



County of Los Angeles CHIEF EXECUTIVE OFFICE

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<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

November 23, 2010

To: All Department Heads
From: William T Fujioka
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

AMERICAN RECOVERY AND REINVESTMENT ACT – JANUARY 2011 REPORTING DEADLINE

This memorandum is a reminder that per the Office of Management and Budget Section 1512, the next quarterly report of the American Recovery and Reinvestment Act (ARRA) is due on January 10, 2011. Departments are to report any expenditures, revenues and performance data using the County's ARRA eCAPS and MS 360 reporting solution. All data must be entered into the system and reconciled by close of business on **January 5, 2011** to allow sufficient time to finalize and submit the 1512 reports to <https://www.federalreporting.gov>. Due to the upcoming holidays, all grantees are strongly urged to begin preparations for meeting this deadline as soon as possible. Departments are required to submit a 1512 report if they meet the following guidelines:

- Your department is a primary recipient of ARRA funding
- The primary recipient agency has designated your department to submit a 1512 for ARRA funding received from them

If your department meets the above conditions, please submit to my office by **January 5, 2011**, a signed Quarterly Recipient Report (attached) certifying that the performance and expenditure data on your ARRA funded programs is accurate. Please be sure to upload a copy of your certification in the MS 360 program for audit purposes. If you have been awarded a grant, but there is no activity to report for this reporting period, **a quarterly status report is still required.**

Please note, if your department did not receive ARRA funding, **you are not required to submit a Quarterly Recipient Report.**

If you have any questions or require further information, please contact Deputy Chief Executive Officer Ellen Sandt at esandt@ceo.lacounty.gov, or (213) 974-1186.

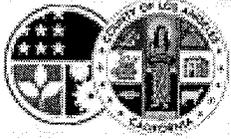
WTF:EFS
SAS:ef

Attachment

11.23.10 arra january 2011 reporting deadline.docx

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County of Los Angeles

American Recovery and Reinvestment Act

Date

TO: Name, Title

FROM: Name, Title
Department Name

**SUBJECT: OMB Section 1512 American Recovery and Reinvestment Act (ARRA) –
Quarterly Recipient Reports Submission**

As specified by the Office of Management and Budget, Section 1512 of the American Recovery and Reinvestment Act (ARRA) requires grant recipients to certify and submit grant performance data to the granting authority. Attached you will find our quarterly recipient report for inclusion in the combined County report be submitted through the web-based FederalReporting.gov. The report details performance and expenditure data on the following ARRA funded programs:

- Name of program
- Name of program
- Name of program

I certify that the information in the attached quarterly report is accurate and complete for the reporting period (Date – Date).

Please let me know if you have any questions.