



BOARD OF COUNTY COMMISSIONER'S MEETING

Monday, May 6th, 2024

224 Seminary Street

Kenansville, N.C. 28349

6:00 p.m. Meeting Called to Order
Invocation
Pledge of Allegiance
Approval of Meeting Agenda

Approval of Minutes – Regular Meeting held on April 15th, 2024. (A)

Approval of Minutes – Joint Meeting held with James Sprunt Community College Board of Trustees held on April 16th, 2024. Commissioner Retreat Meeting held on March 22nd, 2024. (B)

REGULAR MEETING AGENDA

CONSENT AGENDA

1. Budget Amendments Journal Entry Proof (C)
2. Tax and Solid Waste Releases - #21856 - #21890 (D)
3. Corrected Tax and Solid Waste Release # 21829 (E)
4. Reappoint Brenda Upchurch to the Eastern Carolina Workforce Development Board for a Two-Year Term – Beginning July 1st, 2024 and Ending June 30th, 2026 (F)
5. Adopt a Resolution in Support of the Realignment of the Intersection of SR 1340 (Blackmore Road) and SR 1341 (Penny Branch Road) in Duplin County and Authorize Chairman to Sign (G)
6. Schedule a Public Hearing for Monday, May 20th, 2024 at 6:00pm to Discuss a Proposed Economic Development Performance and Incentive Agreement for Project Pear (H)
7. Reappoint Kenneth Smith, Dean Lee, and Glenn Cavanaugh to the Duplin County Economic Development Commission for a Three (3) Year Term Beginning July 1st, 2024 and ending June 30th, 2027 (I)
8. Four County REDLG Detention Center Loan Process Approval and Authorize County Manager to Sign any Associated Documents (J)

9. Adopt a Resolution of Support for the Atlantic Telephone Membership Cooperative Efforts to Increase Availability of High-Speed Internet in Underserved Portions of Duplin County and Authorize the Chairman to Sign **(K)**
10. Approve Tek84 as a Sole Source for an Exception to the Formal Bidding Requirements **(L)**
11. Accept the Following American Rescue Plan Act (ARPA) Funding for Water Department and Authorize Chairman to Sign the Associated Documents: **(M)**
 - Albertson Water & Sewer District - \$339,088
 - Duplin County - \$249,000
 - Duplin County Water District B - \$386,544
 - Duplin County Water District D - \$400,000
 - Duplin County Water District E - \$398,504
 - Duplin County Water District F - \$396,856
 - Duplin County Water District G - \$351,976

ITEMS TO BE MADE PART OF MINUTES

- Administrative Budget Amendment Journal Inquiry **(N)**

REGULAR AGENDA ITEMS OF BUSINESS

- 6:05 p.m.** Public Comments (limited to three (3) minutes per speaker)
- 6:15 p.m.** Chairman Edwards
Receive Road Concerns
- 6:20 p.m.** Melissa Kennedy, E 911 Addressing Project Coordinator
Conduct a Public Hearing to Name a Lane **(O)**
Conduct a Public Hearing to Name a Lane **(P)**
Conduct a Public Hearing to Name a Lane **(Q)**
- 6:30 p.m.** Melisa Brown, Senior Services Director
Present the 2024 Duplin Governor Volunteer Services Awards **(R)**
- 6:50 p.m.** Bryan Miller, County Manager
Award Bid for Duplin County Drinking Water Systems Asset Inventory & Assessment Project **(S)**
Award Bid for Commissioning of Building MEP Systems **(T)**
General Comments/Announcements

FYI (U)

Town of Greenevers Tax Releases
Town of Teachey Tax Releases
Town of Wallace Tax Releases

REPORTS (V)

Animal Services – March 2024
Building Inspections – March 2024
Communications – March 2024
Cooperative Extension – March 2024
Finance – April 2024
Garage – April 2024
Register of Deeds – April 2024
Senior Services – March 2024
Social Services – March 2024
Water – March 2024

RECESS

Motion to recess until Tuesday, May 14, 2024 at 7:30 a.m. for a joint meeting between the Duplin County Board of Commissioners and the Duplin County Board of Education to be held at the Duplin County Board of Education located at 315 North Main Street, Kenansville, NC.



BOARD OF COUNTY COMMISSIONER'S MEETING

Monday, May 6th, 2024

224 Seminary Street

Kenansville, N.C. 28349

COMMISSIONER'S INFORMATION BULLETIN

TO: Commissioner Branch
Commissioner Dowe
Commissioner D. Edwards
Commissioner Garner
Commissioner J. Edwards

FROM: Jaime W. Carr/Clerk to the Board

DATE: Monday, May 6th, 2024

SUBJECT: Commissioner's Meeting

1. Meeting Called to Order by Chairman Edwards
2. Invocation given by _____
3. Pledge of Allegiance to the Flag of the United States of America.
4. Approval of agenda for tonight's meeting. Members of the Board and/or the County Manager/Assistant County Manager and/or the Clerk to the Board may request to make any changes or additions to the proposed agenda.

RECOMMENDED MOTION: Motion to approve the meeting agenda.

Motion _____ **2nd** _____ **For** _____ **Against** _____ **Carried** _____

5. Approval of Minutes – Regular Meeting held on April 15th, 2024. (A)

RECOMMENDED MOTION: Motion to approve the minutes of the April 15th, 2024 Board of Commissioners meeting as presented.

Motion _____ 2nd _____ For _____ Against _____ Carried _____

6. Approval of Minutes – Joint Meeting held with James Sprunt Community College Board of Trustees held on April 16th, 2024. **(B)**

RECOMMENDED MOTION: Motion to approve the minutes of the April 16th, 2024 Board of Commissioners Joint Meeting with James Sprunt Community College Board of Trustees as presented.

Motion _____ 2nd _____ For _____ Against _____ Carried _____

REGULAR MEETING AGENDA

CONSENT AGENDA

1. Budget Amendments Journal Entry Proof **(C)**
2. Tax and Solid Waste Releases - #21856 - #21890 **(D)**
3. Corrected Tax and Solid Waste Release # 21829 **(E)**
4. Reappoint Brenda Upchurch to the Eastern Carolina Workforce Development Board for a Two-Year Term – Beginning July 1st, 2024 and Ending June 30th, 2026 **(F)**
5. Adopt a Resolution in Support of the Realignment of the Intersection of SR 1340 (Blackmore Road) and SR 1341 (Penny Branch Road) in Duplin County and Authorize Chairman to Sign **(G)**
6. Schedule a Public Hearing for Monday, May 20th, 2024 at 6:00pm to Discuss a Proposed Economic Development Performance and Incentive Agreement for Project Pear **(H)**
7. Reappoint Kenneth Smith, Dean Lee, and Glenn Cavanaugh to the Duplin County Economic Development Commission for a Three (3) Year Term Beginning July 1st, 2024 and ending June 30th, 2027 **(I)**
8. Four County REDLG Detention Center Loan Process Approval and Authorize County Manager to Sign any Associated Documents **(J)**
9. Adopt a Resolution of Support for the Atlantic Telephone Membership Cooperative Efforts to Increase Availability of High-Speed Internet in Underserved Portions of Duplin County and Authorize the Chairman to Sign **(K)**
10. Approve Tek84 as a Sole Source for an Exception to the Formal Bidding Requirements **(L)**

11. Accept the Following American Rescue Plan Act (ARPA) Funding for Water Department and Authorize Chairman to Sign the Associated Documents: **(M)**

- Albertson Water & Sewer District - \$339,088
- Duplin County - \$249,000
- Duplin County Water District B - \$386,544
- Duplin County Water District D - \$400,000
- Duplin County Water District E - \$398,504
- Duplin County Water District F - \$396,856
- Duplin County Water District G - \$351,976

RECOMMENDED MOTION: Motion to approve the consent agenda.

Motion _____ **2nd** _____ **For** _____ **Against** _____ **Carried** _____

ITEMS TO BE MADE PART OF MINUTES

- Administrative Budget Amendment Journal Inquiry **(N)**

AGENDA

1. Public Comments (limited to three (3) minutes per speaker)
2. Chairman Edwards will receive road concerns from members of the Board or the public on behalf of the North Carolina Department of Transportation.
3. Melissa Kennedy, E911 Addressing Project Coordinator, will appear before the Board to conduct a public hearing regarding a request from Richard Padrick to name a lane in the 700 block of N NC 111, Pink Hill, NC, Smith Township; South Gum Lane in accordance with the Duplin County Addressing & Road Naming Ordinance. **(O)**

Chairman Edwards will open the public hearing

Receive Public Comments

Chairman Edwards will close the public hearing

RECOMMENDED MOTION: Motion to approve the request from Richard Padrick to name a lane in the 700 block of N NC 111, Pink Hill, NC, Smith Township; South Gum Lane in accordance with the Duplin County Addressing & Road Naming Ordinance.

Motion _____ **2nd** _____ **For** _____ **Against** _____ **Carried** _____

4. Melissa Kennedy, E911 Addressing Project Coordinator, will appear before the Board to conduct a public hearing regarding a request from Abigail Borja Santibanez to name a lane in the 3100 Block of S NC 903 Hwy, Magnolia, NC, Magnolia Township; Ava Rose Lane in accordance with the Duplin County Addressing & Road Naming Ordinance. **(P)**

Chairman Edwards will open the public hearing

Receive Public Comments

Chairman Edwards will close the public hearing

RECOMMENDED MOTION: Motion to approve the request from Abigail Borja Santibanez to name a lane in the 3100 Block of S NC 903 Hwy, Magnolia, NC, Magnolia Township; Ava Rose Lane in accordance with the Duplin County Addressing & Road Naming Ordinance.

Motion _____ **2nd** _____ **For** _____ **Against** _____ **Carried** _____

5. Melissa Kennedy, E911 Addressing Project Coordinator, will appear before the Board to conduct a public hearing regarding a request from Santos Garcia Castro to name a lane at 220 Hamilton Road, Magnolia, NC, Magnolia Township; Familia Garcia Lane in accordance with the Duplin County Addressing & Road Naming Ordinance. **(Q)**

Chairman Edwards will open the public hearing

Receive Public Comments

Chairman Edwards will close the public hearing

RECOMMENDED MOTION: Motion to approve the request from Santos Garcia Castro to name a lane at 220 Hamilton Road, Magnolia, NC, Magnolia Township; Familia Garcia Lane in accordance with the Duplin County Addressing & Road Naming Ordinance

Motion _____ **2nd** _____ **For** _____ **Against** _____ **Carried** _____

6. Melisa Brown, Senior Services Director, will appear before the Board to present the 2024 Duplin Governor Volunteer Services Awards to the following people: Mr. James Preston Brown, Jr.; Mr. Issac Leroy Dewitt; Mrs. Donna Sessoms Grubbs; and Faison Sea Scout Ship

55. The Governor’s Volunteer Service award honors people who have shown concern and compassion for their neighbors by making a significant contribution in their community through volunteer service. The awards program, created by the Office of the Governor in 1979, recognizes North Carolina’s most dedicated volunteers. Each county can submit up to ten nominations with special volunteer types and service categories. Melisa S. Brown, Duplin award coordinator, will read a short narrative for each recipient with a Commissioner presenting the certificate and service pin at meeting. After all presentations, a group photo of all recipients with Commissioners will be taken. **(R)**

7. Bryan Miller, County Manager, will appear before the Board to request that McDavid Associates be awarded the bid for the Duplin County Drinking Water Systems Asset Inventory and Assessment Project. Duplin County has been awarded American Rescue Plan Act (ARPA) funding in the amount of \$2,521,968 by the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Infrastructure for the describe activity, such as completion of Sewer System Asset Inventory and Assessment, and/or work including, but not limited to, Water System Rate Evaluation, Short/Long Range Water Evaluation Report, GIS Inventory/Inspection of Water System Assets, AIA, Capital Costs, and Operating Costs Analysis. **(S)**

RECOMMENDED MOTION: Motion to award the bid to McDavid Associates for the Duplin County Drinking Water Systems Asset Inventory and Assessment Project.

Motion _____ **2nd** _____ **For** _____ **Against** _____ **Carried** _____

8. Bryan Miller, County Manager, will appear before the Board to request to award the bid to NV5 for the Commissioning of Building MEP Systems for the new Duplin County Detention Center Facility. NV5 will perform commissioning of all building HVAC, domestic hot water, and lighting controls included in the proposed project. The Commissioning scope shall include all activities described in Section C408 of the 2018 North Carolina Energy Conservation Code (2018 NCECC). **(T)**

RECOMMENDED MOTION: Motion to award the bid to NV5 for the commissioning of building MEP Systems for the new Duplin County Detention Center.

Motion _____ **2nd** _____ **For** _____ **Against** _____ **Carried** _____

9. Bryan Miller, County Manager, will appear before the Board to make announcements/comments.

FYI (U)

Town of Greenevers Tax Releases
Town of Teachey Tax Releases
Town of Wallace Tax Releases

REPORTS (V)

Animal Services – March 2024
Building Inspections – March 2024
Communications – March 2024
Cooperative Extension – March 2024
Finance – April 2024
Garage – April 2024
Register of Deeds – April 2024
Senior Services – March 2024
Social Services – March 2024
Water – March 2024

ADJOURN

Motion to adjourn until Monday, May 20th, 2024 at 6:00 p.m. for a Commissioners Meeting at the Administrative Building located at 224 Seminary Street in Kenansville, N.C.

Motion _____ 2nd _____ For _____ Against _____ Carried _____



BOARD OF COUNTY COMMISSIONER'S MEETING

Monday, April 15th, 2024

224 Seminary Street

Kenansville, N.C. 28349

The Duplin County Board of Commissioners met at 6:00 p.m. on Monday, April 15th, 2024 in the Commissioners Room located at 224 Seminary Street, Kenansville, N.C.

Present: Commissioners: Dexter Edwards; Elwood Garner; Jesse L. Dowe, III; Wayne Branch; and Justin Edwards.

Also Present: Bryan Miller, County Manager; Carrie Shields, Assistant County Manager; Tim Wilson, County Attorney; Jaime W. Carr, Clerk to the Board and Jasmine Savage, Administrative Liaison.

Call to Order

The meeting was called to order by Chairman D. Edwards.

Invocation and Pledge of Allegiance

Invocation was given by Reverend A.J Connors, Mayor for the Town of Warsaw. Mayor Connors then led those in attendance in the pledge of allegiance to the flag of the United States of America.

Approval of the Meeting Agenda

Chairman Edwards asked if the members of the Board approved the proposed meeting agenda, and if any Board Member, County Manager, Assistant County Manager, or Clerk to the Board wished to make any changes or additions to the agenda. Jaime W. Carr, Clerk to the Board requested to add the following to the consent agenda: Addendum to the contract with Trillium Health which supports Duplin County 4H Program; Schedule a public hearing for Mary 6th, 2024 regarding a request from Santos Garcia Castro to name a lane at 220 Hamilton Road, Magnolia, NC; Familia Garcia Lane; and Schedule a public hearing for Mary 6th, 2024 regarding a request

from Richard Padrick to name a lane in the 700 block of N NC 111 Highway, Pink Hill, NC, South Gum Lane.

Motion was made by Commissioner Garner, seconded by Commissioner Branch, carried unanimously to approve the meeting agenda with the additions made by the Clerk to the Board.

Approval of the Minutes – Governing Body

Motion was made by Commissioner J. Edwards, seconded by Commissioner Garner, carried unanimously to approve the minutes of the March 18th, 2024 Board of Commissioners meeting as presented.

Motion was made by Commissioner Branch, seconded by Commissioner J. Edwards, carried unanimously to approve the minutes of the March 22nd, 2024 Board of Commissioners Retreat Meeting as presented.

REGULAR MEETING AGENDA

CONSENT AGENDA

Motion was made by Commissioner Garner, seconded by Commissioner J. Edwards, carried unanimously, to approve the consent agenda which consisted Budget Amendments Journal Entry Proof; Tax and Solid Waste Releases - #21799 - #21855; Approval of an Agreement Between Duplin County and the North Carolina Department of Public Safety for Agreement # Duplin County 2023-2024 FY 2023 Department of Public Safety Disaster Relief and Recovery/Mitigation/Resiliency Directed Grant, NC Appropriations Act of 2023, House Bill 259, Section 5.3(a)-(c) & Section 5.3 (f)(19) and Authorize Chelsey Lanier, Finance Officer to Sign; Adopt Duplin County, North Carolina Proclamation – Fair Housing Month April 2024 and Authorize Chairman to Sign; Accept 2023 Homeland Security Grant Program Funding in the Amount of \$6,521.05 and Authorize the Associated Budget Amendment; Adopt Sexual Assault Awareness Month Proclamation April 2024 and Authorize Chairman to Sign; Adopt a Resolution by the County of Duplin to Direct the Expenditure of Opioid Settlement Funds and Authorize Chairman to Sign; Adopt a Resolution Authorizing a North Carolina Agriculture Manufacturing and Processing Initiative (NCAMPI) Grant Application on Behalf of Project Pear and Authorize Chairman to Sign; Appointment of Louis Howard to the Duplin Watershed Improvement Commission to fill the Unexpired Term of Ann Wallace due to Expire in December, 2025; Reschedule a Public Hearing from April 1st, 2024 to May 6th, 2024 to Receive Public Comments from the Board and/or the Public Regarding a Request Received from Abigail Borja Santibanez to Name a Lane in the 3100 Block of S NC 903, Magnolia, NC; Magnolia Township; Ava Rose Lane and the additions of an Addendum to the contract with Trillium Health which supports Duplin County 4H Program; Schedule a public hearing for Mary 6th, 2024 regarding a request from Santos Garcia Castro to name a lane at 220 Hamilton Road, Magnolia, NC; Familia Garcia Lane; and Schedule a public hearing for Mary 6th, 2024 regarding a request from Richard Padrick to name a lane in the 700 block of N NC 111 Highway, Pink Hill, NC, South Gum Lane.

ITEMS TO BE MADE PART OF MINUTES

Administrative Budget Amendment Journal Entry Report

AGENDA

Public Comments

No Public Comments.

End Public Comments

Chairman Edwards received road concerns from members of the Board and the public on behalf of the North Carolina Department of Transportation. Commissioner Dowe stated that Charity Road at the entrance to Greenevers overflows when it rains due to a beaver dam.

Bryan Miller, County Manager appeared before the Board to make announcements/comments.

Motion was made by Commissioner Garner, seconded by Commissioner Branch, carried unanimously to go out of regular session and into closed session for Legal Matters pursuant to NCGS § 143-318.11 (a) (3) and Personnel Matters pursuant to NCGS 143-318.11 (a) (6).

Motion was made by Commissioner Branch, seconded by Commissioner Garner, carried unanimously to go out of closed session and back into open session.

Motion was made by Commissioner J. Edwards, seconded by Commissioner Branch, carried unanimously to recess until 7:30 a.m. on April 16th, 2024 for a joint meeting between the Board of Commissioners and James Sprunt Community College Board of Trustees to be held on the campus of James Sprunt Community College, Kenansville, N.C.

Jaime W. Carr
Clerk to the Board



**Duplin County Board of Commissioners and
James Sprunt Community College Board of Trustees
Joint Meeting
April 16th, 2024
James Sprunt Community College
Williams Building, Room 100
159 James Sprunt Drive
Kenansville, NC 28349
7:30 a.m.**

The Duplin County Board of Commissioners met with the James Sprunt Community College Board of Trustees at 7:30 a.m. on Tuesday, April 16th, 2024 in Room 100 of the Williams Building on the campus of James Sprunt Community College.

Commissioners Present: Dexter B. Edwards; Elwood Garner; Wayne Branch; and Justin Edwards.

Commissioners Absent: Jesse L. Dowe, III

James Sprunt Community College Board of Trustee Members Present: Anita Powers; Dr. A.J. Connors; Al Searles; Dr. Shannon Jennings; Dr. Kimberly Grigsby-Sessoms; Ed Emory; John T. Phillips, Jr.; and Niccoya Dobson.

James Sprunt Board of Trustee Members Absent: Debra Morrisey; Melissa B. Stevens; Morgan Swinson; and John Wesley Hairr

Also Present: Bryan Miller, County Manager; Carrie Shields, Assistant County Manager; Jaime Carr, Clerk to the Board; Jasmine Savage, Administrative Liaison; Dr. Jay Carraway, President of James Sprunt Community College; Dennis Sutton, Director of Facilities; Gloria Wiggins, Associate Vice President of Workforce Development/Continuing Education; Jeff Taylor, Associate Vice President of MIS; Jessica McMahon Vice President of Administrative & Fiscal Services; Norma Lennon, Executive Assistant/Curriculum Services Associate; Renee Sutton, Chief of Staff; and Will Wrenn, Associate VP of Fiscal Services.

Ms. Anita Powers, Chairman of the James Sprunt Board of Trustees welcomed everyone on behalf of the Board of Trustees.

Mr. Dexter Edwards, Chairman of the Duplin County Board of Commissioners welcomed everyone on behalf of the Board of Commissioners.

Motion was made by Commissioner Branch, seconded by Commissioner Garner, carried unanimously, to come out of recess and back into open session.

Invocation was given by Dr. A.J. Connors.

Dr. Jay Carraway, President of James Sprunt Community College, gave an update on the college.

Motion was made by Commissioner Branch, seconded by Commissioner Garner carried unanimously to adjourn until Monday, May 6th, 2024 for a Board of County Commissioners meeting in the Duplin County Administrative Building located at 224 Seminary Street, Kenansville, NC.

Jaime W. Carr
Clerk to the Board

DRAFT



Duplin County, NC

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

| LN | ORG | OBJECT | PROJ | ORG DESCRIPTION | ACCOUNT DESCRIPTION | PREV | BUDGET | AMENDED | |
|----------|---------------------------|--------------|-------|-----------------|-----------------------|----------------------|------------|-----------|------------|
| | ACCOUNT | | | | LINE DESCRIPTION | EFF DATE | BUDGET | BUDGET | |
| | | | | | | | CHANGE | BUDGET | |
| ERR | | | | | | | | | |
| YEAR-PER | JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY | AMEND | | |
| 2024 | 11 | 5 05/07/2024 | | | BUA 050624C | 1 | 1 | | |
| 1 | 7401 | 43510 | | COLLECTION | REPAIRS | BUILDING AND GROUNDS | 18,259.00 | -3,000.00 | 15,259.00 |
| | 66-70-7400-7401-000-43510 | | | | | | 05/07/2024 | | |
| 2 | 7401 | 45100 | | COLLECTION | CAPITAL OUTLAY | | 251,931.00 | -492.00 | 251,439.00 |
| | 66-70-7400-7401-000-45100 | | | | | | 05/07/2024 | | |
| 3 | 7401 | 42500 | | COLLECTION | VEHICLE GASOLINE | | 150,000.00 | -5,263.31 | 144,736.69 |
| | 66-70-7400-7401-000-42500 | | | | | | 05/07/2024 | | |
| 4 | 7401 | 43542 | | COLLECTION | REPAIRS | COLLECTION SITES | 28,000.00 | -4,000.00 | 24,000.00 |
| | 66-70-7400-7401-000-43542 | | | | | | 05/07/2024 | | |
| 5 | 7401 | 43520 | | COLLECTION | REPAIRS & MAINTENANCE | EQUIPME | 50,000.00 | -5,000.00 | 45,000.00 |
| | 66-70-7400-7401-000-43520 | | | | | | 05/07/2024 | | |
| 6 | 7401 | 42600 | | COLLECTION | OFFICE SUPPLIES | | 4,650.00 | -1,000.00 | 3,650.00 |
| | 66-70-7400-7401-000-42600 | | | | | | 05/07/2024 | | |
| 7 | 7401 | 42600 | | COLLECTION | OFFICE SUPPLIES | | 4,650.00 | -300.00 | 4,350.00 |
| | 66-70-7400-7401-000-42600 | | | | | | 05/07/2024 | | |
| 8 | 7401 | 41860 | | COLLECTION | WORKERS COMPENSATION | | 20,783.00 | 3,000.00 | 23,783.00 |
| | 66-70-7400-7401-000-41860 | | | | | | 05/07/2024 | | |
| 9 | 7401 | 41860 | | COLLECTION | WORKERS COMPENSATION | | 20,783.00 | 492.00 | 21,275.00 |
| | 66-70-7400-7401-000-41860 | | | | | | 05/07/2024 | | |
| 10 | 7401 | 41860 | | COLLECTION | WORKERS COMPENSATION | | 20,783.00 | 5,263.31 | 26,046.31 |
| | 66-70-7400-7401-000-41860 | | | | | | 05/07/2024 | | |
| 11 | 7401 | 41860 | | COLLECTION | WORKERS COMPENSATION | | 20,783.00 | 4,000.00 | 24,783.00 |
| | 66-70-7400-7401-000-41860 | | | | | | 05/07/2024 | | |
| 12 | 7401 | 41860 | | COLLECTION | WORKERS COMPENSATION | | 20,783.00 | 5,000.00 | 25,783.00 |
| | 66-70-7400-7401-000-41860 | | | | | | 05/07/2024 | | |
| 13 | 7401 | 41860 | | COLLECTION | WORKERS COMPENSATION | | 20,783.00 | 1,000.00 | 21,783.00 |
| | 66-70-7400-7401-000-41860 | | | | | | 05/07/2024 | | |
| 14 | 7401 | 43250 | | COLLECTION | POSTAGE | | 750.00 | 300.00 | 1,050.00 |
| | 66-70-7400-7401-000-43250 | | | | | | 05/07/2024 | | |

** JOURNAL TOTAL 0.00

| YEAR-PER | JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY | AMEND |
|----------|---------|--------------|-------|-------|--------------|--------|-------|
| 2024 | 11 | 7 05/07/2024 | | | BUA 050624C | 1 | 1 |

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

| LN | ORG | OBJECT | PROJ | ORG DESCRIPTION | ACCOUNT DESCRIPTION | EFF DATE | PREV BUDGET | BUDGET CHANGE | AMENDED BUDGET |
|----------|---------------------------|--------------|---------|------------------|------------------------------|----------|-------------|---------------|----------------|
| ACCOUNT | ACCOUNT | ACCOUNT | ACCOUNT | LINE DESCRIPTION | LINE DESCRIPTION | EFF DATE | BUDGET | CHANGE | BUDGET |
| YEAR-PER | JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY | AMEND | | |
| 2024 | 11 | 7 05/07/2024 | | | BUA 050624C | 1 | 1 | | |
| 1 | 7100 | 42490 | | water | VEHICLE SUPPLIES | | 2,500.00 | -1,614.29 | 885.71 |
| | 61-70-7100-0000-000-42490 | | | | | | 05/07/2024 | | |
| 2 | 7100 | 42490 | | water | VEHICLE SUPPLIES | | 2,500.00 | -69.96 | 2,430.04 |
| | 61-70-7100-0000-000-42490 | | | | | | 05/07/2024 | | |
| 3 | 7131 | 43510 | | ALBERTSON | REPAIRS BUILDING AND GROUNDS | | 38,000.00 | -8,637.06 | 29,362.94 |
| | 61-70-7100-7131-000-43510 | | | | | | 05/07/2024 | | |
| 4 | 7136 | 43510 | | DISTRICT G | REPAIRS BUILDING AND GROUNDS | | 39,500.00 | -4,343.64 | 35,156.36 |
| | 61-70-7100-7136-000-43510 | | | | | | 05/07/2024 | | |
| 5 | 7135 | 43510 | | DISTRICT F | REPAIRS BUILDING AND GROUNDS | | 61,309.00 | -6,082.03 | 55,226.97 |
| | 61-70-7100-7135-000-43510 | | | | | | 05/07/2024 | | |
| 6 | 7134 | 43510 | | DISTRICT E | REPAIRS BUILDING AND GROUNDS | | 53,381.00 | -1,687.79 | 51,693.21 |
| | 61-70-7100-7134-000-43510 | | | | | | 05/07/2024 | | |
| 7 | 7134 | 43510 | | DISTRICT E | REPAIRS BUILDING AND GROUNDS | | 53,381.00 | -4,103.00 | 49,278.00 |
| | 61-70-7100-7134-000-43510 | | | | | | 05/07/2024 | | |
| 8 | 7132 | 43510 | | DISTRICT B | REPAIRS BUILDING AND GROUNDS | | 54,000.00 | -4,374.31 | 49,625.69 |
| | 61-70-7100-7132-000-43510 | | | | | | 05/07/2024 | | |
| 9 | 7131 | 43510 | | ALBERTSON | REPAIRS BUILDING AND GROUNDS | | 38,000.00 | -3,734.84 | 34,265.16 |
| | 61-70-7100-7131-000-43510 | | | | | | 05/07/2024 | | |
| 10 | 7130 | 43510 | | COUNTY WATER | REPAIRS BUILDING AND GROUNDS | | 5,500.00 | -1,480.26 | 4,019.74 |
| | 61-70-7100-7130-000-43510 | | | | | | 05/07/2024 | | |
| 11 | 7100 | 43510 | | water | REPAIRS BUILDING AND GROUNDS | | 2,500.00 | 1,614.29 | 4,114.29 |
| | 61-70-7100-0000-000-43510 | | | | | | 05/07/2024 | | |
| 12 | 7100 | 43990 | | water | PERMITS | | 3,350.00 | 69.96 | 3,419.96 |
| | 61-70-7100-0000-000-43990 | | | | | | 05/07/2024 | | |
| 13 | 7131 | 47104 | | ALBERTSON | DEBT PRINCIPAL | | 18,405.00 | 8,637.06 | 27,042.06 |
| | 61-70-7100-7131-000-47104 | | | | | | 05/07/2024 | | |
| 14 | 7136 | 44500 | | DISTRICT G | INSURANCE AND BONDS | | 7,855.00 | 4,343.64 | 12,198.64 |
| | 61-70-7100-7136-000-44500 | | | | | | 05/07/2024 | | |
| 15 | 7135 | 44500 | | DISTRICT F | INSURANCE AND BONDS | | 11,022.00 | 6,082.03 | 17,104.03 |
| | 61-70-7100-7135-000-44500 | | | | | | 05/07/2024 | | |

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

| LN | ORG | OBJECT PROJ | ORG DESCRIPTION | ACCOUNT DESCRIPTION | EFF DATE | PREV BUDGET | BUDGET CHANGE | AMENDED BUDGET | |
|------------------|----------------------------|-------------|-----------------|---------------------|--------------|-------------|---------------|----------------|--|
| LN | ORG | OBJECT PROJ | ORG DESCRIPTION | ACCOUNT DESCRIPTION | EFF DATE | PREV BUDGET | BUDGET CHANGE | AMENDED BUDGET | |
| YEAR-PER JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY AMEND | | | | |
| 2024 11 | 7 05/07/2024 | | | BUA 050624C | 1 1 | | | | |
| 16 | 7134 | 44500 | DISTRICT E | INSURANCE AND BONDS | | 2,881.00 | 1,687.79 | 4,568.79 | |
| | 61-70-7100-7134-000-44500 | | | | | 05/07/2024 | | | |
| 17 | 7133 | 44500 | DISTRICT D | INSURANCE AND BONDS | | 7,375.00 | 4,103.00 | 11,478.00 | |
| | 61-70-7100-7133-000-44500 | | | | | 05/07/2024 | | | |
| 18 | 7132 | 44500 | DISTRICT B | INSURANCE AND BONDS | | 7,919.00 | 4,374.31 | 12,293.31 | |
| | 61-70-7100-7132-000-44500 | | | | | 05/07/2024 | | | |
| 19 | 7131 | 44500 | ALBERTSON | INSURANCE AND BONDS | | 6,708.00 | 3,734.84 | 10,442.84 | |
| | 61-70-7100-7131-000-44500 | | | | | 05/07/2024 | | | |
| 20 | 7130 | 44500 | COUNTY WATER | INSURANCE AND BONDS | | 2,800.00 | 1,480.26 | 4,280.26 | |
| | 61-70-7100-7130-000-44500 | | | | | 05/07/2024 | | | |
| ** JOURNAL TOTAL | | | | | | | 0.00 | | |
| YEAR-PER JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY AMEND | | | | |
| 2024 11 | 8 05/07/2024 | | | BUA 050624C | 1 1 | | | | |
| 1 | 4324 | 34364 | E-911 | PSAP Grant | | -49,985.34 | -49,985.34 | -99,970.68 | |
| | 19-43-4330-4324-000-34364 | | | | | 05/07/2024 | | | |
| 2 | 4324 | 45100 | E-911 | CAPITAL OUTLAY | | 49,985.34 | 49,985.34 | 99,970.68 | |
| | 19-43-4330-4324-000-45100- | | | | | 05/07/2024 | | | |
| ** JOURNAL TOTAL | | | | | | | 0.00 | | |
| YEAR-PER JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY AMEND | | | | |
| 2024 11 | 9 05/07/2024 | | | BUA 050624C | 1 1 | | | | |
| 1 | 7402 | 42500 | DISPOSAL | VEHICLE GASOLINE | | 187,000.00 | -5,000.00 | 182,000.00 | |
| | 66-70-7400-7402-000-42500 | | | | | 05/07/2024 | | | |
| 2 | 7402 | 43530 | DISPOSAL | REPAIRS VEHICLES | | 100,000.00 | -5,000.00 | 95,000.00 | |
| | 66-70-7400-7402-000-43530 | | | | | 05/07/2024 | | | |
| 3 | 7402 | 43300 | DISPOSAL | UTILITIES | | 23,000.00 | -1,500.00 | 21,500.00 | |
| | 66-70-7400-7402-000-43300 | | | | | 05/07/2024 | | | |
| 4 | 7402 | 45100 | DISPOSAL | CAPITAL OUTLAY | | 196,912.00 | -1,713.00 | 195,199.00 | |
| | 66-70-7400-7402-000-45100 | | | | | 05/07/2024 | | | |

