



ARPA Reporting for NEU Cities

Georgia Municipal Association
Friday, April 21, 2023



Throughout the slides, look for these symbols:

-  Important reminder
-  Link to a website

Where are we?

OVERVIEW

- The American Rescue Plan Act was signed into law in 2021
- Unprecedented direct funds to all cities, towns, villages, tribes, and counties in the U.S.
- Approved in response to outcry from local officials impacted by the COVID-19 pandemic

IN GEORGIA

- **\$1.4 billion** in ARPA Local Fiscal Recovery Funds for Georgia's cities
- **23** Metro cities – funding direct from Treasury
- **515** NEU cities – funding direct from Treasury via Georgia's OPB portal
 - NEU = Non-entitlement Unit
- ARPA SLFRF 1st Tranche was deposited into recipients' accounts around **August 2021**
- 2nd (and final) Tranche deposited **May 2022**

Key Dates

Deadline to obligate funds	December 31, 2024
Deadline to spend funds	December 31, 2026
When to submit your annual report	April 2022 through April 2027
How long to main records in case of audit	Through 2032

GMA ARPA Resources

<https://gacities.com/arpa>



The American Rescue Plan Act: What Georgia Cities Need to Know

The American Rescue Plan (ARP) Act of 2021 is a historic \$1.9 trillion economic stimulus bill. Within the ARP, the Coronavirus Local Fiscal Recovery Fund provides \$350 billion for states, municipalities, counties, tribes, and territories, including \$65.1 billion for cities throughout the U.S.

This section of the Georgia Cities website provides city leaders with continuously updated information related to the ARP Act.

About

Background information and summaries of the bill.

Guidance and Compliance

Information on eligible uses, allocations for your city, and U.S. Treasury guidance.

Key Resources and Sample Documents

Additional information from NLC as well as federal and state agencies.

Events and Webinars

Events hosted by GMA, NLC and other agencies and organizations.

FAQ/Contact Us

Do you have questions or feedback? GMA would like to hear from you.

ARPA Roundup

Resources highlighting the impact of ARPA on Georgia's cities.

Events and Webinars

Past Events

Please Note: GMA webinars are intended solely to provide information. The information presented in these webinars is provided for general purposes only, reflecting the most current available information at the time of the event, and should not be construed as legal advice from GMA, the presenters, or sponsors of the webinar, or any of their employees or representatives. Please consult your city attorney prior to taking any action in relation to the information disseminated in GMA webinars.

ARPA Webinar: Audit of ARPA Fiscal Recovery Fund Expenditures

ARPA Webinar: Single Audit of Your Federal Fiscal Recovery...
Single Audit Objectives

- Financial Accuracy
 - Financial Statements
 - Schedule of Expenditures of Federal Awards (SEFA)
- Internal Controls
 - Entity-wide
 - Over Federal Awards
- Compliance
 - Entity-wide
 - Over Federal Awards

Watch on YouTube

Slides: Audit of ARPA Fiscal Recovery Fund Expenditures (PDF)

Assistance Listing 21.027 Coronavirus State and Local Fiscal Recovery Funds (US Department of the Treasury - April 2022) (pdf)

April 2023 Reporting

For the SLFRF program, reporting requirements vary by recipient type, as shown in the table below. Detailed instructions for completion and submission of each report are covered in Part 2 of the [Reporting Guidance](#).

Tier	Recipient	Interim Report	Project and Expenditure Report	Recovery Plan Performance Report
1	States, U.S. territories, and metropolitan cities and counties with a population that exceeds 250,000 residents	By August 31, 2021, or 60 days after receiving funding if funding was received by October 15, with expenditures by category.	By January 31, 2022, and then the last day of the month after the end of each quarter thereafter	By August 31, 2021, or 60 days after receiving funding, and annually thereafter by July 31
2	Metropolitan cities and counties with a population below 250,000 residents that are allocated more than \$10 million in SLFRF funding, and NEUs that are allocated more than \$10 million in SLFRF funding	<i>Note: NEUs were not required to submit an Interim Report</i>	<i>Note: NEUs were not required to submit a Project and Expenditure Report on January 31, 2022. The first reporting date for NEUs was April 30, 2022.</i>	
3	Tribal Governments that are allocated more than \$30 million in SLFRF funding			
4	Tribal Governments that are allocated less than \$30 million in SLFRF funding		By April 30, 2022, and then annually thereafter	
5	Metropolitan cities and counties with a population below 250,000 residents that are allocated less than \$10 million in SLFRF funding, and NEUs that are allocated less than \$10 million in SLFRF funding			

Note: Based on the period of performance, reports will be collected through April 30, 2027.

What am I reporting?

SLFRF Project and Expenditure (P&E) Report

When?

Reports are due by **April 30, 2023**

“Look back” on funds spent or obligated from **April 1, 2022 – March 31, 2023**

For who?

