



Office of the County Executive

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Manitowoc County ARPA Voluntary Program Deadlines

March 5, 2024

Manitowoc County Cities, Villages, and Town Clerks,

We are in the third year of Manitowoc County's Voluntary ARPA (American Rescue Plan Act) sharing grants with local municipalities. The U.S. Treasury requires all ARPA funds to be appropriated by December 31, 2024. For those who have not used up all their ARPA funds yet, due to the ARPA guidelines we have to follow, **we are asking you to notify us in writing by July 1, 2024 of allowable projects you want to use ARPA funds**, if you want to participate in our voluntary program.

In order to appropriate your funds accordingly your municipality will need the following items:

1. Allowable project identified and approved by Manitowoc County
2. Bid packets
3. Winning bidder selected for project, and notified.

After approval of the project, you have until December 31, 2026 to complete the project. Once a project is selected it cannot be re-appropriated or changed to another project. Manitowoc County ARPA funds will be forfeited back to the county if a project is changed from the initial approved project. If the county does not receive the required information above by July 1, 2024 your remaining available Manitowoc County ARPA funds will revert back and will no longer be available for use.

As a reminder the Manitowoc County ARPA funds will only be matched with your municipalities' ARPA funds. You may not use other funds from any other source to utilize the county's match.

If you have any questions on this, contact the County Finance Director, J.J. Gutman, by phone (920-683-2740) or by email jjgutman@manitowoccountywi.gov.

Contact me anytime.

A handwritten signature in black ink that reads "Bob Ziegelbauer". The signature is written in a cursive style with a large, looped "B" and "Z".

Bob Ziegelbauer
Manitowoc County Executive