

American Recovery & Reinvestment Act

State of Alabama

*August 2009 Monthly Update Form*

**PLEASE NOTE:**

The fields below have been pre-populated with the information submitted in last month's Monthly Update Form.

**You must complete a form for each and every grant that your agency intends to apply for and/or receive.**

**Data reporting range: 2/18/09 to 8/31/09**

Agency/Institution: ADECA

Date of Submission: Type date of submission here.

**The amounts entered below should represent cumulative totals for the life of the Recovery Act program/grant.**

<p><b>1) Grant Name</b></p>	<p>Community Development Block Grant                  Is this grant/program subject to Section 1512 Reporting?  <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                  If 'Yes' and <u>you have been awarded</u> this grant, you must fill out the <i>Internal Section 1512 ARRA Reporting Form</i> that follows.</p>
<p><b>2) CFDA Number:</b></p>	<p>14.255</p>
<p><b>3) Grant Narrative Description:</b></p>	<p>The Community Development Block Grant (CDBG) program enables local governments to undertake a wide range of activities intended to create suitable living environments, provide decent affordable housing, and create economic opportunities, primarily for low- and moderate-income persons. The specific priorities of the CDBG-Recovery program are: preserving and creating jobs and promoting economic recovery; assisting those most impacted by the recession; providing investment needed to increase economic efficiency; investing in transportation, environmental protection, or other infrastructure that will provide long-term economic benefits; minimizing or avoiding reductions in essential services; or Fostering energy independence.</p>
<p><b>4) Status of Application:</b></p>	<p>Approved                  ADECA submitted the Substantial Amendment to HUD on June 29, 2009. The amendment listed 16 projects and was approved 8/8/09. ADECA received notice of approval 8/6/09.</p>
<p><b>5) Which type of recipient are you?</b></p>	<p>Prime Recipient  <i>If sub-recipient is chosen, type the name of the Prime Recipient below and indicate if you are a delegated or non-delegated sub-recipient:</i></p>
<p><b>6) Application Date:</b></p>	<p>The deadline for submitting the Substantial Amendment to HUD was June 29, 2009.</p>
<p><b>7) Award Date:</b></p>	<p>ADECA will award grants agreements with conditions in September of 2009.</p>
<p><b>8) Status of Expenditures:</b></p>	<p>N/A                  No funds have been expended. The substantial amendment has been approved by HUD. However, conditions have not been cleared for the sub-recipients.</p>
<p><b>9) Actual # of Jobs Created/Retained:</b></p>	<p>0 - Activities have not begun</p>
<p><b>10) Description of Types of Actual Jobs Created / Retained:</b></p>	<p>Type of description of the types of jobs created/retained here.</p>

<b>11) <sup>1</sup>ARRA Funds Awarded:</b>	\$7,049,436.00
<b>12) <sup>2</sup>ARRA Funds Available:</b>	\$0
<b>13) <sup>3</sup>ARRA Funds Expended:</b>	\$0
<b>14) Performance Metric 1 (if applicable)</b>	Provide additional performance measures for this grant/program here.
<b>15) Performance Metric 2 (if applicable)</b>	Provide additional performance measures for this grant/program here.
<b>16) Performance Metric 3 (if applicable)</b>	Provide additional performance measures for this grant/program here.
<b>17) Administration of grant/program</b>	<p>ADECA will award grants based on a competitive application process to eligible cities and counties for infrastructure improvement projects serving predominantly low and moderate income residents of the state. These sub-recipients will be required to administer the projects in compliance with state and federal regulations. All sub-recipients will be monitored by ADECA staff for review of program compliance.</p> <p>Applications to ADECA were due Wednesday, June 3, 2009 at Noon.</p> <p>Each project was awarded an economic distress score, a timeliness score, and an appropriateness score.</p> <p>114 applications were received. 16 were recommended for funding. ADECA received HUD approval of its substantial amendment 8/6/09 and will begin sending grant agreements to sub-recipients in September, 2009.</p>
<b>Other Information Details</b>	<p>Details regarding ADECA's application process can be found by visiting our website. The CDBG-R information is located at <a href="http://www.adeca.alabama.gov/C4/CDBG/default.aspx">http://www.adeca.alabama.gov/C4/CDBG/default.aspx</a></p> <p>The application package can be found at <a href="http://www.adeca.alabama.gov/C4/CDBG/Document%20Library/CDBG-R%20Application%20Draft.doc">http://www.adeca.alabama.gov/C4/CDBG/Document%20Library/CDBG-R%20Application%20Draft.doc</a></p> <p>The rating tabulation and an explanation of how the distress scores and appropriateness scores were determined may also be found by visiting our website. The rating tabulation can be found at <a href="http://www.adeca.alabama.gov/C4/CDBG/Document%20Library/log%20sheet%20distribution%20version%202.xls">http://www.adeca.alabama.gov/C4/CDBG/Document%20Library/log%20sheet%20distribution%20version%202.xls</a></p>

**Agency information verified by: Maureen Neighbors**

<sup>1</sup>Amount Awarded - the total amount of ARRA Funds that your agency/institution is expecting to receive over the life of the grant/program.

<sup>2</sup>Amount Available - the total current amount of ARRA funds you have received or that is available to your agency/institution at the time of this report. For instance, you may have been awarded a total of \$1,500,000 dollars but may have only received \$50,000.

<sup>3</sup>Amount Expended - total amount of ARRA Funds spent on ARRA projects.