Required for *all* SLFRF recipients, even if you did not spend funds in 2022-2023

To who?

To the US Treasury via the compliance portal: <https://portal.treasury.gov/compliance>




All NEUs urged to report using **Revenue Replacement Category 6.1** and elect the **Standard Allowance** (if not elected last year).


Login.gov

You will use Login.gov to access the reporting portal. **This is the first step.**

<https://secure.login.gov/> 

An official website of the United States government [Here's how you know](#) ▾

LOGIN.GOV 



Department of the Treasury is using Login.gov to allow you to sign in to your account safely and securely.

Email address

Password

Show password

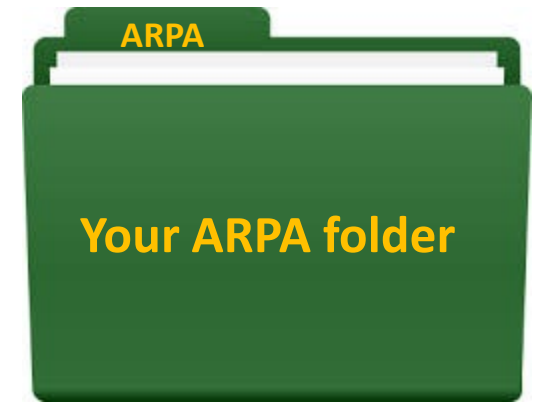
Sign in

First time using Login.gov?

Create an account

⚠️ 10 Tips for Success (in no particular order)

1. Think about the next person!
2. Write down logins/ passwords carefully or type and print
3. Keep login information in a safe, secure and accessible place
4. Be redundant – more than one person in each user role
5. Use cell phones for security code confirmation in Login.gov
6. Obligate ARPA SLFRF ASAP
7. Save electronic and hard copies of everything!
8. Also store documentation (receipts, invoices, etc.) in a safe, secure place
9. Submit your annual report every year through **April 2027**
10. Maintain records in case of audit through **2032**



How are cities using ARPA SLFRF funds?

The American Rescue Plan Act: What Georgia Cities Need to Know

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Information on eligibility, allocations for your city, and U.S. Treasury guidance.
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ARPA and Georgia Cities: One Year Anniversary

April 2022

[gacities.com/arpa](https://www.gacities.com/arpa)

In March 2021, Congress approved the American Rescue Plan Act, delivering \$1.4 billion in direct pandemic relief to Georgia's cities through ARPA's State and Local Fiscal Relief Fund (SLFRF). To mark ARPA's one year anniversary, GMA surveyed Georgia cities to learn how investments of SLFRF are bringing much-needed relief to families, businesses, and communities statewide.

Number of cities that responded: **136** (25%)

Share of responding cities below 5000 in population: **73%** (75% of Georgia's cities have 5000 or fewer people)

MAKE TRANSFORMATIONAL INVESTMENTS IN INFRASTRUCTURE

87%

What cities are doing:

- A variety of water, sewer and stormwater system improvements, such as:
 - Replacement/update of chlorination system
 - Renovation of water tanks to bring up to EPD standards
 - Installation of digital/radio read water meters
 - Building regional connection to another water system in case of emergency
 - Updates to monitoring system to accurately account for water loss and contamination risk
 - Flood mitigation efforts
 - Mapping/e-documenting of equipment citywide
- Pave and resurface city streets
- Broadband provision and expansion, including public Wifi access

SPOTLIGHT

INCLUSIVE WATER, SEWER AND BROADBAND EXPANSION; SIDEWALK IMPROVEMENTS

City of Hamilton pop. 1141
Running a new water line that will serve new houses plus citizens on the lower income scale. "We have wanted to do this for years but have not had the resources..."

City of Lakeland pop. 3542
A new well, water tower and improved water lines to benefit all residents, schools, hospitals and public facilities, and also improve fire protection by increasing the water pressure throughout the city. Being able to use ARPA ensures water usage rates don't increase for customers.

City of Bogart pop. 1203

- Upgrading city computers (government buildings and libraries) to accommodate increased broadband and allow for virtual meetings, research, etc.
- Sidewalk project to increase safety when walking from library to recreation fields.

THE % OF CITIES USING ARPA FUNDS TO...

Purpose	All Cities	Cities <= 5000	Cities > 5000
Directly Address the Public Health Crisis	25%	20%	55%
Provide Economic Relief to Disproportionately Impacted Groups	26%	19%	65%
Provide Premium Pay to Essential Workers	44%	45%	40%
Make Transformational Investments in Infrastructure	87%	89%	75%
Offset Lost Revenue	26%	22%	55%
Other Purposes	20%	15%	50%

SPOTLIGHT

VACCINE INCENTIVE PROGRAMS, MORE OUTDOOR SPACES IN QUALIFIED CENSUS TRACTS, PUBLIC INFORMATION CAMPAIGNS

City of Barnesville pop. 6669
Weekly drawings for vaccinated people, including City employees, to win "Barnesville Bucks" that could be spent at local businesses to help small businesses.

