



# OFFICE OF PLANNING AND BUDGET

**Brian P. Kemp**  
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Director

## State Fiscal Recovery Funds

### Post Award Frequently Asked Questions

This document contains answers to frequently asked questions OPB has received regarding the State Fiscal Recovery Grant Program and the post award process. Applicants should refer to the US Department of Treasury Final Rule and corresponding Final Rule FAQs, as well as the OPB website for links to federal guidance and OPB resources for grantees.

DISCLAIMER: This document is intended to serve as a guide to the grant application process for prospective applicants seeking grant funding from Georgia's allotment of the Coronavirus State Fiscal Recovery Fund (CSFRF). This guidance is not intended to address eligible uses of CSFRF and is not exhaustive, binding, or final. The U.S. Treasury continues to update its guidance. This federal guidance is binding upon the State as well as all grant recipients.

### Expectations

General expectations include but are not limited to understanding and following the rules and regulations outlined for CSFRF in:

- [Department of US Treasury Final Rule;](#)
- [Department of US Treasury Final Rule FAQs;](#)
- [Policy Requirements including 2CFR 200 ;](#)
- OPB's Program, Reporting, and Compliance Requirements as well as the Terms & Conditions Agreement for the respective grant award; and
- The grantee's own organizational policies and procedures.

Additionally, as a grantee, you are required to:

- Fulfill the project expectations of your award;
- Ensure financial and performance benchmarks are met; and
- Strictly adhere to your project's objective, budget, and timeline.



# OFFICE OF PLANNING AND BUDGET

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## **Uniform Guidance**

The following 2 C.F.R. policy requirements apply to [21.027 assistance listing](#) for Coronavirus State and Local Fiscal Recovery Funds (CSLFRF), Coronavirus State Fiscal Recovery Fund (CSFRF) and Coronavirus Local Fiscal Recovery Fund (CLFRF):

- Subpart B, General provisions;
- Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards;
- Subpart D, Post Federal; Award Requirements;
- Subpart E, Cost Principles; and
- Subpart F, Audit Requirements.

(The following guidance has been taken from the US Department of Final Rule FAQ as of April 27, 2022 <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf>)

**1. (13.1) What provisions of the Uniform Guidance for grants apply to these funds? Will the Single Audit requirements apply? (US Department of Treasury FAQ 13.1)**

Most of the provisions of the Uniform Guidance (2 C.F.R. § 200) apply to this program, including the Cost Principles and Single Audit Act requirements. Recipients should refer to the Assistance Listing for detail on the specific provisions of the Uniform Guidance that do not apply to this program. The Assistance Listing will be available at <https://sam.gov/fal/7cecfdef62dc42729a3fdcd449bd62b8/view>. For information related to Single Audit requirements specifically, please refer to the Compliance Supplement materials released by the Office of Management and Budget.

**2. Do federal procurement requirements apply to SLFRF? (US Department of Treasury FAQ 13.2)**

Yes. The procurement standards for federal financial assistance are located in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 C.F.R. § 200.317 through 2 C.F.R. § 200.327 and apply to procurements using SLFRF funds. Pursuant to 2 C.F.R. § 200.317, recipients that are non-state entities, such as, metropolitan cities, counties, non-entitlement units of local government, and Tribes must comply with the procurement standards set forth in 2 C.F.R. § 200.318, through 2 C.F.R. § 200.327, when using their SLFRF award funds to procure goods and services to carry out the objectives of their SLFRF award. States, the District of Columbia, and U.S. Territories must follow their own procurement policies pursuant to 2 C.F.R. § 200.317, as well as comply with the procurement standards set forth at 2 C.F.R. § 200.321 through 2 C.F.R. § 200.323, and 2 C.F.R. § 200.327 when using their SLFRF award funds to procure goods and services to carry out the objectives of their SLFRF award. See also SLFRF Award Terms and Conditions. Recipients are prohibited from using SLFRF funds to



## OFFICE OF PLANNING AND BUDGET

**Brian P. Kemp**  
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enter into subawards and contracts with parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs. See 2 C.F.R. § 200.214. Moreover, a contract made under emergency circumstances under the Coronavirus Relief Fund (CRF) cannot automatically be transferred over to SLFRF. These programs are subject to different treatment under the Uniform Guidance. Under the CRF program, recipients are permitted to use their own procurement policies to acquire goods and services to implement the objectives of the CRF award. Under the SLFRF program, recipients are required to follow the procurement standards set out in 2 C.F.R. § 200

(Uniform Guidance) pursuant to the SLFRF Award Terms and Conditions executed by the recipients in connection with their SLFRF awards.

