



February 27, 2009

TO: Federal Stimulus Executive Sponsors
Directors of All Cabinet Departments and Agencies

FROM: J. Pari Sabety, Director, Office of Budget and Management
Sally Cooper, Special Assistant for Federal Stimulus Implementation

cc: Agency Fiscal Officers

**SUBJECT: Federal Stimulus Guidance Document #1
Application Timelines for Federal Funds – Preliminary Document**

The Office of Budget and Management (OBM) will be developing and issuing a series of guidance documents to assist state agencies with the implementation of the American Recovery and Reinvestment Act of 2009 (“the ARRA”), enacted February 17, 2009, in the following areas:

- Application for funds;
- Financial accounting;
- Creation of internal controls surrounding implementation; and
- General accountability and oversight of federal funds made available for fiscal stabilization and recovery purposes.

This Federal Stimulus Guidance Document #1, Application Timelines for Federal Funds – Preliminary Document is the first guidance in a series and asks agencies to supply information on **timelines to apply for federal funds found in the ARRA**. It is critical that we receive timely and accurate responses because it directly impacts the state’s ability to access stimulus funding.

Some components of the ARRA have application deadlines that are rapidly approaching. Due to the nuances between various application timelines and deadlines found in the ARRA, and the necessity for agencies to comply with these timelines in order to receive vital funds, the Governor’s Office recently began requesting similar information from agency program managers and others. However, in order to elicit a consistent level of information and to ensure each application timeline will be met, a comprehensive document of timelines will be created.

The respective project or program name for which additional information is needed is attached as Attachment A. Executive Sponsors must immediately review the relevant program area and complete the Request for Information and Timeframe Form (Attachment B) **for every program within their agency or area of responsibility**. A list of Executive Sponsors has been included as Attachment C. Executive Sponsors are also asked to verify that your agency has provided the specific and correct information on application timelines and deadlines related to each project or

line item which may be impacted by the receipt of federal stimulus funds. It is imperative that all requested information is provided with sufficient level of detail.

Please return the information and verification by email to Lawrence Parson at lawrence.parson@obm.state.oh.us no later than **3pm on Tuesday, March 3, 2009**. OBM will compile a comprehensive document for the Governor's office by Wednesday, March 4th. It is imperative that all agencies respond in a timely manner.

OBM, together with the Governor's office, will hold telephone conference calls with agency fiscal officers in the coming days to provide an updated timeline application document, as well as additional information to agencies as to when they can expect to receive more guidance from OBM.

Attachment A: Program Areas Requested to Complete Attachment B

Formula Funding to State, or Partially through the State	
Agency	Program Name
AGO	Victims Compensation
AGE	Older Americans Act Title III C Nutrition Funding
AGE	Senior Community Service Employment Program
ART	National Endowment for the Arts
BOR	Education Technology
DEV	Community Development Block Grants
DEV	Community Service Block Grant
DEV	HOME Investment Partnerships
DEV	Home Weatherization
DEV	Homeless Assistance Grants
DEV	State Energy Program
EDU	Individuals with Disabilities Education Act
EDU	School Improvement Funds, 1003(g)
EPA	Clean Water State Revolving Fund
EPA	Drinking Water State Revolving Fund
DOH	Food and Nutrition Service - Special Supplemental Nutrition Program (WIC)
DOH	IDEA - Infants and Children
DOH	Prevention and Wellness Fund
DOH	Head Start
DOT	Transit Capital Assistance – Rural and Urban (Urban directly to Municipalities)
JFS	Child Care and Development Fund
JFS	Commodity Assistance Program (TEFAP)
JFS	Emergency Unemployment Compensation Extension
JFS	Medicaid
JFS	Special Transfer for FY 09 for Unemployment Insurance Administration
JFS	State Unemployment Insurance and Employment Service Operations (Wagner-Peyser)
JSF	Supplemental Nutrition Assistance Program -Administrative SNAP
JFS	Temporary Assistance for Needy Families
JFS	Trade Adjustment Assistance Reauthorization
JFS	Unemployment Insurance Modernization (Reed Act)
JFS	Workforce Investment Act (WIA) Adult Employment Grant
JFS	WIA Dislocated Worker Employment and Training Grant
JFS	WIA Youth Employment and Training Grant
JFS	Medicaid DSH
JFS	Foster Care / Adoption
JFS	Head Start
OBM	State Stabilization Fund