City of Chamblée pop. 30,842
Majority of funds for development of outdoor recreational space in low income neighborhoods. Investing in a master park plan buildout to provide more accessible amenities in a qualified census tract.

City of Toombsboro pop. 478
Sent out mass messages and letters with information about vaccines, i.e. what facilities offer them and on what days.

DIRECTLY ADDRESS THE PUBLIC HEALTH CRISIS

25%

What cities are doing:

- Vaccine incentive programs
- Sanitizing public places to prevent contamination
- Improving facilities for better ventilation, social distancing and minimized touching
- Testing/vaccination sites and emergency preparedness centers; supplies and equipment
- Education and awareness to promote healthy physical, social, mental and emotional wellbeing
- Extended policy for sick leave due to COVID-19
- Community violence intervention programs, e.g. Cure Violence

SAM.gov – separate but related to ARPA reporting

Did you know? All federal grant recipients must obtain a **Unique Entity Identifier (UEI)** number through SAM.gov.

SAM registration and obtaining a UEI is **FREE**, **do not pay to register.**

SAM registration can take **several weeks**, so if your city does not have a SAM, get started ASAP. **Your Regional Commission can assist with this process.**

Your SAM registration login and UEI numbers are sensitive data, just like your city’s bank account number or your personal social security number. REMEMBER:

- ✓ Save your SAM login number and instructions in a safe location
- ✓ Make sure more than one person at city hall knows how to locate this information
- ✓ Save your UEI in a secure place



In your ARPA report, you will be asked whether your city has an “active SAM registration”. If the answer is no, you can still move forward and submit your ARPA report but be sure to renew your SAM registration **ASAP**.

Check your city's registration status today:

[How can I find out if an entity is registered in SAM.gov?](#)

<https://sam.gov/content/home>



The screenshot shows the SAM.gov registration page. At the top, it says "Get Started with Registration and the Unique Entity ID" and "Submitting a registration and getting a Unique Entity ID are FREE." Below this is a progress bar with four steps: 1. About Registration (highlighted in blue), 2. Set up a SAM.gov Account, 3. Prepare Your Data, and 4. Get Started. The main content area is titled "Before You Get Started" and explains the registration process. It includes a section for "About Registration" with a numbered list item "1 About Registration". The text explains that registration is required for prime award applications and provides a link to the "Entity Registration Checklist". It also notes that sub-awardees may not need a full registration but may need a Unique Entity ID. A link is provided for "What does it mean to get only a Unique Entity ID and not register?". On the right side, there is a sidebar with a red border containing three buttons: "Get Started" (green), "Renew Entity" (light green), and "Check Entity Status" (white with a checkmark icon). Below this is a section titled "Already Registered?" which provides instructions on renewing registration every 365 days and includes links for "Go to your Entity Management Workspace to update or renew your registration", "Check the status of your registration", and "How do you know if you are already registered?".

Finding your UEI:

- Sign into SAM.gov
- Search your city name in Active and Inactive Entities

All Domains

Filter By

Keyword Search
For more information on how to use our keyword search, visit our help guide [\[link\]](#)

Any Words ⓘ
 All Words ⓘ
 Exact Phrase ⓘ

e.g. 1606N020Q02

"City of Blue Ridge" x


Federal Organizations

Enter Code or Name

Status

Active
 Inactive

Reset



[Requests](#) | [Notifications](#) | [Workspace](#) | [Sign Out](#)

Home
Search
Data Bank
Data Services
Help

Search

All Words ▾ e.g. 1606N020Q02

Search Results

Saved Searches

Actions ⋮

Select Domain
All Domains +

Filter By

Keyword Search
For more information on how to use our keyword search, visit our help guide [\[link\]](#)

Any Words ⓘ

Sort by
Relevance ▾

Showing 1 - 25 of 122 results

City of Blue Ridge Inc ● Active Registration			Entity
Unique Entity ID FMDSLPJGLLC7	CAGE Code 874M7	Physical Address 200 S MAIN ST, BLUE RIDGE, TX 75424 USA	Expiration Date Jan 11, 2024
Purpose of Registration Federal Assistance Awards			
CITY OF BLUE RIDGE ● Active Registration			Entity
Unique Entity ID JCWEYM9J3LE7	CAGE Code 5RTL8	Physical Address 301 CHURCH ST, BLUE RIDGE, GA 30513 USA	Expiration Date Jan 18, 2024
Purpose of Registration			

Ready to see what the reporting process looks like?

Access GMA's step-by-step instructions from <https://gacities.com/arpa> under

Key Resources:

Key Resources and Sample Documents

Available Now: Instructions for NEU Cities on April 2023 ARPA Project & Expenditure Report

[Click here to view and download the slides.](#)

Please contact GMA for questions or to notify us of any problems you encounter.

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