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**Internal Section 1512 ARRA Reporting Form**

This form will be sent monthly as an addition to the Update Form (page 1) and will serve as internal documentation for your agency, the Finance Department, and the Governor's Office. Upon initial receipt, agencies/institutions are asked to complete only questions that are applicable at this time. The remaining questions will be answered as new reporting information is provided. Once all of the information has been provided, agencies/institutions will be required to update this form only if their reporting information changes. Agencies/institutions must complete this form for each and every grant that your agency/institution acts as a prime or delegated sub-recipient.

**\*\*The information entered below should represent an accurate description of your plans for reporting. This document will be sent on a monthly basis along with the Monthly Update Form for review and/or necessary revisions. \*\***

<p>1) If your agency serves as a prime recipient, has your agency registered in the Central Contractor Registration (CCR) database and further acquired a D-U-N-S number? Registration with <a href="http://www.FederalReporting.gov">www.FederalReporting.gov</a> will require this information.</p>	<p><input checked="" type="checkbox"/> Yes  <input type="checkbox"/> No  D-U-N-S Number 06-262-0604</p>
<p>2) Has your agency registered on <a href="http://www.FederalReporting.gov">www.FederalReporting.gov</a>?</p>	<p>Agencies/Institutions will not be able to provide this information prior to the opening of the Registration period. Registration period begins August 17, 2009. Any Prime or delegated Sub-recipient that receives ARRA award funds before August 17<sup>th</sup> should promptly register with <a href="http://www.FederalReporting.gov">www.FederalReporting.gov</a> at the beginning of the registration period. Prime recipients and delegated Sub-recipients that have not received ARRA award funds by August 17<sup>th</sup>, 2009 will need to register no later than August 31<sup>st</sup>, 2009.</p>
<p>3) Which format will your agency/institution use to submit reports to <a href="http://www.FederalReporting.gov">www.FederalReporting.gov</a>?</p>	<p><input type="checkbox"/> Online Data Entry form provided on the website  <input checked="" type="checkbox"/> Excel Spreadsheet available for download from the website  custom software system extract in XML (Extensible Markup Language)  other comments here.</p>
<p>4) Who will be your agency's reporting official designated to enter information to <a href="http://www.FederalReporting.gov">www.FederalReporting.gov</a>. If you have multiple designated officials, how will you eliminate multiple reporting for the same Grant/Program?</p>	<p><input type="checkbox"/> Single Point of data entry for this Grant/Program  Type the name and contact number of the designated reporting official here.  <input checked="" type="checkbox"/> Multiple Officials reporting Grant/Program information  Maureen Neighbors and Shonda Gray   Maureen Neighbors will be the person with responsibility for reporting to FederalReporting.gov, however, Shonda Gray will be registered as a back up to ensure timely submissions.</p>
<p>5) Who will be your agency's data quality review official designated to review the data submitted by your agency? This designee will be required to review information</p>	<p>Paula Murphy will review data that Maureen Neighbors will report to FederalReporting.gov. Subrecipients will report to Maureen Neighbors, so verifications and corrections will take place at that level.</p>

submitted by delegated Sub-recipients.	
6) Who will be your agency's data corrections official responsible for making corrections to submitted information during the Data Quality Review Phase? (Data Quality Review phase for agencies will be from the 11 <sup>th</sup> day to the 21 <sup>st</sup> day after the end of each quarter. Only errors flagged by federal agencies will be unlocked for corrections from the 22 <sup>nd</sup> -29 <sup>th</sup> ).	N/A
7) How will you capture your Sub-recipient or Vendor data elements that will be reported to your agency?	Sub-recipients will be required to submit reports with payment requests detailing percentage of completion and numbers of jobs retained. Maureen Neighbors will be responsible for entering the relevant data into FederalReporting.gov.
8) Will any sub-grant under this Grant/Program be for an amount less than \$25,000 which would require aggregate reporting? Do you have a reporting mechanism in place for aggregate reporting?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  N/A  Type other comments here.
9) Have you or do you plan to delegate any reporting requirements to a Sub-recipient?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  Type other comments here.
10) What agencies/institutions will serve as delegated Sub-recipients and which format will your delegated Sub-recipients submit reports to <a href="http://www.FederalReporting.gov">www.FederalReporting.gov</a> ?	Type name of agencies/institutions and corresponding format from the options below. Click here to select which format. Type other comments here.
11) Please provide the name(s) and contact number(s) for the delegated Sub-recipient's reporting official(s) designated to enter information to <a href="http://www.FederalReporting.gov">www.FederalReporting.gov</a> .	Type the name(s) and contact number(s) of the designated reporting official(s) here.
12) Please provide the name(s) and contact number(s) for the delegated Sub-recipient's data quality review official(s) designated to review and correct information in <a href="http://www.FederalReporting.gov">www.FederalReporting.gov</a> .	Type the name(s) and contact number(s) of the designated data quality review official(s) here.
13) Have your agency's delegated Sub-recipients registered on <a href="http://www.FederalReporting.gov">www.FederalReporting.gov</a> ?	Registration period begins August 17, 2009. Any Prime or delegated Sub-recipient that receives ARRA award funds before August 17 <sup>th</sup> should promptly register with <a href="http://www.FederalReporting.gov">www.FederalReporting.gov</a> at the beginning of the registration period. Prime recipients and delegated Sub-recipients that have not received ARRA award funds by August 17 <sup>th</sup> , 2009 will need to register no later than August 31 <sup>st</sup> , 2009.
14) After corrected information is posted to <a href="http://www.Recovery.gov">www.Recovery.gov</a> by the federal agency, how will your agency ensure the timely update of its own recovery page?	Updates to the ADECA website are being coordinated by CID and will be posted the next day.