DOT	Highway Infrastructure
DPS	Byrne Justice Assistance Grants
DPS	Violence Against Women Grants
RSC	Independent Living / Older Blind
RSC	Independent Living Program - Part B
RSC	Vocational Rehabilitation (VR)
DEV or COM	Leaking Underground Storage Tank Trust Fund
AIR, EPA, or DEV	Diesel Emissions Reduction
AIR or DEV	Energy Efficiency and Conservation Block Grants - States
AIR or DEV	Energy Star Rebate Program
Formula Funding to Other Entities	
DEV	Public Housing Capital Fund
DEV	Energy Efficiency and Conservation Block Grants - Local Governments
DEV	Rural Water and Waste Disposal
DEV	HOME Investment Partnerships
DEV	Homeless Assistance Grants
DOT	Fixed Guideway
DOT	Transit Capital Assistance – Rural and Urban (Urban directly to Municipalities)
DPS	Homeland Security Grants
JFS	Emergency Food and Shelter Program
JFS	Poverty, Work, and Opportunity General / Other

Competitive Funding	
AGO	Internet Crimes Against Children Task Force Program
ADJ	Major Military Construction - Air National Guard
ADJ	Major Military Construction - Army National Guard
ADJ	Operation and Maintenance - Air National Guard
ADJ	Operation and Maintenance - Army National Guard
AGR	Aquaculture Assistance
AGO	COPS Hiring Grants
AIR	Fossil Energy
BOR	Higher Education
COM	Firefighter Assistance Grants
DAS	Broadband
DEV	Brownfields
DEV	Economic Development Assistance
DEV	National Institutes of Health Research Funding
DEV	Neighborhood Stabilization Fund
DEV	Public Housing Capital Fund
DEV	Advanced Vehicles Pilot Program
DEV	Energy Efficiency Housing Retrofits
DEV	Energy Efficiency and Conservation Block Grants - Local Governments
DEV	Energy Efficiency and Conservation Block Grants - States
DEV	Self Help and Assisted Homeownership Opportunity Program

DEV	Transportation Electrification
DEV	Energy Efficiency and Renewable Energy
DEV	Renewable and Advanced Energy Programs
DEV or DOH	Lead Paint Abatement
DOH	Community Health Centers
DOH	National Health Service Corps (NHSC)
DOH	Prevention and Wellness Fund
DOH	Prevention and Wellness Fund - Immunization
DNR	Forest Service
EDU	Teacher Incentive Fund (TIF)
EDU	School Food Authorities
EPA	Corps of Engineers
EPA	Diesel Emissions Reduction
JFS	WIA YouthBuild
JFS	Dislocated Worker National Reserve High Growth and Emerging Industries
JFS	Dislocated Worker National Reserve National Emergency Grants
DOT	FAA Supplemental Funding for Facilities and Equipment
DOT	National Transportation System - Supplemental Grants
DOT	Maritime Administration
DPS	Homeland Security Grants
DPS	Homeland Security Grants
DPS	Rural Law Enforcement
DVS	National Cemetery Administration
DVS	Veterans Health Administration, Medical Facilities
DVS	Grants for Construction of State Extended Care Facilities
DVS	National Cemetery Administration - Additional Funding
DVS	VA Construction
DVS	VA Construction - Additional Funding
DVS	Medical Facilities - Additional Funding
DVS	Information Technology Systems
DVS	Veterans Services
OBM	School Innovation Fund
OBM	State Incentive Funds
PUC	Smart Grid Investment Program
RSC	Independent Living - Part C
JFS and EDU	Early Head Start Expansion

Discretionary Funding	
AGR	Agricultural Research Service Buildings and Facilities
COM	DTV Converter Box Program
DAS	Energy Efficiency of State-Funded buildings
DEV	Airport Grants
DEV	Energy Efficient Federal Motor Vehicle Fleet Procurement
DEV	Federal Buildings Fund
DEV	Innovative Technology Loan Guarantee Program