### **3. What is the threshold for competitive bidding for my government? (US Department of Treasury FAQ 13.3)**

As stated above, recipients are required to comply with the procurement standards set forth in 2 C.F.R. § 200.317 through 2 C.F.R. § 200.327 of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Pursuant to 2 C.F.R. § 200.317, States, the District of Columbia, and U.S. Territories should refer to the competitive bidding thresholds described in their own procurement policies and procedures. Other non-federal entities, such as metropolitan cities, counties, non-entitlement units of local government, and Tribes must adhere to the competitive bidding thresholds set forth in 2 C.F.R. § 200.320 for the relevant procurement methods.

2 C.F.R. § 200.320 describes methods of procurement based on two procurement thresholds. There are two thresholds that recipients should keep in mind related to procurement requirements: the Micro purchase threshold (MPT) and the Simplified Acquisition Threshold (SAT).

Micro-purchase threshold (MPT) - 2 C.F.R. § 200.320(a)(1): Purchase of supplies and services for a price below the MPT, currently set at \$10,000, are not required to be solicited competitively. However, there are circumstances when a recipient may have a MPT that is greater than \$10,000. For example, all non-Federal entities may increase their MPT up to \$50,000 if they follow the protocols described in 200.320(a)(1)(iv). Additionally, nonfederal entities such as metropolitan cities, counties, non-entitlement units of local government, and Tribes may use their own MPT if they follow the protocols described in 200.320(a)(1)(iv).

Simplified Acquisition Threshold (SAT) - 2 C.F.R. § 200.320(a)(2): Purchases of property and services at a price above the recipient's MPT and below the SAT, currently set at \$250,000, may be made following the small purchase procedures described in the definition of SAT in 2 C.F.R. § 200.1 and 2 C.F.R. § 200.320(a)(2). Procurement of property and services at a price above the SAT must follow the formal procurement methods outlined in 2 C.F.R. § 200.320(b).



## OFFICE OF PLANNING AND BUDGET

**Brian P. Kemp**  
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**4. Can a recipient prequalify firms for projects funded with SLFRF? (US Department of Treasury FAQ 13.4)**

The Uniform Guidance permits recipients to use prequalified lists of persons, firms, or products so long as a list is current and includes enough qualified sources to ensure maximum open and free competition. The Uniform Guidance does not specifically define the term “current” for purposes of 2 C.F.R. § 200.319(e), and Treasury has not adopted additional guidance regarding this requirement as it applies to the SLFRF. As such, recipients must determine when a prequalified list would be sufficiently current, and a recipient must not preclude potential bidders from qualifying during the solicitation period. See 2 C.F.R. § 200.319(e).

Furthermore, recipients may not utilize this provision to evade conducting their procurement transactions in a manner that provides for full and open competition. Recipients should be mindful that other provisions of the Uniform Guidance inform the procurement requirements. For example, metropolitan cities, counties, non-entitlement units of local government, and Tribes must have and use documented procurement procedures, consistent with binding State, local, and Tribal laws and regulations. See 2 C.F.R. § 200.318(a).

**5. Where can one find the most current information on assuring minority owned businesses are included in the awards process? (US Department of Treasury FAQ 13.5)**

The most up-to-date information on assuring that minority-owned businesses are included in the procurement process is located in 2 C.F.R. § 200.321, Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

**6. Is there certain language that needs to be included in a bidding package? (US Department of Treasury FAQ 13.6)**

Treasury does not require that there be specific language included in bidding packages, but SLFRF recipients must ensure all contracts made with SLFRF award funds contain the applicable contract provisions listed in 2 C.F.R. § 200, Appendix II.

**7. Are recipients allowed to leverage existing contracts? (US Department of Treasury FAQ 13.7)**

Recipients may leverage existing contracts for SLFRF activities if the existing contracts conform to the procurement standards in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 C.F.R. § 200 (Uniform Guidance). States, the District of Columbia, and U.S. Territories must follow their own procurement policies pursuant to 2 C.F.R. § 200.317 as well as comply with the procurement standards set forth at 2 C.F.R. § 200.321 through 2 C.F.R. § 200.323, and 2 C.F.R. § 200.327. All other recipients must follow 2 C.F.R. § 200.318, General procurement standards, through 200.327, Contract provisions.