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

| LN | ORG | OBJECT PROJ | ORG DESCRIPTION | ACCOUNT DESCRIPTION | PREV | BUDGET | AMENDED |
|------------------|---------------------------|--------------|-----------------|--------------------------|--------------|----------|-----------|
| | ACCOUNT | | | LINE DESCRIPTION | EFF DATE | BUDGET | BUDGET |
| YEAR-PER | JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY | AMEND |
| 2024 | 11 | 9 05/07/2024 | | | BUA 050624C | 1 | 1 |
| 5 | 7402 | 42600 | DISPOSAL | OFFICE SUPPLIES | 2,750.00 | -400.00 | 2,350.00 |
| | 66-70-7400-7402-000-42600 | | | | 05/07/2024 | | |
| 6 | 7402 | 43560 | DISPOSAL | REPAIRS TRANSFER STATION | 1,000.00 | -100.00 | 900.00 |
| | 66-70-7400-7402-000-43560 | | | | 05/07/2024 | | |
| 7 | 7402 | 41860 | DISPOSAL | WORKERS COMPENSATION | 8,908.00 | 5,000.00 | 13,908.00 |
| | 66-70-7400-7402-000-41860 | | | | 05/07/2024 | | |
| 8 | 7402 | 41860 | DISPOSAL | WORKERS COMPENSATION | 8,908.00 | 5,000.00 | 13,908.00 |
| | 66-70-7400-7402-000-41860 | | | | 05/07/2024 | | |
| 9 | 7402 | 41860 | DISPOSAL | WORKERS COMPENSATION | 8,908.00 | 1,500.00 | 10,408.00 |
| | 66-70-7400-7402-000-41860 | | | | 05/07/2024 | | |
| 10 | 7402 | 41860 | DISPOSAL | WORKERS COMPENSATION | 8,908.00 | 1,713.00 | 10,621.00 |
| | 66-70-7400-7402-000-41860 | | | | 05/07/2024 | | |
| 11 | 7402 | 42100 | DISPOSAL | HOUSEKEEPING | 2,500.00 | 400.00 | 2,900.00 |
| | 66-70-7400-7402-000-42100 | | | | 05/07/2024 | | |
| 12 | 7402 | 43250 | DISPOSAL | POSTAGE | .00 | 100.00 | 100.00 |
| | 66-70-7400-7402-000-43250 | | | | 05/07/2024 | | |
| ** JOURNAL TOTAL | | | | | | 0.00 | |

| YEAR-PER | JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY | AMEND |
|----------|---------------------------|---------------|-----------------|----------------------|--------------|------------|--------------|
| 2024 | 11 | 13 05/06/2024 | | | BUA 050624C | 1 | 1 |
| 1 | 7402 | 44980 | DISPOSAL | TIPPING FEE CONTRACT | 1,400,000.00 | -49,000.00 | 1,351,000.00 |
| | 66-70-7400-7402-000-44980 | | | | 05/06/2024 | | |
| 2 | 7401 | 42600 | COLLECTION | OFFICE SUPPLIES | 4,650.00 | -150.00 | 4,500.00 |
| | 66-70-7400-7401-000-42600 | | | | 05/06/2024 | | |
| 3 | 7402 | 42600 | DISPOSAL | OFFICE SUPPLIES | 2,750.00 | -200.00 | 2,550.00 |
| | 66-70-7400-7402-000-42600 | | | | 05/06/2024 | | |
| 4 | 7403 | 44970 | TIRE COLLECTION | CONTRACTED HAULING | 135,000.00 | 49,000.00 | 184,000.00 |
| | 66-70-7400-7403-000-44970 | | | | 05/06/2024 | | |
| 5 | 7401 | 42100 | COLLECTION | HOUSEKEEPING | 2,500.00 | 150.00 | 2,650.00 |
| | 66-70-7400-7401-000-42100 | | | | 05/06/2024 | | |

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

| LN | ORG | OBJECT | PROJ | ORG DESCRIPTION | ACCOUNT DESCRIPTION | PREV | BUDGET | AMENDED | |
|----------|---------------------------|---------------|-------|-----------------|------------------------------|----------|------------------|------------|--|
| | ACCOUNT | | | | LINE DESCRIPTION | EFF DATE | BUDGET | BUDGET | |
| YEAR-PER | JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY | AMEND | | |
| 2024 | 11 | 13 05/06/2024 | | | BUA 050624C | 1 | 1 | | |
| 6 | 7402 | 42100 | | DISPOSAL | HOUSEKEEPING | | 2,500.00 | 100.00 | |
| | 66-70-7400-7402-000-42100 | | | | | | 05/06/2024 | 2,600.00 | |
| 7 | 7402 | 43250 | | DISPOSAL | POSTAGE | | .00 | 100.00 | |
| | 66-70-7400-7402-000-43250 | | | | | | 05/06/2024 | 100.00 | |
| | | | | | | | ** JOURNAL TOTAL | 0.00 | |
| YEAR-PER | JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY | AMEND | | |
| 2024 | 11 | 14 05/07/2024 | | | BUA 050624C | 1 | 1 | | |
| 1 | 4380 | 42380 | | ANIMAL SERVICES | ANIMAL INOCULATION INVENTORY | | 29,882.00 | -11,000.00 | |
| | 10-43-4380-0000-000-42380 | | | | | | 05/07/2024 | 18,882.00 | |
| 2 | 4380 | 41990 | | ANIMAL SERVICES | PROFESSIONAL SERVICES | | 20,000.00 | -5,000.00 | |
| | 10-43-4380-0000-000-41990 | | | | | | 05/07/2024 | 15,000.00 | |
| 3 | 4380 | 44910 | | ANIMAL SERVICES | DUES AND SUBSCRIPTIONS | | 6,000.00 | -1,439.41 | |
| | 10-43-4380-0000-000-44910 | | | | | | 05/07/2024 | 4,560.59 | |
| 4 | 4380 | 43910 | | ANIMAL SERVICES | ADVERTISING | | 500.00 | -500.00 | |
| | 10-43-4380-0000-000-43910 | | | | | | 05/07/2024 | .00 | |
| 5 | 4380 | 43110 | | ANIMAL SERVICES | TRAVEL | | 6,500.00 | -800.00 | |
| | 10-43-4380-0000-000-43110 | | | | | | 05/07/2024 | 5,700.00 | |
| 6 | 4380 | 42120 | | ANIMAL SERVICES | UNIFORMS | | 3,000.00 | -1,400.00 | |
| | 10-43-4380-0000-000-42120 | | | | | | 05/07/2024 | 1,600.00 | |
| 7 | 4380 | 42380 | | ANIMAL SERVICES | ANIMAL INOCULATION INVENTORY | | 29,882.00 | -1,000.00 | |
| | 10-43-4380-0000-000-42380 | | | | | | 05/07/2024 | 28,882.00 | |
| 8 | 4380 | 43250 | | ANIMAL SERVICES | POSTAGE | | 1,000.00 | -700.00 | |
| | 10-43-4380-0000-000-43250 | | | | | | 05/07/2024 | 300.00 | |
| 9 | 4380 | 42980 | | ANIMAL SERVICES | PROGRAM SUPPLIES | | 33,000.00 | 11,000.00 | |
| | 10-43-4380-0000-000-42980 | | | | | | 05/07/2024 | 44,000.00 | |
| 10 | 4380 | 43530 | | ANIMAL SERVICES | REPAIRS VEHICLES | | 7,747.40 | 5,000.00 | |
| | 10-43-4380-0000-000-43530 | | | | | | 05/07/2024 | 12,747.40 | |
| 11 | 4380 | 42980 | | ANIMAL SERVICES | PROGRAM SUPPLIES | | 33,000.00 | 1,439.41 | |
| | 10-43-4380-0000-000-42980 | | | | | | 05/07/2024 | 34,439.41 | |

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

| LN | ORG | OBJECT | PROJ | ORG DESCRIPTION | ACCOUNT DESCRIPTION | EFF DATE | PREV BUDGET | BUDGET CHANGE | AMENDED BUDGET |
|------------------|----------------------------|----------|------------|--|----------------------|--------------|-------------|---------------|----------------|
| YEAR-PER | JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY AMEND | | | |
| 2024 | 11 | 14 | 05/07/2024 | | BUA 050624C | 1 1 | | | |
| 12 | 4380 | 42980 | | ANIMAL SERVICES | PROGRAM SUPPLIES | | 33,000.00 | 500.00 | 33,500.00 |
| | 10-43-4380-0000-000-42980 | | | | | | 05/07/2024 | | |
| 13 | 4380 | 42980 | | ANIMAL SERVICES | PROGRAM SUPPLIES | | 33,000.00 | 800.00 | 33,800.00 |
| | 10-43-4380-0000-000-42980 | | | | | | 05/07/2024 | | |
| 14 | 4380 | 44500 | | ANIMAL SERVICES | INSURANCE AND BONDS | | 4,150.00 | 1,400.00 | 5,550.00 |
| | 10-43-4380-0000-000-44500 | | | | | | 05/07/2024 | | |
| 15 | 4380 | 44500 | | ANIMAL SERVICES | INSURANCE AND BONDS | | 4,150.00 | 1,000.00 | 5,150.00 |
| | 10-43-4380-0000-000-44500 | | | | | | 05/07/2024 | | |
| 16 | 4380 | 44500 | | ANIMAL SERVICES | INSURANCE AND BONDS | | 4,150.00 | 700.00 | 4,850.00 |
| | 10-43-4380-0000-000-44500 | | | | | | 05/07/2024 | | |
| ** JOURNAL TOTAL | | | | | | | | 0.00 | |
| 2024 | 11 | 16 | 05/07/2024 | | BUA 050624C | 1 1 | | | |
| 1 | 5300 | 43510 | | DEPARTMENT OF SOCIAL SERVICES REPAIRS | BUILDING AND GROUNDS | | 156,200.00 | -15,000.00 | 141,200.00 |
| | 10-50-5300-0000-000-43510- | | | | | | 05/07/2024 | | |
| 2 | 5300 | 43540 | | DEPARTMENT OF SOCIAL SERVICES SOFTWARE MAINTENANCE | | | 74,000.00 | 15,000.00 | 89,000.00 |
| | 10-50-5300-0000-000-43540 | | | | | | 05/07/2024 | | |
| ** JOURNAL TOTAL | | | | | | | | 0.00 | |
| 2024 | 11 | 18 | 05/07/2024 | | BUA 050624C | 1 1 | | | |
| 1 | 5139 | 42500 | | PREGNANCY CARE MANAGEMENT | VEHICLE GASOLINE | | 1,667.50 | -375.00 | 1,292.50 |
| | 10-50-5100-5139-000-42500 | | | | | | 05/07/2024 | | |
| 2 | 5154 | 40121 | | COMMUNITY HEALTH PROMOTION | SALARIES | | 17,743.16 | -677.50 | 17,065.66 |
| | 10-50-5100-5154-000-40121 | | | | | | 05/07/2024 | | |
| 3 | 5157 | 40121 | | WIC-GENERAL ADMINISTRATION | SALARIES | | 2,897.00 | -15.00 | 2,882.00 |
| | 10-50-5100-5157-000-40121 | | | | | | 05/07/2024 | | |
| 4 | 5162 | 43210 | | PCM-NON-MEDICAID | TELEPHONE | | 613.00 | -45.00 | 568.00 |
| | 10-50-5100-5162-000-43210 | | | | | | 05/07/2024 | | |

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

| LN | ORG | OBJECT PROJ | ORG DESCRIPTION | ACCOUNT DESCRIPTION | EFF DATE | PREV BUDGET | BUDGET CHANGE | AMENDED BUDGET |
|----------|---------|---------------|--------------------------|----------------------|---------------------------|-------------|-------------------------|-------------------------|
| YEAR-PER | JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY | AMEND | |
| 2024 | 11 | 18 05/07/2024 | | | BUA 050624C | 1 | 1 | |
| 5 | 5191 | 42990 | Supporting womens health | INCENTIVES | 10-50-5100-5191-000-42990 | | 35,213.00 05/07/2024 | -100.00 35,113.00 |
| 6 | 5110 | 40181 | HEALTH | SOCIAL SECURITY | 10-50-5100-5110-000-40181 | | 16,978.00 05/07/2024 | -2,594.00 14,384.00 |
| 7 | 5110 | 40182 | HEALTH | RETIREMENT | 10-50-5100-5110-000-40182 | | 38,477.00 05/07/2024 | -30,000.00 8,477.00 |
| 8 | 5110 | 40183 | HEALTH | HOSPITAL INSURANCE | 10-50-5100-5110-000-40183 | | 76,012.52 05/07/2024 | -60,000.00 16,012.52 |
| 9 | 5110 | 43110 | HEALTH | TRAVEL | 10-50-5100-5110-000-43110 | | 1,631.75 05/07/2024 | -550.00 1,081.75 |
| 10 | 5110 | 43540 | HEALTH | SOFTWARE MAINTENANCE | 10-50-5100-5110-000-43540 | | 7,800.00 05/07/2024 | -350.00 7,450.00 |
| 11 | 5110 | 42600 | HEALTH | OFFICE SUPPLIES | 10-50-5100-5110-000-42600 | | 2,000.00 05/07/2024 | -400.00 1,600.00 |
| 12 | 5110 | 42500 | HEALTH | VEHICLE GASOLINE | 10-50-5100-5110-000-42500 | | 950.00 05/07/2024 | -40.00 910.00 |
| 13 | 5110 | 42980 | HEALTH | PROGRAM SUPPLIES | 10-50-5100-5110-000-42980 | | 7,775.00 05/07/2024 | -500.00 7,275.00 |
| 14 | 5110 | 42200 | HEALTH | FOOD | 10-50-5100-5110-000-42200 | | 1,553.25 05/07/2024 | -250.00 1,303.25 |
| 15 | 5110 | 41700 | HEALTH | BOARD EXPENSE | 10-50-5100-5110-000-41700 | | 1,500.00 05/07/2024 | -600.00 900.00 |
| 16 | 5110 | 43540 | HEALTH | SOFTWARE MAINTENANCE | 10-50-5100-5110-000-43540 | | 7,800.00 05/07/2024 | -763.00 7,037.00 |
| 17 | 5151 | 42420 | PRIMARY CARE | IN HOUSE LAB | 10-50-5100-5151-000-42420 | | 13,668.00 05/07/2024 | -950.00 12,718.00 |
| 18 | 5163 | 42600 | MATERNAL HEALTH | OFFICE SUPPLIES | 10-50-5100-5163-000-42600 | | 10,770.09 05/07/2024 | -3,897.00 6,873.09 |
| 19 | 5164 | 42600 | FAMILY PLANNING | OFFICE SUPPLIES | 10-50-5100-5164-000-42600 | | 9,402.00 05/07/2024 | -3,000.00 6,402.00 |

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

| LN | ORG | OBJECT | PROJ | ORG DESCRIPTION | ACCOUNT DESCRIPTION | PREV | BUDGET | AMENDED | |
|----------|---------|---------------------------|-------|-----------------------------|------------------------|----------|------------|----------|-----------|
| | | | | | LINE DESCRIPTION | EFF DATE | BUDGET | BUDGET | |
| | | | | | | | CHANGE | BUDGET | |
| YEAR-PER | JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY | AMEND | | |
| 2024 | 11 | 18 05/07/2024 | | | BUA 050624C | 1 | 1 | | |
| 20 | 5139 | 43210 | | PREGNANCY CARE MANAGEMENT | TELEPHONE | | 1,200.00 | 275.00 | 1,475.00 |
| | | 10-50-5100-5139-000-43210 | | | | | 05/07/2024 | | |
| 21 | 5139 | 44300 | | PREGNANCY CARE MANAGEMENT | RENT | | 200.00 | 100.00 | 300.00 |
| | | 10-50-5100-5139-000-44300 | | | | | 05/07/2024 | | |
| 22 | 5154 | 40183 | | COMMUNITY HEALTH PROMOTION | HOSPITAL INSURANCE | | 4,413.00 | 675.00 | 5,088.00 |
| | | 10-50-5100-5154-000-40183 | | | | | 05/07/2024 | | |
| 23 | 5154 | 40184 | | COMMUNITY HEALTH PROMOTION | Life Insurance | | 11.00 | 2.50 | 13.50 |
| | | 10-50-5100-5154-000-40184 | | | | | 05/07/2024 | | |
| 24 | 5157 | 40183 | | WIC-GENERAL ADMINISTRATION | HOSPITAL INSURANCE | | 531.00 | 15.00 | 546.00 |
| | | 10-50-5100-5157-000-40183 | | | | | 05/07/2024 | | |
| 25 | 5162 | 43540 | | PCM-NON-MEDICAID | SOFTWARE MAINTENANCE | | 136.00 | 45.00 | 181.00 |
| | | 10-50-5100-5162-000-43540 | | | | | 05/07/2024 | | |
| 26 | 5191 | 44910 | | Supporting Womens Health | DUES AND SUBSCRIPTIONS | | 900.00 | 100.00 | 1,000.00 |
| | | 10-50-5100-5191-000-44910 | | | | | 05/07/2024 | | |
| 27 | 5124 | 40182 | | TUBERCULOSIS | RETIREMENT | | 8,188.00 | 120.00 | 8,308.00 |
| | | 10-50-5100-5124-000-40182 | | | | | 05/07/2024 | | |
| 28 | 5156 | 40121 | | WIC-BREASTFEEDING PROMOTION | SALARIES | | 13,997.00 | 3,026.00 | 17,023.00 |
| | | 10-50-5100-5156-000-40121 | | | | | 05/07/2024 | | |
| 29 | 5156 | 40181 | | WIC-BREASTFEEDING PROMOTION | SOCIAL SECURITY | | 1,171.00 | 55.00 | 1,226.00 |
| | | 10-50-5100-5156-000-40181 | | | | | 05/07/2024 | | |
| 30 | 5156 | 40183 | | WIC-BREASTFEEDING PROMOTION | HOSPITAL INSURANCE | | 1,784.00 | 710.00 | 2,494.00 |
| | | 10-50-5100-5156-000-40183 | | | | | 05/07/2024 | | |
| 31 | 5162 | 40121 | | PCM-NON-MEDICAID | SALARIES | | 34,712.00 | 8,650.00 | 43,362.00 |
| | | 10-50-5100-5162-000-40121 | | | | | 05/07/2024 | | |
| 32 | 5162 | 40181 | | PCM-NON-MEDICAID | SOCIAL SECURITY | | 2,656.00 | 615.00 | 3,271.00 |
| | | 10-50-5100-5162-000-40181 | | | | | 05/07/2024 | | |
| 33 | 5162 | 40182 | | PCM-NON-MEDICAID | RETIREMENT | | 4,225.00 | 1,380.00 | 5,605.00 |
| | | 10-50-5100-5162-000-40182 | | | | | 05/07/2024 | | |
| 34 | 5162 | 40183 | | PCM-NON-MEDICAID | HOSPITAL INSURANCE | | 8,277.00 | 2,415.00 | 10,692.00 |
| | | 10-50-5100-5162-000-40183 | | | | | 05/07/2024 | | |

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

| LN | ORG | OBJECT | PROJ | ORG DESCRIPTION | ACCOUNT DESCRIPTION | PREV | BUDGET | AMENDED | |
|----------|---------------------------|---------------|-------|---------------------|---------------------|----------|------------|-----------|------------|
| | ACCOUNT | | | | LINE DESCRIPTION | EFF DATE | BUDGET | BUDGET | |
| YEAR-PER | JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY | AMEND | | |
| 2024 | 11 | 18 05/07/2024 | | | BUA 050624C | 1 | 1 | | |
| 35 | 5162 | 40184 | | PCM-NON-MEDICAID | Life Insurance | | 21.00 | 6.00 | 27.00 |
| | 10-50-5100-5162-000-40184 | | | | | | 05/07/2024 | | |
| 36 | 5163 | 40121 | | MATERNAL HEALTH | SALARIES | | 211,931.00 | 11,500.00 | 223,431.00 |
| | 10-50-5100-5163-000-40121 | | | | | | 05/07/2024 | | |
| 37 | 5163 | 40181 | | MATERNAL HEALTH | SOCIAL SECURITY | | 15,574.00 | 650.00 | 16,224.00 |
| | 10-50-5100-5163-000-40181 | | | | | | 05/07/2024 | | |
| 38 | 5163 | 40182 | | MATERNAL HEALTH | RETIREMENT | | 24,324.00 | 1,200.00 | 25,524.00 |
| | 10-50-5100-5163-000-40182 | | | | | | 05/07/2024 | | |
| 39 | 5163 | 40183 | | MATERNAL HEALTH | HOSPITAL INSURANCE | | 41,738.00 | 6,300.00 | 48,038.00 |
| | 10-50-5100-5163-000-40183 | | | | | | 05/07/2024 | | |
| 40 | 5164 | 40121 | | FAMILY PLANNING | SALARIES | | 237,007.00 | 8,925.00 | 245,932.00 |
| | 10-50-5100-5164-000-40121 | | | | | | 05/07/2024 | | |
| 41 | 5164 | 40181 | | FAMILY PLANNING | SOCIAL SECURITY | | 17,805.00 | 500.00 | 18,305.00 |
| | 10-50-5100-5164-000-40181 | | | | | | 05/07/2024 | | |
| 42 | 5164 | 40182 | | FAMILY PLANNING | RETIREMENT | | 29,934.00 | 550.00 | 30,484.00 |
| | 10-50-5100-5164-000-40182 | | | | | | 05/07/2024 | | |
| 43 | 5165 | 40121 | | WIC-CLIENT SERVICES | SALARIES | | 113,254.00 | 33,175.00 | 146,429.00 |
| | 10-50-5100-5165-000-40121 | | | | | | 05/07/2024 | | |
| 44 | 5165 | 40181 | | WIC-CLIENT SERVICES | SOCIAL SECURITY | | 8,528.00 | 2,500.00 | 11,028.00 |
| | 10-50-5100-5165-000-40181 | | | | | | 05/07/2024 | | |
| 45 | 5165 | 40182 | | WIC-CLIENT SERVICES | RETIREMENT | | 11,975.00 | 4,400.00 | 16,375.00 |
| | 10-50-5100-5165-000-40182 | | | | | | 05/07/2024 | | |
| 46 | 5165 | 40183 | | WIC-CLIENT SERVICES | HOSPITAL INSURANCE | | 28,121.00 | 5,900.00 | 34,021.00 |
| | 10-50-5100-5165-000-40183 | | | | | | 05/07/2024 | | |
| 47 | 5165 | 40184 | | WIC-CLIENT SERVICES | Life Insurance | | 69.00 | 17.00 | 86.00 |
| | 10-50-5100-5165-000-40184 | | | | | | 05/07/2024 | | |
| 48 | 5110 | 43210 | | HEALTH | TELEPHONE | | 13,400.00 | 2,000.00 | 15,400.00 |
| | 10-50-5100-5110-000-43210 | | | | | | 05/07/2024 | | |
| 49 | 5110 | 43250 | | HEALTH | POSTAGE | | 1,425.00 | 200.00 | 1,625.00 |
| | 10-50-5100-5110-000-43250 | | | | | | 05/07/2024 | | |

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

| LN | ORG | OBJECT PROJ | ORG DESCRIPTION | ACCOUNT DESCRIPTION | EFF DATE | PREV BUDGET | BUDGET CHANGE | AMENDED BUDGET | |
|------------------|---------|-------------|-------------------------|------------------------------|----------------------------|-------------|---------------|----------------|--|
| YEAR-PER | JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY | AMEND | | |
| 2024 | 11 | 18 | 05/07/2024 | | BUA 050624C | 1 | 1 | | |
| 50 | 5110 | 43300 | HEALTH | UTILITIES | 10-50-5100-5110-000-43300 | 21,285.00 | 2,000.00 | 23,285.00 | |
| | | | | | | 05/07/2024 | | | |
| 51 | 5110 | 43510 | HEALTH | REPAIRS BUILDING AND GROUNDS | 10-50-5100-5110-000-43510 | 5,245.00 | 50.00 | 5,295.00 | |
| | | | | | | 05/07/2024 | | | |
| 52 | 5110 | 44300 | HEALTH | RENT | 10-50-5100-5110-000-44300 | 9,000.00 | 5,000.00 | 14,000.00 | |
| | | | | | | 05/07/2024 | | | |
| 53 | 5111 | 43300 | ENVIRONMENTAL HEALTH | UTILITIES | 10-50-5100-5111-000-43300 | 1,800.00 | 475.00 | 2,275.00 | |
| | | | | | | 05/07/2024 | | | |
| 54 | 5124 | 42500 | TUBERCULOSIS | VEHICLE GASOLINE | 10-50-5100-5124-000-42500 | 335.00 | 110.00 | 445.00 | |
| | | | | | | 05/07/2024 | | | |
| 55 | 5124 | 43530 | TUBERCULOSIS | REPAIRS VEHICLES | 10-50-5100-5124-000-43530 | 380.00 | 175.00 | 555.00 | |
| | | | | | | 05/07/2024 | | | |
| 56 | 5129 | 43300 | COUNTY WELLNESS PROGRAM | UTILITIES | 10-50-5100-5129-000-43300 | 2,850.00 | 340.00 | 3,190.00 | |
| | | | | | | 05/07/2024 | | | |
| 57 | 5151 | 43540 | PRIMARY CARE | SOFTWARE MAINTENANCE | 10-50-5100-5151-000-43540 | 4,199.91 | 950.00 | 5,149.91 | |
| | | | | | | 05/07/2024 | | | |
| ** JOURNAL TOTAL | | | | | | | 0.00 | | |
| 2024 | 11 | 40 | 05/07/2024 | | BUA 050624C | 1 | 1 | | |
| 1 | 4310 | 42960 | SHERIFF | DRUG ENFORCEMENT UNIT | 10-43-4310-0000-000-42960 | 74,000.00 | -40,000.00 | 34,000.00 | |
| | | | | | | 05/07/2024 | | | |
| 2 | 4310 | 43911 | SHERIFF | ADVERTISING | 10-43-4310-0000-000-43911- | 3,000.00 | -3,000.00 | .00 | |
| | | | | | | 05/07/2024 | | | |
| 3 | 4310 | 44910 | SHERIFF | DUES AND SUBSCRIPTIONS | 10-43-4310-0000-000-44910 | 82,000.00 | -10,000.00 | 72,000.00 | |
| | | | | | | 05/07/2024 | | | |
| 4 | 4310 | 42500 | SHERIFF | VEHICLE GASOLINE | 10-43-4310-0000-000-42500 | 191,000.00 | 41,500.00 | 232,500.00 | |
| | | | | | | 05/07/2024 | | | |
| 5 | 4310 | 44300 | SHERIFF | RENT | 10-43-4310-0000-000-44300 | 6,000.00 | 1,500.00 | 7,500.00 | |
| | | | | | | 05/07/2024 | | | |

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

| LN | ORG | OBJECT | PROJ | ORG DESCRIPTION | ACCOUNT DESCRIPTION | EFF DATE | PREV BUDGET | BUDGET CHANGE | AMENDED BUDGET |
|------------------|---------|---------------------------|-------|-----------------|------------------------|--------------|-------------|---------------|----------------|
| YEAR-PER | JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY AMEND | | | |
| 2024 | 11 | 40 05/07/2024 | | | BUA 050624C | 1 1 | | | |
| 6 | 4310 | 42120 | | SHERIFF | UNIFORMS | | 70,000.00 | 10,000.00 | 80,000.00 |
| | | 10-43-4310-0000-000-42120 | | | | | 05/07/2024 | | |
| ** JOURNAL TOTAL | | | | | | | | 0.00 | |
| YEAR-PER | JOURNAL | EFF-DATE | REF 1 | REF 2 | SRC JNL-DESC | ENTITY AMEND | | | |
| 2024 | 11 | 41 05/07/2024 | | | BUA 050624C | 1 1 | | | |
| 1 | 4320 | 44910 | | JAIL | DUES AND SUBSCRIPTIONS | | 25,500.00 | -16,000.00 | 9,500.00 |
| | | 10-43-4310-4320-000-44910 | | | | | 05/07/2024 | | |
| 2 | 4320 | 41990 | | JAIL | PROFESSIONAL SERVICES | | 372,000.00 | -25,000.00 | 347,000.00 |
| | | 10-43-4310-4320-000-41990 | | | | | 05/07/2024 | | |
| 3 | 4320 | 44300 | | JAIL | RENT | | 4,500.00 | 1,000.00 | 5,500.00 |
| | | 10-43-4310-4320-000-44300 | | | | | 05/07/2024 | | |
| 4 | 4320 | 42210 | | JAIL | DETENTIONYOUTH | | 45,000.00 | 40,000.00 | 85,000.00 |
| | | 10-43-4310-4320-000-42210 | | | | | 05/07/2024 | | |
| ** JOURNAL TOTAL | | | | | | | | 0.00 | |

BUDGET AMENDMENT JOURNAL ENTRY PROOF

CLERK: blanca.pineda

| YEAR PER | JNL | SRC ACCOUNT | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC | LINE DESC | T | OB | DEBIT | CREDIT |
|----------|------------|-------------|----------|-------|-------|-------|-----------------------|----------------------|---|----------|-------|----------|
| 2024 | 11 | 5 | | | | | | | | | | |
| BUA | 7401-43510 | | | | | | REPAIRS | BUILDING AND GROUNDS | 5 | | | 3,000.00 |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7401-45100 | | | | | | CAPITAL OUTLAY | | 5 | | | 492.00 |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7401-42500 | | | | | | VEHICLE GASOLINE | | 5 | | | 5,263.31 |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7401-43542 | | | | | | REPAIRS | COLLECTION SITES | 5 | | | 4,000.00 |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7401-43520 | | | | | | REPAIRS & MAINTENANCE | EQUIPME | 5 | | | 5,000.00 |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7401-42600 | | | | | | OFFICE SUPPLIES | | 5 | | | 1,000.00 |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7401-42600 | | | | | | OFFICE SUPPLIES | | 5 | | | 300.00 |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7401-41860 | | | | | | WORKERS COMPENSATION | | 5 | 3,000.00 | | |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7401-41860 | | | | | | WORKERS COMPENSATION | | 5 | 492.00 | | |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7401-41860 | | | | | | WORKERS COMPENSATION | | 5 | 5,263.31 | | |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7401-41860 | | | | | | WORKERS COMPENSATION | | 5 | 4,000.00 | | |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7401-41860 | | | | | | WORKERS COMPENSATION | | 5 | 5,000.00 | | |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7401-41860 | | | | | | WORKERS COMPENSATION | | 5 | 1,000.00 | | |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7401-43250 | | | | | | POSTAGE | | 5 | 300.00 | | |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| | | | | | | | JOURNAL 2024/11/5 | TOTAL | | | .00 | .00 |
| 2024 | 11 | 7 | | | | | | | | | | |
| BUA | 7100-42490 | | | | | | VEHICLE SUPPLIES | | 5 | | | 1,614.29 |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7100-42490 | | | | | | VEHICLE SUPPLIES | | 5 | | | 69.96 |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7131-43510 | | | | | | REPAIRS | BUILDING AND GROUNDS | 5 | | | 8,637.06 |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7136-43510 | | | | | | REPAIRS | BUILDING AND GROUNDS | 5 | | | 4,343.64 |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7135-43510 | | | | | | REPAIRS | BUILDING AND GROUNDS | 5 | | | 6,082.03 |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7134-43510 | | | | | | REPAIRS | BUILDING AND GROUNDS | 5 | | | 1,687.79 |
| | 05/07/2024 | 050624C | | | | | | | T | | | |
| BUA | 7134-43510 | | | | | | REPAIRS | BUILDING AND GROUNDS | 5 | | | 4,103.00 |
| | 05/07/2024 | 050624C | | | | | | | T | | | |

BUDGET AMENDMENT JOURNAL ENTRY PROOF

| YEAR PER | JNL | SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T | OB | DEBIT | CREDIT |
|----------|------------|-------------|------------|----------|-------|-------|-------------------|------------------------------|---|-----------|-------|-----------|
| 2024 | 11 | 8 | | | | | | | | | | |
| BUA | 7132-43510 | | 05/07/2024 | 050624C | | | | REPAIRS BUILDING AND GROUNDS | 5 | | | 4,374.31 |
| | | | | | | | | T | | | | |
| BUA | 7131-43510 | | 05/07/2024 | 050624C | | | | REPAIRS BUILDING AND GROUNDS | 5 | | | 3,734.84 |
| | | | | | | | | T | | | | |
| BUA | 7130-43510 | | 05/07/2024 | 050624C | | | | REPAIRS BUILDING AND GROUNDS | 5 | | | 1,480.26 |
| | | | | | | | | T | | | | |
| BUA | 7100-43510 | | 05/07/2024 | 050624C | | | | REPAIRS BUILDING AND GROUNDS | 5 | 1,614.29 | | |
| | | | | | | | | T | | | | |
| BUA | 7100-43990 | | 05/07/2024 | 050624C | | | | PERMITS | 5 | 69.96 | | |
| | | | | | | | | T | | | | |
| BUA | 7131-47104 | | 05/07/2024 | 050624C | | | | DEBT PRINCIPAL | 5 | 8,637.06 | | |
| | | | | | | | | T | | | | |
| BUA | 7136-44500 | | 05/07/2024 | 050624C | | | | INSURANCE AND BONDS | 5 | 4,343.64 | | |
| | | | | | | | | T | | | | |
| BUA | 7135-44500 | | 05/07/2024 | 050624C | | | | INSURANCE AND BONDS | 5 | 6,082.03 | | |
| | | | | | | | | T | | | | |
| BUA | 7134-44500 | | 05/07/2024 | 050624C | | | | INSURANCE AND BONDS | 5 | 1,687.79 | | |
| | | | | | | | | T | | | | |
| BUA | 7133-44500 | | 05/07/2024 | 050624C | | | | INSURANCE AND BONDS | 5 | 4,103.00 | | |
| | | | | | | | | T | | | | |
| BUA | 7132-44500 | | 05/07/2024 | 050624C | | | | INSURANCE AND BONDS | 5 | 4,374.31 | | |
| | | | | | | | | T | | | | |
| BUA | 7131-44500 | | 05/07/2024 | 050624C | | | | INSURANCE AND BONDS | 5 | 3,734.84 | | |
| | | | | | | | | T | | | | |
| BUA | 7130-44500 | | 05/07/2024 | 050624C | | | | INSURANCE AND BONDS | 5 | 1,480.26 | | |
| | | | | | | | | T | | | | |
| | | | | | | | JOURNAL 2024/11/7 | TOTAL | | | 00 | 00 |
| 2024 | 11 | 8 | | | | | | | | | | |
| BUA | 4324-34364 | | 05/07/2024 | 050624C | | | | PSAP Grant | 5 | | | 49,985.34 |
| | | | | | | | | T | | | | |
| BUA | 4324-45100 | | 05/07/2024 | 050624C | | | | CAPITAL OUTLAY | 5 | 49,985.34 | | |
| | | | | | | | | T | | | | |
| | | | | | | | JOURNAL 2024/11/8 | TOTAL | | | 00 | 00 |
| 2024 | 11 | 9 | | | | | | | | | | |
| BUA | 7402-42500 | | 05/07/2024 | 050624C | | | | VEHICLE GASOLINE | 5 | | | 5,000.00 |
| | | | | | | | | T | | | | |
| BUA | 7402-43530 | | 05/07/2024 | 050624C | | | | REPAIRS VEHICLES | 5 | | | 5,000.00 |
| | | | | | | | | T | | | | |
| BUA | 7402-43300 | | 05/07/2024 | 050624C | | | | UTILITIES | 5 | | | 1,500.00 |
| | | | | | | | | T | | | | |
| BUA | 7402-45100 | | 05/07/2024 | 050624C | | | | CAPITAL OUTLAY | 5 | | | 1,713.00 |
| | | | | | | | | T | | | | |
| BUA | 7402-42600 | | 05/07/2024 | 050624C | | | | OFFICE SUPPLIES | 5 | | | 400.00 |
| | | | | | | | | T | | | | |

