



ARRA GUIDANCE UPDATE SEPTEMBER 16, 2010



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Reminder to agencies and institutions for certification and re-certification of Section 1511 Infrastructure Projects

Projects that fall under the infrastructure definition provided by the federal funding agency are required to be certified by the Governor prior to expending funds on these projects. As required by the Recovery Act, the 1511 Certification Form indicates that the investment “has received the full review and vetting required by law.” In addition, the certification, along with a description of the investment, estimated total project cost, and the total amount of ARRA funds to be expended, must be posted and linked on the Recovery Accountability and Transparency Board website at www.Recovery.gov. To meet the posting requirement, the Alabama Recovery Office will post a list of the certified projects on the State Recovery website, which is linked to [Recovery.gov](http://www.Recovery.gov). Agencies and institutions are encouraged to post a copy of their signed certifications on their ARRA web pages.

For those agencies and institutions that have previously submitted projects to be certified, or for those that may receive future awards for infrastructure projects, please note that changes to a list of certified projects will constitute the re-certification of a new list. Re-certification can be achieved by following the same steps that are taken for the initial certification. The process for certifying or re-certifying your agency or institution’s projects under Section 1511 is as follows:

- Prior to expending ARRA funds, print the certification form, located at the following link:
http://stimulus.alabama.gov/EPO/Content/State_Recovery/documents/Governor%20Certification.docx
- Print and complete the 1511 Certification Form and the Infrastructure Project List. (Attached to this e-mail and found under the log-in section of www.Stimulus.Alabama.gov)
- Send the signed form and the list of projects to AlabamaStimulus@finance.alabama.gov.
The Recovery Office will submit the forms and project lists for signature by the Governor and remit a copy to your agency.
- Keep the completed form on file for compliance reviews, complaint investigations or audits.
- Post the signed form on your agency’s Recovery web page.

A copy of your certification, along with your project list, will be posted on www.Stimulus.Alabama.Gov and additionally forwarded to the Recovery and Transparency Board to be posted on www.Recovery.Gov by the Recovery Office.

Agency and institution responses to federal review agent comments

As the October federal quarterly reporting period draws near, agencies and institutions are encouraged to provide responses to each comment made by federal review agents. Providing a response is not mandatory by the federal reporting website, however, the Recovery Office was recently notified that providing a response for each comment in the system is encouraged by the federal agencies. This provides documentation of corrections for future audits that will likely occur. Not all federal comments suggest a data error or necessitate a correction, but where corrections are needed, recipient responses should simply explain an issue's resolution and the change(s) that were made to the data.

CCR Registration Renewal

Agencies and institutions should be aware that their Central Contractor Registration ID (CCR), which is required for Section 1512 reporting into FederalReporting.gov, expires 12 months from the date of registration. If a registration expires, the entity assigned to the registration will be unable to report in FederalReporting.gov until the registration is renewed. Renewing a registration can take anywhere from 24-48 hours. Because today marks the beginning of the third quarter federal reporting period, agencies and institutions are reminded to review the current status of their CCR registration to ensure they are active. The information below provides a brief summary for CCR and DUNS registration and renewal. Please reference the User Guides for additional details.

CCR Information

- CCR User Guide: <https://www.bpn.gov/ccr/doc/CCRUsersGuide.doc>
- To verify whether your organization is registered or to view your registration status, visit the CCR website, click "Search CCR," and search using DUNS number, CAGE Code or organization name. The top of the page will show your "Current Registration Status."
- You must renew your registration at least every 12 months from the date you previously registered. If you do not renew your registration, it will expire. An expired registration will affect your ability to receive contract awards or payments, submit assistance award applications via Grants.gov, or receive certain payments from federal government agencies.
- Instructions on How To Renew/ Update Your CCR Registration – Page 4 of the User Guide, titled Maintaining Your CCR Registration: <https://www.bpn.gov/ccr/doc/CCRUsersGuide.doc>