## OFFICE OF PLANNING AND BUDGET

**Brian P. Kemp**  
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**8. Would an interlocal agreement—an agreement entered into between governments to effectuate an eligible use of the funds—or a cooperative purchase agreement need to be bid out? (US Department of Treasury FAQ 13.8)**

States, the District of Columbia, and U.S. Territories must follow their own procurement policies pursuant to 2 C.F.R. § 200.317 as well as comply with the procurement standards set forth at 2 C.F.R. § 200.321 through 2 C.F.R. § 200.323, and 2 C.F.R. § 200.327. All other recipients must follow 2 C.F.R. § 200.318, General procurement standards, through 200.327, Contract provisions. Recipients should consult the applicable procurement standards or policies to determine whether a cooperative purchase agreement must be bid out. Information on when competition is required and when exceptions to competition are permitted are located in 2 C.F.R. § 200.319, Competition, and 2 C.F.R. § 200.320, Methods of procurement to be followed.

It is permissible for recipients to use interlocal agreements but procurement standards set forth in the Uniform Guidance may still apply.

**9. How is a “contract” different than a “subaward”? (US Department of Treasury FAQ 13.9)**

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 C.F.R. § 200 (Uniform Guidance) provides definitions for “contract” and “subaward.” A contract is a legal instrument by which a recipient or subrecipient purchases property or services needed to carry out the project or program under a federal award. A subaward is distinct from a contract in that a subaward is an award provided by a recipient of a federal award to a subrecipient to carry out part of a federal award on behalf of the recipient. Recipients may make subawards through any form of legal agreement, including an agreement that the recipient considers a contract. See 2 C.F.R. § 200.331 for more information on the differences between contracts and subawards.

**10. What other background laws must recipients comply with? (US Department of Treasury FAQ 13.10)**

SLFRF recipients must comply with all laws outlined in the SLFRF Award Terms and Conditions that the recipients accepted in connection with their SLFRF award and all other applicable executive orders, federal statutes, and regulations in carrying out their SLFRF award. Recipients must also provide for such compliance by other parties in any agreements it enters into with other parties relating to the award. The award terms listed specific statutes and regulations that apply to the award, but the award terms made clear that these lists were not exclusive. Particularly in the case of the SLFRF, it’s not possible to enumerate the full list of federal statutes, regulations and executive orders that may be applicable to the award given that the range of eligible uses of funds is so broad, including the provision of government services.

**11. How does Treasury treat program income? (US Department of Treasury FAQ 13.11)**



## OFFICE OF PLANNING AND BUDGET

**Brian P. Kemp**  
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**Kelly Farr**  
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Per 2 C.F.R. § 200.307, Treasury is specifying here that recipients may add program income to the Federal award. Any program income generated from SLFRF funds must be used for the purposes and under the conditions of the Federal award. Program income includes but is not limited to income from fees for services performed, the use or rental of real or personal property acquired under federal awards, the sale of commodities or items fabricated under a federal award, license fees and royalties on patents and copyrights, and principal and interest on loans made with federal award funds. Interest earned on advances of federal funds is not program income. For more information on what constitutes "Program Income" please see 2 C.F.R. § 200.1.

- 12. Does COVID-19 and the national emergency qualify as "exigency" as a special circumstance under 2 C.F.R. § 200.320 (c) in which a noncompetitive procurement can be used? If so, may a contract utilizing this special circumstance have a term that extends beyond the national emergency? For example, may a County execute a contract (without going through a competitive solicitation) immediately with a contractor to provide services with a term through the end of 2024, relying upon this special circumstance? (US Department of Treasury FAQ 13.12)**

The COVID-19 public health emergency does not itself qualify as a "public exigency or emergency" under 2 C.F.R. § 200.320 (c). In other words, a recipient may not justify a noncompetitive procurement simply on the basis that the procurement is conducted during the public health emergency or that the project is in response to the public health emergency.

Instead, the recipient must make its own assessment as to whether in the case of a particular project there is a public exigency or emergency that "will not permit a delay resulting from publicizing a competitive solicitation."

Note: The Final Rule permits funds to be used to cover costs incurred beginning on March 3, 2021 and ending December 31, 2024.