BUDGET AMENDMENT JOURNAL ENTRY PROOF

| YEAR PER | JNL | SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T | OB | DEBIT | CREDIT |
|------------|------------|-------------|----------|----------|-------|-------|-------|--------------------------------|---|----|-----------|-----------|
| BUA | 7402-43560 | 05/07/2024 | 050624C | | | | | T REPAIRS TRANSFER STATION | 5 | | | 100.00 |
| BUA | 7402-41860 | 05/07/2024 | 050624C | | | | | T WORKERS COMPENSATION | 5 | | 5,000.00 | |
| BUA | 7402-41860 | 05/07/2024 | 050624C | | | | | T WORKERS COMPENSATION | 5 | | 5,000.00 | |
| BUA | 7402-41860 | 05/07/2024 | 050624C | | | | | T WORKERS COMPENSATION | 5 | | 1,500.00 | |
| BUA | 7402-41860 | 05/07/2024 | 050624C | | | | | T WORKERS COMPENSATION | 5 | | 1,713.00 | |
| BUA | 7402-42100 | 05/07/2024 | 050624C | | | | | T HOUSEKEEPING | 5 | | 400.00 | |
| BUA | 7402-43250 | 05/07/2024 | 050624C | | | | | T POSTAGE | 5 | | 100.00 | |
| | | | | | | | | JOURNAL 2024/11/9 TOTAL | | | .00 | .00 |
| 2024 11 13 | | | | | | | | | | | | |
| BUA | 7402-44980 | 05/06/2024 | 050624C | | | | | T TIPPING FEE CONTRACT | 5 | | | 49,000.00 |
| BUA | 7401-42600 | 05/06/2024 | 050624C | | | | | T OFFICE SUPPLIES | 5 | | | 150.00 |
| BUA | 7402-42600 | 05/06/2024 | 050624C | | | | | T OFFICE SUPPLIES | 5 | | | 200.00 |
| BUA | 7403-44970 | 05/06/2024 | 050624C | | | | | T CONTRACTED HAULING | 5 | | 49,000.00 | |
| BUA | 7401-42100 | 05/06/2024 | 050624C | | | | | T HOUSEKEEPING | 5 | | 150.00 | |
| BUA | 7402-42100 | 05/06/2024 | 050624C | | | | | T HOUSEKEEPING | 5 | | 100.00 | |
| BUA | 7402-43250 | 05/06/2024 | 050624C | | | | | T POSTAGE | 5 | | 100.00 | |
| | | | | | | | | JOURNAL 2024/11/13 TOTAL | | | .00 | .00 |
| 2024 11 14 | | | | | | | | | | | | |
| BUA | 4380-42380 | 05/07/2024 | 050624C | | | | | T ANIMAL INOCULATION INVENTORY | 5 | | | 11,000.00 |
| BUA | 4380-41990 | 05/07/2024 | 050624C | | | | | T PROFESSIONAL SERVICES | 5 | | 5,000.00 | |
| BUA | 4380-44910 | 05/07/2024 | 050624C | | | | | T DUES AND SUBSCRIPTIONS | 5 | | 1,439.41 | |
| BUA | 4380-43910 | 05/07/2024 | 050624C | | | | | T ADVERTISING | 5 | | 500.00 | |
| BUA | 4380-43110 | 05/07/2024 | 050624C | | | | | T TRAVEL | 5 | | | 800.00 |

BUDGET AMENDMENT JOURNAL ENTRY PROOF

| YEAR PER | JNL | SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T | OB | DEBIT | CREDIT |
|--------------------|-----|-------------|------------|----------|-------|-------|-------|--------------------------------|-------|-----------|-------|-----------|
| BUA 4380-42120 | | | 05/07/2024 | 050624C | | | | T UNIFORMS | 5 | | | 1,400.00 |
| BUA 4380-42380 | | | 05/07/2024 | 050624C | | | | T ANIMAL INOCULATION INVENTORY | 5 | | | 1,000.00 |
| BUA 4380-43250 | | | 05/07/2024 | 050624C | | | | T POSTAGE | 5 | | | 700.00 |
| BUA 4380-42980 | | | 05/07/2024 | 050624C | | | | T PROGRAM SUPPLIES | 5 | 11,000.00 | | |
| BUA 4380-43530 | | | 05/07/2024 | 050624C | | | | T REPAIRS VEHICLES | 5 | 5,000.00 | | |
| BUA 4380-42980 | | | 05/07/2024 | 050624C | | | | T PROGRAM SUPPLIES | 5 | 1,439.41 | | |
| BUA 4380-42980 | | | 05/07/2024 | 050624C | | | | T PROGRAM SUPPLIES | 5 | 500.00 | | |
| BUA 4380-42980 | | | 05/07/2024 | 050624C | | | | T PROGRAM SUPPLIES | 5 | 800.00 | | |
| BUA 4380-44500 | | | 05/07/2024 | 050624C | | | | T INSURANCE AND BONDS | 5 | 1,400.00 | | |
| BUA 4380-44500 | | | 05/07/2024 | 050624C | | | | T INSURANCE AND BONDS | 5 | 1,000.00 | | |
| BUA 4380-44500 | | | 05/07/2024 | 050624C | | | | T INSURANCE AND BONDS | 5 | 700.00 | | |
| JOURNAL 2024/11/14 | | | | | | | | | TOTAL | | .00 | .00 |
| 2024 11 16 | | | | | | | | | | | | |
| BUA 5300-43510 | | | 05/07/2024 | 050624C | | | | T REPAIRS BUILDING AND GROUNDS | 5 | | | 15,000.00 |
| BUA 5300-43540 | | | 05/07/2024 | 050624C | | | | T SOFTWARE MAINTENANCE | 5 | 15,000.00 | | |
| JOURNAL 2024/11/16 | | | | | | | | | TOTAL | | .00 | .00 |
| 2024 11 18 | | | | | | | | | | | | |
| BUA 5139-42500 | | | 05/07/2024 | 050624C | | | | T VEHICLE GASOLINE | 5 | | | 375.00 |
| BUA 5154-40121 | | | 05/07/2024 | 050624C | | | | T SALARIES | 5 | | | 677.50 |
| BUA 5157-40121 | | | 05/07/2024 | 050624C | | | | T SALARIES | 5 | | | 15.00 |
| BUA 5162-43210 | | | 05/07/2024 | 050624C | | | | T TELEPHONE | 5 | | | 45.00 |
| BUA 5191-42990 | | | 05/07/2024 | 050624C | | | | T INCENTIVES | 5 | | | 100.00 |
| BUA 5110-40181 | | | 05/07/2024 | 050624C | | | | T SOCIAL SECURITY | 5 | | | 2,594.00 |
| BUA 5110-40182 | | | 05/07/2024 | 050624C | | | | T RETIREMENT | 5 | | | 30,000.00 |

BUDGET AMENDMENT JOURNAL ENTRY PROOF

| YEAR PER | JNL | ACCOUNT | JNL | DESC | REF 1 | REF 2 | REF 3 | ACCOUNT | DESC | T | OB | DEBIT | CREDIT |
|----------|------------|------------|---------|------|-------|-------|-------|---------|------------------------|---|----------|-------|-----------|
| SRC | ACCOUNT | EFF DATE | JNL | DESC | REF 1 | REF 2 | REF 3 | LINE | DESC | | | | |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5110-40183 | | | | | | | T | HOSPITAL INSURANCE | 5 | | | 60,000.00 |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5110-43110 | | | | | | | T | TRAVEL | 5 | | | 550.00 |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5110-43540 | | | | | | | T | SOFTWARE MAINTENANCE | 5 | | | 350.00 |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5110-42600 | | | | | | | T | OFFICE SUPPLIES | 5 | | | 400.00 |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5110-42500 | | | | | | | T | VEHICLE GASOLINE | 5 | | | 40.00 |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5110-42980 | | | | | | | T | PROGRAM SUPPLIES | 5 | | | 500.00 |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5110-42200 | | | | | | | T | FOOD | 5 | | | 250.00 |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5110-41700 | | | | | | | T | BOARD EXPENSE | 5 | | | 600.00 |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5110-43540 | | | | | | | T | SOFTWARE MAINTENANCE | 5 | | | 763.00 |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5151-42420 | | | | | | | T | IN HOUSE LAB | 5 | | | 950.00 |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5163-42600 | | | | | | | T | OFFICE SUPPLIES | 5 | | | 3,897.00 |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5164-42600 | | | | | | | T | OFFICE SUPPLIES | 5 | | | 3,000.00 |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5139-43210 | | | | | | | T | TELEPHONE | 5 | 275.00 | | |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5139-44300 | | | | | | | T | RENT | 5 | 100.00 | | |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5154-40183 | | | | | | | T | HOSPITAL INSURANCE | 5 | 675.00 | | |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5154-40184 | | | | | | | T | Life Insurance | 5 | 2.50 | | |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5157-40183 | | | | | | | T | HOSPITAL INSURANCE | 5 | 15.00 | | |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5162-43540 | | | | | | | T | SOFTWARE MAINTENANCE | 5 | 45.00 | | |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5191-44910 | | | | | | | T | DUES AND SUBSCRIPTIONS | 5 | 100.00 | | |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5124-40182 | | | | | | | T | RETIREMENT | 5 | 120.00 | | |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5156-40121 | | | | | | | T | SALARIES | 5 | 3,026.00 | | |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5156-40181 | | | | | | | T | SOCIAL SECURITY | 5 | 55.00 | | |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5156-40183 | | | | | | | T | HOSPITAL INSURANCE | 5 | 710.00 | | |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |
| BUA | 5162-40121 | | | | | | | T | SALARIES | 5 | 8,650.00 | | |
| | | 05/07/2024 | 050624C | | | | | T | | | | | |

BUDGET AMENDMENT JOURNAL ENTRY PROOF

| YEAR PER | JNL | SRC ACCOUNT | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T OB | DEBIT | CREDIT |
|----------|------------|-------------|----------|-------|-------|-------|--------------------------------|------|-----------|--------|
| BUA | 5162-40181 | 05/07/2024 | 050624C | | | | T SOCIAL SECURITY | 5 | 615.00 | |
| BUA | 5162-40182 | 05/07/2024 | 050624C | | | | T RETIREMENT | 5 | 1,380.00 | |
| BUA | 5162-40183 | 05/07/2024 | 050624C | | | | T HOSPITAL INSURANCE | 5 | 2,415.00 | |
| BUA | 5162-40184 | 05/07/2024 | 050624C | | | | T Life Insurance | 5 | 6.00 | |
| BUA | 5163-40121 | 05/07/2024 | 050624C | | | | T SALARIES | 5 | 11,500.00 | |
| BUA | 5163-40181 | 05/07/2024 | 050624C | | | | T SOCIAL SECURITY | 5 | 650.00 | |
| BUA | 5163-40182 | 05/07/2024 | 050624C | | | | T RETIREMENT | 5 | 1,200.00 | |
| BUA | 5163-40183 | 05/07/2024 | 050624C | | | | T HOSPITAL INSURANCE | 5 | 6,300.00 | |
| BUA | 5164-40121 | 05/07/2024 | 050624C | | | | T SALARIES | 5 | 8,925.00 | |
| BUA | 5164-40181 | 05/07/2024 | 050624C | | | | T SOCIAL SECURITY | 5 | 500.00 | |
| BUA | 5164-40182 | 05/07/2024 | 050624C | | | | T RETIREMENT | 5 | 550.00 | |
| BUA | 5165-40121 | 05/07/2024 | 050624C | | | | T SALARIES | 5 | 33,175.00 | |
| BUA | 5165-40181 | 05/07/2024 | 050624C | | | | T SOCIAL SECURITY | 5 | 2,500.00 | |
| BUA | 5165-40182 | 05/07/2024 | 050624C | | | | T RETIREMENT | 5 | 4,400.00 | |
| BUA | 5165-40183 | 05/07/2024 | 050624C | | | | T HOSPITAL INSURANCE | 5 | 5,900.00 | |
| BUA | 5165-40184 | 05/07/2024 | 050624C | | | | T Life Insurance | 5 | 17.00 | |
| BUA | 5110-43210 | 05/07/2024 | 050624C | | | | T TELEPHONE | 5 | 2,000.00 | |
| BUA | 5110-43250 | 05/07/2024 | 050624C | | | | T POSTAGE | 5 | 200.00 | |
| BUA | 5110-43300 | 05/07/2024 | 050624C | | | | T UTILITIES | 5 | 2,000.00 | |
| BUA | 5110-43510 | 05/07/2024 | 050624C | | | | T REPAIRS BUILDING AND GROUNDS | 5 | 50.00 | |
| BUA | 5110-44300 | 05/07/2024 | 050624C | | | | T RENT | 5 | 5,000.00 | |
| BUA | 5111-43300 | 05/07/2024 | 050624C | | | | T UTILITIES | 5 | 475.00 | |
| BUA | 5124-42500 | 05/07/2024 | 050624C | | | | T VEHICLE GASOLINE | 5 | 110.00 | |
| BUA | 5124-43530 | 05/07/2024 | 050624C | | | | T REPAIRS VEHICLES | 5 | 175.00 | |
| BUA | 5129-43300 | | | | | | T UTILITIES | 5 | 340.00 | |

BUDGET AMENDMENT JOURNAL ENTRY PROOF

| YEAR PER | JNL | SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T | OB | DEBIT | CREDIT |
|----------|------------|-------------|----------|----------|-------|-------|-------|---------------------------|---|-------|-----------|-----------|
| | | 05/07/2024 | 050624C | | | | | T SOFTWARE MAINTENANCE | 5 | | 950.00 | |
| BUA | 5151-43540 | 05/07/2024 | 050624C | | | | | T JOURNAL 2024/11/18 | | TOTAL | .00 | .00 |
| 2024 | 11 | 40 | | | | | | | | | | |
| BUA | 4310-42960 | 05/07/2024 | 050624C | | | | | T DRUG ENFORCEMENT UNIT | 5 | | | 40,000.00 |
| BUA | 4310-43911 | 05/07/2024 | 050624C | | | | | T ADVERTISING | 5 | | | 3,000.00 |
| BUA | 4310-44910 | 05/07/2024 | 050624C | | | | | T DUES AND SUBSCRIPTIONS | 5 | | | 10,000.00 |
| BUA | 4310-42500 | 05/07/2024 | 050624C | | | | | T VEHICLE GASOLINE | 5 | | 41,500.00 | |
| BUA | 4310-44300 | 05/07/2024 | 050624C | | | | | T RENT | 5 | | 1,500.00 | |
| BUA | 4310-42120 | 05/07/2024 | 050624C | | | | | T UNIFORMS | 5 | | 10,000.00 | |
| | | 05/07/2024 | 050624C | | | | | T JOURNAL 2024/11/40 | | TOTAL | .00 | .00 |
| 2024 | 11 | 41 | | | | | | | | | | |
| BUA | 4320-44910 | 05/07/2024 | 050624C | | | | | T DUES AND SUBSCRIPTIONS | 5 | | | 16,000.00 |
| BUA | 4320-41990 | 05/07/2024 | 050624C | | | | | T PROFESSIONAL SERVICES | 5 | | | 25,000.00 |
| BUA | 4320-44300 | 05/07/2024 | 050624C | | | | | T RENT | 5 | | 1,000.00 | |
| BUA | 4320-42210 | 05/07/2024 | 050624C | | | | | T DETENTION YOUTH | 5 | | 40,000.00 | |
| | | 05/07/2024 | 050624C | | | | | T JOURNAL 2024/11/41 | | TOTAL | .00 | .00 |



BUDGET AMENDMENT JOURNAL ENTRY PROOF

| FUND | YEAR PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|---------|----------|-----|----------|---------------------|-------|--------|
| ACCOUNT | | | | | | |
| | | | | FUND TOTAL | .00 | .00 |

** END OF REPORT -- Generated by Blanca Pineda **

BA # _____

Duplin County
Budget Amendment

Department Title
Department Head's Signature

Collections
Michael W. [Signature]

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

To cover cost of worker-comp insurance annual charge and postage

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|------------------------|---------------|--------------------------|-----------------------|--------------|
| 7401-43510 | Rep. Building & Ground | 3,000 | 740-41860 | Worker's Comp | 3,000 |
| 7401-45100 | Capital | 492 | 7401-41860 | Worker's Comp | 492.90 |
| 7401-43500 | Gasoline | 5,263.31 | 7401-41860 | Worker's Comp | 5,263.31 |
| 7401-43542 | Repair Sites | 4,000 | 7401-41860 | Worker Comp | 4,000 |
| 7401-43550 | Repair Equip | 5,000 | 7401-41860 | Worker Comp | 5,000 |
| 7401-42600 | Office Supplies | 1,000 | 7401-41860 | Worker Comp | 1,000 |
| 7401-42600 | Office Supplies | 300.00 | 7401-43250 | Postage | 300.00 |
| Total | | 0.00 | Total | | 0.00 |

Chelsy Ranier

Finance Signature
Date Approved:

4/17/24

Manager Signature
Date Approved:

Commissioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title Water Department
 Department Head's Signature Jeffery Williams
 (form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
 To cover expenses on over spent accounts

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 7100-42490 | Vehicle Supplies | 1,614.29 | 7100-43510 | Repairs | 1,614.29 |
| 7100-42490 | Vehicle Supplies | 69.96 | 7100-43990 | Permits | 69.96 |
| 7131-43510 | Repairs | 8,637.06 | 7131-47104 | Debt Principal | 8,637.06 |
| 7136-43510 | Repairs | 4,343.64 | 7136-44500 | Insurance and Bonds | 4,343.64 |
| 7135-43510 | Repairs | 6,082.03 | 7135-44500 | Insurance and Bonds | 6,082.03 |
| 7134-43510 | Repairs | 1,687.79 | 7134-44500 | Insurance and Bonds | 1,687.79 |
| 7134-43510 | Repairs | 4,103.00 | 7133-44500 | Insurance and Bonds | 4,103.00 |
| 7132-43510 | Repairs | 4,374.31 | 7132-44500 | Insurance and Bonds | 4,374.31 |
| 7131-43510 | Repairs | 3,734.84 | 7131-44500 | Insurance and Bonds | 3,734.84 |
| 7130-43510 | Repairs | 1,480.26 | 7130-44500 | Insurance and Bonds | 1,480.26 |
| | | | | | |
| | | | | | |
| | | | | | |
| Total | | 36,127.18 | Total | | 36,127.18 |

Chelsey Rancie

Finance Signature _____
 Date Approved: _____

Manager Signature _____
 Date Approved: _____

Commisioner Approval _____
 Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title

Department Head's Signature

(form can be e-mailed to Finance from Dept. Head)

Solid Waste
Wendy Whaley

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

To cover cost of worker comp insurance annual charge
also postage & house keeping

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------------|-------------------------|---------------------|--------------------------|-----------------------|-------------------|
| 7402-42400 42500 | Vehicle Gasoline | 5,000 | 7402-41860 | Workers Comp | 5,000 |
| 7402-43580 | Vehicle Repairs | 5,000 | 7402-41860 | Workers Comp | 5,000 |
| 7402-43300 | Utilities | 1,500 | 7402-41860 | Workers Comp | 1,500 |
| 7402-45100 | Capital " | 1,713 ⁰⁰ | 7402-41860 | Workers Comp | 1,713 |
| 7402-42600 | Office Supplies | 400 ⁰⁰ | 7402-42100 | House Keeping | 400 ⁰⁰ |
| 7402-43500 | Repair Transfer Station | 180 | 7402-43250 | Postage | 180 ⁰⁰ |
| Total | | 0.00 | Total | | 0.00 |

Chelsy Rainier

Finance Signature

Date Approved:

4/17/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

Department Head's Signature

(form can be e-mailed to Finance from Dept. Head)

Jobd Waste
Jessal Wilmsley

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

Moving money for Contract hauling of Tires

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|-------------------|--------------------------|-----------------------|-------------------|
| 7402-41980 | Tipping Fee | 49,000 | 7403-41970 | Contracted hauling | 49,000 |
| 7401-42600 | Office Supplies | 150 ⁰⁰ | 7401-42100 | House Keeping | 150 ⁰⁰ |
| 7402-42600 | Office Supplies | 200 ⁰⁰ | 7402-42100 | House Keeping | 100 ⁰⁰ |
| | | | 7402-43250 | Postage | 100 ⁰⁰ |
| | | | | | |
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| | | | | | |
| | | | | | |
| Total | | 0.00 | Total | | 0.00 |

Chelsey Ranier

Finance Signature

Date Approved:

4/22/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

ANIMAL SERVICES

Department Head's Signature

(form can be e-mailed to Finance from Dept. Head)

Joe Newbauer

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

TO UP THE ACCOUNTS THAT IN THE RED AND FOR NEW LAP TOPS PER ABBY WITH IT

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 4380-42380 | Animal Incultations | \$ 11,000.00 | 4380-42980 | Office Supplies | \$ 11,000.00 |
| 4380-41990 | Professional Services | \$ 5,000.00 | 4380-43530 | Repairs Vehicles | \$ 5,000.00 |
| 4380-44910 | Dues & Subscriptions | \$ 1,439.41 | 4380-42980 | Program Supplies | \$ 1,439.41 |
| 4380-43910 | Advertising | \$ 500.00 | 4380-42980 | Program Supplies | \$ 500.00 |
| 4380-43110 | Travel | \$ 800.00 | 4380-42980 | Program Supplies | \$ 800.00 |
| 4380-42120 | Uniforms | \$ 1,400.00 | 4380-44500 | Insurance and Bonds | \$ 1,400.00 |
| 4380-42380 | Animal Incultations | \$ 1,000.00 | 4380-44500 | Insurance and Bonds | \$ 1,000.00 |
| 4380-43250 | Postage | \$ 700.00 | 4380-44500 | Insurance and Bonds | \$ 700.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| Total | | 21,839.41 | Total | | 21,839.41 |

Chelsy Ranier

Finance Signature

Date Approved:

4/25/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

Social Services

Department Head's Signature

completed by Dana Bonneville

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Full year subscription for Adobe not figured into budget as is a new item

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|------------------------|---------------|--------------------------|-----------------------|--------------|
| 5300-43510 | Reparis Bldg & Grounds | 15,000.00 | 5300-43540 | Software Maintenance | 15,000.00 |
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| Total | | 15,000.00 | Total | | 15,000.00 |

Celsy Ranier

Finance Signature

Date Approved:

4/29/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

Health Department

Department Head's Signature

Tracey Simmons - Kornegay / Billie Jo Dunn

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover line item shortages

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|------------------------|--------------|
| 5139-42500 | vehicle gasoline | 375.00 | 5139-43210 | telephone | 275.00 |
| 5154-40121 | salaries | 677.50 | 5139-44300 | rent | 100.00 |
| 5157-40121 | salaries | 15.00 | 5154-40183 | hospital insurance | 675.00 |
| 5162-43210 | telephone | 45.00 | 5154-40184 | life insurance | 2.50 |
| 5191-42990 | incentives | 100.00 | 5157-40183 | hospital insurance | 15.00 |
| 5110-40181 | social | 2,594.00 | 5162-43540 | software maintenance | 45.00 |
| 5110-40182 | retirement | 30,000.00 | 5191-44910 | dues and subscriptions | 100.00 |
| 5110-40183 | hospital insurance | 60,000.00 | 5124-40182 | retirement | 120.00 |
| 5110-43110 | travel | 550.00 | 5156-40121 | salaries | 3,026.00 |
| 5110-43540 | software maintenance | 350.00 | 5156-40181 | social security | 55.00 |
| 5110-42600 | office supplies | 400.00 | 5156-40183 | hospital insurance | 710.00 |
| 5110-42500 | vehicle gasoline | 40.00 | 5162-40121 | salaries | 8,650.00 |
| 5110-42980 | program supplies | 500.00 | 5162-40181 | social security | 615.00 |
| 5110-42200 | food | 250.00 | 5162-40182 | retirement | 1,380.00 |
| 5110-41700 | board expenses | 600.00 | 5162-40183 | hospital insurance | 2,415.00 |
| 5110-43540 | software maintenance | 763.00 | 5162-40184 | life insurance | 6.00 |
| 5151-42420 | in house lab | 950.00 | 5163-40121 | salaries | 11,500.00 |
| 5163-42600 | office supplies | 3,897.00 | 5163-40181 | social security | 650.00 |
| 5164-42600 | office supplies | 3,000.00 | 5163-40182 | retirement | 1,200.00 |
| | | | 5163-40183 | hospital insurance | 6,300.00 |
| | | | 5164-40121 | salaries | 8,925.00 |
| | | | 5164-40181 | social security | 500.00 |
| | | | 5164-40182 | retirement | 550.00 |
| | | | 5165-40121 | salaries | 33,175.00 |
| | | | 5165-40181 | social security | 2,500.00 |
| | | | 5165-40182 | retirement | 4,400.00 |

| | | | | | |
|-------|--|------------|------------|------------------------------|------------|
| | | | 5165-40183 | hospital insurance | 5,900.00 |
| | | | 5165-40184 | life insurance | 17.00 |
| | | | 5110-43210 | telephone | 2,000.00 |
| | | | 5110-43250 | postage | 200.00 |
| | | | 5110-43300 | utilities | 2,000.00 |
| | | | 5110-43510 | repairs building and grounds | 50.00 |
| | | | 5110-44300 | rent | 5,000.00 |
| | | | 5111-43300 | utilities | 475.00 |
| | | | 5124-42500 | vehicle gasoline | 110.00 |
| | | | 5124-43530 | repairs vehicles | 175.00 |
| | | | 5129-43300 | utilities | 340.00 |
| | | | 5151-43540 | software maintenance | 950.00 |
| | | | | | |
| Total | | 105,106.50 | Total | | 105,106.50 |

Chelsy Rania

Finance Signature

Date Approved:

5/1/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

Department Head's Signature

(form can be e-mailed to Finance from Dept. Head)

Admin Assist
[Signature]

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 or any changes to revenue must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Cover Shortage in line

| Line Item to DECREASE | Line Item Description | Credit Amount | Line Item to INCREASE | Line Item Description | Debit Amount |
|-----------------------|-----------------------|---------------|-----------------------|-----------------------|--------------|
| 4320-44910 | Dues & Subscriptions | 16,000.00 | 4320-44300 | Rent | 1,000.00 |
| 4320-41990 | Professional Services | 25,000.00 | 4320-422100 | Detention/Youth | 40,000.00 |
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| | | | | | |
| Total | | 41,000.00 | Total | | 41,000.00 |

Chelsey Panier

Finance Signature

Date Approved: 5/1/24

Manager Signature

Date Approved: _____

Commissioner Approval

Date Approved: _____

Agenda

LL 4-29-24
CW 4-29-24

**DUPUN COUNTY
TAX AND SOLID WASTE REQUEST
RELEASE DATE MAY 6, 2024**

| RELEASE NUMBER | NAME | TOWNSHIP | FIRE DISTRICT 1 | FIRE DISTRICT 2 | TAX YEAR | ACCOUNT NUMBER | COUNTY TAX | CAPITAL FUND | FIRE TAX 1 | FIRE TAX 2 | LATE LIST PENALTY | SOLID WASTE | TOTAL RELEASE | REASON FOR RELEASE |
|----------------------|----------------------------------|---------------------------|-----------------|-----------------|-----------------------|----------------|---------------------|------------------|-----------------|-------------|-------------------|--------------------|---------------------|--|
| 21856 | CARTER, DANNY THOMAS | 09 | | | 2023 | 1650900 | | | | | | \$ 110.00 | \$ 110.00 | PROPERTY IS VACANT |
| 21857 | DAVIS, JEFFREY | 06 | F-03 | | 2023 | 10005415 | \$ 14.30 | \$ 0.40 | \$ 1.10 | | \$ 1.58 | \$ 110.00 | \$ 127.38 | SWMH DOUBLE LISTED |
| 21858 | EPLEY, CARY & WIFE ALICIA | 07 | F-10 | | 2023 | 2566718 | \$ 321.75 | \$ 9.00 | \$ 31.50 | | | | \$ 362.25 | SHOULD HAVE RECEIVED VETERANS EXEMPTION |
| 21859 | FIRST FLEET MASTER TITLING TRUST | 11 | | | 2022 | 000001842 | \$ 506.08 | \$ 14.16 | | | \$ 52.02 | | \$ 572.26 | DOES NOT OWN 6 MYT TRAILERS |
| 21860 | FIRST FLEET MASTER TITLING TRUST | 11 | | | 2021 | 000001842 | \$ 506.08 | \$ 14.16 | | | | | \$ 520.24 | DOES NOT OWN 6 MYT TRAILERS |
| 21861 | GARCIA, AUREO CHELUCA & WF MARIA | 04 | F-01 | | 2023 | 3065213 | \$ 25.16 | \$ 0.70 | \$ 1.76 | | \$ 2.76 | | \$ 30.38 | SOLD MYT TRAILER IN 2022 |
| 21862 | HERRING, ALFRED | 01 | | | 2023 | 3792883 | \$ 89.38 | \$ 2.50 | | | | | \$ 91.88 | CLERICAL ERROR WHEN KEYED |
| 21863 | JONES, HAROLD DEAN | 06 | F-04 | | 2023 | 4605710 | \$ 1.97 | \$ 0.06 | \$ 0.13 | | \$ 0.22 | | \$ 2.38 | MYT TRAILER DOUBLE LISTED |
| 21864 | JONES, HAROLD DEAN | 06 | F-04 | | 2022 | 4605710 | \$ 2.15 | \$ 0.06 | \$ 0.14 | | | | \$ 2.35 | MYT TRAILER DOUBLE LISTED |
| 21865 | KENNEDY, BENNY H. | 06 | | | 2023 | 4865500 | | | | | | \$ 110.00 | \$ 110.00 | NO DWELLING ON PROPERTY |
| 21866 | KENNEDY, BENNY H. | 06 | | | 2022 | 4865500 | | | | | | \$ 110.00 | \$ 110.00 | NO DWELLING ON PROPERTY |
| 21867 | KENNEDY, BENNY H. | 06 | F-04 | | 2023 | 4865500 | \$ 14.30 | \$ 0.40 | \$ 0.92 | | \$ 1.56 | \$ 110.00 | \$ 127.18 | SWMH DOUBLE LISTED |
| 21868 | KENNEDY, BENNY H. | 06 | F-04 | | 2022 | 4865500 | \$ 14.30 | \$ 0.40 | \$ 0.92 | | \$ 1.56 | \$ 110.00 | \$ 127.18 | SWMH DOUBLE LISTED |
| 21869 | KENNEDY, BENNY H. | 06 | F-04 | | 2021 | 4865500 | \$ 14.30 | \$ 0.40 | \$ 0.92 | | \$ 1.56 | \$ 90.00 | \$ 107.18 | SWMH DOUBLE LISTED |
| 21870 | KENNEDY, BENNY H. | 06 | F-04 | | 2020 | 4865500 | \$ 14.30 | \$ 0.40 | \$ 0.92 | | \$ 1.56 | \$ 90.00 | \$ 107.18 | SWMH DOUBLE LISTED |
| 21871 | KENNEDY, BENNY H. | 06 | F-04 | | 2019 | 4865500 | \$ 14.30 | \$ 0.40 | \$ 0.92 | | \$ 1.56 | \$ 90.00 | \$ 107.18 | SWMH DOUBLE LISTED |
| 21872 | LAMB, DOUGLAS L. | 07 | | | 2023 | 5109355 | \$ 3.89 | \$ 0.11 | | | | | \$ 4.00 | SOLD MYT TRAILER IN 2021 |
| 21873 | LAMB, DOUGLAS L. | 07 | | | 2022 | 5109355 | \$ 3.89 | \$ 0.11 | | | \$ 0.40 | | \$ 4.40 | SOLD MYT TRAILER IN 2021 |
| 21874 | MARTINEZ, DELMA | 06 | | | 2023 | 5541256 | \$ 19.31 | \$ 0.54 | | | \$ 1.99 | \$ 110.00 | \$ 131.84 | NEVER OWNED SWMH |
| 21875 | MARTINEZ, DELMA | 06 | | | 2022 | 5541256 | \$ 22.09 | \$ 0.62 | | | \$ 2.27 | \$ 110.00 | \$ 134.98 | NEVER OWNED SWMH |
| 21876 | MARTINEZ, DELMA | 06 | | | 2021 | 5541256 | \$ 22.09 | \$ 0.62 | | | \$ 2.27 | \$ 90.00 | \$ 114.98 | NEVER OWNED SWMH |
| 21877 | RODRIGUEZ, JOSE SALVADOR MANA | 01 | | | 2023 | 000009006 | \$ 9.87 | \$ 0.28 | | | \$ 1.01 | | \$ 11.16 | SOLD MYT TRAILER IN 2022 |
| 21878 | ROGERS, SUZZANE SULLIVAN, LE | 03 | F-01 | | 2023 | 7474381 | \$ 7.53 | \$ 0.21 | \$ 0.53 | | | | \$ 8.27 | 1994 CHEVY TRUCK HAS TAGS |
| 21879 | ROGERS, SUZZANE SULLIVAN, LE | 03 | F-01 | | 2022 | 7474381 | \$ 8.19 | \$ 0.23 | \$ 0.57 | | | | \$ 8.99 | 1994 CHEVY TRUCK HAS TAGS |
| 21880 | ROGERS, SUZZANE SULLIVAN, LE | 03 | F-01 | | 2021 | 7474381 | \$ 8.90 | \$ 0.25 | \$ 0.62 | | | | \$ 9.77 | 1994 CHEVY TRUCK HAS TAGS |
| 21881 | ROGERS, SUZZANE SULLIVAN, LE | 03 | F-01 | | 2020 | 7474381 | \$ 9.68 | \$ 0.27 | \$ 0.68 | | | | \$ 10.63 | 1994 CHEVY TRUCK HAS TAGS |
| 21882 | ROGERS, SUZZANE SULLIVAN, LE | 03 | F-01 | | 2019 | 7474381 | \$ 10.53 | \$ 0.29 | \$ 0.74 | | | | \$ 11.56 | 1994 CHEVY TRUCK HAS TAGS |
| 21883 | SCHMALBACH, PETER L. | 01 | F-07 | | 2023 | 7674684 | \$ 47.28 | \$ 1.32 | \$ 4.63 | | \$ 5.32 | | \$ 58.55 | SOLD BOAT OUT OF COUNTY |
| 21884 | SCHMALBACH, PETER L. | 01 | F-07 | | 2022 | 7674684 | \$ 47.28 | \$ 1.32 | \$ 4.63 | | \$ 5.32 | | \$ 58.55 | SOLD BOAT OUT OF COUNTY |
| 21885 | SCHMALBACH, PETER L. | 01 | F-07 | | 2021 | 7674684 | \$ 47.28 | \$ 1.32 | \$ 4.63 | | \$ 5.32 | | \$ 58.55 | SOLD BOAT OUT OF COUNTY |
| 21886 | SCHMALBACH, PETER L. | 01 | F-07 | | 2020 | 7674684 | \$ 47.28 | \$ 1.32 | \$ 4.63 | | \$ 5.32 | | \$ 58.55 | SOLD BOAT OUT OF COUNTY |
| 21887 | SCHMALBACH, PETER L. | 01 | F-07 | | 2019 | 7674684 | \$ 47.28 | \$ 1.32 | \$ 4.63 | | \$ 5.32 | | \$ 58.55 | SOLD BOAT OUT OF COUNTY |
| 21888 | SCHMALBACH, PETER L. | 01 | F-07 | | 2018 | 7674684 | \$ 47.28 | | \$ 4.17 | | \$ 5.15 | | \$ 56.60 | SOLD BOAT OUT OF COUNTY |
| 21889 | TURNER, RODNEY | 06 | F-016 | | 2023 | 8855265 | \$ 281.71 | \$ 7.88 | \$ 27.58 | | | | \$ 317.17 | DOES NOT OWN SWMH & RELEASED FOR MISC. IMPROVEMENT |
| 21890 | WARDS BRIDGE, LLC | 13 | | | 2023 | 1001535 | \$ 23,763.74 | \$ 664.72 | | | | | \$ 24,428.46 | WRONG INFORMATION ON BUILDINGS |
| GRAND TOTAL | | | | | | | \$ 25,993.47 | \$ 725.77 | \$ 97.27 | \$ - | \$ 104.07 | \$ 1,130.00 | \$ 28,050.58 | |
| SUBMITTED BY: | | FINAL APPROVAL BY: | | | DATE APPROVED: | | | | | | | | | |

ASL



April 19, 2024

Jaime Carr, Clerk to the Board
Duplin County Administrative Office
224 Seminary St.
Kenansville, NC 28349

Dear Jaime,

As you are aware, chief elected officials continue to have a central role in the administration of workforce investment activities as defined by the Workforce Innovation and Opportunity Act (WIOA). Specifically, chief elected officials are responsible for appointing members to the local Workforce Development Board to represent their counties workforce needs.

