

Reporting your American Rescue Plan Act Funds

February 2024

For informational purposes only



Nearly every city in Georgia received COVID-19 relief funds through the ARPA State and Local Fiscal Recovery Fund and is required to file their annual [“Project and Expenditure” Report](#) to the U.S. Treasury **by Tuesday, April 30** of every year through 2027. The report should detail how your city has obligated and spent these funds. You must report even if your city has not obligated/spent any additional funds, or has already fully expended your funds.

All ARPA funds must be obligated by **Dec. 31, 2024** and spent by **Dec. 31, 2026**. **If your city does not file your report and meet the obligation and spending deadlines, it is at risk of having its full award rescinded (even if spent) and of becoming ineligible for federal grants for three years.**

There are a few restrictions on how ARPA funds can be spent, but cities have a lot of flexibility otherwise. If you have unobligated funds remaining, see how other Georgia cities have allocated their funds and read up on the Eligible Uses at <https://gacities.com/arpa>.

Complete two steps today:

[LOGIN.GOV](#)

[REPORTING PORTAL](#)



Verify that someone from the city can log into Treasury’s reporting portal.

- This requires having a Login.gov account first. **Do not use an ID.me account.**
- When you get into the portal, make sure you are assigned to all three User Roles.
- **If you have issues with Login.gov or designating User Roles, contact GMA TODAY.**



Gather documentation showing obligations and/or expenditures made using ARPA funds between the designated reporting period of April 1, 2023 through March 31, 2024.

- What is an *obligation*? An order placed for property and services and entry into contracts, subawards, and similar transactions that require payment.
- Keep in mind for auditing purposes: Adoption of a resolution indicating how funds will be spent does NOT constitute an obligation.

Remember to..

- Store login information and all documentation in an “ARPA” folder that you can easily access once the portal opens (expected to be April 1).
- Do a refresher on the reporting process by reviewing the [step-by-step instructions](#) (with portal screenshots) from last year.



Questions?

- If you encounter any issues or need help to ensure your city fully obligates its funds by Dec. 31, 2024, contact Claire Chan of the GMA staff at (470) 484-6705 or [your GMA district rep.](#)
- [General ARPA SLFRF Information from the US Treasury.](#)
- Treasury Help Desk:
covidreliefitsupport@treasury.gov /
SLFRF@treasury.gov / (844) 529-9527