### **Budgets**

- 1. Am I required to submit a final budget for approval?**

If your organization was awarded as a result of a competitive application process, you must submit a final budget to OPB for approval. To date, this process is done by submitting a detailed budget worksheet back to OPB. However, in the future, this process along with budget amendments will move to an electronic process completed in the GeorgiaGrants portal. The current process documents can be found under the [Important Documents](#) section of the *For Grantees* website.

Additionally, OPB may require final budget submissions for non-competitive grant awards based on the program.

- 2. How much detail should be provided in the budget?**



# OFFICE OF PLANNING AND BUDGET

**Brian P. Kemp**  
Governor

**Kelly Farr**  
Director

All budgets are required to submit details on how the funds will be spent to the greatest extent possible. Adequate detail should be provided in the budget narrative to justify the expense under the approved award.

Through the Budget Detail Worksheet submission process, OPB seeks to obtain the greatest level of detail available to support budgeted amounts. Budgeted amounts for construction costs included in Section 6) Contracts Consultants Subawards may be entered using a multi-line detailed approach, or as a single line dollar value. If a single line dollar value is utilized, it must be accompanied by a supplemental schedule (PDF or XLS) breaking down the budget estimate to its lowest available level of detail. The supplemental schedule should disclose whatever information serves as the basis for the estimate, may include narratives, and is expected to include unit prices, quantities, labor rates, labor hours, equipment rates, equipment hours, percentages, past project data, and / or any other major assumptions used to derive the budgeted amount.

More information regarding budget detail can be found on our [For Grantees](#) website under Important Documents section.

### 3. **How long does the budget approval process take?**

All awards made under a competitive application process must submit a final budget for approval. The approval timeline depends on the communication needed between OPB Grants Division and the subrecipient with regards to any additional detail or justification. While infrastructure projects require a more complex validation process, OPB does not anticipate the approval process taking longer than 30 days from submission.

## **Payment Request**

### 1. **What type of payment method will awards made under State Fiscal Recovery Funds reimbursement be subject to?**

All awards made under State Fiscal Recovery Funds will be cost reimbursement method of payment unless otherwise specified.

Water/Sewer Infrastructure and Broadband Infrastructure awards may use a modified reimbursement method of payment.<sup>i</sup>

### 2. **What is the cost reimbursement method?**

Under the Cost Reimbursement method of payment, the grantee is required to finance its operations with its own working capital. OPB will release approved payments to reimburse the grantee for actual cash disbursements supported by adequate documentation. Costs are only reimbursed when they have been *incurred and paid*.

Under the modified reimbursement method for Water/Sewer Infrastructure and Broadband Infrastructure projects, OPB will release approved payments to reimburse the grantee for



## OFFICE OF PLANNING AND BUDGET

**Brian P. Kemp**  
Governor

**Kelly Farr**  
Director

obligations (costs for orders placed for contracts and services by the vendor of a subrecipient) for work performed on infrastructure project or goods purchased and delivered that require payment, supported by adequate documentation. Costs are only reimbursed when services are completed and/or goods are received.

**3. What do I need to receive a payment from a reimbursement request?**

To facilitate payments to grantees, [awardees must be registered as a vendor with the](#) state and provide information to accept electronic ACH payments.

**4. How do I apply for a reimbursement?**

- ✓ Reimbursement requests, referred to as payment requests, will be submitted through the [Georgia Grants Portal](#) once all post award steps have been completed, and must include a payment request template, which can be found under the important documents section of our For Grantees website <https://opb.georgia.gov/covid-response/grantees>
- ✓ The [payment Template](#) must be completed and submitted along with the required supporting documentation for each budget category for each payment request.
- ✓ Please ensure you submit each request under the appropriate file type to ensure it is not returned for revision

**5. What is the process for completing the payment request form?**

A detailed video walk through is available under our [webinar and tutorials section](#) of our [For Grantees webpage](#). The [GeorgiaGrants portal guide](#) contains step by step text instructions on page 9.

**6. When can I submit for reimbursement?**

Reimbursements for eligible expenses outlined by the grant program should be submitted each month by the 30<sup>th</sup> for the preceding month.