The following individual currently serves on the Eastern Carolina Workforce Development Board, Inc. representing Duplin County for a two-year term ending June 30, 2024.

Brenda Upchurch, Human Resources Manager, Sturdy Corporation, Business Sector

The above-named individual has agreed to serve another term, if appointed by the Duplin County Board of Commissioners.

We respectfully request the re-appointment of Brenda Upchurch to the Eastern Carolina Workforce Development Board for a two-year term – July 1, 2024 ending June 30, 2026.

Please feel free to call me at 252-636-6901 if you have any questions. Thank you for your continued support.

Sincerely,

A handwritten signature in black ink that reads "Bill Green".

Bill Green
Executive Director
Eastern Carolina Workforce Development Board, Inc.

RESOLUTION 2024-14

County of Duplin
Office of the County Commissioners



**RESOLUTION IN SUPPORT OF THE REALIGNMENT OF THE INTERSECTION
OF SR 1340 (BLACKMORE ROAD) AND SR 1341 (PENNY BRANCH ROAD)
IN DUPLIN COUNTY**

WHEREAS, the Duplin County Board of Commissioners considers the public safety one of its most important responsibilities; and

WHEREAS, the safe and efficient movement of traffic and freight is a key element of public safety for residents and visitors; and

WHEREAS, the North Carolina Department of Transportation has identified a high impact/low cost roadway project to provide a realignment of the intersection of SR 1340 (Blackmore Road) and SR 1341 (Penny Branch Road); and

WHEREAS, the cost of the improvement, estimated at \$360,000, is to be funded by the North Carolina Department of Transportation; and

WHEREAS, the proposed improvement is an important element in improving traffic mobility at the proposed location.

NOW, THEREFORE, BE IT RESOLVED, that the Duplin County Board of Commissioners hereby supports the realignment of the intersection of SR 1340 (Blackmore Road) and SR 1341 (Penny Branch Road) at an estimated cost of \$360,000 to be funded by the North Carolina Department of Transportation.

Adopted this the 6th day of May, 2024.

Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Jaime W. Carr
Clerk to the Board

NOTICE OF PUBLIC HEARING
DUPLIN COUNTY COMMISSIONERS

Notice is hereby given pursuant to NCGS 158-7.1(c) that a public hearing will be held on Monday, May 20, 2024 at 6:00pm in the Duplin County Commissioner's Room of the County Administration Building, located at 224 Seminary Street, Kenansville, NC. The purpose of the hearing is to consider an Economic Development Performance and Incentive Agreement for Project Pear. The company anticipates to expand their current business operations and create new jobs in Duplin County. The project will generate \$30 million in local investment and create at least five new jobs. The proposed Agreement would reimburse a portion of the taxes paid on new property for up to a ten-year period. The County welcomes public comments before decided on matters of a potential performance and incentive agreement.



DUPLIN COUNTY ECONOMIC DEVELOPMENT COMMISSION

| <u>Member</u> | <u>Occupation</u> | <u>Term Expires</u> |
|---------------------------------------|--|---------------------|
| One-Year Term: | | |
| Kenneth Smith BELLAVILLE | Local Business Owner/Retired Mayor & Retired Educator | June 30, 2024 |
| Dean Lee MOUNT OLIVE | 3HC, President & CEO | June 30, 2024 |
| Glenn Cavenaugh WALLACE | Realtor | June 30, 2024 |
| Two-Year Term: | | |
| Roger Davis, Vice-Chairman CALYPSO | Retired USDA / Farmer | June 30, 2025 |
| Al Searles WARSAW | Smithfield Foods Transportation Div., VP | June 30, 2025 |
| Kevin Smith KENANSVILLE | Duplin County Schools, Asst. Superintendent for Accountability Equity and Improvement Systems | June 30, 2025 |
| Three-Year Term: | | |
| Carrie Shields MOUNT OLIVE | Duplin County, Assistant County Manager | June 30, 2026 |
| Jay Carraway WARSAW | JSCC, President | June 30, 2026 |
| Charley Farris, Chairman WALLACE | Local Business Owner / Retired Mayor | June 30, 2026 |

Assurances Statement

ASSURANCES REQUIRED BY 49 CFR & 24.4(A)
(54 FED.REG.8931)

The assures that it will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Act), 42 U.S.C. 4601-4655, and with implementing Federal regulations in 49 CFR Part 24 and 7 CFR Part 21.

Specifically, the Duplin County
assures that:

Whenever Federal financial assistance is used to pay for any part of the cost of a program or project which will result in the displacement of any person:

- (a) Fair and reasonable relocation payments and assistance shall be provided to or for displaced persons in accordance with sections 202, 203, and 204 of the Uniform Act,
- (b) Relocation assistance programs offering the services described in section 205 of the Uniform Act shall be provided to displaced persons, and
- (c) Within a reasonable period of time prior to displacement, comparable replacement dwellings will be available to displaced persons in accordance with section 205(c)(3) of the Uniform Act.

Signature of President or Authorized Official of Ultimate Recipient

Date

oOo

EQUAL OPPORTUNITY AGREEMENT

This agreement, dated _____ between
Four County Electric Membership Corporation

(herein called "Recipient" whether one or more) and United States Department of Agriculture (USDA), pursuant to the rules and regulations of the Secretary of Labor (herein called the 'Secretary') issued under the authority of Executive Order 11246 as amended, witnesseth:

In consideration of financial assistance (whether by a loan, grant, loan guaranty, or other form of financial assistance) made or to be made by the USDA to Recipient, Recipient hereby agrees, if the cash cost of construction work performed by Recipient or a construction contract financed with such financial assistance exceeds \$10,000 - unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965.

1. To incorporate or cause to be incorporated into any contract for construction work, or modification thereof, subject to the relevant rules, regulations, and orders of the Secretary or of any prior authority that remain in effect, which is paid for in whole or in part with the aid of such financial assistance, the following "Equal Opportunity Clause":

During the performance of this contract, the contractor agrees as follows:

- (a) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited, to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the USDA setting forth the provisions of this nondiscrimination clause.
- (b) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
- (c) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the USDA, advising the said labor union or workers' representative of the contractor's commitments under this agreement and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (d) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of all rules, regulations and relevant orders of the Secretary of Labor.
- (e) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, rules, regulations, and orders, or pursuant thereto, and will permit access to his books, records, and accounts by the USDA Civil Rights Office, and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (f) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by Law.
- (g) The contractor will include the provisions of paragraph 1 and paragraph (a) through (f) in every subcontract or purchase order, unless exempted by the rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the USDA may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the USDA, the contractor may request the United States to enter into such litigation to protect the interest of the United States.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0018. The time required to complete this information collection is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

2. To be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the organization so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.
3. To notify all prospective contractors to file the required 'Compliance Statement', Form RD 400-6, with their bids.
4. Form AD-425, Instructions to Contractors, will accompany the notice of award of the contract. Bid conditions for all nonexempt federal and federally assisted construction contracts require inclusion of the appropriate "Hometown" or "Imposed" plan affirmative action and equal employment opportunity requirements. All bidders must comply with the bid conditions contained in the invitation to be considered responsible bidders and hence eligible for the award.
5. To assist and cooperate actively with USDA and the Secretary in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and rules, regulations, and relevant orders of the Secretary, that will furnish USDA and the Secretary such information such as , but not limited to, Form AD-560, Certification of Nonsegregated Facilities, to submit the Monthly Employment Utilization Report, Form CC-257, as they may require for the supervision of such compliance, and that it will otherwise assist USDA in the discharge of USDA's primary responsibility for securing compliance.
6. To refrain from entering into any contract or contract modification subject to such Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and Federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by USDA or the Secretary of Labor pursuant to Part II, Subpart D, of the Executive Order.
7. That if the recipient fails or refuses to comply with these undertakings, the USDA may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the organization under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such organization; and refer the case to the Department of Justice for appropriate legal proceedings.

Signed by the Recipient on the date first written above.

Recipient

Recipient

(CORPORATE SEAL)

Four County Electric Membership Corp.

Name of Corporate Recipient

Attest:

Secretary

By _____
President

Certification of Financial Review

May 30, 2024

Bruce Pleasant, Business Programs Director
USDA, Rural Development
4405 Bland Road, Suite 260
Raleigh, NC 27609

RE: \$2,300,000 RED Loan – Duplin County Detention Center Construction Project

Dear Mr. Pleasant:

Four County EMC has evaluated the loan request and conducted a financial analysis of the credit application for the Duplin County Detention Center Construction Project. The results of our credit evaluation indicate the applicant is creditworthy, the borrower demonstrates repayment capacity, and the loan is adequately secured by collateral after appropriate discounts to value. The request is consistent with our Revolving Loan Fund Plan.

Four County Electric Membership Cooperative

By: _____

Four County Electric Membership Corporation

REVOLVING LOAN FUND PLAN

INTRODUCTION AND OBJECTIVE:

Four County Electric Membership Corporation (Four County EMC) has played an active role in the development of rural North Carolina. Through its board and staff, the Four County EMC has provided not only leadership but financial participation in economic and community development. Now, through the creation of a Revolving Loan Fund (RLF), the Four County EMC is seeking to improve the quality of life in rural areas by contributing to the long-term improvement in the economy, including job creation and retention, diversification of the economy, improving the education and skills of the rural workforce, and upgrading the public infrastructure to improve the health, safety, and/or medical care of rural residents.

POLICY STATEMENTS:

- The Four County EMC will accept and consider applications for loans from the RLF for projects that will significantly benefit rural areas, without restriction to the Four County EMC's service area.
- The RLF seeks to minimize its financial participation in all projects. The RLF is not intended to compete with other public and private lenders. The RLF will collaborate with other lenders to provide the financial package necessary to advance the project, but at the same time to minimize the RLF financing component.
- The Board of Directors of the Four County EMC is the sole authority for approval or denial of loans from the RLF and is responsible for all decisions and actions of the RLF. The RLF will be operated and maintained solely by the Four County EMC.
- To avoid potential conflicts of interest, or the appearance of a conflict of interest, an RLF loan will not be made to any board member, officer, general manager, or supervisory employee of the Four County EMC or close relative thereof, or to any Four County EMC subsidiary or affiliated organization in which the Four County EMC has a financial interest.
- The Four County EMC will not condition the approval of a loan from the RLF with the requirement that the prospective recipient purchase electrical or telephone service from the Four County EMC or any other electrical/telephone utility.
- Amendments to this Rural Development Plan will require the approval of the Four County EMC board of directors. However, no action will be taken to amend this plan without the prior written approval of the Rural Business Cooperative Service (RBS), its successors or assigns.
- The Four County EMC RLF is an equal opportunity lender and requires loan recipients to adhere to all equal opportunity laws.
- All information regarding RLF loan requests will at all times be kept confidential by the members of the Four County EMC board, the loan review committee, and Four County EMC staff. If necessary, the RLF may seek the advice and counsel of outside consultants and sources in order to adequately perform due diligence regarding the project.

REVOLVING LOAN FUND MANAGEMENT:

Administration of the Revolving Loan Fund

Management of the RLF will be “in house” by Four County EMC staff in addition to their regular responsibilities, although other community resources may be used. If third party contracts are used for administration, review and approval of contracts by USDA Rural Development is required. With prior written approval of RBS, up to, but, not more than 10% of the grant funds received shall be used for RLF administration.

Loan Review Committee

The Four County EMC board of directors has appointed a Loan Review Committee (LRC), consisting of both cooperative and community leaders, to review all RLF loan applications. The LRC will perform necessary credit analysis and due diligence in order to make a written recommendation to the Four County EMC board of directors, which has final authority regarding all actions of the RLF. The LRC will meet on an as needed basis under the terms of the application procedures listed below.

The Loan Review Committee serves on a volunteer basis. The LRC will have a **minimum of 3 members and a maximum of 7 members**. If a member of the LRC has a financial interest in the project being reviewed, he/she will abstain from the loan review/recommendation to the Four County EMC Board of Directors. Members of the LRC will serve indefinite terms. However, the Four County EMC board of directors has the right to replace members of the LRC in the event of resignation or other necessary circumstances.

The Loan Review Committee members were chosen, in part, because of their experience with lending and/or economic and community development projects. Initial members of the Loan Review Committee are:

| | Name | Company | Title |
|----|-------------|----------------|--------------|
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |

A current and up to date roster of the members of the LRC will be attached to this Rural Development Plan as new members are appointed. These committee appointments do not reflect an amendment to the RLF Plan and therefore do not have to be approved by USDA.

REVOLVING LOAN FUND GUIDELINES

Initial Loan

The initial loan of "Federal Funds" can be made to eligible entities for qualifying community development or community facility projects in rural areas of the State of North Carolina.

Eligible entities for initial funds include: non-profit organizations, public bodies, or Federally-recognized Indian Tribes.

Qualifying projects include community development or community facility projects which correspond to one or more of the following targets:

- a. Create or save employment; are open to and serve all rural residents; and are owned by the ultimate recipient of funds.
- b. Business Incubators.
- c. Facilities and equipment which provide education and training to residents of rural areas which will facilitate economic development.
- d. Facilities and equipment to provide medical care to residents of rural areas.
- e. Projects that utilize advanced telecommunications or computer networks to facilitate medical or education services or job training.
- f. Project feasibility studies and technical assistance.

For Profit entities are eligible for initial funds only if the project meets items c-f above.

Interest Rate: The initial loan of the Federal Funds will be made at zero percent.

Administration Fee: An annual loan servicing fee of up to 1% of the unpaid principal loan balance may be charged for loan administration.

Subsequent Loans / Revolved RLF Funds:

In general, eligible projects for subsequent loans can include any business venture, governmental public body, or non-profit entity involved in a community or economic development project that creates or saves jobs and/or provides needed community facilities that benefit rural areas in the State of North Carolina.

Eligible Applicants include:

- Corporations
- Limited Liability Companies
- Partnerships
- Sole Proprietorships
- Cooperatives
- Nonprofit Entities
- Governmental Units, including: Local Townships, Municipalities, County Government, Regional Authorities, School Districts, and City or County Hospitals
- Federally-recognized Tribal Authorities

Application projects must create or retain employment or provide needed community facilities and services such as:

- Industrial/Commercial Development
- Small Business Expansion or Startup
- Business Incubators
- Community Infrastructure
- Community Facilities
- Medical Facilities
- Training/Educational Facilities
- Tourism

Loan Purposes

Uses of RLF loan proceeds may be for land, buildings, manufacturing machinery and equipment, office and work equipment or infrastructure improvements. Working capital loans will only be considered in conjunction with the purchase of other assets as previously specified.

Special Loan Limits—Residential Housing Projects

Recognizing the link between economic development, workforce availability and housing development and in accordance with USDA program limits, up to 20% of the RLF (an amount equal to the Four County EMC “matching funds”) may be used for residential housing projects. Please note, consumer financing of a residence is not permitted.

In-Eligible Uses of RLF Funding:

- Refinancing of existing debt, or payment to business owners or partners;
- Activities determined to be for investment purposes;
- General improvement loans related to normal replacement needs of a business and unrelated to business expansion/job creation;
- Projects that would result in the transfer of existing employment or business activity more than 25 miles from its existing location;
- Agricultural production except where the project is a farmer-owned cooperative or similar, and the agriculture production is part of an integrated business that processes the agriculture products, and the agriculture production portion of the loan will not exceed 50% of the loan amount;
- Projects that are primarily working capital with limited security;
- Construction projects of an individual residential nature;
- Vehicles used for general purposes or that may be considered for personal use;
- Illegal activities and legalized activities (e.g. gambling casinos) that in the opinion of the Board of Directors adversely affect RLF interests;
- Projects in which any director, officer, general manager, or supervisory employee of the Intermediary, or close relative thereof, has a financial interest; projects in which any subsidiary or affiliated organization of Intermediary has a financial interest; or projects which, based on the judgment of the Board, would create a conflict of interest, potential for conflict of interest, or any appearance of a conflict of interest.

Minimum / Maximum Loan Amounts

The minimum RLF loan will be \$ _____ and the maximum RLF Loan will be \$ _____. (or alternative maximum language: ...the maximum RFL loan will be the total amount of funds available in the RLF.)

Supplemental Financing Requirements (if desired for revolved loans)

RLF projects must include a minimum of 20% funding from other sources. Greater leveraging of outside resources will enhance the approvability of an RLF loan request.

Interest Rate

Interest rates on all subsequent RLF loans will not exceed the prevailing prime rate as published in the Wall Street Journal on the day of loan closing and will be determined based on the evaluation of the applicant’s ability to repay and the necessity of below market financing to advance the project. Interest earned on any RLF loan must stay in the fund for use in making additional RLF loans.

Administration Fee

In addition to the interest rate charged, an annual loan servicing fee of up to 1% of the unpaid principal loan balance may be charged for loan administration. However, this fee must be specified in the Loan Agreement signed at closing.

Closing Costs / “Out of Pocket” Expenses

The RLF may charge loan recipients for loan closing costs, attorney’s fees, filing fees, etc., as necessary to complete loan documentation. All loan fees will be addressed in the Loan Agreement between the RLF and the loan recipient.

Loan Terms

The term of an RLF loan shall not exceed 10 years, and may be less than 10 years as determined by the Four County EMC Board. Loan deferments of up to 2 years may be considered on a project-by-project basis, but, are not encouraged.

The Loan Review Committee will make a recommendation concerning the term of the loan and payment frequency (monthly, quarterly, etc.) depending upon project need, the expected life of the security, and the applicant’s ability to repay. The term of the loan will not exceed the expected life of the asset being used as collateral.

While not mandatory requirements, the following maturities will be used as a general guideline:

| | |
|-------------|--------------|
| Building | 10 Years |
| Real Estate | 10 years |
| Equipment | 2 to 7 Years |
| Computers | 2 Years |

Security / Collateral

The Intermediary will work with the potential loan recipient to obtain security that is adequate for the term of the loan. The nature of the collateral pledged shall be determined by the loan committee on a project-by-project basis. If the same collateral is used in joint financing, the RLF will seek a parity position with other lenders. Types of security may include:

- Mortgage Lien on Real Property
- Machinery and equipment which have a developed market;
- Letter(s) of credit from acceptable financial institution(s);
- Securities issued by the Federal government or its agencies.
- Accounts receivable and inventory for short-term loans; and
- Irrevocable letters of credit in the amount of the loan

The loan recipient will be required to maintain fire insurance, and flood insurance if necessary, on secured assets. In some cases, credit life or key man insurance will be required with the RLF as loss payee.

Personal guarantees from partners, directors or majority stockholders may be required for all corporate or partnership borrowings.

APPLICATION PROCEDURES

All applicants for RLF funding will be required to complete an application form and provide a corresponding business plan with verifiable data which demonstrates that their proposed projects are economically feasible, sustainable, and will provide benefits to rural areas, either through job creation or infrastructure improvements. A copy of the application which includes a list on supporting information is attached to this plan.

1. Applications will be accepted for review when the RLF has a **minimum balance of \$25,000**.
2. Applications will be accepted at the Four County EMC office during normal business hours. The Four County EMC is located at 1822 NC Highway 53 West, Burgaw, North Carolina 28425.
3. **(Staff position)** of the Four County EMC will review applications for completeness and present complete applications to the loan review committee. An application is not considered complete until all required information has been submitted to the Four County EMC staff as listed on the attached application.
4. The loan review committee will analyze each project and make a written recommendation to the Four County EMC board of directors.
5. The Four County EMC Board of Directors will normally review RLF applications at their scheduled monthly Board Meeting. However, if needed and at the Board's option, the Board may call a special meeting to review a loan application.
6. The Four County EMC board of directors shall have final authority to approve or deny RLF loan requests, and to determine appropriate terms and conditions.
7. For approved loans, a loan agreement addressing all of the terms and conditions, including monitoring procedures, repayments, delinquencies, defaults and remedies for that project will be prepared by the RLF. In addition, the RLF shall have prepared all notes, mortgages, security agreements, UCC filings and other legal documents necessary to close the loan. The

RLF will use appropriate note, mortgage, and other forms which are approved by the State of North Carolina Bar Association.

8. Before RLF funds can be disbursed to the loan recipient, all requirements and terms of the loan agreement must be met and supplemental financing as applicable must already be contributed or verified ready to contribute to the project.

Review Criteria

The basis for determining the eligibility/approvability, loan amount, interest rate, and terms and conditions of a revolving loan fund request, and general RLF operational procedures, are as follows:

The loan review committee and Four County EMC board will consider the financial need of the project, the probability of success, the security offered, and the overall benefits of the project to rural areas, including the number of jobs to be created or retained, diversification of the economy, the extent of the upgrading of the skills of the rural workforce, the quality of the jobs in terms of pay scale and benefit package, and, for community development projects, improvements to the community infrastructure, facilities, and/or acquisition of equipment that improves the education, health, safety, and/or medical care of rural residents.

Loan Monitoring

The Four County EMC board of directors and/or the loan review committee shall monitor all RLF loans to ensure that loan proceeds are spent as identified in the RLF application, that all other sources of financing have been committed to the project, and that the benefits of the project, such as job creation, are accomplished as stated in the RLF application. The Four County EMC board and/or LRC shall ensure that RLF lien positions and loan collateral are secure.

This loan monitoring will require regular reporting by the loan recipient.

Annual income statements and balance sheets will be collected from the loan recipient. Depending on the nature of the project and security arrangements, the Intermediary reserves the right to require the submission of annual financial reports as audited by a certified public accountant.

The Intermediary will also conduct **periodic/annual** site visits to meet with the loan recipient, verify collateral and collect any information as required.

At the option of the Intermediary, periodic management information reports may be required of the loan recipient. Management reports may be required on a semi-annual basis beginning six months after the advance of RLF funds and continuing semi-annually thereafter for a period of 3 years or until completion of the project, whichever is the later period. If requested, management reports will include:

- information on the number of jobs created or retained during the reporting period;
- a comparison of accomplishments during the reporting period to the objectives established for the project,
- a description of any problems, delays, or adverse conditions which will materially affect the attainment of planned project objectives and a statement of action taken or contemplated to resolve the situation.

The Intermediary reserves the right to require these reports on a more frequent basis if it is determined to be in the best interest of the RLF.

An annual review and report of the outstanding loans of the RLF, including job creation/retention totals and community benefits, will be compiled by the loan committee for presentation to the Four County EMC board of directors.

Collection Procedures

The **RLF Staff position** is charged with the responsibility for loan collections and related workouts, collection of charged-off loans, management and disposal of other real estate owned and any other activities related to delinquent accounts.

As part of this responsibility, the **RLF Staff position** shall have authority to initiate foreclosures, and collection suits after consultation with the Four County EMC's legal counsel. The **RLF Staff position** will advise the board of such action at their next regular meeting.

1. Past due notices will be generated and sent to the loan recipient according to the following schedule:
 - First notice sent on the **10th day** after a note or payment is due.
 - Second notice sent on the **20th day** after a note or payment is due.
2. If the delinquent account becomes 30 days delinquent, **RLF Staff Position** will make phone contact with the loan recipient to inquire about the situation and arrange appropriate corrective action.
 - As a prudent lender and at the intermediary's sole discretion, a one-time corrective action/workout of a delinquent account is permitted. As part of the workout, loan terms may be modified by deferral, reamortization and/or balloon payments. However, the term of the modified loan can not exceed a 10 year period from the date of the original loan closing.
3. If the delinquent account is not taking steps to cure default and the account becomes 60 days delinquent, a written 30 day Notice to Cure will be issued and sent to the loan recipient via certified, first class mail with a return receipt requested.
4. If the delinquent account does not respond to the Notice to Cure by paying the amount stated in the cure notice, the file will be forwarded to Four County EMC's legal counsel to start foreclosure actions.
 - As mentioned earlier, up to 10% of Rural Development Grant funds may be applied toward operating expenses of the RLF over the life of the fund. Operating expenses include the costs of administering the RLF and technical assistance provided to loan recipients by independent providers. Under the authority of this section, costs of administering the RLF includes any costs related to collections and/or foreclosure of a delinquent account.
 - The Intermediary will maintain an aggregated total of any and all related collections / foreclosure costs which are charged against this 10% allowance.

File Retention

All RLF files will be retained for a period of not less than 3 full years after the loan has been paid in full. After 3 years, the files will be destroyed by shredding or incineration. Files will be secured in a locked, safe place and access will be limited to Intermediary staff with RLF responsibilities. Other security measures will be initiated as needed to protect confidentiality of loan documents.

After review and official action, this RLF Plan is adopted by Four County EMC on **Insert date**

Secretary

CERTIFICATION FOR CONTRACTS, GRANTS AND LOANS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant or Federal loan, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant or loan.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant or loan, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including contracts, subcontracts, and subgrants under grants and loans) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Aaron Ellis

(name)

(date)

General Counsel

(title)

oOo

U. S. DEPARTMENT OF AGRICULTURE
Certification Regarding Debarment, Suspension, Ineligibility
and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, *Federal Register* (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

| | |
|--|--|
| <small>ORGANIZATION NAME</small> | <small>PR/AWARD NUMBER OR PROJECT NAME</small> |
| Duplin County | Duplin County Detention Center Project |
| <small>NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE</small> | |
| Bryan Miller, Duplin County Manager | |
| <small>SIGNATURE(S)</small> | <small>DATE</small> |
| | |

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

USDA
Form RD 400-4
(Rev. 3-97)

ASSURANCE AGREEMENT
(Under Title VI, Civil Rights Act of 1964)

FORM APPROVED
OMB No. 0575-0018

The Four County Electric Membership Corporation
(name of recipient)
1822 N.C. Highway 53 West, PO Box 2000, Burgaw, North Carolina 28425
(address)

("Recipient" herein) hereby assures the U. S. Department of Agriculture that Recipient is in compliance with and will continue to comply with Title VI of the Civil Rights Act of 1964 (42 USC 2000d et. seq.), 7 CFR Part 15, and Rural Housing Service, Rural Business-Cooperative Service, Rural Utilities Service, or the Farm Service Agency, (hereafter known as the " Agency") regulations promulgated thereunder, 7 C.F.R. §1901.202. In accordance with that Act and the regulations referred to above, Recipient agrees that in connection with any program or activity for which Recipient receives Federal financial assistance (as such term is defined in 7 C.F.R. §14.2) no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination.

1. Recipient agrees that any transfer of any aided facility, other than personal property, by sale, lease or other conveyance of contract, shall be, and shall be made expressly, subject to the obligations of this agreement and transferee's assumption thereof.
2. Recipient shall:
 - (a) Keep such records and submit to the Government such timely, complete, and accurate information as the Government may determine to be necessary to ascertain our/my compliance with this agreement and the regulations.
 - (b) Permit access by authorized employees of the Agency or the U.S. Department of Agriculture during normal business hours to such books, records, accounts and other sources of information and its facilities as may be pertinent to ascertaining such compliance.
 - (c) Make available to users, participants, beneficiaries and other interested persons such information regarding the provisions of this agreement and the regulations, and in such manner as the Agency or the U.S. Department of Agriculture finds necessary to inform such persons of the protection assured them against discrimination.
3. The obligations of this agreement shall continue:
 - (a) As to any real property, including any structure, acquired or improved with the aid of the Federal financial assistance, so long as such real property is used for the purpose for which the Federal financial assistance is made or for another purpose which affords similar services or benefits, or for as long as the Recipient retains ownership or possession of the property, whichever is longer.
 - (b) As to any personal property acquired or improved with the aid of the Federal financial assistance, so long as Recipient retains ownership or possession of the property.
 - (c) As to any other aided facility or activity, until the last advance of funds under the loan or grant has been made.
4. Upon any breach or violation this agreement the Government may, at its option:
 - (a) Terminate or refuse to render or continue financial assistance for the aid of the property, facility, project, service or activity.
 - (b) Enforce this agreement by suit for specific performance or by any other available remedy under the laws of the United States or the State in which the breach or violation occurs.

Rights and remedies provided for under this agreement shall be cumulative.

In witness whereof, Four County Electric Membership Corporation on this
(name of recipient)

date has caused this agreement to be executed by its duly authorized officers and its seal affixed hereto, or, if a natural person, has hereunto executed this agreement.

(SEAL)

Recipient

Date

Attest: Aaron Ellis, General Counsel

Title

Title

Application for Federal Assistance SF-424

* 1. Type of Submission:

- Preapplication
 Application
 Changed/Corrected Application

* 2. Type of Application:

- New
 Continuation
 Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Four County Electric Membership Corporation

* b. Employer/Taxpayer Identification Number (EIN/TIN):

* c. UEI:

d. Address:

* Street1:

PO Box 667

Street2:

1822 NC Highway 53 West

* City:

Burgaw

County/Parish:

Pender

* State:

NC: North Carolina

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

28425

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Aaron

Middle Name:

* Last Name:

Ellis

Suffix:

Title:

General Counsel

Organizational Affiliation:

* Telephone Number:

910-259-2171

Fax Number:

910-259-1860

* Email:

aaronellis@fourcty.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

X: Other (specify)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

Electric Membership Coop

*** 10. Name of Federal Agency:**

U.S. Department of Agriculture

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

*** 12. Funding Opportunity Number:**

RD-RBCS-23-REDLG

* Title:

Rural Economic Development Loan & Grant (Grant Application)

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Four County EMC requests \$300,000 in RED Grant funds to support the construction of a new detention center.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

| | |
|---------------------|--|
| * a. Federal | <input type="text" value="300,000.00"/> |
| * b. Applicant | <input type="text" value="60,000.00"/> |
| * c. State | <input type="text"/> |
| * d. Local | <input type="text"/> |
| * e. Other | <input type="text" value="40,940,000.00"/> |
| * f. Program Income | <input type="text"/> |
| * g. TOTAL | <input type="text" value="41,300,000.00"/> |

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

Application for Federal Assistance SF-424

| | | |
|---|---|--|
| * 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application | * 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision | * If Revision, select appropriate letter(s): _____ * Other (Specify): _____ |
|---|---|--|

| | |
|-------------------------------------|--|
| * 3. Date Received: _____ | 4. Applicant Identifier: _____ |
|-------------------------------------|--|

| | |
|--|---|
| 5a. Federal Entity Identifier: _____ | 5b. Federal Award Identifier: _____ |
|--|---|

State Use Only:

| | |
|---|---|
| 6. Date Received by State: _____ | 7. State Application Identifier: _____ |
|---|---|

8. APPLICANT INFORMATION:

*** a. Legal Name:** Four County Electric Membership Corporation

| | |
|---|---------------------------|
| * b. Employer/Taxpayer Identification Number (EIN/TIN): _____ | * c. UEI: _____ |
|---|---------------------------|

d. Address:

| | |
|-----------------------------|-------------------------|
| * Street1: | PO Box 667 |
| Street2: | 1822 NC Highway 53 West |
| * City: | Burgaw |
| County/Parish: | Pender |
| * State: | NC: North Carolina |
| Province: | _____ |
| * Country: | USA: UNITED STATES |
| * Zip / Postal Code: | 28425 |

e. Organizational Unit:

| | |
|----------------------------------|--------------------------------|
| Department Name: _____ | Division Name: _____ |
|----------------------------------|--------------------------------|

f. Name and contact information of person to be contacted on matters involving this application:

| | |
|---------------------------|----------------------------|
| Prefix: _____ | * First Name: Aaron |
| Middle Name: _____ | |
| * Last Name: Ellis | |
| Suffix: _____ | |

Title: General Council

Organizational Affiliation:

| | |
|---|---------------------------------|
| * Telephone Number: 910-259-2171 | Fax Number: 910-259-1860 |
|---|---------------------------------|

*** Email:** aaronellis@fourcty.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

X: Other (specify)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

Electric Membership Coop

*** 10. Name of Federal Agency:**

U.S. Department of Agriculture

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

*** 12. Funding Opportunity Number:**

RD-RBCS-23-REDLG

* Title:

Rural Economic Development Loan & Grant (Loan Application)

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Four County EMC requests \$2,000,000 in RED Loan funds to support the construction of a new detention center.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

| | |
|---------------------|--|
| * a. Federal | <input type="text" value="2,000,000.00"/> |
| * b. Applicant | <input type="text" value=""/> |
| * c. State | <input type="text" value=""/> |
| * d. Local | <input type="text" value=""/> |
| * e. Other | <input type="text" value="39,300,000.00"/> |
| * f. Program Income | <input type="text" value=""/> |
| * g. TOTAL | <input type="text" value="41,300,000.00"/> |

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

RESOLUTION 2024-15

County of Duplin
Office of the County Commissioners



**RESOLUTION OF SUPPORT FOR ATLANTIC TELEPHONE MEMBERSHIP
COOPERATIVE
EFFORTS TO INCREASE AVAILABILITY OF HIGH-SPEED INTERNET IN
UNDERSERVED
PORTIONS OF DUPLIN COUNTY**

WHEREAS, access to high-speed Internet has become essential to the livelihood and success of our citizens, businesses, industries, governmental facilities, public safety agencies, schools, and school aged students; and

WHEREAS, Duplin County has underserved areas with no internet access that significantly impairs the ability of our citizens to enjoy modern conveniences that are commonplace in our society, and

WHEREAS, this underserved population includes thousands of school aged children who cannot access the internet in order to complete their homework; and

WHEREAS, the lack of high-speed internet affects governmental operations and most importantly, the response time for critical emergency service agencies that serve these areas; and

WHEREAS, the lack of high-speed Internet is a significant barrier to economic growth and sustainability in rural areas of Duplin County for business and industries that rely reliable internet service; and

NOW THEREFORE BE IT RESOLVED, the Duplin County Board of Commissioners supports Atlantic Telephone Membership Corporations (ATMC) effort to expand high-speed internet availability in rural Duplin County.

