

Non-Entitlement Units (NEUs) Frequently Asked Questions FAQs

Last updated July 27, 2021

What if I do not have a SAM Registration?

NEUs should complete their SAM registration at <https://sam.gov/content>. An NEU's DUNS number/entity information (i.e. address, etc.) should be updated with Dun & Bradstreet (at <https://www.dnb.com/>) prior to the SAM Registration. The SAM Registration must be renewed annually.

What if I do not have a DUNS #?

NEUs should request a DUNS number through Dun & Bradstreet at <https://www.dnb.com/>

When will I receive funds?

The State of Missouri will issue funds to NEUs once the money is received in the State Treasury and all necessary documentation is received by the Office of Administration. The state estimates it will receive the first tranche of NEU funds from U.S. Treasury in mid-August 2021.

Will there be any reporting requirements for these funds to the State of Missouri?

No, NEUs are considered prime recipients of U.S. Treasury and will report directly to U.S. Treasury.

Where can I find guidance on reporting requirements to U.S. Treasury?

U.S. Treasury has issued a Compliance and Reporting Guidance document that is available at: <https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>

When is my first report due?

First reporting is due October 31, 2021. Reports are due annually thereafter in accordance with the Compliance and Reporting Guidance.

What if I have never received a payment from the State of Missouri?

A vendor input form (https://oa.mo.gov/sites/default/files/vendor_input_ach_eftd.pdf) will need to be completed and emailed to ARPA@oa.mo.gov.

Will banking information be required for payment?

No, it is not required; but it is the State of Missouri's preferred and most efficient method of making payments.

What documentation do I need to provide in order to receive funds?

The following documents are required to be completed, signed, and submitted via email to ARPA@oa.mo.gov :

1. Non-Entitlement Units of Local Government Application
2. U.S. Treasury Award Terms and Conditions Agreement
https://home.treasury.gov/system/files/136/NEU_Award_Terms_and_Conditions.pdf

3. Assurances of Compliance with Title VI of the Civil Rights Act of 1964
https://home.treasury.gov/system/files/136/Title_VI_Assurances.pdf
4. The NEU's total annual budget, including both operating and capital expenditure budgets, in effect as of January 27, 2020. If the NEU does not adopt a formal budget, the NEU is allowed to certify its most recent annual total expenditures as of January 27, 2020, in lieu of the NEU's budget total.

Why am I only receiving half of what was allocated?

U.S. Treasury has provided State Governments with the following guidance: Local governments will receive funds in two tranches, with 50% provided once the State requests funding and the balance delivered approximately 12 months later.

How is the money allocated?

ARPA requires States' allocations to NEUs to be based on the proportion of the population of the NEU as a share of the total population of all NEUs in the State. This requirement can be represented by the following formula:

$$\frac{\text{Total population of the NEU}}{\text{Total population of all eligible NEUs}} \times \text{Aggregate state NEU payment}$$

NEU's money will be capped at 75% of their total annual budget, including both operating and capital expenditure budgets, in effect as of January 27, 2020 as required by Section 603(b)(2)(C)(iii) of the Act and the Interim Final Rule (IFR). If the NEU does not adopt a formal budget, the NEU is allowed to certify its most recent annual total expenditures as of January 27, 2020, in lieu of the NEU's budget total.

Where do I find my NEU Recipient Number?

This number will be issued by the State of Missouri's Office of Administration and will be provided during the distribution process.

Where do I send my completed documents?

Please send completed documents to ARPA@oa.mo.gov

What are the rules and regulations surrounding the ARPA money and how it can be spent?

The link below will provide guidance to the NEUs as to the Rules and Regulations regarding the expenditures of the Coronavirus Local Fiscal Recovery fund established under ARPA.

<https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>