**Costs incurred between March 3, 2021 and Award Date**

SLFRF funds may only be used for costs incurred within a specific time period, beginning March 3, 2021. However, not all grant programs established by OPB under ARPA guidelines are eligible for eligible costs dating back to March 3, 2021. For eligible programs<sup>1</sup>, reimbursements for allowable costs dating back from March 3, 2021 should be submitted with the initial payment requests but no later than 90 days from the award date. Any reimbursement requests submitted after the 90-day period for costs incurred between March 3, 2021 and the 90-day reimbursement period for

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<sup>1</sup> Subrecipients should refer to project period indicated on the terms and conditions agreement





## OFFICE OF PLANNING AND BUDGET

**Brian P. Kemp**  
Governor

**Kelly Farr**  
Director

these costs may be rejected by OPB. Any reimbursement requests submitted after the 90-day period for any program costs may be rejected by OPB.

7. **What documentation must I provide for a reimbursement request?**

Supporting documentation is required for all payment requests and is needed for OPB to ensure compliance with allowable use of funds. Expenses must be necessary, reasonable, allocable, and allowable under the grant agreement. Grantees must maintain file copies of all documentation related to the grant including documents submitted to OPB.

Please see the [Payment Template](#) on our website for a list of supporting documentation examples. To avoid a return, please ensure that all purchases are supported by proof of payment such as a canceled check, bank statement, electronic reference, etc. All payment request for reimbursement for allowable contracts should be supported by an executed contract, invoice, and proof of payment.

When grantees make new contractual commitments with contractors, vendors, and / or suppliers, documentation evidencing execution of the procurement process must be provided before payment will be made. Examples of such documentation may include, solicitation packages, scopes of work, bid tabulations, proposals, and source or other procurement explanations and justifications.

All infrastructure projects or projects requesting reimbursement for contract/consultant costs should upload their procurement documentation, executed contract, invoice for work completed, labor documentation (to include Davis Bacon, if total project is over \$10mil), and compliance with state environmental review process and historic preservation documents with their initial reimbursement request.

**Failure to provide these documents at the time of the reimbursement request will result in a return to the subrecipient for insufficient documentation, causing a delay in payment. It is crucial to the payment timeline to submit required documents.**

8. **What additional supporting documentation is required for modified reimbursement method payment requests?**

In addition to the supporting documentation required for reimbursement requests, Water/Sewer Infrastructure and Broadband Infrastructure grantees must upload proof of payment to contractor or vendor for the previous reimbursement request.



## OFFICE OF PLANNING AND BUDGET

**Brian P. Kemp**  
Governor

**Kelly Farr**  
Director

Failure to provide proof of payment to the contractor of vendor based on previous reimbursement request will result in a delay of processing payment requests until proof of payment for previous reimbursement is delivered and approved.

Note: Subrecipients will be required to evidence procurement of the contractor (even if performed before March 3, 2021) was done in compliance with 2 C.F.R., which states in 200.318 (i):

The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: Rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

### 9. **How do I track my request?**

To check the status of your payment request in the portal, go to “My Grants” and select the “Payment Requests” tab. The statuses associated with process are as follows:

**Draft:** Payment request has not been submitted

**Submitted:** Subrecipient has submitted the payment request

**Review In Progress:** A reviewer is reviewing your documents

**Decision in Progress:** The request has been approved by the level 1 reviewer

**Approved:** The request has been approved by the level 2 reviewer

**Payment In Progress:** The request is in progress for payment.

**Payment Complete:** The payment has completed

**Return for Revision:** OPB has returned the payment request back to the subrecipient for revision.

**Rejected:** The payment request has been rejected

### 10. **How long do I have to revise a payment request?**

Once submitted to OPB, the subrecipient can request a return to revise the request. However, if OPB requires a revision due to insufficient documentation or unallowable expenses, the subrecipient has two weeks to revise and resubmit. After two weeks, the request will be rejected and the subrecipient will need to resubmit the request.

### 11. **How long does the approval process take for payment requests?**

The approval process depends on the detail included in the supporting documentation attached to the payment request in the portal. For payment requests that are submitted with adequate documentation and justification, OPB does not anticipate the process taking longer than 30 days.



## OFFICE OF PLANNING AND BUDGET

**Brian P. Kemp**  
Governor

**Kelly Farr**  
Director

**Payment requests that do not contain adequate supporting documentation or justification will be returned for revision, causing delays in the payment approval process. Please refer to FAQ 7 under the Payment Request section of this document for further information.**

### 12. **When will I receive the payment from my reimbursement request?**

Once approved, please allow up to two weeks for the processing of the payment. This time varies based on the accounts and can be shorter in some instances. For payments taking longer than two weeks, please ensure that the bank account listed on your vendor management form is correct. Subrecipients may contact [grants@opb.georgia.gov](mailto:grants@opb.georgia.gov) to check the status of payment for requests taking longer than two weeks.