THEREFORE, BE IT FURTHER RESOLVED that the Duplin County Board of Commissioner's support includes ATMC's efforts to secure USDA ReConnect Grant funds to assist financially with this endeavor.

Adopted this the 6th day of May 2024.

February 5, 2024

Captain Will Thurston
Duplin County Sheriff's Office
112 W Hill Street
Kenansville, NC 28349

Dear Capt. Thurston,

We the undersigned, hereby affirm that the Intercept Whole Body Contraband Detection Scanner is a product of Tek84, Security Product Line.

The Intercept Scanner is uniquely designed, and the following features are exclusive to the product. There are no other whole body contraband detection systems in marketplace production that can meet these combined specifications.

1. **Vertical Scanning** - The Intercept Scanner is the only whole-body scanner that uses an X-ray beam that images below the subjects' feet to above their head with generator and detector array motioning vertically in tandem, scanning on a horizontal plane to assure accurate proportional imaging, no magnification or distortion, and not requiring the subject to move on a platform or conveyer belt during the imaging process.
2. **Small footprint** - The Intercept Scanner is the only whole-body scanner that has the ultra-compact 34" x 72" footprint design.
3. **Exclusion Zone equal to the device footprint** - The Intercept Scanner is the only whole-body scanner that has an exclusion zone equal to the 34" x 72" footprint.
4. **Waterproof** - The Intercept Scanner is the only whole-body scanner that is proven waterproof up to four inches of height from the ground.
5. **Dual Vertical Wall Technology** - The Intercept Scanner is the only whole-body scanner with Dual Virtual Wall Technology to assure that the subject is standing in the correct position while being scanned in order to minimize radiation dose as per ANSI/HPS N43.17-2009. Doses between 0.25 uSv and 8.0 uSv.
6. **Complete Scan Report** - The Intercept Scanner is the only whole-body scanner that provides a photo, 3 images, scan#, name, time date stamp, comment, unit name, institution name, JMS #, Operator embedded on jpg for evidentiary purposes.
7. **Transportable** - The Intercept Scanner is transportable. Because it is not permanently anchored to the floor and has built-in wheels, it can be moved to another location.
8. **Quick** - The Intercept Scanner has a 4 second scan time.
9. **Integrated Thermal Scanner** - The Intercept is the only whole-body scanner with an optional integrated thermal scanner with embedded record keeping.

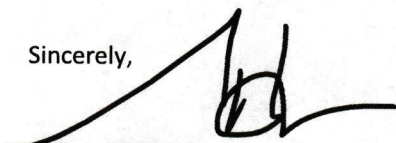
Tek84 is the only manufacturer of the Intercept and the only manufacturer of a device that combines these listed features.

The Intercept has at least four current patents (First patent # 10481295).

The Intercept Whole Body Contraband Detection System routinely utilizes a low imaging dose of 0.25 uSv per scan that adheres to the ALARA (As Low As Reasonably Achievable) Concept outlined in the American National Standard (ANSI/HPS) Regulations N43.17-2009.

Tek84 Engineering products are the only x-ray body scanner designed for secure facilities that are 100% developed and assembled in the USA.

Sincerely,

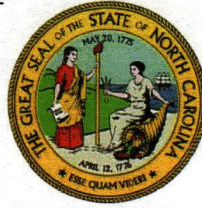


Margo McNeely
Regional Sales Manager SE
954-520-2003

ROY COOPER
Governor

ELIZABETH S. BISER
Secretary

SHADI ESKAF
Director



NORTH CAROLINA
Environmental Quality

April 15, 2024

Mr. Dexter B. Edwards, Chairman, Board of Commissioners
Albertson Water and Sewer District
PO Box 910
Kenansville, NC 28349

SUBJECT: ARPA Funding Offer
Water System AIA
Project No. AIA-D-ARP-0262

Dear Mr. Edwards:

Albertson Water and Sewer District has been approved for funding assistance according to the subject funding offer. This offer is made subject to the Assurances and Conditions set forth in the Offer and Acceptance Document. Enclosed are two (2) copies of an offer-and-acceptance document, extending funding in the amount of \$339,088. Funds will not be disbursed unless this offer is accepted.

To ensure the American Rescue Plan Act (ARPA) funds are expended before the federal deadline of December 2026, the Division is requiring execution and return of the enclosed Offer and Acceptance for ARPA Funding agreement **no later than October 31, 2024**. Executed agreements are to be submitted via Laserfiche at the following link:
<https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>.

Please note, this funding offer is being issued before the Division has approved your preliminary project scope. In addition to the items required before the first disbursement, you must submit a preliminary project scope per Division guidance (the AIA Grant Scope Preparation FAQ is attached) and receive the Division's approval before the Division can process the first disbursement request for incurred project costs.

Upon your acceptance, please submit the following items via email at
DEQ.DWI.FundingOffer@deq.nc.gov:

1. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARPA Projects. **Please retain the second copy for your files.**
2. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein.



North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

3. Sales Tax Certification, if applicable (attached).
4. ARPA Engineering Services Procurement Certification (attached).
5. One (1) copy of all executed service agreements and/or contracts.

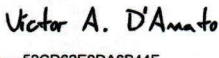
Once the subject project has commenced, the enclosed "AIA/MRF Disbursement Request Form" must be completed and submitted with all disbursement requests. You are free to reproduce this form should additional copies be needed. Additional information and template forms can be found on DWI's website under the "I Have Funding – Construction and Disbursement of Funds" page. Disbursement requests should be sent to Tim Baldwin, your Viable Utility Unit Project Manager, via the Laserfiche link provided above. All funding disbursements must be processed **prior to December 31, 2026**.

As a reminder, a document requesting your federal identification number was included with the Letter of Intent to Fund. You must complete and submit this no later than the time when you choose to submit your first request for disbursement.

Attached is the "Water Infrastructure Grants Legal Requirements Quick Reference Guide" which further explains the ARPA funding agreement requirements.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARPA funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this offer package, please contact Tim Baldwin at tim.baldwin@deq.nc.gov or 984-389-0296.

Sincerely,

DocuSigned by:

52CD62E9DA6B44F...
Victor A. D'Amato, PE
Division of Water Infrastructure, NCDEQ

Enclosures: AIA Grant Scope Preparation FAQ
Offer-and-Acceptance Document (two copies)
Water Infrastructure Grants Legal Requirements Quick Reference Guide
Resolution by Applicant's Governing Body to Accept an Offer of Funding
Sales-Tax Certification Form
ARPA Engineering Services Procurement Certification
AIA/MRF Disbursement Request Form

CC: Dexter B. Edwards, dbrinson@duplincountync.gov
Joseph W. McKemey, PE, McDavid Associates, Inc. (Farmville, NC), jwm2@mc david-inc.com
Teresa Tripp (via DocuSign)
DWI Administrative Unit (via DocuSign)
Mark Hubbard (via DocuSign)
Tim Baldwin (via DocuSign)
Matthew Rushing, EI (via DocuSign)
DEQ.DWI.FundingOffer@deq.nc.gov
FILE: ARPA (Agreement Number 2000067373)



**STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE**

Funding Offer and Acceptance

Legal Name and Address of Award Recipient
 Albertson Water and Sewer District
 PO Box 910
 Kenansville, NC 28349

Project Number: AIA-D-ARP-0262

Recipient's UEID#: KZN4GK5262K3

Funding Program

| | | | |
|---|---|--------------------------------------|----------------------------|
| Drinking Water <input checked="" type="checkbox"/> | Wastewater <input type="checkbox"/> | Both <input type="checkbox"/> | Total Grant Offered |
| Distressed <input type="checkbox"/> | Not Distressed <input checked="" type="checkbox"/> | | |
| ARPA Training Grant | <input type="checkbox"/> | | |
| ARPA Asset Inventory & Assessment Grant (AIA) | <input checked="" type="checkbox"/> | | \$ 339,088 |
| ARPA Merger/Regionalization Feasibility Grant (MRF) | <input type="checkbox"/> | | |

Project Description: Water System AIA

Total Financial Assistance Offer: **\$ 339,088**

**ARPA-funded projects are exempt from both the grant fee and match requirements.*

Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina: **Shadi Eskaf, Director, Division of Water Infrastructure
North Carolina Department of Environmental Quality**

| | | |
|---|---------------------------------|-----------|
| DocuSigned by: Victor A. D'Amato 52CDB2E9D76824F | signed on behalf of Shadi Eskaf | 4/15/2024 |
| Signature | | Date |

On Behalf of (Applicant): _____
 Name of Representative in Resolution: _____
 Title (Type or Print): _____

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

| | |
|-----------|------|
| Signature | Date |
|-----------|------|

STANDARD CONDITIONS FOR ARPA GRANTS

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's Final Rule for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the SLFRF Compliance and Reporting Guidance not explicitly referred to in this document and any future requirements implemented by the U.S Treasury.
2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The Recipient shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.
3. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants, and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.
4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: <http://www.sam.gov>. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.
5. Projects with a total cost of \$10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.
6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.
7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).
8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31st, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury.

STANDARD ASSURANCES FOR AIA GRANTS

1. The Recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.
2. The Recipient is responsible for paying for ineligible project costs as determined by the Division.
3. The Recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three (3) years following completion of the project.
4. All ARPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the Recipient's compliance with the Standard Conditions and Assurances of this Award. The Recipient agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute. Requests for disbursements must be made using the Division's disbursement form.
5. All funds provided pursuant to North Carolina General Statute 159G must be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34, as amended. **The Recipient must expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the Recipient is expected to uphold its contract obligations regarding timely payment.
6. The Recipient must provide summaries of project progress every other month during the project or as otherwise directed by the Division.
7. The Recipient must provide a digital copy of the final report in a universally readable format. If a project includes updating or developing a GIS database or shapefiles, at a minimum the current utility service boundaries must be provided as a polygon shapefile, including any service gaps within the boundary.
8. The Recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.
9. The Recipient must provide approved minutes or a resolution confirming the final report has been presented to the recipient's governing board.
10. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Assurance Nos. 7, 8, and 9. After receipt of this documentation, the final disbursement request will be processed.

Acknowledgement of Standard Conditions and Assurances

The Recipient hereby gives assurance to the Department of Environmental Quality that the declarations, assurances, representations, and statements made by the Applicant in the Application; and all documents, amendments, and communications filed with the Department of Environmental Quality by the Applicant in support of its request for financial assistance will be fulfilled.

| | |
|--------------------|---------------|
| Signature | Date |
|--------------------|---------------|

County of Duplin
Office of the County Commissioners



RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of \$339,088 to perform an Asset Inventory and Assessment study detailed in the submitted applications, and

WHEREAS, that Duplin County intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE DUPLIN COUNTY BOARD OF COMMISSIONERS:

That Duplin County does hereby accept the American Rescue Plan (ARP) offer of \$339,088.

That Duplin County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Dexter B. Edwards, Chairman of the Duplin County Board of Commissioners, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 6th day of May, 2024.

**Frequently Asked Questions (FAQ) for Preparing the Preliminary Scopes of Work (Scope) for
Asset Inventory and Assessment (AIA) Grants from
The Division of Water Infrastructure (Division)**

What is a Scope of Work for an AIA project?

- The Division of Water Infrastructure (Division) requires an approved Preliminary Scope of Work (Scope) prior to transmitting the formal Grant Offer to recipients of approved AIA grants (grantees).
- Scopes for AIA projects provide the Division with an overview of the project tasks, costs, timeline, and deliverables/recommendations used to direct disbursements.
- The Scope should be consistent with the activities or services described in the application that will address the challenges experienced by the utility. The scope should be consistent with the scope of work to which the grantee will agree to in an engineering contract.

How do I submit my AIA Scope?

- Scopes should be submitted by the grantee (not the consultant) via the Division's online portal to the Division's project manager identified in the project's Letter of Intent to Fund (LOIF), by the date indicated in the milestone schedule. Reference the Division's Project Number provided in the LOIF.
 - Form to upload documents: <https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>
- The grantee's Authorized Representative (not the consultant) may request a modest extension of the submittal date via an email or letter on appropriate letterhead, sent to the Division's project manager. The request must include a justification for the delay and propose a new date for submitting the Scope.
- Prior to submitting your scope, contact your Division project manager regarding any anticipated changes to the project as described in the application.

What does DWI require in an AIA Scope?

- Scopes must be consistent with the project described in the approved funding application, including the budget and challenges described in the application narrative.
- Scopes must contain the following:
 - Anticipated activities and/or services to be performed during the AIA project
 - A concise narrative describing how each project activity addresses the challenges in the approved AIA application
 - The budget for each project activity
 - A schedule for completing the project within 24 months of the Letter of Intent to Fund
 - The deliverables to be produced for the project, including GIS shape files as applicable to the project

What are eligible AIA project Activities?

- Project activities should adhere to the Division's "Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses" document, which primarily serves to help guide engineers and consultants during an AIA project. The latest version is posted to the Division's website ([here](#)).
- Regardless of eligibility, if the project includes activities NOT covered by the AIA grant, the Scope budget must distinguish (a) the activities (or a portion thereof) that will be funded by the AIA grant from (b) the activities (or a portion thereof) that will be funded outside of the AIA grant.
 - For example, a \$200,000 AIA project may receive \$150,000 in Division AIA grant funding. The budget table in the Scope should show one column for the costs and activities covered by the AIA grant (totaling \$150,000) and a separate column for the costs to be covered by the other funding source (totaling the remaining \$50,000), and also provide the source of the non-Division funding (i.e., local cash, USDA grant, etc.).
- If equipment is an integral part of your project, contact your Division project manager prior to submitting the scope.
 - Eligible equipment costs (tablets, computers, and asset management equipment) must comprise no more than 10 percent of the grant AND must be justified in the scope.
- If access to software is an integral part of your project, the initial purchase and/or subscription is eligible, but the renewal of software subscription is not eligible.

What is required for the Scope narrative?

- The Scope narrative should consist of a succinct discussion of each task. The description should explain how the tasks relate to the challenges and benefits identified in the application.
- Reference any applicable historic asset management work and describe how the proposed project Scope builds upon those past asset management efforts.
- Specify that any GIS data delivered to the grantee will be provided in a format they can easily and readily update with current resources, and clearly identify the owner of the data.
- Remember, the application was funded based on the specific needs of the system and proposed benefits of the AIA project.

What is required for the project schedule?

- The project schedule must show the anticipated start and end dates for each project activity.
- The final project completion date must be within 24 months of the date the Letter of Intent to Fund is sent to the applicant (this language is in the Letter of Intent to Fund). Typically, the Grant Offer will be issued within one month of scope approval.
- Specify that DWI will be copied on draft and final deliverables, including the appropriate GIS data

layers that show a complete service area boundary, including gaps within those boundaries.

- Provide regular (no less frequent than every other month unless otherwise directed by the Division) updates, preferably with the submittal of disbursement requests.

What makes up the Deliverable?

- The deliverable consists of the documents produced by the planning project. The documents may include, but are not limited to:
 - photos
 - maps
 - outputs and summaries of models and/or flow monitoring
 - copies of physical CCTV inspections
 - GIS data layers if applicable
 - Findings, recommendations, and/or conclusions
- Scopes must specify that both the draft and final deliverables will be submitted to the Division for review and approval prior to processing the final disbursement request.

What deliverables must be submitted to the Division?

- At the end of the AIA project, the grantee must submit to the Division a copy of the deliverable/report, an executive summary, and either:
 - A copy of the board meeting minutes where the report/recommendations were presented and the minutes of the subsequent board meeting showing adoption of the previous meeting's minutes, or
 - A resolution passed by the governing board adopting the findings/recommendations/conclusions presented in the report, including Capital Improvement Plans and adjoining rate studies as appropriate.
- The final report must be approved by the Division prior to final disbursement of the grant funds.
- For projects that develop a new or update an existing GIS database, GIS shapefiles and databases must be submitted to Division staff upon completion of the project. The shapefile should include the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries, most commonly in the following file formats: .shp, .shx, and .dbf.
- Note that the data gathered during the Division-funded project is the property of the grantee; exceptions to grantee ownership of project deliverables, including incorporation of data into proprietary software, must be clarified in the scope.

What if my Local Government Unit (Unit) has been designated Distressed?

- Distressed Units are required to complete the activities established in NCGS §159G-45(b), and an AIA grant provides funding to fulfill some of those requirements.
- Remember, project activities should adhere to the Division's [guidance document](#).
- Distressed Units are required to complete short-term and long-term plans for infrastructure

repair, maintenance, and management, of which a complete AMP and 10-year CIP are integral parts. AIA projects for distressed units must either:

- Result in a complete Asset Management Plan (AMP) including at least a 10-year Capital Improvement Plan (CIP), or
- Establish the basis of an AMP and a timeline for fulfilling all the activities required of distressed units.
- In general, a complete AMP consists of:
 - List of assets/asset registry
 - Spatial database/GIS map
 - A risk-based condition assessment of all water and/or wastewater assets
 - Minimum 10-year Capital Improvement Plan
 - Recommended schedule and plan for Operation, Maintenance and Rehabilitation/Replacement, including time/cost estimates for annual budgeting
 - Staffing plan to implement AMP/CIP, as needed
 - Rate study (minimum 5-year rate programming to address CIP)
- As stated in the LOIF for the AIA project, contact your Division project manager prior to creating the Scope to discuss how this project helps the Distressed Unit fulfill the statutory requirements in §159G-45(b) and make progress toward de-designation.
- For Distressed Units with an approved or draft Short-Term Action Plan as a result of meeting with Division staff, reference the action items identified in the plan in the project Scope.

Suggested Scope Format (Adobe PDF or other non-editable format)

Section 1 – Reference: Contact information for the grantee, contact information for the consultant, project name as listed in the application and the LOIF, funding cycle, etc.

Section 2 – Narrative: A concise narrative description of the Scope, referencing any applicable historic asset management efforts, describing how the proposed Scope builds on past efforts, and connecting the challenges described in the application with the main project activities.

Section 3 – Itemized Tasks: A description, cost, and schedule/timeline of each main project activity, detailed enough that the Division can determine the tasks that will be accomplished during the project, the resulting deliverable, and what is/is not eligible for disbursement.

Section 4 – Deliverables: A summary of the anticipated documents and plans to be created during the project with milestones, including a timeline for the Division to approve the draft and final deliverables, detailed enough that the Division can determine that the grantee will meet the funding requirements.

SALES-TAX REIMBURSEMENT CERTIFICATION FORM

(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: _____

DWI Project Number: _____

Check If Applicant is not a unit of government under North Carolina (NC) law

If Applicant noted above is a Unit of Government in North Carolina, check the applicable box below.

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will request reimbursement from the NC Department of Revenue (DOR).

Sales Tax **IS NOT** deducted in either of these scenarios.

The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will not request reimbursement from the DOR.

The project will not include sales taxes.

(Printed Name and Title of Authorized Representative)

(Signature of Authorized Representative)

(Date)

NC DEQ Division of Water Infrastructure Professional Engineering Services Procurement

Section 602(b)(14) of the Clean Water Act requires projects receiving Clean Water State Revolving Fund funding to comply with engineering procurement guidelines. North Carolina Session Law 2021-180 authorizes the Division of Water Infrastructure (Division) to award grant funds from the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund for drinking water, wastewater, and stormwater infrastructure projects. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines.

To comply, you must follow North Carolina General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying Services. You cannot exempt yourself using NCGS 143-64.32. Complete and sign this form and provide the information indicated to ensure that engineering services for your project are eligible for disbursement.

Applicant: Click or tap here to enter text.

Project Name: Click or tap here to enter text.

Division Funding Number: Click or tap here to enter text.

- 1) List the basic services being provided: (i.e., planning, design, inspection etc.)
Click or tap here to enter text.
- 2) Describe the method of announcement for the project.
Click or tap here to enter text.
- 3) List the firms the announcement was discussed with or that proposals were received from in order of quality.
Click or tap here to enter text.
- 4) Was a contract negotiated with the best qualified firm? Yes No (Check one)
If no, explain why.
Click or tap here to enter text.

NOTE: Documentation of Qualification-Based-Selection of Engineering Services shall be provided to the Division upon request (to include announcement and qualifications requested).

By signing below, I Click or tap here to enter text., the Authorized Representative designated for this project in the project application, attest that the contract pricing, as seen in the attached contract(s), contains pricing that is fair and reasonable based on scope, complexity, professional nature, and the estimated value of the services being provided and the firm selected, was selected based on their qualifications.

(signed name, title and date)

(DWI staff use only – Check and initial here if debarment status checked and firm is NOT debarred _____)

| | |
|---|--|
| <p>Clean Water Act, Section 602(b)(14)</p> | <p>(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services <u>shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State).</u></p> <p>From: water resources reform and development act guidance.pdf (epa.gov) <i>The requirements of 40 U.S.C. 1101 et seq. are:</i></p> <ul style="list-style-type: none"> • <i>Public announcement of the solicitation (e.g., a Request for Qualifications);</i> • <i>Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation); o Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);</i> • <i>Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;</i> • <i>Selection of at least three firms considered to be the most highly qualified to provide the services required; and</i> • <i>Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;</i> <ul style="list-style-type: none"> ▪ <i>In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.</i> |
| <p>Uniform Guidance 2 CFR 200.319(b)</p> | <p>Competition.</p> <p>The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.</p> |
| <p>NC General Statute 143-64.31</p> | <p>Procurement of Architectural, Engineering, and Surveying Services (NC “Mini-Brooks”)</p> <p>...It is the public policy of this State... and Local Governmental Units..., to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services,..., to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. ...</p> |

| | |
|--|---|
| <p>NC General Statute 143-64.32</p> | <p>NOTE: CWSRF and ARPA funding: NCGS 143-64.32 cannot be used to exempt a local government unit from abiding by NCGS 143-63.31. This is because there is no minimum dollar exemption allowed in the Federal Brooks Act, the Clean Water Act Section 602(b)(14), or 2 CFR 200.319.</p> <p>Written exemption of particular contracts.</p> <p>Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars (\$50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)</p> |
| <p>21 NCAC 56.0701(f)</p> | <p>SECTION .0700 – RULES OF PROFESSIONAL CONDUCT, adopted in accordance with NC General Statute 89C-20 (Board Rules for Professional Engineers, etc.)</p> <p>(f) A licensee shall solicit or accept work only on the basis of qualifications and:</p> <ul style="list-style-type: none">(1) Shall not offer to pay, either directly or indirectly, any commission, political contribution, gift, or other consideration in order to secure work, exclusive of securing salaried positions through employment agencies;(2) Shall compete for employment on the basis of professional qualification and competence to perform the work. The licensee shall not solicit or submit proposals for professional services containing a false, fraudulent, misleading, deceptive or unfair statement or claim regarding the cost, quality or extent of services to be rendered;(3) Shall, with regard to fee bidding on public projects, comply with the provisions of G.S. 143-64.31 et seq., (or for federal projects, the Brooks Act, 40 U.S. Code 541 et seq.) and shall not knowingly cooperate in a violation of any provision of G.S. 143-64.31 et seq. (or of 40 U.S. Code 541 et seq.); <p>...</p> |

AIA/MRF DISBURSEMENT REQUEST FORM

Division of Water Infrastructure

Project No. _____

Period Covered by this Report:

From _____

To _____

Grant Amount = _____

Match % Required = _____
Match amount = \$ _____

Match and Grant Fee are N/A for ARPA funded projects

Recipient Organization

Name: Town, City or County etc.

Payment No. _____

Address:

Page No. _____

City, State & Zip:

| Classification of | Consultant Name | | | | Total |
|---------------------------------|---|------|------|------|-------|
| | A | B | C | D | |
| <i>Cumulative Totals</i> | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| Total Cumulative to date | \$ - | \$ - | \$ - | \$ - | \$ - |
| Previously Received | | | | | \$ - |
| Amount Requested | \$ - | \$ - | \$ - | \$ - | \$ - |
| No Match | | | | | |
| In-Kind Contribution | In-Kind Contribution, Grant Fee, and Match are N/A for ARPA funded projects | | | | |
| Grant Fee | | | | | |
| Total Match * | | | | \$ - | |
| Percent Complete | | | | | |

Certification

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with terms of the project and that this request represents the monies due which have not been previously received and that an inspection has been performed and all work is in accordance with the terms and conditions of the award.

You must check ONE of the boxes below or your payment will not be processed:

The funds requested above have already been paid to the respective vendors, consultants & contractors by the award recipient.

OR

The funds requested above have not been paid to the respective vendors, consultants & contractors. Funds received from the State will be disbursed to these entities within three (3) banking days.

 Recipient

 Signature of Authorized Representative Date

 Type or Print Name and Title

DWI comments

Department of Environmental Quality
Division of Water Infrastructure

**WATER INFRASTRUCTURE GRANTS
LEGAL REQUIREMENTS
QUICK REFERENCE GUIDE**



Preface

Subrecipients received funds from the North Carolina Department of Environmental Quality (DEQ) in the form of subawards, the purpose of which was to carry out a portion of NC DEQ's American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) grant program in accordance with the applicable law.

As such, Subrecipients must carry out the responsibilities of their subawards in accordance with Section 602 of the Social Security Act (as added by section 9901(a) of the American Rescue Plan Act of 2021), 31 C.F.R. Part 35 (U.S. Treasury's "Final Rule"), as well as any guidance provided by U.S. Treasury including, but not limited to, the CSLFRF Compliance and Reporting Guidance and U.S. Treasury's SLFRF Final Rule Frequently Asked Questions. Subrecipients must also comply with the applicable provisions of 2 C.F.R. Part 200 (the "Uniform Guidance"), as implemented by the U.S. Treasury under 2 C.F.R. Part 1000, and as set forth in the CSLFRF Assistance Listing 21.027.

In addition to the federal requirements for ARPA/SFRF subawards, subrecipients must also comply with applicable state laws and regulations. For the most current guidance from Treasury, please see [US Department of Treasury SLFRF](#).

Pursuant to its responsibilities as a pass-through entity for federal financial assistance, NC DEQ created this document to serve as a quick reference guide regarding the requirements applicable to subrecipients. Subrecipients are responsible for properly complying with all applicable federal, state, and local requirements as they carry out their duties under their subawards.

| <u>Requirement</u> | <u>Citation/ Document Name</u> | <u>Description</u> | <u>Location</u> |
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| Pre-Award Costs | 2 C.F.R. § 200.458 | Pre-award costs as defined in 2 C.F.R. § 200.458, which includes costs incurred prior to the Federal Award Date of March 3, 2021, may not be paid with funding from this award. Per U.S. Treasury guidance, pre-project development costs that are tied to or reasonably expected to lead to an eligible capital expenditure, such as pre-project planning or engineering costs, are reimbursable under this program and not considered prohibited pre-award costs. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRed1f39f9b3d4e72/section-200.458 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #5) |
| Period of Performance | U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories U.S. Treasury Obligation Interim Final Rule | The period of performance for ARPA/SFRF awards begins on March 3, 2021 and ends on December 31, 2026. All ARPA/SFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026. Per U.S. Treasury guidance in its 2023 Obligation Interim Final Rule, the obligation deadline does not apply to subrecipient. Subrecipients are not required to obligate their ARPA/SFRF funds by December 31, 2024, however, they are still subject to the expenditure deadline of December 31, 2026. All funds that are not expended by December 31, 2026, must be returned to U.S. Treasury. | https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #2) https://home.treasury.gov/system/files/136/Obligation_Interim_Final_Rule_2023.pdf |
| Indirect Costs | 2 C.F.R. § 200.414(f) U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories | Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients are permitted to charge both direct and indirect costs to their subaward as administrative costs. If a subrecipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then they may use their current NICRA. Subrecipients who wish to use their NICRA will need to send a copy of it to NC DEQ. If a subrecipient does not have a NICRA, they may use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f). | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd93f2a98b1f6455/section-200.414 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #6) |

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| <p>Conflicts of Interest</p> | <p>2 C.F.R. § 200.112</p> <p>2 C.F.R. § 200.318(c)</p> <p>N.C. Gen. Stat. § 14-234</p> <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>Subrecipients are required to maintain a conflict-of-interest policy consistent with 2 C.F.R. § 200.318(c) and, if applicable, N.C. Gen. Stat. § 14-234. The conflict-of-interest policy will be applicable to each activity funded under their ARPA/SFRF subaward. Subrecipients who are neither local government units nor public authorities will be required to provide a copy of their conflict-of-interest policy for management employees and their governance body to NC DEQ. Per 2 C.F.R. § 200.112, subrecipients will also need to disclose in writing to NC DEQ any potential conflicts of interest affecting the awarded funds.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-B/section-200.112</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.318</p> <p>https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-234.html</p> <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See Term #8)</p> |
| <p>Publications</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>If a subrecipient produces a publication using funds from their ARPA subaward, they must display the following language: “This project is being (or was) supported, in whole or in part, by Coronavirus State and Local Recovery Funds, federal award SLFRP0129, awarded to the State of North Carolina by the U.S. Department of Treasury.” This requirement is contained in the terms and conditions of NC DEQ’s award agreement with U.S. Treasury.</p> | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #13)</p> |
| <p>Maintenance of and Access to Records</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> <p>2 C.F.R. §§ 200.334–38</p> | <p>Pursuant to the terms and conditions of NC DEQ’s award agreement with U.S. Treasury and the relevant Uniform Guidance requirements, subrecipients must preserve and provide access to their programmatic and financial records related to their ARPA-funded projects, including:</p> <ol style="list-style-type: none"> records providing a full description of each activity undertaken; records demonstrating that each activity undertaken meets the objectives of the federal program and state appropriation and related documentation; records required to determine the allowability of costs; records required to document the acquisition, improvement, use or disposition of real property acquired or improved with the assistance; records documenting compliance with federal and local laws; and | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #4)</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR4acc10e7e3b676f</p> |

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| | | <p>f. financial records required by program regulations and Uniform Guidance.</p> <p>In accordance with the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients will be required to maintain records for at least five years after all funds have been expended or returned to U.S. Treasury, whichever is longest. Subrecipients will be required to make all records, books, papers, and other documents that relate to their ARPA subaward available at all reasonable times for inspection, review, and audit by the authorized representatives of NC DEQ, the North Carolina State Auditor, U.S. Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office.</p> | |
| <p>Nondiscrimination</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>Subrecipients of ARPA/SFRF funding are subject to the following laws and regulations that prohibit discrimination in federal financial assistance programs:</p> <ul style="list-style-type: none"> a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 22. b. The Fair Housing Act and Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601). c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). d. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 23. e. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101). <p>The above require that no person shall, on the basis of race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program for which subrecipients receive ARPA/SFRF funding. The above also require that subrecipients adopt and enact nondiscrimination policies consistent with those requirements.</p> | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #9(c))</p> |

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| <p>The Uniform Guidance</p> | <p>2 C.F.R. Part 200</p> <p>2 C.F.R. Part 1000</p> <p>Assistance Listing Number 21.027</p> | <p>Subrecipients are responsible for complying with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, as adopted by U.S. Treasury in its implementing regulations, 2 C.F.R. Part 1000, and as set forth in the SLFRF Assistance Listing (ALN 21.027). The Uniform Guidance provisions that apply to ARPA/SFRF subawards are as follows:</p> <ul style="list-style-type: none"> • Subpart A, Acronyms and Definitions • Subpart B, General Provisions • Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards <ul style="list-style-type: none"> ○ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.204, .205, .210, & .213 • Subpart D, Post Federal Award Requirements <ul style="list-style-type: none"> ○ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.305(b)(8) & (9), .308, .309, & .320(c)(4) • Subpart E, Cost Principles • Subpart F, Audit Requirements • 2 C.F.R. Part 25 (Universal Identifier & System for Award Management) • 2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information) • 2 C.F.R. Part 180 (Debarment and Suspension) | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200</p> <p>https://www.ecfr.gov/current/title-2/subtitle-B/chapter-X/part-1000</p> <p>https://sam.gov/fal/7cecfdef62dc42729a3fdcd449bd62b8/view</p> |
| <p>Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment</p> | <p>2 CFR § 200.216,</p> | <p>Pursuant to 2 C.F.R. § 200.216, subrecipients cannot obligate or expend ARPA funds to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (as described in Public Law 115-232, Section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.216</p> |
| <p>Procurement</p> | <p>N.C. Gen. Stat. § 143-64.31</p> <p>N.C. Gen. Stat. § 143-64.32</p> <p>2 C.F.R. §§ 200.317–27</p> | <p>Subrecipients are subject to applicable state procurement requirements while carrying out the federal award, including N.C. Gen. Stat. § 143-64.31, Article 3D (Procurement of Architectural, Engineering, and Surveying (A/E) Services). N.C. Gen. Stat. § 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E.</p> <p>In addition to state procurement requirements, subrecipients are subject to the Uniform Guidance procurement provisions as contained in 2 C.F.R. §§ 200.317–27. Consistent with these requirements, subrecipients are required to adopt and enact their own internal procurement procedures. Standards for those</p> | <p>https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_143/Article_3D.pdf</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR45ddd4419ad436d</p> |

