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## ARPA Reporting Info and Tips

As a result of comments from recipients during the recent Interim Report and Recovery Plan submission process, the U.S. Department of the Treasury revised the deadline for submitting the first **Project and Expenditure Report**. Reports for non-entitlement units of government (NEUs) that cover the period between the award date and March 31, 2022, are now due on **April 30, 2022**.

Further instructions, including updates to existing guidance as well as a user guide to help recipients gather and submit the information through Treasury's Portal, will be provided later. Visit [www.Treasury.gov/SLFRPReporting](http://www.Treasury.gov/SLFRPReporting) <sup>[1]</sup> for the latest information.

### ARPA TIP: PROJECT IDENTIFICATION NUMBERS

How will you keep track of your ARPA projects? When it is time to submit a report, Treasury will require each project to have a project identification number created by the recipient – see [Compliance and Reporting Guidance](#) <sup>[2]</sup>, 2. Annual Reporting, page 16.

**TIP** - Number your projects intelligently:

*NEU Recipient Number-Expenditure Category Code-number in sequence*

Example: VT0093-1.7-01.

- VT0093 = Town of Guilford. The NEU Recipient Number is the same as the "Town ID" in the [Certification Dashboard/LFRF Allocations](#) <sup>[3]</sup>.
- 1.7 = Compliance and Reporting Guidance, Appendix 1, Expenditure Category Code "1.7 Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency"
- 01 = First project of more to follow in this Expenditure Category.



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### Links

[1] <http://www.Treasury.gov/SLFRPReporting>

[2] <https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>

[3] <https://app.powerbigov.us/view?r=eyJrIjojOGY1YWUyZDgtYmMyNS00MwY4LTlhMGYtMmJlMmM4YWRkMDdliiwidCI6IjIwYjQ5MzNiLWJhYWQtNDMzYy05YzAyLTcwZWRjYzc1NTIjNiJ9>