compile the list of local governments, Treasury included local governments listed in the Census Bureau's 2020 Place and 2020 County Subdivision Gazetteer files, in consultation with the Census Bureau, and obtained their populations from the Census Bureau's City and Town Population Subcounty Resident Population Estimates file from the 2019 Vintage.



# Individual Allocations

Individual Allocations for NEUs have been calculated per US Treasury instructions.

A full list of eligible cities, their 2019 population (required and sent by Treasury) can be found on OPB's website

<https://opb.georgia.gov/local-fiscal-recovery-fund>

Each NEU's GeorgiaCares portal account will reflect the award amount in the allocation list

Local Program Information

[FAQs](#) [Fact Sheet](#) [Interim Final Rule](#) [Aggregate Totals for NEUs](#) [Allocation Methodology for NEUs](#)

## Overview

The Governor's Office of Planning and Budget (OPB) is the prime recipient of the State and Local Fiscal Relief, Capital Investment Projects, and Emergency Rental Assistance Program. Other funds made available through federal relief acts are directly allocated to other state and local entities. US Treasury has indicated that states will receive funds to distribute to non-entitlement cities within 30 days of certifying for the funds.

### Funding Objectives

- **Support urgent COVID-19 response efforts** to continue to decrease spread of the virus and bring the pandemic under control
- **Replace lost public sector revenue** to strengthen support for vital public services and help retain jobs
- **Support immediate economic stabilization** for households and businesses
- **Address systemic public health and economic challenges** that have contributed to the inequal impact of the pandemic

### Preparing to Request Funding

There are a few steps you can take now to prepare to request funding from your state, including:

- ✓ Obtain or confirm your local government's valid DUNS number to be used at when the NEU applies with the State
- ✓ Gather your local government's payment information:
  - o Local government name, Entity's Taxpayer Identification Number, DUNS number, and address
  - o Authorized representative name, title, and email
  - o Contact person name, title, phone, and email
  - o Financial institution information (e.g., routing and account number, financial institution name and contact information)
- ✓ Confirm your local government's top-line budget total (defined as your local government's total annual operating budget, including the general fund and other funds, in effect as of January 27, 2020)
- ✓ Review award terms and conditions agreement (the state will send an electronic copy to be signed through OPB's GeorgiaCares portal so there is no need to send the pdf in advance.)
- ✓ Review assurances of compliance with Title VI of the Civil Rights Act of 1964 (the state will send an electronic copy to be signed through OPB's GeorgiaCares portal so there is no need to send the pdf in advance.)

### Requesting Funding

Please await further instructions on how to request funding through the state. Once an official application process has begun, instructions will be sent out to all eligible NEUs. Please ensure that you have completed the preliminary requirements that were sent out and requested of eligible NEUs in order to apply for funds.



## Eligibility and Allocations

Non-entitlement units, defined in section 603(g)(5) of the Social Security Act, as added by the American Rescue Plan Act, are generally local governments with populations of less than 50,000. Local governments that are not included in the Allocation for Metropolitan Cities table may be designated as non-entitlement units.

Non-entitlement units will receive Coronavirus State and Local Fiscal Recovery Funds through their state governments. The total available funding for the state of Georgia is \$862 million, and the expeditious delivery of these funds are essential.

ARPA requires States' allocations to NEUs to be based on the proportion of the population in the NEU as a share of the total population of all NEUs in the State. This requirement can be represented by the following formula:

$$\text{Total population of the NEU} / \text{Total population of all eligible NEUs} \times \text{Aggregate state NEU payment}$$

States must use the population counts in the List, since these reflect the most recent data available from the Census Bureau.



[Click Here For NEU Allocations](#)



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# Application Process

The application process will begin on **June 7th**  
The deadline will be **June 21<sup>st</sup>**

**Details will go out through our GeorgiaCares portal**

**Terms and Conditions and Assurances** that Treasury published on their site, will go out via our GeorgiaCares portal to the assigned designee for electronic signature. Please do not sign the pdf on the website. In order for your application to be complete, this form must be signed and submitted by the application deadline.

If you cannot find the original email, please contact [grants@opb.Georgia.gov](mailto:grants@opb.Georgia.gov) for a troubleshooting appointment as soon as possible.



# Application Process

## For the application:

- GeorgiaCares portal account
- DUNS number and a screenshot of the DUNS number to attach in the portal
- SAMs registration
- Completed and submitted Vendor Management Form with W-9 (Deadline is 5/28/2021 at 5PM)\*
  - Please allow 2 weeks for SAO to process your vendor management form
  - If you have submitted it and didn't receive a confirmation, you do not need to resubmit
  - **NOTE:** Cities trying to create a new bank account that cannot do so by the deadline for the vendor management form may use an existing bank account and it is the responsibility of the NEU to place the funds in the correct account after receiving the funds.
- Total NEU budget (defined as the annual total operating budget, including general fund and other funds, in effect as of January 27, 2020) or top-line expenditure total (in cases in which the NEU does not adopt a formal budget)
  - **You will be asked to enter this number on the application and support it with the required budget documents**
- Signed and submitted Terms and Conditions/Assurances document via portal



# Transfer of Funds

Per Treasury guidance, If a State receives notification from an NEU that it does not wish to draw down its funding allocation and transfer funds to the State under Section 603(c)(4) of the Act, Treasury will consider this action as a cancellation of the award on the part of the eligible NEU and a modification of the award to the State.

As part of this process, the NEU must provide a signed notice to the State, which the State must transmit to Treasury as part of its interim report due August 31, 2021 (or as part of a subsequent report, if applicable). If the NEU does not provide such notice, it will remain legally obligated under the award with respect to accounting for the uses of the funds and the reporting on such uses. Treasury will provide a standard notice form that will be required for this use.

**The transfer of funds will be part of the NEU application process. You will still need to access the portal and participate in the “application process,” which will then become a transfer and subsequent cancellation of the award.**





# Reporting Requirements

NEUs will report directly to the US Treasury, not to OPB. However, OPB will update forthcoming reporting guidance provided by Treasury on its website as it is released. NEUs' first report is due to Treasury by **October 31, 2021.**

In addition to *other* reporting requirements, NEUs will be asked to provide:

- NEU Recipient Number (a unique identification code for each NEU assigned by the State to the NEU as part of the request for funding)
- Copy of signed award terms and conditions agreement
- Copy of signed assurances of compliance with Title VI of the Civil Rights Act of 1964
- Copy of actual budget documents validating the top-line budget total provided to the State as part of the request for funding.



# Questions?

## Resources

**Website:** <https://opb.georgia.gov/local-fiscal-recovery-fund>

**State and Local Funding Questions:** [grants@opb.georgia.gov](mailto:grants@opb.georgia.gov)

**Vendor Management Questions:** [psvendor@sao.ga.gov](mailto:psvendor@sao.ga.gov)



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