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| | | <p>procedures include, but are not limited to, the following:</p> <ol style="list-style-type: none"> a. All procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320(c)(1), (2), (3), and (5), which allows for non-competitive procurements only if either (1) the item is below the micro-purchase threshold; (2) the item is only available from a single source; (3) the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or (4) after solicitation of a number of sources, competition is determined inadequate. b. Subrecipients must maintain oversight to ensure that their contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. c. Pursuant to 2 C.F.R. § 200.321, subrecipients must take all necessary affirmative steps to assure that minority businesses, women’s business enterprises, and labor surplus area firms are used when possible. d. Subrecipients must “maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.” 2 C.F.R. § 200.318(i). | |
| <p>Mandatory Contract Provisions</p> | <p>2 C.F.R. § 200.327</p> <p>2 C.F.R. Part 200, Appendix II</p> <p>U.S. Treasury Final Rule FAQ</p> | <p>Under 2 C.F.R. § 200.327, subrecipients are required to include certain contract provisions in their agreements with contractors and subcontractors to carry out the work required for their ARPA subaward. These may include but are not limited to provisions concerning:</p> <ul style="list-style-type: none"> • Administrative, contractual, or legal remedies where contractors violate or breach contract terms • Termination of the contract for cause and for convenience, including the manner by which it will be effected and the basis for settlement. • Equal Employment Opportunity • Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708) • Procurement of Recovered Materials (2 C.F.R. § 200.323) • Domestic Preferences for Procurement (2 C.F.R. § 200.322) • Prohibition on certain telecommunications and video surveillance services or equipment (2 C.F.R. § 200.216) | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.327</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%20200</p> <p>https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf (See section #6.15)</p> |

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| | | <ul style="list-style-type: none"> • Debarment and Suspension (Executive Orders 12549 and 12689) • Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) • Clean Air Act and the Federal Water Pollution Control Act (42 U.S.C. 7401–7671q and 33 U.S.C. 1251–1387) <p>Per U.S. Treasury guidance in the SLFRF Final Rule FAQ, Davis-Bacon Act requirements do not apply to projects funded solely with ARPA/SFRF funds. Such projects will not have to include a provision regarding the Davis-Bacon Act in their agreements with contractors or subcontractors that may otherwise be required under 2 C.F.R. § 200.327.</p> | |
| Equipment & Property Management | 2 C.F.R. §§ 200.310–16 | All real property acquired or improved, and equipment or supplies purchased in whole or in part with ARPA funds must be used, insured, managed, and disposed of in accordance with 2 C.F.R. §§ 200.310–16. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D |
| Closeout | 2 C.F.R. § 200.344 | <p>Closeout must comply with applicable requirements of 2 C.F.R. § 200.344, including the requirement that subrecipients must, no later than ninety (90) calendar days after the end of the period of performance, submit to NC DEQ all required financial, performance, and other reports. Subrecipients must also promptly refund any unobligated cash that they are not authorized to retain for use in other projects.</p> <p>Completion of closeout does not release subrecipients from their obligations under state and federal compliance, legal, and regulatory requirements. Subrecipients will continue to be subject to post-closeout adjustments and continuing responsibilities in accordance with 2 C.F.R. § 200.345.</p> | eCFR :: 2 CFR 200.344 -- Closeout. |

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| Universal Identifier and System for Award Management (SAM) | 2 C.F.R. Part 25 | In accordance with 2 C.F.R. Part 25, subrecipients are required to obtain, and provide to NC DEQ, a Unique Entity Identifier assigned by the SAM. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25 |
| Debarment & Suspension | 2 C.F.R. Part 180 31 C.F.R. Part 19 | In accordance with 2 C.F.R. Part 180, and U.S. Treasury's implementing regulations at 31 C.F.R. Part 19, subawards may not be issued to anyone listed on the governmentwide exclusions in the SAM. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-180 https://www.ecfr.gov/current/title-31/subtitle-A/part-19 |
| FFATA Required Executive Compensation Information | 2 C.F.R. Part 170 | Subrecipients will be required to provide NC DEQ with information sufficient to allow us to meet our reporting obligations under the Federal Funds Accountability and Transparency Act (FFATA), which requires public disclosure of executive compensation in certain federally funded organizations. NC DEQ will be required to report the names and total compensation of each of Subrecipient's five most highly compensated executives for the preceding completed fiscal year, if: 1) In Subrecipient's preceding fiscal year, the subgrantee received: i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards) 2) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170 |

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| | | <p>compensation filings at http://www.sec.gov/answers/execomp.htm).</p> | |
| <p>New Restrictions on Lobbying</p> | <p>31 C.F.R. Part 21</p> | <p>Subrecipients are subject to the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, subrecipients cannot use federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipients will be required to submit a certification in writing that they have not made, and will not make, any payments prohibited under these requirements. NC DEQ will provide the necessary certification form.</p> | <p>https://www.ecfr.gov/current/title-31/subtitle-A/part-21</p> |
| <p>Uniform Relocation and Real Property Acquisition Policies Act</p> | <p>42 U.S.C. §§ 4601–55</p> | <p>Any acquisition of real property by a subrecipient using ARPA funds must comply with the applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (42 U.S.C. §§ 4601–55), as amended. Subrecipients will have to certify in writing that they have or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project. NC DEQ will provide the necessary certification form.</p> | <p>https://uscode.house.gov/view.xhtml?path=/prelim%40title42/chapter61&edition=prelim</p> |

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| U.S. Treasury Wage and Labor Requirements | U.S. Treasury SLFRF Compliance & Reporting Guidance | Projects with a total cost of \$10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Subrecipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies. | https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf (See page 31) |
| Whistleblower Protections | 41 U.S.C. § 4712 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories | These protections require subrecipients to: inform employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform employees in writing of employee whistleblower protections under 41 U.S.C. § 4712 in the predominant native language of the workforce; and include such requirements in any agreement made with subcontractors or subgrantees. | https://www.govinfo.gov/app/details/USCODE-2022-title41/USCODE-2022-title41-subtitleI-divsnC-chap47-sec4712 https://uscode.house.gov/view.xhtml?req=(title:41%20section:4712%20edition:prelim) https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #16) |
| Clean Air Act & Federal Water Pollution Control Act | Clean Air Act (42 U.S.C. 7401–7671q) Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). | For subawards in excess of \$150,000, subrecipients are required to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401–7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. §§ 1251–1387). | https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title42-chapter85&saved=%7CKHRpdGxIOjOyIHNIY3Rpb246NzQwMSBlZGI0aW9uOnByZWxpYmSk%3D%7C%7C%7C0%7Cfalse%7Cprelim&edition=prelim https://uscode.house.gov/view.xhtml?path=/prelim@title33/chapter26&edition=prelim |
| Governmentwide Requirements for Drug-Free Workplace | Drug-Free Workplace Act of 1988 (41 U.S.C. 701 et seq., as amended) 31 C.F.R. Part 20 | ARPA/SFRF subrecipients are subject to the provisions of the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701, as amended) that apply to grants and other financial assistance awards, as well as U.S. Treasury’s implementing regulations, 31 C.F.R. Part 20. | https://uscode.house.gov/view.xhtml?req=granuleid:USC-2000-title41-section701&num=0&edition=2000 https://www.ecfr.gov/current/title-31/subtitle-A/part-20 |

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| Hatch Act | Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28) | ARPA/SFRF subrecipients are subject to the applicable requirements of the Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance. | https://uscode.house.gov/view.xhtml?path=/prelim@title5/part2/chapter15&edition=prelim https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title5-chapter73&edition=prelim |
| Other State Requirements | N.C. General Statutes Chapters 159, 159G, 143C 09 N.C. Admin. Code 03M | Use of these funds is subject to applicable state laws and regulations including, but not limited to, N.C. General Statutes Chapters 159 (Local Government Finance) and 159G (Water Infrastructure). Subrecipients who are neither local government units nor public authorities must also comply with applicable requirements of the State Budget Act and Title 09, Subchapter 03M of the N.C. Administrative Code. | https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByChapter/Chapter_159.pdf https://www.ncleg.gov/enactedlegislation/statutes/html/bychapter/chapter_159g.html https://www.ncleg.gov/Laws/GeneralStatuteSections/Chapter143C http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20lt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%20m/subchapter%20m%20rules.pdf |
| Distressed Units | N.C. Gen. Stat. § 159G-45(b). | Local government units designated as distressed must complete associated requirements of N.C. Gen. Stat. §159G-45(b). | https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_159G/GS_159G-45.pdf |

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| <p>Subrecipient Monitoring and Management</p> | <p>2 C.F.R. §§ 200.331–33</p> <p>NC DEQ’s Subaward and Monitoring Policy</p> | <p>Pursuant to 2 C.F.R. §§ 200.331–33, subrecipients will be subject to monitoring and management by the pass-through entity, NC DEQ. NC DEQ will monitor, evaluate, and provide guidance and direction to subrecipients as they carry out project activities. NC DEQ is required by U.S. Treasury to determine whether subrecipients have spent funds in accordance with applicable laws, regulations, and agreements and will monitor subrecipients’ activities to ensure they have met such requirements. If deficiencies are found, subrecipients may be asked to take corrective action. The type and degree of monitoring activities depends on the results of the Subrecipient Risk Assessment.</p> <p>Subrecipients are subject to the following procurement monitoring activities by NC DEQ:</p> <ul style="list-style-type: none"> • NC DEQ review of solicitations. <ul style="list-style-type: none"> ○ Except for micro-purchases made pursuant to 2 C.F.R. § 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. § 200.320(a)(2), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the applicable solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any solicitation for compliance with applicable procurement standards. • NC DEQ review of contracts. <ul style="list-style-type: none"> ○ Except for micro-purchases pursuant to 2 C.F.R. § 200.320(a), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the written contract prior to contract execution. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§ 200.318–27 as well as 2 C.F.R. § 200.327. | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.331</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.332</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.333</p> |
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|-------------------------------|--|---|---|
| Interventions | 2 C.F.R. § 200.208 2 C.F.R. § 200.339 | If NC DEQ determines that a subrecipient is not in compliance with procurement requirements, NC DEQ may initiate an intervention, in accordance with 2 C.F.R. § 200.208 and 2 C.F.R. § 200.339. The degree of a subrecipient's performance or compliance deficiency will determine the degree of intervention. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.208 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR86b76dde0e1e9dc |
| Reporting Requirements | U.S. Treasury Compliance and Reporting Guidance N.C. Sess. L. 2021-180 NC DEQ Subaward Monitoring Plan | Subrecipients are required to send NC DEQ reports and back-up data, including reports which enable NC DEQ to meet its own reporting obligations to U.S. Treasury and as otherwise required by state law. The frequency of reporting will be consistent with the DEQ Subrecipient Monitoring Plan. | https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf https://www.ncleg.gov/enactedlegislation/sessionlaws/html/2021-2022/sl2021-180.html |
| Audit Requirements | 2 C.F.R. Part 200, Subpart F 09 NCAC 03M .0205(a)(3) and (b)(4) 2 C.F.R. § 200.503 | Subrecipients that expend more than \$750,000 in federal awards during their fiscal year, with the exception of local governments who choose to undergo an Alternative Compliance Examination Engagement, will be subject to an audit under the Single Audit Act and 2 C.F.R. Part 200, Subpart F. Subrecipients that receive less than \$750,000 in federal awards during their fiscal year are exempt from federal audit requirements (except as noted in 2 C.F.R. § 200.503), but may still be subject to state audit requirements as discussed below. Subrecipients exempt from federal audit requirements are still required to retain and provide records for review or audit upon request by the federal agency, the state, or the Government Accountability Office. Subrecipients who are neither local governments nor public authorities and receive \$500,000 or more in state financial assistance using federal funds are required to provide a single or program-specific audit to the Department of the State Treasurer, or to NC DEQ upon request pursuant to 09 N.C. Admin. Code 03M.0205(a)(3) and (b)(4). Subrecipient local governments and public authorities who expend \$500,000 or more in state financial assistance are also required to have a single audit performed pursuant to N.C. Gen. Stat. § 159-34. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F https://files.nc.gov/ncgov/documents/files/ncpro/XX-XX-Attachment-B-09-NCAC-03M.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F/subject-group-ECFRfd0932e473d10ba/section-200.503 |

ROY COOPER
Governor

ELIZABETH S. BISER
Secretary

SHADI ESKAF
Director



NORTH CAROLINA
Environmental Quality

April 15, 2024

Mr. Dexter B. Edwards, Chairman, Board of Commissioners
Duplin County
PO Box 910
Kenansville, NC 28349

SUBJECT: ARPA Funding Offer
Water System AIA
Project No. AIA-D-ARP-0263

Dear Mr. Edwards:

Duplin County has been approved for funding assistance according to the subject funding offer. This offer is made subject to the Assurances and Conditions set forth in the Offer and Acceptance Document. Enclosed are two (2) copies of an offer-and-acceptance document, extending funding in the amount of \$249,000. Funds will not be disbursed unless this offer is accepted.

To ensure the American Rescue Plan Act (ARPA) funds are expended before the federal deadline of December 2026, the Division is requiring execution and return of the enclosed Offer and Acceptance for ARPA Funding agreement **no later than October 31, 2024**. Executed agreements are to be submitted via Laserfiche at the following link:

<https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>.

Please note, this funding offer is being issued before the Division has approved your preliminary project scope. In addition to the items required before the first disbursement, you must submit a preliminary project scope per Division guidance (the AIA Grant Scope Preparation FAQ is attached) and receive the Division's approval before the Division can process the first disbursement request for incurred project costs.

Upon your acceptance, please submit the following items via email at DEQ.DWI.FundingOffer@deq.nc.gov:

1. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARPA Projects. **Please retain the second copy for your files.**
2. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein.



North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

3. Sales Tax Certification, if applicable (attached).
4. ARPA Engineering Services Procurement Certification (attached).
5. One (1) copy of all executed service agreements and/or contracts.

Once the subject project has commenced, the enclosed "AIA/MRF Disbursement Request Form" must be completed and submitted with all disbursement requests. You are free to reproduce this form should additional copies be needed. Additional information and template forms can be found on DWI's website under the "I Have Funding – Construction and Disbursement of Funds" page. Disbursement requests should be sent to Tim Baldwin, your Viable Utility Unit Project Manager, via the Laserfiche link provided above. All funding disbursements must be processed **prior to December 31, 2026.**

As a reminder, a document requesting your federal identification number was included with the Letter of Intent to Fund. You must complete and submit this no later than the time when you choose to submit your first request for disbursement.

Attached is the "Water Infrastructure Grants Legal Requirements Quick Reference Guide" which further explains the ARPA funding agreement requirements.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARPA funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this offer package, please contact Tim Baldwin at tim.baldwin@deq.nc.gov or 984-389-0296.

Sincerely,

DocuSigned by:
Victor A. D'Amato
52CD62E9DA6B44F...
Victor A. D'Amato, PE
Division of Water Infrastructure, NCDEQ

Enclosures: AIA Grant Scope Preparation FAQ
Offer-and-Acceptance Document (two copies)
Water Infrastructure Grants Legal Requirements Quick Reference Guide
Resolution by Applicant's Governing Body to Accept an Offer of Funding
Sales-Tax Certification Form
ARPA Engineering Services Procurement Certification
AIA/MRF Disbursement Request Form

CC: Dexter B. Edwards, dbrinson@duplincountync.gov
Joseph W. McKemey, PE, McDavid Associates, Inc. (Farmville, NC), jwm2@mc david-inc.com
Teresa Tripp (via DocuSign)
DWI Administrative Unit (via DocuSign)
Mark Hubbard (via DocuSign)
Tim Baldwin (via DocuSign)
Matthew Rushing, EI (via DocuSign)
DEQ.DWIFundingOffer@deq.nc.gov
FILE: ARPA (Agreement Number 2000067374)



**STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE**

Funding Offer and Acceptance

| | | |
|--|---------------------------|-----------------------|
| Legal Name and Address of Award Recipient | Project Number: | AIA-D-ARP-0263 |
| Duplin County | | |
| PO Box 910 | Recipient's UEID#: | KZN4GK5262K3 |
| Kenansville, NC 28349 | | |

Funding Program

| | | | |
|---|--|-------------------------------|----------------------------|
| Drinking Water <input checked="" type="checkbox"/> | Wastewater <input type="checkbox"/> | Both <input type="checkbox"/> | Total Grant Offered |
| Distressed <input type="checkbox"/> | Not Distressed <input checked="" type="checkbox"/> | | |
| ARPA Training Grant | <input type="checkbox"/> | | |
| ARPA Asset Inventory & Assessment Grant (AIA) | <input checked="" type="checkbox"/> | | \$ 249,000 |
| ARPA Merger/Regionalization Feasibility Grant (MRF) | <input type="checkbox"/> | | |
| Water System AIA | Total Financial Assistance Offer: | | \$ 249,000 |

**ARPA-funded projects are exempt from both the grant fee and match requirements.*

Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina: **Shadi Eskaf, Director, Division of Water Infrastructure
North Carolina Department of Environmental Quality**

| | | |
|-----------------------------------|---------------------------------|-----------|
| <small>DocuSigned by:</small> | | |
| <i>Victor A. D'Amato</i> | Signed on behalf of Shadi Eskaf | 4/15/2024 |
| <small>52C062E9DA6B43F...</small> | | |
| Signature | | Date |

On Behalf of (Applicant): _____
 Name of Representative in Resolution: _____
 Title (Type or Print): _____

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

| | |
|-----------|-------|
| | |
| Signature | Date |

STANDARD CONDITIONS FOR ARPA GRANTS

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's Final Rule for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the SLFRF Compliance and Reporting Guidance not explicitly referred to in this document and any future requirements implemented by the U.S Treasury.
2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The Recipient shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.
3. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants, and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.
4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: <http://www.sam.gov>. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.
5. Projects with a total cost of \$10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.
6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.
7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).
8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31st, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury.

STANDARD ASSURANCES FOR AIA GRANTS

1. The Recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.
2. The Recipient is responsible for paying for ineligible project costs as determined by the Division.
3. The Recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three (3) years following completion of the project.
4. All ARPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the Recipient's compliance with the Standard Conditions and Assurances of this Award. The Recipient agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute. Requests for disbursements must be made using the Division's disbursement form.
5. All funds provided pursuant to North Carolina General Statute 159G must be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34, as amended. **The Recipient must expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the Recipient is expected to uphold its contract obligations regarding timely payment.
6. The Recipient must provide summaries of project progress every other month during the project or as otherwise directed by the Division.
7. The Recipient must provide a digital copy of the final report in a universally readable format. If a project includes updating or developing a GIS database or shapefiles, at a minimum the current utility service boundaries must be provided as a polygon shapefile, including any service gaps within the boundary.
8. The Recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.
9. The Recipient must provide approved minutes or a resolution confirming the final report has been presented to the recipient's governing board.
10. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Assurance Nos. 7, 8, and 9. After receipt of this documentation, the final disbursement request will be processed.

Acknowledgement of Standard Conditions and Assurances

The Recipient hereby gives assurance to the Department of Environmental Quality that the declarations, assurances, representations, and statements made by the Applicant in the Application; and all documents, amendments, and communications filed with the Department of Environmental Quality by the Applicant in support of its request for financial assistance will be fulfilled.

.....
Signature

.....
Date

County of Duplin
Office of the County Commissioners



RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of \$249,000 to perform an Asset Inventory and Assessment study detailed in the submitted applications, and

WHEREAS, that Duplin County intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE DUPLIN COUNTY BOARD OF COMMISSIONERS:

That Duplin County does hereby accept the American Rescue Plan (ARP) offer of \$249,000 .

That Duplin County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Dexter B. Edwards, Chairman of the Duplin County Board of Commissioners, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 6th day of May, 2024.

**Frequently Asked Questions (FAQ) for Preparing the Preliminary Scopes of Work (Scope) for
Asset Inventory and Assessment (AIA) Grants from
The Division of Water Infrastructure (Division)**

What is a Scope of Work for an AIA project?

- The Division of Water Infrastructure (Division) requires an approved Preliminary Scope of Work (Scope) prior to transmitting the formal Grant Offer to recipients of approved AIA grants (grantees).
- Scopes for AIA projects provide the Division with an overview of the project tasks, costs, timeline, and deliverables/recommendations used to direct disbursements.
- The Scope should be consistent with the activities or services described in the application that will address the challenges experienced by the utility. The scope should be consistent with the scope of work to which the grantee will agree to in an engineering contract.

How do I submit my AIA Scope?

- Scopes should be submitted by the grantee (not the consultant) via the Division's online portal to the Division's project manager identified in the project's Letter of Intent to Fund (LOIF), by the date indicated in the milestone schedule. Reference the Division's Project Number provided in the LOIF.
 - Form to upload documents: <https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>
- The grantee's Authorized Representative (not the consultant) may request a modest extension of the submittal date via an email or letter on appropriate letterhead, sent to the Division's project manager. The request must include a justification for the delay and propose a new date for submitting the Scope.
- Prior to submitting your scope, contact your Division project manager regarding any anticipated changes to the project as described in the application.

What does DWI require in an AIA Scope?

- Scopes must be consistent with the project described in the approved funding application, including the budget and challenges described in the application narrative.
- Scopes must contain the following:
 - Anticipated activities and/or services to be performed during the AIA project
 - A concise narrative describing how each project activity addresses the challenges in the approved AIA application
 - The budget for each project activity
 - A schedule for completing the project within 24 months of the Letter of Intent to Fund
 - The deliverables to be produced for the project, including GIS shape files as applicable to the project

What are eligible AIA project Activities?

- Project activities should adhere to the Division's "Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses" document, which primarily serves to help guide engineers and consultants during an AIA project. The latest version is posted to the Division's website ([here](#)).
- Regardless of eligibility, if the project includes activities NOT covered by the AIA grant, the Scope budget must distinguish (a) the activities (or a portion thereof) that will be funded by the AIA grant from (b) the activities (or a portion thereof) that will be funded outside of the AIA grant.
 - For example, a \$200,000 AIA project may receive \$150,000 in Division AIA grant funding. The budget table in the Scope should show one column for the costs and activities covered by the AIA grant (totaling \$150,000) and a separate column for the costs to be covered by the other funding source (totaling the remaining \$50,000), and also provide the source of the non-Division funding (i.e., local cash, USDA grant, etc.).
- If equipment is an integral part of your project, contact your Division project manager prior to submitting the scope.
 - Eligible equipment costs (tablets, computers, and asset management equipment) must comprise no more than 10 percent of the grant AND must be justified in the scope.
- If access to software is an integral part of your project, the initial purchase and/or subscription is eligible, but the renewal of software subscription is not eligible.

What is required for the Scope narrative?

- The Scope narrative should consist of a succinct discussion of each task. The description should explain how the tasks relate to the challenges and benefits identified in the application.
- Reference any applicable historic asset management work and describe how the proposed project Scope builds upon those past asset management efforts.
- Specify that any GIS data delivered to the grantee will be provided in a format they can easily and readily update with current resources, and clearly identify the owner of the data.
- Remember, the application was funded based on the specific needs of the system and proposed benefits of the AIA project.

What is required for the project schedule?

- The project schedule must show the anticipated start and end dates for each project activity.
- The final project completion date must be within 24 months of the date the Letter of Intent to Fund is sent to the applicant (this language is in the Letter of Intent to Fund). Typically, the Grant Offer will be issued within one month of scope approval.
- Specify that DWI will be copied on draft and final deliverables, including the appropriate GIS data

layers that show a complete service area boundary, including gaps within those boundaries.

- Provide regular (no less frequent than every other month unless otherwise directed by the Division) updates, preferably with the submittal of disbursement requests.

What makes up the Deliverable?

- The deliverable consists of the documents produced by the planning project. The documents may include, but are not limited to:
 - photos
 - maps
 - outputs and summaries of models and/or flow monitoring
 - copies of physical CCTV inspections
 - GIS data layers if applicable
 - Findings, recommendations, and/or conclusions
- Scopes must specify that both the draft and final deliverables will be submitted to the Division for review and approval prior to processing the final disbursement request.

What deliverables must be submitted to the Division?

- At the end of the AIA project, the grantee must submit to the Division a copy of the deliverable/report, an executive summary, and either:
 - A copy of the board meeting minutes where the report/recommendations were presented and the minutes of the subsequent board meeting showing adoption of the previous meeting's minutes, or
 - A resolution passed by the governing board adopting the findings/recommendations/conclusions presented in the report, including Capital Improvement Plans and adjoining rate studies as appropriate.
- The final report must be approved by the Division prior to final disbursement of the grant funds.
- For projects that develop a new or update an existing GIS database, GIS shapefiles and databases must be submitted to Division staff upon completion of the project. The shapefile should include the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries, most commonly in the following file formats: .shp, .shx, and .dbf.
- Note that the data gathered during the Division-funded project is the property of the grantee; exceptions to grantee ownership of project deliverables, including incorporation of data into proprietary software, must be clarified in the scope.

What if my Local Government Unit (Unit) has been designated Distressed?

- Distressed Units are required to complete the activities established in NCGS §159G-45(b), and an AIA grant provides funding to fulfill some of those requirements.
- Remember, project activities should adhere to the Division's [guidance document](#).
- Distressed Units are required to complete short-term and long-term plans for infrastructure

repair, maintenance, and management, of which a complete AMP and 10-year CIP are integral parts. AIA projects for distressed units must either:

- Result in a complete Asset Management Plan (AMP) including at least a 10-year Capital Improvement Plan (CIP), or
- Establish the basis of an AMP and a timeline for fulfilling all the activities required of distressed units.
- In general, a complete AMP consists of:
 - List of assets/asset registry
 - Spatial database/GIS map
 - A risk-based condition assessment of all water and/or wastewater assets
 - Minimum 10-year Capital Improvement Plan
 - Recommended schedule and plan for Operation, Maintenance and Rehabilitation/Replacement, including time/cost estimates for annual budgeting
 - Staffing plan to implement AMP/CIP, as needed
 - Rate study (minimum 5-year rate programming to address CIP)
- As stated in the LOIF for the AIA project, contact your Division project manager prior to creating the Scope to discuss how this project helps the Distressed Unit fulfill the statutory requirements in §159G-45(b) and make progress toward de-designation.
- For Distressed Units with an approved or draft Short-Term Action Plan as a result of meeting with Division staff, reference the action items identified in the plan in the project Scope.

Suggested Scope Format (Adobe PDF or other non-editable format)

Section 1 – Reference: Contact information for the grantee, contact information for the consultant, project name as listed in the application and the LOIF, funding cycle, etc.

Section 2 – Narrative: A concise narrative description of the Scope, referencing any applicable historic asset management efforts, describing how the proposed Scope builds on past efforts, and connecting the challenges described in the application with the main project activities.

Section 3 – Itemized Tasks: A description, cost, and schedule/timeline of each main project activity, detailed enough that the Division can determine the tasks that will be accomplished during the project, the resulting deliverable, and what is/is not eligible for disbursement.

Section 4 – Deliverables: A summary of the anticipated documents and plans to be created during the project with milestones, including a timeline for the Division to approve the draft and final deliverables, detailed enough that the Division can determine that the grantee will meet the funding requirements.

Department of Environmental Quality
Division of Water Infrastructure

WATER INFRASTRUCTURE GRANTS
LEGAL REQUIREMENTS
QUICK REFERENCE GUIDE



Preface

Subrecipients received funds from the North Carolina Department of Environmental Quality (DEQ) in the form of subawards, the purpose of which was to carry out a portion of NC DEQ's American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) grant program in accordance with the applicable law.

As such, Subrecipients must carry out the responsibilities of their subawards in accordance with Section 602 of the Social Security Act (as added by section 9901(a) of the American Rescue Plan Act of 2021), 31 C.F.R. Part 35 (U.S. Treasury's "Final Rule"), as well as any guidance provided by U.S. Treasury including, but not limited to, the CSLFRF Compliance and Reporting Guidance and U.S. Treasury's SLFRF Final Rule Frequently Asked Questions. Subrecipients must also comply with the applicable provisions of 2 C.F.R. Part 200 (the "Uniform Guidance"), as implemented by the U.S. Treasury under 2 C.F.R. Part 1000, and as set forth in the CSLFRF Assistance Listing 21.027.

In addition to the federal requirements for ARPA/SFRF subawards, subrecipients must also comply with applicable state laws and regulations. For the most current guidance from Treasury, please see [US Department of Treasury SLFRF](#).

Pursuant to its responsibilities as a pass-through entity for federal financial assistance, NC DEQ created this document to serve as a quick reference guide regarding the requirements applicable to subrecipients. Subrecipients are responsible for properly complying with all applicable federal, state, and local requirements as they carry out their duties under their subawards.

| <u>Requirement</u> | <u>Citation/ Document Name</u> | <u>Description</u> | <u>Location</u> |
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| Pre-Award Costs | 2 C.F.R. § 200.458 | Pre-award costs as defined in 2 C.F.R. § 200.458, which includes costs incurred prior to the Federal Award Date of March 3, 2021, may not be paid with funding from this award. Per U.S. Treasury guidance, pre-project development costs that are tied to or reasonably expected to lead to an eligible capital expenditure, such as pre-project planning or engineering costs, are reimbursable under this program and not considered prohibited pre-award costs. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd1f39f9b3d4e72/section-200.458 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #5) |
| Period of Performance | U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories U.S. Treasury Obligation Interim Final Rule | The period of performance for ARPA/SFRF awards begins on March 3, 2021 and ends on December 31, 2026. All ARPA/SFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026. Per U.S. Treasury guidance in its 2023 Obligation Interim Final Rule, the obligation deadline does not apply to subrecipient. Subrecipients are not required to obligate their ARPA/SFRF funds by December 31, 2024, however, they are still subject to the expenditure deadline of December 31, 2026. All funds that are not expended by December 31, 2026, must be returned to U.S. Treasury. | https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #2) https://home.treasury.gov/system/files/136/Obligation_Interim_Final_Rule_2023.pdf |
| Indirect Costs | 2 C.F.R. § 200.414(f) U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories | Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients are permitted to charge both direct and indirect costs to their subaward as administrative costs. If a subrecipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then they may use their current NICRA. Subrecipients who wish to use their NICRA will need to send a copy of it to NC DEQ. If a subrecipient does not have a NICRA, they may use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f). | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd93f2a98b1f6455/section-200.414 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #6) |

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| <p>Conflicts of Interest</p> | <p>2 C.F.R. § 200.112</p> <p>2 C.F.R. § 200.318(c)</p> <p>N.C. Gen. Stat. § 14-234</p> <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>Subrecipients are required to maintain a conflict-of-interest policy consistent with 2 C.F.R. § 200.318(c) and, if applicable, N.C. Gen. Stat. § 14-234. The conflict-of-interest policy will be applicable to each activity funded under their ARPA/SFRF subaward. Subrecipients who are neither local government units nor public authorities will be required to provide a copy of their conflict-of-interest policy for management employees and their governance body to NC DEQ. Per 2 C.F.R. § 200.112, subrecipients will also need to disclose in writing to NC DEQ any potential conflicts of interest affecting the awarded funds.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-B/section-200.112</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.318</p> <p>https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-234.html</p> <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See Term #8)</p> |
| <p>Publications</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>If a subrecipient produces a publication using funds from their ARPA subaward, they must display the following language: “This project is being (or was) supported, in whole or in part, by Coronavirus State and Local Recovery Funds, federal award SLFRP0129, awarded to the State of North Carolina by the U.S. Department of Treasury.” This requirement is contained in the terms and conditions of NC DEQ’s award agreement with U.S. Treasury.</p> | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #13)</p> |
| <p>Maintenance of and Access to Records</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> <p>2 C.F.R. §§ 200.334–38</p> | <p>Pursuant to the terms and conditions of NC DEQ’s award agreement with U.S. Treasury and the relevant Uniform Guidance requirements, subrecipients must preserve and provide access to their programmatic and financial records related to their ARPA-funded projects, including:</p> <ol style="list-style-type: none"> a. records providing a full description of each activity undertaken; b. records demonstrating that each activity undertaken meets the objectives of the federal program and state appropriation and related documentation; c. records required to determine the allowability of costs; d. records required to document the acquisition, improvement, use or disposition of real property acquired or improved with the assistance; e. records documenting compliance with federal and local laws; and | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #4)</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR4acc10e7e3b676f</p> |

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| | | <p>f. financial records required by program regulations and Uniform Guidance.</p> <p>In accordance with the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients will be required to maintain records for at least five years after all funds have been expended or returned to U.S. Treasury, whichever is longest. Subrecipients will be required to make all records, books, papers, and other documents that relate to their ARPA subaward available at all reasonable times for inspection, review, and audit by the authorized representatives of NC DEQ, the North Carolina State Auditor, U.S. Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office.</p> | |
| <p>Nondiscrimination</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>Subrecipients of ARPA/SFRF funding are subject to the following laws and regulations that prohibit discrimination in federal financial assistance programs:</p> <ul style="list-style-type: none"> a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 22. b. The Fair Housing Act and Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601). c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). d. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 23. e. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101). <p>The above require that no person shall, on the basis of race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program for which subrecipients receive ARPA/SFRF funding. The above also require that subrecipients adopt and enact nondiscrimination policies consistent with those requirements.</p> | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #9(c))</p> |

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| <p>The Uniform Guidance</p> | <p>2 C.F.R. Part 200 2 C.F.R. Part 1000 Assistance Listing Number 21.027</p> | <p>Subrecipients are responsible for complying with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, as adopted by U.S. Treasury in its implementing regulations, 2 C.F.R. Part 1000, and as set forth in the SLFRF Assistance Listing (ALN 21.027). The Uniform Guidance provisions that apply to ARPA/SFRF subawards are as follows:</p> <ul style="list-style-type: none"> • Subpart A, Acronyms and Definitions • Subpart B, General Provisions • Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards <ul style="list-style-type: none"> ◦ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.204, .205, .210, & .213 • Subpart D, Post Federal Award Requirements <ul style="list-style-type: none"> ◦ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.305(b)(8) & (9), .308, .309, & .320(c)(4) • Subpart E, Cost Principles • Subpart F, Audit Requirements • 2 C.F.R. Part 25 (Universal Identifier & System for Award Management) • 2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information) • 2 C.F.R. Part 180 (Debarment and Suspension) | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200</p> <p>https://www.ecfr.gov/current/title-2/subtitle-B/chapter-X/part-1000</p> <p>https://sam.gov/fal/7cecfdef62dc42729a3fcd449bd62b8/view</p> |
| <p>Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment</p> | <p>2 CFR § 200.216.</p> | <p>Pursuant to 2 C.F.R. § 200.216, subrecipients cannot obligate or expend ARPA funds to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (as described in Public Law 115-232, Section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.216</p> |
| <p>Procurement</p> | <p>N.C. Gen. Stat. § 143-64.31 N.C. Gen. Stat. § 143-64.32 2 C.F.R. §§ 200.317-27</p> | <p>Subrecipients are subject to applicable state procurement requirements while carrying out the federal award, including N.C. Gen. Stat. § 143-64.31, Article 3D (Procurement of Architectural, Engineering, and Surveying (A/E) Services). N.C. Gen. Stat. § 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E.</p> <p>In addition to state procurement requirements, subrecipients are subject to the Uniform Guidance procurement provisions as contained in 2 C.F.R. §§ 200.317-27. Consistent with these requirements, subrecipients are required to adopt and enact their own internal procurement procedures. Standards for those</p> | <p>https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_143/Article_3D.pdf</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR45ddd4419ad436d</p> |

