

REQUESTING STATE AND LOCAL FISCAL RECOVERY FUNDING

HAMILTON COUNTY

Non-Entitlement Units of Local Government

Non-entitlement units within Hamilton County:

- Arcadia
- Atlanta
- Cicero
- Sheridan

Non-entitlement units should not request Coronavirus State and Local Fiscal Recovery Funds through the Treasury Submission Portal. While local governments designated as non-entitlement are eligible to receive Coronavirus State and Local Fiscal Recovery funds, they will receive this funding from their state government.

Non-entitlement units of local government are defined in 42 U.S.C. 5302(a)(5) that are not metropolitan cities. For these non-entitlement units of local government, the Treasury will allocate and pay funds to state governments, and the state will distribute funds to non-entitlement units of local government in proportion to population.

Once payment from Treasury has been received, states will have 30 days to disburse payments to NEUs unless an extension is requested. States will issue further instructions on how NEUs can request their first distribution from the state. As this allocation and distribution process moves forward, NEUs with questions about the payment process should consult the state government.

Preparing to Request Funding

There are a few steps non-entitlement units can take now to prepare to request funding from the state, including:

- Obtain or confirm your local government's valid DUNS number
- Gather your local government's payment information:
 - o Local government name, Entity's Taxpayer Identification Number, DUNS number, and address
 - o Authorized representative name, title, and email
 - o Contact person name, title, phone, and email
 - o Financial institution information (e.g., routing and account number, financial institution name and contact information)
- Confirm your local government's top-line budget total (defined as your local government's total annual operating budget, including the general fund and other funds, in effect as of January 27, 2020)
- Review award terms and conditions agreement (as provided by Treasury to be signed)
- Review assurances of compliance with Title VI of the Civil Rights Act of 1964 (as provided by Treasury to be signed)

Requesting Funding

Please follow the state's instructions (<https://www.in.gov/ifa/coronavirus-state-and-local-fiscal-recover-funds-american-rescue-plan-act-of-2021/>) on how to request funding through the state. Please have the above information ready. An authorized representative should also be ready to sign documents, including:

- Award terms and conditions agreement
- Assurances of compliance with Title VI of the Civil Rights Act of 1964

What is a DUNS number?

Non-Entitlement Units of Local Government must have a valid DUNS number to meet reporting requirements in the Coronavirus Local Fiscal Recovery Fund.

A DUNS number is a unique nine-character number used to identify an organization and is issued by Dun & Bradstreet. The federal government uses the DUNS number to track how federal money is allocated. Registering for a DUNS number is free of charge.

If an entity does not have a valid DUNS number, please visit <https://fedgov.dnb.com/webform/> or call 1-866-705-5711 to begin the registration process.

REPORTING REQUIREMENTS:

Non-entitlement units of local government will be required to submit annual Project and Expenditure reports. The initial annual Project and Expenditure report will be due on October 31, 2021. The Project and Expenditure reports will include financial data, information on contracts and subawards over \$50,000, types of projects funded, and other information regarding a recipient's utilization of the award funds. The initial annual Project and Expenditure report will cover activity from the date of award to September 30, 2021, and must be submitted to Treasury by October 31, 2021. The subsequent annual reports must be submitted to Treasury by October 31 each year.

For general questions about the State and Local Fiscal Recovery Plan program email: SLFRP@treasury.gov