

# | Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: April 12, 2022

## Item Details

Presenter(s): Amanda Grogan, Budget and Performance Manager

Department(s): Administration Department

### Requested Motion

Motion to approve the American Rescue Plan Act policies (Nondiscrimination, Cost Principles, Eligible Use, Project Review, Real Property, Record Retention) Uniform Guidance Procurement and Conflict of Interest Policy.

### Approval Recommended?

Yes

### Item Details

In order for the town to comply with the American Rescue Plan Act (ARPA) Final Rule requirements, staff recommends for the following policies be adopted.

ARPA Nondiscrimination Policy is not repealing or replacing the town's ordinance but clarifies that the town meets the federal contracting requirements related to nondiscrimination.

ARPA Cost Principles Policy adheres to Subpart E of the Uniform Guidance and specifies the allowable costs and cost principle for expenditure of ARP/CSLFRF funds.

ARPA Eligible Use Policy adheres the 2 CFR Part 200.303 which requires the Town to develop and implement effective internal controls to ensure that funding decisions under the SLFRF award constitute eligible uses of funds, and document determinations.

ARPA Project Review Policy aids the Town in management of the SLFRF funds and ensures compliance with the required compliance and reporting guidance. It establishes procedures for the Town to seek, receive, and expend ARPA funds.

ARPA Real Property Policy details post award requirements related to property management of property acquired or updated, in whole or in part, with funds from the CSLFRF.

ARPA Record Retention Policy follows the Treasury's record retention requirements, including the covered records, storage requirements, department responsibilities, and reporting policy violations.

Uniform Guidance Procurement and Conflict of Interest Policy establishes guidelines that meet or exceed the procurement requirements for purchases of goods, services, and construction and repair projects when federal funds are being used in whole or in part to pay for the cost of the contract. Not ARPA specific, but will apply to all ARPA funds as it is federally funded.

Attachments

- ARPA Nondiscrimination Policy
- ARPA Cost Principles Policy
- ARPA Eligible Use Policy
- ARPA Project Review Policy
- ARPA Real Property Policy
- ARPA Record Retention Policy