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| | | <p>procedures include, but are not limited to, the following:</p> <ol style="list-style-type: none"> a. All procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320(c)(1), (2), (3), and (5), which allows for non-competitive procurements only if either (1) the item is below the micro-purchase threshold; (2) the item is only available from a single source; (3) the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or (4) after solicitation of a number of sources, competition is determined inadequate. b. Subrecipients must maintain oversight to ensure that their contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. c. Pursuant to 2 C.F.R. § 200.321, subrecipients must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. d. Subrecipients must "maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price." 2 C.F.R. § 200.318(i). | |
| <p>Mandatory Contract Provisions</p> | <p>2 C.F.R. § 200.327</p> <p>2 C.F.R. Part 200, Appendix II</p> <p>U.S. Treasury Final Rule FAQ</p> | <p>Under 2 C.F.R. § 200.327, subrecipients are required to include certain contract provisions in their agreements with contractors and subcontractors to carry out the work required for their ARPA subaward. These may include but are not limited to provisions concerning:</p> <ul style="list-style-type: none"> • Administrative, contractual, or legal remedies where contractors violate or breach contract terms • Termination of the contract for cause and for convenience, including the manner by which it will be effected and the basis for settlement. • Equal Employment Opportunity • Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708) • Procurement of Recovered Materials (2 C.F.R. § 200.323) • Domestic Preferences for Procurement (2 C.F.R. § 200.322) • Prohibition on certain telecommunications and video surveillance services or equipment (2 C.F.R. § 200.216) | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.327</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%20200</p> <p>https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf (See section #6.15)</p> |

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| | | <ul style="list-style-type: none"> • Debarment and Suspension (Executive Orders 12549 and 12689) • Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) • Clean Air Act and the Federal Water Pollution Control Act (42 U.S.C. 7401–7671q and 33 U.S.C. 1251–1387) <p>Per U.S. Treasury guidance in the SLFRF Final Rule FAQ, Davis-Bacon Act requirements do not apply to projects funded solely with ARPA/SFRF funds. Such projects will not have to include a provision regarding the Davis-Bacon Act in their agreements with contractors or subcontractors that may otherwise be required under 2 C.F.R. § 200.327.</p> | |
| Equipment & Property Management | 2 C.F.R. §§ 200.310–16 | All real property acquired or improved, and equipment or supplies purchased in whole or in part with ARPA funds must be used, insured, managed, and disposed of in accordance with 2 C.F.R. §§ 200.310–16. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D |
| Closeout | 2 C.F.R. § 200.344 | <p>Closeout must comply with applicable requirements of 2 C.F.R. § 200.344, including the requirement that subrecipients must, no later than ninety (90) calendar days after the end of the period of performance, submit to NC DEQ all required financial, performance, and other reports. Subrecipients must also promptly refund any unobligated cash that they are not authorized to retain for use in other projects.</p> <p>Completion of closeout does not release subrecipients from their obligations under state and federal compliance, legal, and regulatory requirements. Subrecipients will continue to be subject to post-closeout adjustments and continuing responsibilities in accordance with 2 C.F.R. § 200.345.</p> | <u>eCFR :: 2 CFR 200.344 -- Closeout.</u> |

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| Universal Identifier and System for Award Management (SAM) | 2 C.F.R. Part 25 | In accordance with 2 C.F.R. Part 25, subrecipients are required to obtain, and provide to NC DEQ, a Unique Entity Identifier assigned by the SAM. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25 |
| Debarment & Suspension | 2 C.F.R. Part 180 31 C.F.R. Part 19 | In accordance with 2 C.F.R. Part 180, and U.S. Treasury's implementing regulations at 31 C.F.R. Part 19, subawards may not be issued to anyone listed on the governmentwide exclusions in the SAM. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-180 https://www.ecfr.gov/current/title-31/subtitle-A/part-19 |
| FFATA Required Executive Compensation Information | 2 C.F.R. Part 170 | Subrecipients will be required to provide NC DEQ with information sufficient to allow us to meet our reporting obligations under the Federal Funds Accountability and Transparency Act (FFATA), which requires public disclosure of executive compensation in certain federally funded organizations. NC DEQ will be required to report the names and total compensation of each of Subrecipient's five most highly compensated executives for the preceding completed fiscal year, if: 1) In Subrecipient's preceding fiscal year, the subgrantee received: i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards) 2) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170 |

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| | | <p>compensation filings at http://www.sec.gov/answers/execomp.htm).</p> | |
| <p>New Restrictions on Lobbying</p> | <p>31 C.F.R. Part 21</p> | <p>Subrecipients are subject to the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, subrecipients cannot use federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipients will be required to submit a certification in writing that they have not made, and will not make, any payments prohibited under these requirements. NC DEQ will provide the necessary certification form.</p> | <p>https://www.ecfr.gov/current/title-31/subtitle-A/part-21</p> |
| <p>Uniform Relocation and Real Property Acquisition Policies Act</p> | <p>42 U.S.C. §§ 4601-55</p> | <p>Any acquisition of real property by a subrecipient using ARPA funds must comply with the applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (42 U.S.C. §§ 4601-55), as amended. Subrecipients will have to certify in writing that they have or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project. NC DEQ will provide the necessary certification form.</p> | <p>https://uscode.house.gov/view.xhtml?path=/prelim%40title42/chapter61&edition=prelim</p> |

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| U.S. Treasury Wage and Labor Requirements | U.S. Treasury SLFRF Compliance & Reporting Guidance | Projects with a total cost of \$10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Subrecipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies. | https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf (See page 31) |
| Whistleblower Protections | 41 U.S.C. § 4712 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories | These protections require subrecipients to: inform employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform employees in writing of employee whistleblower protections under 41 U.S.C. § 4712 in the predominant native language of the workforce; and include such requirements in any agreement made with subcontractors or subgrantees. | https://www.govinfo.gov/app/details/USCODE-2022-title41/USCODE-2022-title41-subtitle1-divsnC-chap47-sec4712 https://uscode.house.gov/view.xhtml?req=(title:41%20section:4712%20edition:prelim) https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #16) |
| Clean Air Act & Federal Water Pollution Control Act | Clean Air Act (42 U.S.C. 7401–7671q) Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). | For subawards in excess of \$150,000, subrecipients are required to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401–7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. §§ 1251–1387). | https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title42-chapter85&saved=%7CKHRpdGxlOjQyIHNIY3Rpb246NzQwMSBIZG10aW9uOnByZWxpY2VzSk%3D%7C%7C%7C0%7Cfalse%7Cprelim&edition=prelim https://uscode.house.gov/view.xhtml?path=/prelim@title33/chapter26&edition=prelim |
| Governmentwide Requirements for Drug-Free Workplace | Drug-Free Workplace Act of 1988 (41 U.S.C. 701 et seq., as amended) 31 C.F.R. Part 20 | ARPA/SFRF subrecipients are subject to the provisions of the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701, as amended) that apply to grants and other financial assistance awards, as well as U.S. Treasury's implementing regulations, 31 C.F.R. Part 20. | https://uscode.house.gov/view.xhtml?req=granuleid:USC-2000-title41-section701&num=0&edition=2000 https://www.ecfr.gov/current/title-31/subtitle-A/part-20 |

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| Hatch Act | Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28) | ARPA/SFRF subrecipients are subject to the applicable requirements of the Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance. | https://uscode.house.gov/view.xhtml?path=/prelim@title5/part2/chapter15&edition=prelim https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title5-chapter73&edition=prelim |
| Other State Requirements | N.C. General Statutes Chapters 159, 159G, 143C 09 N.C. Admin. Code 03M | Use of these funds is subject to applicable state laws and regulations including, but not limited to, N.C. General Statutes Chapters 159 (Local Government Finance) and 159G (Water Infrastructure). Subrecipients who are neither local government units nor public authorities must also comply with applicable requirements of the State Budget Act and Title 09, Subchapter 03M of the N.C. Administrative Code. | https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByChapter/Chapter_159.pdf https://www.ncleg.gov/enactedlegislation/statutes/html/bychapter/chapter_159g.html https://www.ncleg.gov/Laws/GeneralStatuteSections/Chapter143C http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20lt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%20m/subchapter%20m%20rules.pdf |
| Distressed Units | N.C. Gen. Stat. § 159G-45(b). | Local government units designated as distressed must complete associated requirements of N.C. Gen. Stat. §159G-45(b). | https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_159G/GS_159G-45.pdf |

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| <p>Subrecipient Monitoring and Management</p> | <p>2 C.F.R. §§ 200.331–33</p> <p>NC DEQ's Subaward and Monitoring Policy</p> | <p>Pursuant to 2 C.F.R. §§ 200.331–33, subrecipients will be subject to monitoring and management by the pass-through entity. NC DEQ, NC DEQ will monitor, evaluate, and provide guidance and direction to subrecipients as they carry out project activities. NC DEQ is required by U.S. Treasury to determine whether subrecipients have spent funds in accordance with applicable laws, regulations, and agreements and will monitor subrecipients' activities to ensure they have met such requirements. If deficiencies are found, subrecipients may be asked to take corrective action. The type and degree of monitoring activities depends on the results of the Subrecipient Risk Assessment.</p> <p>Subrecipients are subject to the following procurement monitoring activities by NC DEQ:</p> <ul style="list-style-type: none"> • NC DEQ review of solicitations. <ul style="list-style-type: none"> ○ Except for micro-purchases made pursuant to 2 C.F.R. § 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. § 200.320(a)(2), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the applicable solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any solicitation for compliance with applicable procurement standards. • NC DEQ review of contracts. <ul style="list-style-type: none"> ○ Except for micro-purchases pursuant to 2 C.F.R. § 200.320(a), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the written contract prior to contract execution. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§ 200.318–27 as well as 2 C.F.R. § 200.327. | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.331</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.332</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.333</p> |
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| <p>Interventions</p> | <p>2 C.F.R. § 200.208 2 C.F.R. § 200.339</p> | <p>If NC DEQ determines that a subrecipient is not in compliance with procurement requirements, NC DEQ may initiate an intervention, in accordance with 2 C.F.R. § 200.208 and 2 C.F.R. § 200.339. The degree of a subrecipient's performance or compliance deficiency will determine the degree of intervention.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.208 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR86b76dde0e1e9dc</p> |
| <p>Reporting Requirements</p> | <p>U.S. Treasury Compliance and Reporting Guidance N.C. Sess. L. 2021-180 NC DEQ Subaward Monitoring Plan</p> | <p>Subrecipients are required to send NC DEQ reports and back-up data, including reports which enable NC DEQ to meet its own reporting obligations to U.S. Treasury and as otherwise required by state law. The frequency of reporting will be consistent with the DEQ Subrecipient Monitoring Plan.</p> | <p>https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf https://www.ncleg.gov/enactedlegislation/sessionlaws/html/2021-2022/sl2021-180.html</p> |
| <p>Audit Requirements</p> | <p>2 C.F.R. Part 200, Subpart F 09 NCAC 03M .0205(a)(3) and (b)(4) 2 C.F.R. § 200.503</p> | <p>Subrecipients that expend more than \$750,000 in federal awards during their fiscal year, with the exception of local governments who choose to undergo an Alternative Compliance Examination Engagement, will be subject to an audit under the Single Audit Act and 2 C.F.R. Part 200, Subpart F. Subrecipients that receive less than \$750,000 in federal awards during their fiscal year are exempt from federal audit requirements (except as noted in 2 C.F.R. § 200.503), but may still be subject to state audit requirements as discussed below. Subrecipients exempt from federal audit requirements are still required to retain and provide records for review or audit upon request by the federal agency, the state, or the Government Accountability Office.</p> <p>Subrecipients who are neither local governments nor public authorities and receive \$500,000 or more in state financial assistance using federal funds are required to provide a single or program-specific audit to the Department of the State Treasurer, or to NC DEQ upon request pursuant to 09 N.C. Admin. Code 03M.0205(a)(3) and (b)(4). Subrecipient local governments and public authorities who expend \$500,000 or more in state financial assistance are also required to have a single audit performed pursuant to N.C. Gen. Stat. § 159-34.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F https://files.nc.gov/ncgov/documents/files/ncpro/XX-XX-Attachment-B-09-NCAC-03M.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F/subject-group-ECFRfd0932e473d10ba/section-200.503</p> |

SALES-TAX REIMBURSEMENT CERTIFICATION FORM

(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: _____

DWI Project Number: _____

Check If Applicant is not a unit of government under North Carolina (NC) law

If Applicant noted above is a Unit of Government in North Carolina, check the applicable box below.

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will request reimbursement from the NC Department of Revenue (DOR).

Sales Tax **IS NOT** deducted in either of these scenarios.

The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will not request reimbursement from the DOR.

The project will not include sales taxes.

(Printed Name and Title of Authorized Representative)

(Signature of Authorized Representative)

(Date)

NC DEQ Division of Water Infrastructure Professional Engineering Services Procurement

Section 602(b)(14) of the Clean Water Act requires projects receiving Clean Water State Revolving Fund funding to comply with engineering procurement guidelines. North Carolina Session Law 2021-180 authorizes the Division of Water Infrastructure (Division) to award grant funds from the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund for drinking water, wastewater, and stormwater infrastructure projects. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines.

To comply, you must follow North Carolina General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying Services. You cannot exempt yourself using NCGS 143-64.32. Complete and sign this form and provide the information indicated to ensure that engineering services for your project are eligible for disbursement.

Applicant: Click or tap here to enter text.

Project Name: Click or tap here to enter text.

Division Funding Number: Click or tap here to enter text.

- 1) List the basic services being provided: (i.e., planning, design, inspection etc.)
Click or tap here to enter text.
- 2) Describe the method of announcement for the project.
Click or tap here to enter text.
- 3) List the firms the announcement was discussed with or that proposals were received from in order of quality.
Click or tap here to enter text.
- 4) Was a contract negotiated with the best qualified firm? Yes No (Check one)
If no, explain why.
Click or tap here to enter text.

NOTE: Documentation of Qualification-Based-Selection of Engineering Services shall be provided to the Division upon request (to include announcement and qualifications requested).

By signing below, I Click or tap here to enter text., the Authorized Representative designated for this project in the project application, attest that the contract pricing, as seen in the attached contract(s), contains pricing that is fair and reasonable based on scope, complexity, professional nature, and the estimated value of the services being provided and the firm selected, was selected based on their qualifications.

(signed name, title and date)

(DWI staff use only – Check and initial here if debarment status checked and firm is NOT debarred _____)

| | |
|---|--|
| <p>Clean Water Act, Section 602(b)(14)</p> | <p>(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services <u>shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State).</u></p> <p>From: water resources reform and development act guidance.pdf (epa.gov) <i>The requirements of 40 U.S.C. 1101 et seq. are:</i></p> <ul style="list-style-type: none"> • <i>Public announcement of the solicitation (e.g., a Request for Qualifications);</i> • <i>Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation); o Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);</i> • <i>Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;</i> • <i>Selection of at least three firms considered to be the most highly qualified to provide the services required; and</i> • <i>Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;</i> <ul style="list-style-type: none"> ▪ <i>In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.</i> |
| <p>Uniform Guidance 2 CFR 200.319(b)</p> | <p>Competition.</p> <p>The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.</p> |
| <p>NC General Statute 143-64.31</p> | <p>Procurement of Architectural, Engineering, and Surveying Services (NC “Mini-Brooks”)</p> <p>...It is the public policy of this State... and Local Governmental Units..., to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services,..., to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. ...</p> |

| | |
|--|---|
| <p>NC General Statute 143-64.32</p> | <p>NOTE: CWSRF and ARPA funding: NCGS 143-64.32 cannot be used to exempt a local government unit from abiding by NCGS 143-63.31. This is because there is no minimum dollar exemption allowed in the Federal Brooks Act, the Clean Water Act Section 602(b)(14), or 2 CFR 200.319.</p> <p>Written exemption of particular contracts.</p> <p>Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars (\$50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)</p> |
| <p>21 NCAC 56.0701(f)</p> | <p>SECTION .0700 – RULES OF PROFESSIONAL CONDUCT, adopted in accordance with NC General Statute 89C-20 (Board Rules for Professional Engineers, etc.)</p> <p>(f) A licensee shall solicit or accept work only on the basis of qualifications and:</p> <ul style="list-style-type: none">(1) Shall not offer to pay, either directly or indirectly, any commission, political contribution, gift, or other consideration in order to secure work, exclusive of securing salaried positions through employment agencies;(2) Shall compete for employment on the basis of professional qualification and competence to perform the work. The licensee shall not solicit or submit proposals for professional services containing a false, fraudulent, misleading, deceptive or unfair statement or claim regarding the cost, quality or extent of services to be rendered;(3) Shall, with regard to fee bidding on public projects, comply with the provisions of G.S. 143-64.31 et seq., (or for federal projects, the Brooks Act, 40 U.S. Code 541 et seq.) and shall not knowingly cooperate in a violation of any provision of G.S. 143-64.31 et seq. (or of 40 U.S. Code 541 et seq.); <p>...</p> |

AIA/MRF DISBURSEMENT REQUEST FORM

Division of Water Infrastructure

Project No. _____

Period Covered by this Report:

From _____

To _____

Grant Amount = _____

Match % Required = _____

Match amount = \$ _____

Match and Grant Fee are N/A for ARPA funded projects

Recipient Organization

Name: Town, City or County etc.

Payment No. _____

Address:

Page No. _____

City, State & Zip:

| Classification of | Consultant Name | | | | Total |
|---------------------------------|---|------|------|------|-----------------|
| | A | B | C | D | |
| <i>Cumulative Totals</i> | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| Total Cumulative to date | \$ - | \$ - | \$ - | \$ - | \$ - |
| Previously Received | | | | | \$ - |
| Amount Requested | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | | No Match |
| In-Kind Contribution | In-Kind Contribution, Grant Fee, and Match are N/A for ARPA funded projects | | | | |
| Grant Fee | | | | | |
| Total Match * | | | | | \$ - |
| Percent Complete | | | | | |

Certification

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with terms of the project and that this request represents the monies due which have not been previously received and that an inspection has been performed and all work is in accordance with the terms and conditions of the award.

You must check ONE of the boxes below or your payment will not be processed:

The funds requested above have already been paid to the respective vendors, consultants & contractors by the award recipient.

OR

The funds requested above have not been paid to the respective vendors, consultants & contractors. Funds received from the State will be disbursed to these entities within three (3) banking days.

Recipient

Signature of Authorized Representative Date

Type or Print Name and Title

DWI comments

ROY COOPER
Governor

ELIZABETH S. BISER
Secretary

SHADI ESKAF
Director



NORTH CAROLINA
Environmental Quality

April 15, 2024

Mr. Dexter B. Edwards, Chairman, Board of Commissioners
Duplin County Water District B
PO Box 910
Kenansville, NC 28349

SUBJECT: ARPA Funding Offer
Water System AIA
Project No. AIA-D-ARP-0264

Dear Mr. Edwards:

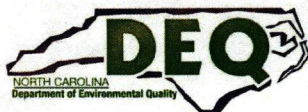
Duplin County Water District B has been approved for funding assistance according to the subject funding offer. This offer is made subject to the Assurances and Conditions set forth in the Offer and Acceptance Document. Enclosed are two (2) copies of an offer-and-acceptance document, extending funding in the amount of \$386,544. Funds will not be disbursed unless this offer is accepted.

To ensure the American Rescue Plan Act (ARPA) funds are expended before the federal deadline of December 2026, the Division is requiring execution and return of the enclosed Offer and Acceptance for ARPA Funding agreement **no later than October 31, 2024**. Executed agreements are to be submitted via Laserfiche at the following link:
<https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>.

Please note, this funding offer is being issued before the Division has approved your preliminary project scope. In addition to the items required before the first disbursement, you must submit a preliminary project scope per Division guidance (the AIA Grant Scope Preparation FAQ is attached) and receive the Division's approval before the Division can process the first disbursement request for incurred project costs.

Upon your acceptance, please submit the following items via email at DEQ.DWI.FundingOffer@deq.nc.gov:

1. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARPA Projects. **Please retain the second copy for your files.**
2. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein.



North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

3. Sales Tax Certification, if applicable (attached).
4. ARPA Engineering Services Procurement Certification (attached).
5. One (1) copy of all executed service agreements and/or contracts.

Once the subject project has commenced, the enclosed "AIA/MRF Disbursement Request Form" must be completed and submitted with all disbursement requests. You are free to reproduce this form should additional copies be needed. Additional information and template forms can be found on DWI's website under the "I Have Funding – Construction and Disbursement of Funds" page. Disbursement requests should be sent to Tim Baldwin, your Viable Utility Unit Project Manager, via the Laserfiche link provided above. All funding disbursements must be processed **prior to December 31, 2026.**

As a reminder, a document requesting your federal identification number was included with the Letter of Intent to Fund. You must complete and submit this no later than the time when you choose to submit your first request for disbursement.

Attached is the "Water Infrastructure Grants Legal Requirements Quick Reference Guide" which further explains the ARPA funding agreement requirements.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARPA funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this offer package, please contact Tim Baldwin at tim.baldwin@deq.nc.gov or 984-389-0296.

Sincerely,

DocuSigned by:

Victor A. D'Amato

52CD62E9DA6B44F...

Victor A. D'Amato, PE

Division of Water Infrastructure, NCDEQ

Enclosures: AIA Grant Scope Preparation FAQ
Offer-and-Acceptance Document (two copies)
Water Infrastructure Grants Legal Requirements Quick Reference Guide
Resolution by Applicant's Governing Body to Accept an Offer of Funding
Sales-Tax Certification Form
ARPA Engineering Services Procurement Certification
AIA/MRF Disbursement Request Form

CC: Dexter B. Edwards, dbrinson@duplincountync.gov
Joseph W. McKemey, PE, McDavid Associates, Inc. (Farmville, NC), jwm2@mc david-inc.com
Teresa Tripp (via DocuSign)
DWI Administrative Unit (via DocuSign)
Mark Hubbard (via DocuSign)
Tim Baldwin (via DocuSign)
Matthew Rushing, EI (via DocuSign)
DEQ.DWI.FundingOffer@deq.nc.gov
FILE: ARPA (Agreement Number 2000067357)



**STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE**

Funding Offer and Acceptance

Legal Name and Address of Award Recipient
Duplin County Water District B
PO Box 910
Kenansville, NC 28349

Project Number: AIA-D-ARP-0264
Recipient's UEID#: KZN4GK5262K3

Funding Program

| | | | |
|---|--|-------------------------------|---|
| Drinking Water <input checked="" type="checkbox"/> | Wastewater <input type="checkbox"/> | Both <input type="checkbox"/> | Total Grant Offered |
| Distressed <input type="checkbox"/> | Not Distressed <input checked="" type="checkbox"/> | | |
| ARPA Training Grant | <input type="checkbox"/> | | |
| ARPA Asset Inventory & Assessment Grant (AIA) | <input checked="" type="checkbox"/> | | \$ 386,544 |
| ARPA Merger/Regionalization Feasibility Grant (MRF) | <input type="checkbox"/> | | |
| Water System AIA | | | Total Financial Assistance Offer: \$ 386,544 |

**ARPA-funded projects are exempt from both the grant fee and match requirements.*

Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina: **Shadi Eskaf, Director, Division of Water Infrastructure
North Carolina Department of Environmental Quality**

| | | |
|---|---------------------------------|-----------|
| <small>DocuSigned by:</small> Victor A. D'Amato | signed on behalf of Shadi Eskaf | 4/15/2024 |
| <small>52CD82E8DA6844F...</small> Signature | | Date |

On Behalf of (Applicant): _____
Name of Representative in Resolution: _____
Title (Type or Print): _____

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

| | |
|-----------|------|
| Signature | Date |
|-----------|------|

STANDARD CONDITIONS FOR ARPA GRANTS

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's [Final Rule](#) for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the [SLFRF Compliance and Reporting Guidance](#) not explicitly referred to in this document and any future requirements implemented by the U.S Treasury.
2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The Recipient shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.
3. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants, and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.
4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: <http://www.sam.gov>. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.
5. Projects with a total cost of \$10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the [SLFRF Compliance and Reporting Guidance](#) specifies.
6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.
7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).
8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31st, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury.

STANDARD ASSURANCES FOR AIA GRANTS

1. The Recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.
2. The Recipient is responsible for paying for ineligible project costs as determined by the Division.
3. The Recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three (3) years following completion of the project.
4. All ARPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the Recipient's compliance with the Standard Conditions and Assurances of this Award. The Recipient agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute. Requests for disbursements must be made using the Division's disbursement form.
5. All funds provided pursuant to North Carolina General Statute 159G must be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34, as amended. **The Recipient must expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the Recipient is expected to uphold its contract obligations regarding timely payment.
6. The Recipient must provide summaries of project progress every other month during the project or as otherwise directed by the Division.
7. The Recipient must provide a digital copy of the final report in a universally readable format. If a project includes updating or developing a GIS database or shapefiles, at a minimum the current utility service boundaries must be provided as a polygon shapefile, including any service gaps within the boundary.
8. The Recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.
9. The Recipient must provide approved minutes or a resolution confirming the final report has been presented to the recipient's governing board.
10. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Assurance Nos. 7, 8, and 9. After receipt of this documentation, the final disbursement request will be processed.

Acknowledgement of Standard Conditions and Assurances

The Recipient hereby gives assurance to the Department of Environmental Quality that the declarations, assurances, representations, and statements made by the Applicant in the Application; and all documents, amendments, and communications filed with the Department of Environmental Quality by the Applicant in support of its request for financial assistance will be fulfilled.

.....
Signature

.....
Date

County of Duplin
Office of the County Commissioners



RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of \$386,544 to perform an Asset Inventory and Assessment study detailed in the submitted applications, and

WHEREAS, that Duplin County intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE DUPLIN COUNTY BOARD OF COMMISSIONERS:

That Duplin County does hereby accept the American Rescue Plan (ARP) offer of \$386,544.

That Duplin County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Dexter B. Edwards, Chairman of the Duplin County Board of Commissioners, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 6th day of May, 2024.

Frequently Asked Questions (FAQ) for Preparing the Preliminary Scopes of Work (Scope) for Asset Inventory and Assessment (AIA) Grants from The Division of Water Infrastructure (Division)

What is a Scope of Work for an AIA project?

- The Division of Water Infrastructure (Division) requires an approved Preliminary Scope of Work (Scope) prior to transmitting the formal Grant Offer to recipients of approved AIA grants (grantees).
- Scopes for AIA projects provide the Division with an overview of the project tasks, costs, timeline, and deliverables/recommendations used to direct disbursements.
- The Scope should be consistent with the activities or services described in the application that will address the challenges experienced by the utility. The scope should be consistent with the scope of work to which the grantee will agree to in an engineering contract.

How do I submit my AIA Scope?

- Scopes should be submitted by the grantee (not the consultant) via the Division's online portal to the Division's project manager identified in the project's Letter of Intent to Fund (LOIF), by the date indicated in the milestone schedule. Reference the Division's Project Number provided in the LOIF.
 - Form to upload documents: <https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>
- The grantee's Authorized Representative (not the consultant) may request a modest extension of the submittal date via an email or letter on appropriate letterhead, sent to the Division's project manager. The request must include a justification for the delay and propose a new date for submitting the Scope.
- Prior to submitting your scope, contact your Division project manager regarding any anticipated changes to the project as described in the application.

What does DWI require in an AIA Scope?

- Scopes must be consistent with the project described in the approved funding application, including the budget and challenges described in the application narrative.
- Scopes must contain the following:
 - Anticipated activities and/or services to be performed during the AIA project
 - A concise narrative describing how each project activity addresses the challenges in the approved AIA application
 - The budget for each project activity
 - A schedule for completing the project within 24 months of the Letter of Intent to Fund
 - The deliverables to be produced for the project, including GIS shape files as applicable to the project

What are eligible AIA project Activities?

- Project activities should adhere to the Division's "Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses" document, which primarily serves to help guide engineers and consultants during an AIA project. The latest version is posted to the Division's website ([here](#)).
- Regardless of eligibility, if the project includes activities NOT covered by the AIA grant, the Scope budget must distinguish (a) the activities (or a portion thereof) that will be funded by the AIA grant from (b) the activities (or a portion thereof) that will be funded outside of the AIA grant.
 - For example, a \$200,000 AIA project may receive \$150,000 in Division AIA grant funding. The budget table in the Scope should show one column for the costs and activities covered by the AIA grant (totaling \$150,000) and a separate column for the costs to be covered by the other funding source (totaling the remaining \$50,000), and also provide the source of the non-Division funding (i.e., local cash, USDA grant, etc.).
- If equipment is an integral part of your project, contact your Division project manager prior to submitting the scope.
 - Eligible equipment costs (tablets, computers, and asset management equipment) must comprise no more than 10 percent of the grant AND must be justified in the scope.
- If access to software is an integral part of your project, the initial purchase and/or subscription is eligible, but the renewal of software subscription is not eligible.

What is required for the Scope narrative?

- The Scope narrative should consist of a succinct discussion of each task. The description should explain how the tasks relate to the challenges and benefits identified in the application.
- Reference any applicable historic asset management work and describe how the proposed project Scope builds upon those past asset management efforts.
- Specify that any GIS data delivered to the grantee will be provided in a format they can easily and readily update with current resources, and clearly identify the owner of the data.
- Remember, the application was funded based on the specific needs of the system and proposed benefits of the AIA project.

What is required for the project schedule?

- The project schedule must show the anticipated start and end dates for each project activity.
- The final project completion date must be within 24 months of the date the Letter of Intent to Fund is sent to the applicant (this language is in the Letter of Intent to Fund). Typically, the Grant Offer will be issued within one month of scope approval.
- Specify that DWI will be copied on draft and final deliverables, including the appropriate GIS data

layers that show a complete service area boundary, including gaps within those boundaries.

- Provide regular (no less frequent than every other month unless otherwise directed by the Division) updates, preferably with the submittal of disbursement requests.

What makes up the Deliverable?

- The deliverable consists of the documents produced by the planning project. The documents may include, but are not limited to:
 - photos
 - maps
 - outputs and summaries of models and/or flow monitoring
 - copies of physical CCTV inspections
 - GIS data layers if applicable
 - Findings, recommendations, and/or conclusions
- Scopes must specify that both the draft and final deliverables will be submitted to the Division for review and approval prior to processing the final disbursement request.

What deliverables must be submitted to the Division?

- At the end of the AIA project, the grantee must submit to the Division a copy of the deliverable/report, an executive summary, and either:
 - A copy of the board meeting minutes where the report/recommendations were presented and the minutes of the subsequent board meeting showing adoption of the previous meeting's minutes, or
 - A resolution passed by the governing board adopting the findings/recommendations/conclusions presented in the report, including Capital Improvement Plans and adjoining rate studies as appropriate.
- The final report must be approved by the Division prior to final disbursement of the grant funds.
- For projects that develop a new or update an existing GIS database, GIS shapefiles and databases must be submitted to Division staff upon completion of the project. The shapefile should include the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries, most commonly in the following file formats: .shp, .shx, and .dbf.
- Note that the data gathered during the Division-funded project is the property of the grantee; exceptions to grantee ownership of project deliverables, including incorporation of data into proprietary software, must be clarified in the scope.

What if my Local Government Unit (Unit) has been designated Distressed?

- Distressed Units are required to complete the activities established in NCGS §159G-45(b), and an AIA grant provides funding to fulfill some of those requirements.
- Remember, project activities should adhere to the Division's [guidance document](#).
- Distressed Units are required to complete short-term and long-term plans for infrastructure

repair, maintenance, and management, of which a complete AMP and 10-year CIP are integral parts. AIA projects for distressed units must either:

- Result in a complete Asset Management Plan (AMP) including at least a 10-year Capital Improvement Plan (CIP), or
- Establish the basis of an AMP and a timeline for fulfilling all the activities required of distressed units.
- In general, a complete AMP consists of:
 - List of assets/asset registry
 - Spatial database/GIS map
 - A risk-based condition assessment of all water and/or wastewater assets
 - Minimum 10-year Capital Improvement Plan
 - Recommended schedule and plan for Operation, Maintenance and Rehabilitation/Replacement, including time/cost estimates for annual budgeting
 - Staffing plan to implement AMP/CIP, as needed
 - Rate study (minimum 5-year rate programming to address CIP)
- As stated in the LOIF for the AIA project, contact your Division project manager prior to creating the Scope to discuss how this project helps the Distressed Unit fulfill the statutory requirements in §159G-45(b) and make progress toward de-designation.
- For Distressed Units with an approved or draft Short-Term Action Plan as a result of meeting with Division staff, reference the action items identified in the plan in the project Scope.

Suggested Scope Format (Adobe PDF or other non-editable format)

Section 1 – Reference: Contact information for the grantee, contact information for the consultant, project name as listed in the application and the LOIF, funding cycle, etc.

Section 2 – Narrative: A concise narrative description of the Scope, referencing any applicable historic asset management efforts, describing how the proposed Scope builds on past efforts, and connecting the challenges described in the application with the main project activities.

Section 3 – Itemized Tasks: A description, cost, and schedule/timeline of each main project activity, detailed enough that the Division can determine the tasks that will be accomplished during the project, the resulting deliverable, and what is/is not eligible for disbursement.

Section 4 – Deliverables: A summary of the anticipated documents and plans to be created during the project with milestones, including a timeline for the Division to approve the draft and final deliverables, detailed enough that the Division can determine that the grantee will meet the funding requirements.

Department of Environmental Quality
Division of Water Infrastructure

WATER INFRASTRUCTURE GRANTS LEGAL REQUIREMENTS QUICK REFERENCE GUIDE



Preface

Subrecipients received funds from the North Carolina Department of Environmental Quality (DEQ) in the form of subawards, the purpose of which was to carry out a portion of NC DEQ's American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) grant program in accordance with the applicable law.

As such, Subrecipients must carry out the responsibilities of their subawards in accordance with Section 602 of the Social Security Act (as added by section 9901(a) of the American Rescue Plan Act of 2021), 31 C.F.R. Part 35 (U.S. Treasury's "Final Rule"), as well as any guidance provided by U.S. Treasury including, but not limited to, the CSLFRF Compliance and Reporting Guidance and U.S. Treasury's SLFRF Final Rule Frequently Asked Questions. Subrecipients must also comply with the applicable provisions of 2 C.F.R. Part 200 (the "Uniform Guidance"), as implemented by the U.S. Treasury under 2 C.F.R. Part 1000, and as set forth in the CSLFRF Assistance Listing 21.027.