### **Environmental Review/Historic Preservation**

#### 1. **Are NEPA requirements applicable to State Fiscal Recovery Funds**

No NEPA is not applicable to State Fiscal Recovery Funds.

#### 2. **Are State Fiscal Recovery Funds subject to environmental policy requirements?**

Yes.

[Environmental, Uniform Guidance, and Other Generally Applicable Requirements](#) (Final Rule)

Treasury cautions that, as is the case with all projects using SLFRF funds, all projects must comply with applicable federal, state, and local law. In the case of capital expenditures in particular, this includes environmental and permitting laws and regulations. Likewise, as with all capital expenditure projects using the SLFRF funds, projects must be completed in a manner that is technically sound, meaning that it must meet design and construction methods and use materials that are approved, codified, recognized, fall under standard or acceptable levels of practice, or otherwise are determined to be generally acceptable by the design and construction industry.

Further, as with all other uses of funds under the SLFRF program, the Uniform Guidance at 2 C.F.R. 200 applies to capital expenditures unless stated otherwise. Importantly, this includes 2 C.F.R. 200 Subpart D on post-federal award requirements, including property standards pertaining to insurance coverage, real property, and equipment; procurement standards; subrecipient monitoring and management; and record retention and access.

Treasury cautions that, as is the case with all projects engaged in using the SLFRF funds, all projects must comply with applicable federal, state, and local law. In the case of infrastructure projects in particular, this includes environmental and permitting laws and regulations. Likewise,



## OFFICE OF PLANNING AND BUDGET

**Brian P. Kemp**  
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**Kelly Farr**  
Director

as with all capital expenditure projects using SLFRF funds, projects must be undertaken and completed in a manner that is technically sound, meaning that they must meet design and construction methods and use materials that are approved, codified, recognized, fall under standard or acceptable levels of practice, or otherwise are determined to be generally acceptable by the design and construction industry.

**3. Does Section 106 of the National Historic Preservation Act (NHPA) apply to projects funded with SLFRF funds? (Updated Treasury FAQ 6.20)**

Section 106 of the NHPA does not apply to Treasury's administration of SLFRF funds, including funds expended under the revenue loss, public health and negative economic impacts, and water, sewer, and broadband infrastructure eligible use categories. Projects supported with payments from the funds may still be subject to Section 106 of the NHPA if they involve participation from other federal agencies, including funding from other federal financial assistance programs, or are subject to receipt of approvals from other federal agencies.

Consultation with DCA/Historic Preservation Division is only required if there is additional federal involvement beyond the ARPA SLFRF funding.

**4. What are the requirements applicable for environmental review and historic preservation?**

The State Environmental Review Process under the Environmental Protection Division is applicable to these projects. More information on ARPA State Fiscal Recovery Funds SERP process for water/sewer infrastructure projects can be found [here](#). Broadband infrastructure projects should consult with their Broadband [EPD Office](#) with regards to environmental impact. Additional information on this process can be found in a webinar published under the webinars and tutorial section of the [For Grantees website](#).

It is the responsibility of the subrecipient to consult with the appropriate state office with regards to the project's impact and any necessary environmental review. Please note that consultation with the appropriate office needs to be completed prior to beginning any activities for projects that have not begun. Grantees will be required to submit environmental review documentation prior to any payment request submissions. Additionally, please note that while consultation with DCA/Historic Preservation Division is typically expected as part of the State Environmental Review Process, consultation for ARPA SLFRF projects is only applicable in some instances, as outlined above.



