

American Rescue Plan Act (ARPA) Steering Committee

Public Comment and Proposals Submissions

- ARPA Steering Committee website (<https://govstatus.egov.com/arpasc>) has a section identified for Public Comments and Proposals
 - Link to email ARPA_SteeringCommittee@dfa.arkansas.gov
- This specifically created email account will be monitored by DFA – Office of Accounting (OA) staff

Comments

- Upon receipt, public comments will be submitted to DFA Deputy Director, OA
- Deputy Director, OA will review the public comment either reply or forward to an assigned State Agency(s) for further review
- State Agency(s) will review comments and provide feedback to the entity which made the comment
 - Resolution of public comment will be sent to the ARPA Steering Committee email for DFA-OA to record in the ARPA Steering Committee database (to be established)

Proposals

- Initial review by DFA- Office of Accounting for completeness and correctness
- Upon receipt, public proposals will be submitted to CTEH/Hagerty for review to determine compliance with Federal Guidance for both State Fiscal Recovery Funds and Capital Project Funds
- CTEH/Hagerty will provide written comment within 3 business days or at an agreed upon schedule for normal requests to DFA Deputy Director, OA
- DFA Deputy Director, OA will forward public proposal and CTEH/Hagerty's written comments to assigned State Agency(s) for further review and work
- State Agency(s) will work with requestor on public proposal to determine next action:
 - Recommend no further action
 - Bring public proposal to committee for review
 - Resolution of public proposal will be sent to the ARPA Steering Committee email for DFA -OA to record in the ARPA Steering Committee database (to be established)
- Approved proposals will be presented to the ARPA Steering Committee by the State Agency(s) and Requestor when properly placed on calendar by Executive Chairman
- After Steering Committee recommendation and Governor's approval, the State Agency will submit the necessary forms for the appropriation request to the DFA – Office of Budget for submission to Arkansas Legislative Council
- Upon approval, DFA will process the appropriation transfer from the ARP holding fund to the federal fund(s) created for the state agency.
- DFA will instruct the State Agencies on the additional coding structures that will be put into place to track expenditures.

- DFA will transfer funding to support the appropriation upon request from the agency for invoices that are ready to pay in AASIS.

Upon completion of ARPA Steering Committee Database – all public comments and proposals along with resolutions will be added into the database. Future public comments and proposals will be added immediately for tracking and monitoring through a system process designed to produce reports to support the ARPA Steering Committee.