Should my town/city/village include ARPA funds in our annual filing of the Subrecipient Annual Report to the State of Vermont?

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Yes. When you are completing the Subrecipient Annual Report (found HERE), you must include only the ARPA* funds that were ***expended*** during your fiscal year for which you are reporting. Here is what you should include for your ***local*** ARPA funds:

In Section III - Subrecipient Schedule of Federal Expenditure:

- **CFDA Number** (Catalog of Federal Domestic Assistance) CFDA numbers have been replaced with ALN (Assistance Listing Number). The ALN for ARPA is 21.027.
- **Granting Agency/Department** - U.S. Dept. of the Treasury
- **Grant Number** - Use your assigned "Town ID" number which can be found HERE.
- **Expenditures** - enter your total ARPA ***expenditures*** for the fiscal year on which you are reporting. (**DO NOT** enter the total amount of your award or the total amount of cash you've received - you report APRA expenditures only.)

* If you expended any ARPA funds as a "**subrecipient**" of a grant from an entity other than the U.S. Department of the Treasury (ex. a grant from an Agency or Department of the State of Vermont), then you must also report these funds in the Subrecipient Annual Report and do so separately from your ***local*** ARPA funds. They will have the same CFDA/ALN Number **but** the Granting Agency and Grant Number will be different.

If you received any ARPA funds as a "**beneficiary**," then you do not need to include these funds in this report.

If you are unsure whether you are "subrecipient" or a "beneficiary," please read this FAQ: What is the difference between a "beneficiary" and a "subrecipient"? and if you are still unsure, then reach out to the Agency, Department or entity that awarded the funds to your town/city/village.

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