## OFFICE OF PLANNING AND BUDGET

**Brian P. Kemp**  
Governor

**Kelly Farr**  
Director

**5. Will I have to submit documentation resulting from the environmental review process or historic preservation process to the Office of Planning and Budget?**

Yes, subrecipients must upload all environmental review documentation in the portal during payment request submission. The following documents will be required as uploads under the Environmental Review Process category before any payments will be paid to grantees:

- Cost effectiveness analysis, where applicable
- Environmental Information Document, Categorical Exclusion, Notice of No Significant Impact
- DCA/Historic Preservation Division's response letter to the project with regard to NHPA Section 106, where applicable (projects with participation from other federal agencies where NHPA Section 106 applies)

### Miscellaneous

**1. I have received a notification that I was awarded. What is next?**

OPB's post award process is outlined on the For Grantees webpage. This process includes but is not limited to the following steps:

- ✓ Sign terms and conditions grant agreement
- ✓ Register as a vendor with the state or validate existing bank account if already registered  
*Please note that your vendor forms must be processed, and a number and location returned to OPB after submitting them. This process takes approximately 3-4 weeks.*
- ✓ All awards made under a competitive application process must submit a final budget for approval. Other award budgets or project proposals vary per program. Information on program specific processes can be found on the corresponding [program page](#).

**2. How long do grantees have to use their awarded funds?**

While under the SLFRF program, recipients (the state of Georgia) must obligate all funds by December 31, 2024 and expend funds by December 31, 2026 (subawards made), the project period is outlined in your terms and conditions agreement. Each project period will vary per grant program.

**3. What is the timeframe for award acceptance for State Fiscal Recovery Funds under first tranche?**

Each program has varying agreement terms, however, all awards made under the first tranche of American Rescue Plan Act State Fiscal Recovery Funds including Water/Sewer Infrastructure, Broadband Infrastructure, and Negative Economic Impact must have an executed agreement and a final budget to OPB by December 1, 2022. After this date, awards made that have not been



## OFFICE OF PLANNING AND BUDGET

**Brian P. Kemp**  
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Director

accepted through a signed terms and conditions agreement will be re-obligated for other COVID-19 response purposes.

All awards that require a final budget submission should submit the budget to OPB for approval within 90 days of signing terms and conditions up until the December 1, 2022 cut off date. Any subrecipient that signs terms and conditions on or after September 2, 2022 will have until December 1, 2022 to submit the final budget.

4. **How do I ensure the terms and conditions goes to the correct point of contact?**

An agreement outlining the terms of your award called the Terms and Conditions is sent to the authorized official designated by your organization or on your application in the weeks following award announcements. The terms and conditions email will come from [adobesign@adobesign.com](mailto:adobesign@adobesign.com). Please do not forward this email as it will not capture the signature correctly. To delegate the terms and conditions to the appropriate user, please refer to our video on how to delegate the agreement [here](#).

Please note that this email tends to get caught in spam filters so please search your inbox for the echo sign email address and reach out to us at [grants@opb.georgia.gov](mailto:grants@opb.georgia.gov) if you have any questions on receiving the terms and conditions agreement.

5. **My award is not showing up in the portal.**

If your award is not showing up in the portal, please ensure you have signed the terms and conditions and have registered as a vendor with the state. Our post award steps can be on our [For Grantees website](#).

6. **How do I update the point of contact for my award?**

Users with a GeorgiaGrants portal account can modify users within the portal. Please see page 30 of the [portal guide](#) for detailed instructions.

If your Organization needs to designate an authorized user and you do not have an existing user in the system, you can complete our Authorized User Designation Form located on our [For Grantees website](#).

7. **Are match funds subject to restrictions of Interim or Final Rule?**

Match funding is subject to whatever separate terms it was received under and is not subject to the restrictions of the final rule.



## OFFICE OF PLANNING AND BUDGET

**Brian P. Kemp**  
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**8. Can a subrecipient request a waiver to the pass-through entity, the Office of Planning and Budget, for 2 C.F.R. § 200 Subpart D, competitive procurement?**

Under the assistance listing for Coronavirus State and Fiscal Recovery Funds, Treasury has excluded 2 C.F.R. § 200.320(c)(4) (noncompetitive procurement) that would otherwise allow the federal awarding agency or pass-through entity to authorize a noncompetitive procurement in response to a written request from the non-Federal entity.

“For 2 C.F.R. §200, Subpart D, the following provisions do not apply to the SLFRF program: C.F.R. § 200.305 (b)(8) and (9) (Federal Payment); 2 C.F.R. 200.308 (revision of budget or program plan); 2 C.F.R. § 200.309 (modifications to period of performance); and **2 C.F.R. § 200.320(c)(4) (noncompetitive procurement)**”

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<sup>i</sup> Modified reimbursement method is applicable only to water/sewer and broadband infrastructure projects. All other awards will be reimbursement based.