DEV	Manufacturing of Advanced Batteries and Components
DOH	HIV, Hep, STD, and TB Prevention Initiatives
DOH	Evidence Based Clinical and Community Based Prevention and Wellness
DOH	Healthcare-Associated Infection Prevention
DNR	Corps of Engineers
DNR	National Forest System Improvements
DNR	State Fire Assistance Hazardous Fuel Reduction and Fire Hazard Risk Mitigation
DNR	State Fire Assistance Hazardous Fuel Projects
DNR	Watershed Infrastructure
DNR	Bureau of Land Management
DNR	National Park Service
DNR	United States Geological Survey
DOT	High Speed Rail
DOT	Intercity Passenger Rail
DPS	Homeland Security Grants
EDU	Qualified Zone Academy bond Program
EDU	Tax Credit Bonds
EPA	NASA Climate Change
EPA	NOAA Climate Change Modeling
INS	Health Information Technology

Attachment B
Request for Program Information and Timeframe Form

Name of Program: _____

Initial Date for Submission of Project Requests (if applicable): _____

Initial Date Application for Funds Can Be Made: _____

Important Note: Use the date of enactment, February 17, 2009, as the date on which to begin calculating the application deadline. For example, if the ARRA provides that the funds can be applied for thirty dates from the date of enactment, use February 18th as day one. March 19, 2009 would be the applicable application date. If a different calculation method is being used, please explain why: _____

Final Date Application for Funds Can Be Made: _____

Recommended/Goal Date to Submit Application Materials (if applicable): _____

Citation to ARRA Where Timeframe Discussed: _____

Initial Date Funds Can Be Drawn: _____

Final Date on which Funds Can Be Drawn: _____

Source for Information and Date of the Source: _____

Please cite the specific federal document or the federal agency and employee that you spoke with to determine these timelines, and the date of this communication

Conflicting information (if applicable): _____

Please indicate that the executive sponsor has reviewed this information for accuracy.

(Executive Sponsor Name)

(Date)

Attachment C
List of Executive Sponsors

Agency	Executive Sponsor	Email
Adjutant General	Greg Wayt	greg.wayt@us.army.mil
Administrative Services	Hugh Quill Richard Hickman	hugh.quill@das.state.oh.us richard.hickman@das.state.oh.us
Aging	Barbara Riley Roland Hornbostel	briley@age.state.oh.us rhornbostel@age.state.oh.us
Agriculture	Robert Boggs	rboggs@agri.ohio.gov
Air Quality Development Authority	Mark Shanahan	mark.shanahan@aqda.state.oh.us
Attorney General	Richard Cordray	richard.cordray@ag.state.oh.us
Board of Regents	Eric Fingerhut Paolo DeMaria	efingerhut@regents.state.oh.us pdemaria@regents.state.oh.us
Budget and Management	Pari Sabety David Ellis	pari.sabety@obm.state.oh.us david.a.ellis@obm.state.oh.us
Commerce	Kimberly Zurz Gordon Gatien	kzurz@com.state.oh.us gordon.j.gatien@com.state.oh.us
Development	Mark Barbash	mark.barbash@development.ohio.gov
Education	Deborah Delisle	deborah.delisle@ode.state.oh.us
Environmental Protection Agency	Chris Korleski Laura Powell	chris.korleski@epa.state.oh.us laura.h.powell@epa.state.oh.us
Health	Alvin Jackson Joe Mazzola	alvin.jackson@odh.ohio.gov joseph.r.mazzola@odh.ohio.gov
Jobs and Family Services	Doug Lumpkin Paul Fraunholtz	douglas.lumpkin@jfs.ohio.gov paul.fraunholtz@jfs.ohio.gov
MRDD	John Martin	john.martin@dmr.state.oh.us
Natural Resources	Sean Logan	sean.logan@dnr.state.oh.us
Public Safety	Henry Guzman John Lang	hguzman@dps.state.oh.us jlang@dps.state.oh.us
Public Utilities Commission	Alan Schriber	alan.schriber@puc.state.oh.us
School Facilities Commission	Michael Shoemaker	mike.shoemaker@osfc.state.oh.us
Taxation	Rich Levin	richard_levin@tax.state.oh.us
Transportation	Jolene Molitoris Steve Campbell Matt Dietrich	jolene.molitoris@dot.state.oh.us steve.campbell@dot.state.oh.us matt.dietrich@dot.state.oh.us
Veterans Affairs	Bill Hartnett	bill.hartnett@dvs.ohio.gov
Youth Services	Tom Stickrath Brenda Cronin	thomas.stickrath@dys.ohio.gov brenda.cronin@dys.ohio.gov