In addition to the federal requirements for ARPA/SFRF subawards, subrecipients must also comply with applicable state laws and regulations. For the most current guidance from Treasury, please see [US Department of Treasury SLFRF](#).

Pursuant to its responsibilities as a pass-through entity for federal financial assistance, NC DEQ created this document to serve as a quick reference guide regarding the requirements applicable to subrecipients. Subrecipients are responsible for properly complying with all applicable federal, state, and local requirements as they carry out their duties under their subawards.

| <u>Requirement</u> | <u>Citation/ Document Name</u> | <u>Description</u> | <u>Location</u> |
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| Pre-Award Costs | 2 C.F.R. § 200.458 | Pre-award costs as defined in 2 C.F.R. § 200.458, which includes costs incurred prior to the Federal Award Date of March 3, 2021, may not be paid with funding from this award. Per U.S. Treasury guidance, pre-project development costs that are tied to or reasonably expected to lead to an eligible capital expenditure, such as pre-project planning or engineering costs, are reimbursable under this program and not considered prohibited pre-award costs. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd1f39f9b3d4e72/section-200.458 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #5) |
| Period of Performance | U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories U.S. Treasury Obligation Interim Final Rule | The period of performance for ARPA/SFRF awards begins on March 3, 2021 and ends on December 31, 2026. All ARPA/SFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026. Per U.S. Treasury guidance in its 2023 Obligation Interim Final Rule, the obligation deadline does not apply to subrecipient. Subrecipients are not required to obligate their ARPA/SFRF funds by December 31, 2024, however, they are still subject to the expenditure deadline of December 31, 2026. All funds that are not expended by December 31, 2026, must be returned to U.S. Treasury. | https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #2) https://home.treasury.gov/system/files/136/Obligation_Interim_Final_Rule_2023.pdf |
| Indirect Costs | 2 C.F.R. § 200.414(f) U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories | Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients are permitted to charge both direct and indirect costs to their subaward as administrative costs. If a subrecipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then they may use their current NICRA. Subrecipients who wish to use their NICRA will need to send a copy of it to NC DEQ. If a subrecipient does not have a NICRA, they may use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f). | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd93f2a98b1f6455/section-200.414 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #6) |

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| <p>Conflicts of Interest</p> | <p>2 C.F.R. § 200.112</p> <p>2 C.F.R. § 200.318(c)</p> <p>N.C. Gen. Stat. § 14-234</p> <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>Subrecipients are required to maintain a conflict-of-interest policy consistent with 2 C.F.R. § 200.318(c) and, if applicable, N.C. Gen. Stat. § 14-234. The conflict-of-interest policy will be applicable to each activity funded under their ARPA/SFRF subaward. Subrecipients who are neither local government units nor public authorities will be required to provide a copy of their conflict-of-interest policy for management employees and their governance body to NC DEQ. Per 2 C.F.R. § 200.112, subrecipients will also need to disclose in writing to NC DEQ any potential conflicts of interest affecting the awarded funds.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-B/section-200.112</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.318</p> <p>https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-234.html</p> <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See Term #8)</p> |
| <p>Publications</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>If a subrecipient produces a publication using funds from their ARPA subaward, they must display the following language: “This project is being (or was) supported, in whole or in part, by Coronavirus State and Local Recovery Funds, federal award SLFRP0129, awarded to the State of North Carolina by the U.S. Department of Treasury.” This requirement is contained in the terms and conditions of NC DEQ’s award agreement with U.S. Treasury.</p> | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #13)</p> |
| <p>Maintenance of and Access to Records</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> <p>2 C.F.R. §§ 200.334–38</p> | <p>Pursuant to the terms and conditions of NC DEQ’s award agreement with U.S. Treasury and the relevant Uniform Guidance requirements, subrecipients must preserve and provide access to their programmatic and financial records related to their ARPA-funded projects, including:</p> <ol style="list-style-type: none"> records providing a full description of each activity undertaken; records demonstrating that each activity undertaken meets the objectives of the federal program and state appropriation and related documentation; records required to determine the allowability of costs; records required to document the acquisition, improvement, use or disposition of real property acquired or improved with the assistance; records documenting compliance with federal and local laws; and | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #4)</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR4acc10e7e3b676f</p> |

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| | | <p>f. financial records required by program regulations and Uniform Guidance.</p> <p>In accordance with the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients will be required to maintain records for at least five years after all funds have been expended or returned to U.S. Treasury, whichever is longest. Subrecipients will be required to make all records, books, papers, and other documents that relate to their ARPA subaward available at all reasonable times for inspection, review, and audit by the authorized representatives of NC DEQ, the North Carolina State Auditor, U.S. Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office.</p> | |
| <p>Nondiscrimination</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>Subrecipients of ARPA/SFRF funding are subject to the following laws and regulations that prohibit discrimination in federal financial assistance programs:</p> <ul style="list-style-type: none"> a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 22. b. The Fair Housing Act and Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601). c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). d. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 23. e. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101). <p>The above require that no person shall, on the basis of race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program for which subrecipients receive ARPA/SFRF funding. The above also require that subrecipients adopt and enact nondiscrimination policies consistent with those requirements.</p> | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #9(c))</p> |

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| <p>The Uniform Guidance</p> | <p>2 C.F.R. Part 200 2 C.F.R. Part 1000 Assistance Listing Number 21.027</p> | <p>Subrecipients are responsible for complying with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, as adopted by U.S. Treasury in its implementing regulations, 2 C.F.R. Part 1000, and as set forth in the SLFRF Assistance Listing (ALN 21.027). The Uniform Guidance provisions that apply to ARPA/SFRF subawards are as follows:</p> <ul style="list-style-type: none"> • Subpart A, Acronyms and Definitions • Subpart B, General Provisions • Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards <ul style="list-style-type: none"> ◦ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.204, .205, .210, & .213 • Subpart D, Post Federal Award Requirements <ul style="list-style-type: none"> ◦ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.305(b)(8) & (9), .308, .309, & .320(c)(4) • Subpart E, Cost Principles • Subpart F, Audit Requirements • 2 C.F.R. Part 25 (Universal Identifier & System for Award Management) • 2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information) • 2 C.F.R. Part 180 (Debarment and Suspension) | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200</p> <p>https://www.ecfr.gov/current/title-2/subtitle-B/chapter-X/part-1000</p> <p>https://sam.gov/fal/7cccfd62dc42729a3fdcd449bd62b8/view</p> |
| <p>Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment</p> | <p>2 CFR § 200.216,</p> | <p>Pursuant to 2 C.F.R. § 200.216, subrecipients cannot obligate or expend ARPA funds to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (as described in Public Law 115-232, Section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.216</p> |
| <p>Procurement</p> | <p>N.C. Gen. Stat. § 143-64.31 N.C. Gen. Stat. § 143-64.32 2 C.F.R. §§ 200.317-27</p> | <p>Subrecipients are subject to applicable state procurement requirements while carrying out the federal award, including N.C. Gen. Stat. § 143-64.31, Article 3D (Procurement of Architectural, Engineering, and Surveying (A/E) Services). N.C. Gen. Stat. § 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E.</p> <p>In addition to state procurement requirements, subrecipients are subject to the Uniform Guidance procurement provisions as contained in 2 C.F.R. §§ 200.317-27. Consistent with these requirements, subrecipients are required to adopt and enact their own internal procurement procedures. Standards for those</p> | <p>https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_143/Article_3D.pdf</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR45ddd4419ad436d</p> |

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| | | <p>procedures include, but are not limited to, the following:</p> <ol style="list-style-type: none"> a. All procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320(c)(1), (2), (3), and (5), which allows for non-competitive procurements only if either (1) the item is below the micro-purchase threshold; (2) the item is only available from a single source; (3) the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or (4) after solicitation of a number of sources, competition is determined inadequate. b. Subrecipients must maintain oversight to ensure that their contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. c. Pursuant to 2 C.F.R. § 200.321, subrecipients must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. d. Subrecipients must "maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price." 2 C.F.R. § 200.318(i). | |
| <p>Mandatory Contract Provisions</p> | <p>2 C.F.R. § 200.327</p> <p>2 C.F.R. Part 200, Appendix II</p> <p>U.S. Treasury Final Rule FAQ</p> | <p>Under 2 C.F.R. § 200.327, subrecipients are required to include certain contract provisions in their agreements with contractors and subcontractors to carry out the work required for their ARPA subaward. These may include but are not limited to provisions concerning:</p> <ul style="list-style-type: none"> • Administrative, contractual, or legal remedies where contractors violate or breach contract terms • Termination of the contract for cause and for convenience, including the manner by which it will be effected and the basis for settlement. • Equal Employment Opportunity • Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708) • Procurement of Recovered Materials (2 C.F.R. § 200.323) • Domestic Preferences for Procurement (2 C.F.R. § 200.322) • Prohibition on certain telecommunications and video surveillance services or equipment (2 C.F.R. § 200.216) | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.327</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%20200</p> <p>https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf (See section #6.15)</p> |

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| | | <ul style="list-style-type: none"> • Debarment and Suspension (Executive Orders 12549 and 12689) • Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) • Clean Air Act and the Federal Water Pollution Control Act (42 U.S.C. 7401–7671q and 33 U.S.C. 1251–1387) <p>Per U.S. Treasury guidance in the SLFRF Final Rule FAQ, Davis-Bacon Act requirements do not apply to projects funded solely with ARPA/SFRF funds. Such projects will not have to include a provision regarding the Davis-Bacon Act in their agreements with contractors or subcontractors that may otherwise be required under 2 C.F.R. § 200.327.</p> | |
| Equipment & Property Management | 2 C.F.R. §§ 200.310–16 | All real property acquired or improved, and equipment or supplies purchased in whole or in part with ARPA funds must be used, insured, managed, and disposed of in accordance with 2 C.F.R. §§ 200.310–16. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D |
| Closeout | 2 C.F.R. § 200.344 | <p>Closeout must comply with applicable requirements of 2 C.F.R. § 200.344, including the requirement that subrecipients must, no later than ninety (90) calendar days after the end of the period of performance, submit to NC DEQ all required financial, performance, and other reports. Subrecipients must also promptly refund any unobligated cash that they are not authorized to retain for use in other projects.</p> <p>Completion of closeout does not release subrecipients from their obligations under state and federal compliance, legal, and regulatory requirements. Subrecipients will continue to be subject to post-closeout adjustments and continuing responsibilities in accordance with 2 C.F.R. § 200.345.</p> | eCFR :: 2 CFR 200.344 -- <u>Closeout.</u> |

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| Universal Identifier and System for Award Management (SAM) | 2 C.F.R. Part 25 | In accordance with 2 C.F.R. Part 25, subrecipients are required to obtain, and provide to NC DEQ, a Unique Entity Identifier assigned by the SAM. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25 |
| Debarment & Suspension | 2 C.F.R. Part 180 31 C.F.R. Part 19 | In accordance with 2 C.F.R. Part 180, and U.S. Treasury's implementing regulations at 31 C.F.R. Part 19, subawards may not be issued to anyone listed on the governmentwide exclusions in the SAM. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-180 https://www.ecfr.gov/current/title-31/subtitle-A/part-19 |
| FFATA Required Executive Compensation Information | 2 C.F.R. Part 170 | Subrecipients will be required to provide NC DEQ with information sufficient to allow us to meet our reporting obligations under the Federal Funds Accountability and Transparency Act (FFATA), which requires public disclosure of executive compensation in certain federally funded organizations. NC DEQ will be required to report the names and total compensation of each of Subrecipient's five most highly compensated executives for the preceding completed fiscal year, if: 1) In Subrecipient's preceding fiscal year, the subgrantee received: i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards) 2) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170 |

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| | | compensation filings at http://www.sec.gov/answers/execomp.htm). | |
| New Restrictions on Lobbying | 31 C.F.R. Part 21 | Subrecipients are subject to the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, subrecipients cannot use federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipients will be required to submit a certification in writing that they have not made, and will not make, any payments prohibited under these requirements. NC DEQ will provide the necessary certification form. | https://www.ecfr.gov/current/title-31/subtitle-A/part-21 |
| Uniform Relocation and Real Property Acquisition Policies Act | 42 U.S.C. §§ 4601-55 | Any acquisition of real property by a subrecipient using ARPA funds must comply with the applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (42 U.S.C. §§ 4601-55), as amended. Subrecipients will have to certify in writing that they have or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project. NC DEQ will provide the necessary certification form. | https://uscode.house.gov/view.xhtml?path=/prelim%40title42/chapter61&edition=prelim |

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| U.S. Treasury Wage and Labor Requirements | U.S. Treasury SLFRF Compliance & Reporting Guidance | Projects with a total cost of \$10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Subrecipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies. | https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf (See page 31) |
| Whistleblower Protections | 41 U.S.C. § 4712 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories | These protections require subrecipients to: inform employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform employees in writing of employee whistleblower protections under 41 U.S.C. § 4712 in the predominant native language of the workforce; and include such requirements in any agreement made with subcontractors or subgrantees. | https://www.govinfo.gov/app/details/USCODE-2022-title41/USCODE-2022-title41-subtitle-divsnC-chap47-sec4712 https://uscode.house.gov/view.xhtml?req=(title:41%20section:4712%20edition:prelim) https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #16) |
| Clean Air Act & Federal Water Pollution Control Act | Clean Air Act (42 U.S.C. 7401–7671q) Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). | For subawards in excess of \$150,000, subrecipients are required to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401–7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. §§ 1251–1387). | https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title42-chapter85&saved=%7CKHRpdGx1OjQyIHNIY3Rpb246NzQwMSBIZGl0aW9uOnByZWxpY3Rk%3D%7C%7C%7C0%7Cfalse%7Cprelim&edition=prelim https://uscode.house.gov/view.xhtml?path=/prelim@title33/chapter26&edition=prelim |
| Governmentwide Requirements for Drug-Free Workplace | Drug-Free Workplace Act of 1988 (41 U.S.C. 701 et seq., as amended) 31 C.F.R. Part 20 | ARPA/SFRF subrecipients are subject to the provisions of the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701, as amended) that apply to grants and other financial assistance awards, as well as U.S. Treasury's implementing regulations. 31 C.F.R. Part 20. | https://uscode.house.gov/view.xhtml?req=granuleid:USC-2000-title41-section701&num=0&edition=2000 https://www.ecfr.gov/current/title-31/subtitle-A/part-20 |

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| Hatch Act | Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28) | ARPA/SFRF subrecipients are subject to the applicable requirements of the Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance. | https://uscode.house.gov/view.xhtml?path=/prelim@title5/part2/chapter15&edition=prelim https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title5-chapter73&edition=prelim |
| Other State Requirements | N.C. General Statutes Chapters 159, 159G, 143C 09 N.C. Admin. Code 03M | Use of these funds is subject to applicable state laws and regulations including, but not limited to, N.C. General Statutes Chapters 159 (Local Government Finance) and 159G (Water Infrastructure). Subrecipients who are neither local government units nor public authorities must also comply with applicable requirements of the State Budget Act and Title 09, Subchapter 03M of the N.C. Administrative Code. | https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByChapter/Chapter_159.pdf https://www.ncleg.gov/enactedlegislation/statutes/html/bychapter/chapter_159g.html https://www.ncleg.gov/Laws/GeneralStatuteSections/Chapter143C http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20lt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%20m/subchapter%20m%20rules.pdf |
| Distressed Units | N.C. Gen. Stat. § 159G-45(b). | Local government units designated as distressed must complete associated requirements of N.C. Gen. Stat. §159G-45(b). | https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_159G/GS_159G-45.pdf |

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|--|--|--|--|
| <p>Subrecipient Monitoring and Management</p> | <p>2 C.F.R. §§ 200.331–33</p> <p>NC DEQ's Subaward and Monitoring Policy</p> | <p>Pursuant to 2 C.F.R. §§ 200.331–33, subrecipients will be subject to monitoring and management by the pass-through entity. NC DEQ. NC DEQ will monitor, evaluate, and provide guidance and direction to subrecipients as they carry out project activities. NC DEQ is required by U.S. Treasury to determine whether subrecipients have spent funds in accordance with applicable laws, regulations, and agreements and will monitor subrecipients' activities to ensure they have met such requirements. If deficiencies are found, subrecipients may be asked to take corrective action. The type and degree of monitoring activities depends on the results of the Subrecipient Risk Assessment.</p> <p>Subrecipients are subject to the following procurement monitoring activities by NC DEQ:</p> <ul style="list-style-type: none"> • NC DEQ review of solicitations. <ul style="list-style-type: none"> ○ Except for micro-purchases made pursuant to 2 C.F.R. § 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. § 200.320(a)(2), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the applicable solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any solicitation for compliance with applicable procurement standards. • NC DEQ review of contracts. <ul style="list-style-type: none"> ○ Except for micro-purchases pursuant to 2 C.F.R. § 200.320(a), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the written contract prior to contract execution. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§ 200.318–27 as well as 2 C.F.R. § 200.327. | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.331</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.332</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.333</p> |
|--|--|--|--|

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|--------------------------------------|---|--|--|
| <p>Interventions</p> | <p>2 C.F.R. § 200.208 2 C.F.R. § 200.339</p> | <p>If NC DEQ determines that a subrecipient is not in compliance with procurement requirements, NC DEQ may initiate an intervention, in accordance with 2 C.F.R. § 200.208 and 2 C.F.R. § 200.339. The degree of a subrecipient's performance or compliance deficiency will determine the degree of intervention.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.208 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR86b76dde0e1e9dc</p> |
| <p>Reporting Requirements</p> | <p>U.S. Treasury Compliance and Reporting Guidance N.C. Sess. L. 2021-180 NC DEQ Subaward Monitoring Plan</p> | <p>Subrecipients are required to send NC DEQ reports and back-up data, including reports which enable NC DEQ to meet its own reporting obligations to U.S. Treasury and as otherwise required by state law. The frequency of reporting will be consistent with the DEQ Subrecipient Monitoring Plan.</p> | <p>https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf https://www.ncleg.gov/enactedlegislation/sessionlaws/html/2021-2022/s/2021-180.html</p> |
| <p>Audit Requirements</p> | <p>2 C.F.R. Part 200, Subpart F 09 NCAC 03M .0205(a)(3) and (b)(4) 2 C.F.R. § 200.503</p> | <p>Subrecipients that expend more than \$750,000 in federal awards during their fiscal year, with the exception of local governments who choose to undergo an Alternative Compliance Examination Engagement, will be subject to an audit under the Single Audit Act and 2 C.F.R. Part 200, Subpart F. Subrecipients that receive less than \$750,000 in federal awards during their fiscal year are exempt from federal audit requirements (except as noted in 2 C.F.R. § 200.503), but may still be subject to state audit requirements as discussed below. Subrecipients exempt from federal audit requirements are still required to retain and provide records for review or audit upon request by the federal agency, the state, or the Government Accountability Office.</p> <p>Subrecipients who are neither local governments nor public authorities and receive \$500,000 or more in state financial assistance using federal funds are required to provide a single or program-specific audit to the Department of the State Treasurer, or to NC DEQ upon request pursuant to 09 N.C. Admin. Code 03M.0205(a)(3) and (b)(4). Subrecipient local governments and public authorities who expend \$500,000 or more in state financial assistance are also required to have a single audit performed pursuant to N.C. Gen. Stat. § 159-34.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F https://files.nc.gov/ncgov/documents/files/ncpro/XX-XX-Attachment-B-09-NCAC-03M.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F/subject-group-ECFRfd0932e473d10ba/section-200.503</p> |

SALES-TAX REIMBURSEMENT CERTIFICATION FORM

(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: _____

DWI Project Number: _____

Check If Applicant is not a unit of government under North Carolina (NC) law

If Applicant noted above is a Unit of Government in North Carolina, check the applicable box below.

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will request reimbursement from the NC Department of Revenue (DOR).

Sales Tax **IS NOT** deducted in either of these scenarios.

The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will not request reimbursement from the DOR.

The project will not include sales taxes.

(Printed Name and Title of Authorized Representative)

(Signature of Authorized Representative)

(Date)

NC DEQ Division of Water Infrastructure Professional Engineering Services Procurement

Section 602(b)(14) of the Clean Water Act requires projects receiving Clean Water State Revolving Fund funding to comply with engineering procurement guidelines. North Carolina Session Law 2021-180 authorizes the Division of Water Infrastructure (Division) to award grant funds from the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund for drinking water, wastewater, and stormwater infrastructure projects. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines.

To comply, you must follow North Carolina General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying Services. You cannot exempt yourself using NCGS 143-64.32. Complete and sign this form and provide the information indicated to ensure that engineering services for your project are eligible for disbursement.

Applicant: Click or tap here to enter text.

Project Name: Click or tap here to enter text.

Division Funding Number: Click or tap here to enter text.

- 1) List the basic services being provided: (i.e., planning, design, inspection etc.)
Click or tap here to enter text.
- 2) Describe the method of announcement for the project.
Click or tap here to enter text.
- 3) List the firms the announcement was discussed with or that proposals were received from in order of quality.
Click or tap here to enter text.
- 4) Was a contract negotiated with the best qualified firm? Yes No (Check one)
If no, explain why.
Click or tap here to enter text.

NOTE: Documentation of Qualification-Based-Selection of Engineering Services shall be provided to the Division upon request (to include announcement and qualifications requested).

By signing below, I Click or tap here to enter text., the Authorized Representative designated for this project in the project application, attest that the contract pricing, as seen in the attached contract(s), contains pricing that is fair and reasonable based on scope, complexity, professional nature, and the estimated value of the services being provided and the firm selected, was selected based on their qualifications.

(signed name, title and date)

(DWI staff use only – Check and initial here if debarment status checked and firm is NOT debarred _____)

| | |
|---|--|
| <p>Clean Water Act, Section 602(b)(14)</p> | <p>(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services <u>shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State).</u></p> <p>From: water resources reform and development act guidance.pdf (epa.gov) <i>The requirements of 40 U.S.C. 1101 et seq. are:</i></p> <ul style="list-style-type: none"> • <i>Public announcement of the solicitation (e.g., a Request for Qualifications);</i> • <i>Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation); o Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);</i> • <i>Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;</i> • <i>Selection of at least three firms considered to be the most highly qualified to provide the services required; and</i> • <i>Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;</i> <ul style="list-style-type: none"> ▪ <i>In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.</i> |
| <p>Uniform Guidance 2 CFR 200.319(b)</p> | <p>Competition.</p> <p>The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.</p> |
| <p>NC General Statute 143-64.31</p> | <p>Procurement of Architectural, Engineering, and Surveying Services (NC “Mini-Brooks”)</p> <p>...It is the public policy of this State... and Local Governmental Units..., to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services, ..., to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. ...</p> |

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| <p>NC General Statute 143-64.32</p> | <p>NOTE: CWSRF and ARPA funding: NCGS 143-64.32 cannot be used to exempt a local government unit from abiding by NCGS 143-63.31. This is because there is no minimum dollar exemption allowed in the Federal Brooks Act, the Clean Water Act Section 602(b)(14), or 2 CFR 200.319.</p> <p>Written exemption of particular contracts.</p> <p>Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars (\$50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)</p> |
| <p>21 NCAC 56.0701(f)</p> | <p>SECTION .0700 – RULES OF PROFESSIONAL CONDUCT, adopted in accordance with NC General Statute 89C-20 (Board Rules for Professional Engineers, etc.)</p> <p>(f) A licensee shall solicit or accept work only on the basis of qualifications and:</p> <ul style="list-style-type: none">(1) Shall not offer to pay, either directly or indirectly, any commission, political contribution, gift, or other consideration in order to secure work, exclusive of securing salaried positions through employment agencies;(2) Shall compete for employment on the basis of professional qualification and competence to perform the work. The licensee shall not solicit or submit proposals for professional services containing a false, fraudulent, misleading, deceptive or unfair statement or claim regarding the cost, quality or extent of services to be rendered;(3) Shall, with regard to fee bidding on public projects, comply with the provisions of G.S. 143-64.31 et seq., (or for federal projects, the Brooks Act, 40 U.S. Code 541 et seq.) and shall not knowingly cooperate in a violation of any provision of G.S. 143-64.31 et seq. (or of 40 U.S. Code 541 et seq.); <p>...</p> |

AIA/MRF DISBURSEMENT REQUEST FORM

Division of Water Infrastructure

Project No. _____

Period Covered by this Report:

From _____

To _____

Grant Amount = _____

Match % Required = _____

Match amount = \$ _____

Match and Grant Fee are N/A for ARPA funded projects

Recipient Organization

Name: Town, City or County etc.

Payment No. _____

Address:

Page No. _____

City, State & Zip:

| Classification of | Consultant Name | | | | Total |
|---------------------------------|---|------|------|------|-----------------|
| | A | B | C | D | |
| <i>Cumulative Totals</i> | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| Total Cumulative to date | \$ - | \$ - | \$ - | \$ - | \$ - |
| Previously Received | | | | | \$ - |
| Amount Requested | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | | No Match |
| In-Kind Contribution | In-Kind Contribution, Grant Fee, and Match are N/A for ARPA funded projects | | | | |
| Grant Fee | | | | | |
| Total Match * | | | | \$ - | |
| Percent Complete | | | | | |

Certification

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with terms of the project and that this request represents the monies due which have not been previously received and that an inspection has been performed and all work is in accordance with the terms and conditions of the award.

You must check ONE of the boxes below or your payment will not be processed:

The funds requested above have already been paid to the respective vendors, consultants & contractors by the award recipient.

OR

The funds requested above have not been paid to the respective vendors, consultants & contractors. Funds received from the State will be disbursed to these entities within three (3) banking days.

Recipient

Signature of Authorized Representative Date

Type or Print Name and Title

DWI comments

ROY COOPER
Governor

ELIZABETH S. BISER
Secretary

SHADI ESKAF
Director



NORTH CAROLINA
Environmental Quality

April 15, 2024

Mr. Dexter B. Edwards, Chairman, Board of Commissioners
Duplin County Water District D
PO Box 910
Kenansville, NC 28349

SUBJECT: ARPA Funding Offer
Water System AIA
Project No. AIA-D-ARP-0265

Dear Mr. Edwards:

Duplin County Water District D has been approved for funding assistance according to the subject funding offer. This offer is made subject to the Assurances and Conditions set forth in the Offer and Acceptance Document. Enclosed are two (2) copies of an offer-and-acceptance document, extending funding in the amount of \$400,000. Funds will not be disbursed unless this offer is accepted.

To ensure the American Rescue Plan Act (ARPA) funds are expended before the federal deadline of December 2026, the Division is requiring execution and return of the enclosed Offer and Acceptance for ARPA Funding agreement **no later than October 31, 2024**. Executed agreements are to be submitted via Laserfiche at the following link:
<https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>.

Please note, this funding offer is being issued before the Division has approved your preliminary project scope. In addition to the items required before the first disbursement, you must submit a preliminary project scope per Division guidance (the AIA Grant Scope Preparation FAQ is attached) and receive the Division's approval before the Division can process the first disbursement request for incurred project costs.

Upon your acceptance, please submit the following items via email at DEQ.DWI.FundingOffer@deq.nc.gov:

1. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARPA Projects. **Please retain the second copy for your files.**
2. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein.



North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

3. Sales Tax Certification, if applicable (attached).
4. ARPA Engineering Services Procurement Certification (attached).
5. One (1) copy of all executed service agreements and/or contracts.

Once the subject project has commenced, the enclosed "AIA/MRF Disbursement Request Form" must be completed and submitted with all disbursement requests. You are free to reproduce this form should additional copies be needed. Additional information and template forms can be found on DWI's website under the "I Have Funding – Construction and Disbursement of Funds" page. Disbursement requests should be sent to Tim Baldwin, your Viable Utility Unit Project Manager, via the Laserfiche link provided above. All funding disbursements must be processed **prior to December 31, 2026**.

As a reminder, a document requesting your federal identification number was included with the Letter of Intent to Fund. You must complete and submit this no later than the time when you choose to submit your first request for disbursement.

Attached is the "Water Infrastructure Grants Legal Requirements Quick Reference Guide" which further explains the ARPA funding agreement requirements.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARPA funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this offer package, please contact Tim Baldwin at tim.baldwin@deq.nc.gov or 984-389-0296.

Sincerely,

DocuSigned by:
Victor A. D'Amato
52CD62E9DA6B44F...
Victor A. D'Amato, PE
Division of Water Infrastructure, NCDEQ

Enclosures: AIA Grant Scope Preparation FAQ
Offer-and-Acceptance Document (two copies)
Water Infrastructure Grants Legal Requirements Quick Reference Guide
Resolution by Applicant's Governing Body to Accept an Offer of Funding
Sales-Tax Certification Form
ARPA Engineering Services Procurement Certification
AIA/MRF Disbursement Request Form

CC: Dexter B. Edwards, dbrinson@duplincountync.gov
Joseph W. McKemey, PE, McDavid Associates, Inc. (Farmville, NC), jwm2@mc david-inc.com
Teresa Tripp (via DocuSign)
DWI Administrative Unit (via DocuSign)
Mark Hubbard (via DocuSign)
Tim Baldwin (via DocuSign)
Matthew Rushing, EI (via DocuSign)
DEQ.DWI.FundingOffer@deq.nc.gov
FILE: ARPA (Agreement Number 2000067358)



**STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE**

Funding Offer and Acceptance

Legal Name and Address of Award Recipient

Duplin County Water District D
PO Box 910
Kenansville, NC 28349

Project Number:

AIA-D-ARP-0265

Recipient's UEID#:

KZN4GK5262K3

Funding Program

| | | | |
|---|---|--------------------------------------|----------------------------|
| Drinking Water <input checked="" type="checkbox"/> | Wastewater <input type="checkbox"/> | Both <input type="checkbox"/> | Total Grant Offered |
| Distressed <input type="checkbox"/> | Not Distressed <input checked="" type="checkbox"/> | | |
| ARPA Training Grant | <input type="checkbox"/> | | |
| ARPA Asset Inventory & Assessment Grant (AIA) | <input checked="" type="checkbox"/> | | \$ 400,000 |
| ARPA Merger/Regionalization Feasibility Grant (MRF) | <input type="checkbox"/> | | |
| Water System AIA | Total Financial Assistance Offer: | | \$ 400,000 |

**ARPA-funded projects are exempt from both the grant fee and match requirements.*

Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina:

**Shadi Eskaf, Director, Division of Water Infrastructure
North Carolina Department of Environmental Quality**

DocuSigned by:
Victor A. D'Amato signed on behalf of Shadi Eskaf 4/15/2024
Signature Date

On Behalf of (Applicant):

Name of Representative in Resolution:

Title (Type or Print):

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

Signature Date

STANDARD CONDITIONS FOR ARPA GRANTS

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's Final Rule for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the SLFRF Compliance and Reporting Guidance not explicitly referred to in this document and any future requirements implemented by the U.S Treasury.
2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The Recipient shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.
3. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants, and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.
4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: <http://www.sam.gov>. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.
5. Projects with a total cost of \$10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.
6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.
7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).
8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31st, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury.

STANDARD ASSURANCES FOR AIA GRANTS

1. The Recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.
2. The Recipient is responsible for paying for ineligible project costs as determined by the Division.
3. The Recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three (3) years following completion of the project.
4. All ARPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the Recipient's compliance with the Standard Conditions and Assurances of this Award. The Recipient agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute. Requests for disbursements must be made using the Division's disbursement form.
5. All funds provided pursuant to North Carolina General Statute 159G must be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34, as amended. **The Recipient must expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the Recipient is expected to uphold its contract obligations regarding timely payment.
6. The Recipient must provide summaries of project progress every other month during the project or as otherwise directed by the Division.
7. The Recipient must provide a digital copy of the final report in a universally readable format. If a project includes updating or developing a GIS database or shapefiles, at a minimum the current utility service boundaries must be provided as a polygon shapefile, including any service gaps within the boundary.
8. The Recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.
9. The Recipient must provide approved minutes or a resolution confirming the final report has been presented to the recipient's governing board.
10. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Assurance Nos. 7, 8, and 9. After receipt of this documentation, the final disbursement request will be processed.

Acknowledgement of Standard Conditions and Assurances

The Recipient hereby gives assurance to the Department of Environmental Quality that the declarations, assurances, representations, and statements made by the Applicant in the Application; and all documents, amendments, and communications filed with the Department of Environmental Quality by the Applicant in support of its request for financial assistance will be fulfilled.

.....
Signature

.....
Date

County of Duplin
Office of the County Commissioners



RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of \$400,000 to perform an Asset Inventory and Assessment study detailed in the submitted applications, and

WHEREAS, that Duplin County intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE DUPLIN COUNTY BOARD OF COMMISSIONERS:

That Duplin County does hereby accept the American Rescue Plan (ARP) offer of \$400,000.

That Duplin County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Dexter B. Edwards, Chairman of the Duplin County Board of Commissioners, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 6th day of May, 2024.

**Frequently Asked Questions (FAQ) for Preparing the Preliminary Scopes of Work (Scope) for
Asset Inventory and Assessment (AIA) Grants from
The Division of Water Infrastructure (Division)**

What is a Scope of Work for an AIA project?

- The Division of Water Infrastructure (Division) requires an approved Preliminary Scope of Work (Scope) prior to transmitting the formal Grant Offer to recipients of approved AIA grants (grantees).
- Scopes for AIA projects provide the Division with an overview of the project tasks, costs, timeline, and deliverables/recommendations used to direct disbursements.
- The Scope should be consistent with the activities or services described in the application that will address the challenges experienced by the utility. The scope should be consistent with the scope of work to which the grantee will agree to in an engineering contract.

How do I submit my AIA Scope?

- Scopes should be submitted by the grantee (not the consultant) via the Division's online portal to the Division's project manager identified in the project's Letter of Intent to Fund (LOIF), by the date indicated in the milestone schedule. Reference the Division's Project Number provided in the LOIF.
 - Form to upload documents: <https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>
- The grantee's Authorized Representative (not the consultant) may request a modest extension of the submittal date via an email or letter on appropriate letterhead, sent to the Division's project manager. The request must include a justification for the delay and propose a new date for submitting the Scope.
- Prior to submitting your scope, contact your Division project manager regarding any anticipated changes to the project as described in the application.

What does DWI require in an AIA Scope?

- Scopes must be consistent with the project described in the approved funding application, including the budget and challenges described in the application narrative.
- Scopes must contain the following:
 - Anticipated activities and/or services to be performed during the AIA project
 - A concise narrative describing how each project activity addresses the challenges in the approved AIA application
 - The budget for each project activity
 - A schedule for completing the project within 24 months of the Letter of Intent to Fund
 - The deliverables to be produced for the project, including GIS shape files as applicable to the project

What are eligible AIA project Activities?

- Project activities should adhere to the Division's "Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses" document, which primarily serves to help guide engineers and consultants during an AIA project. The latest version is posted to the Division's website ([here](#)).
- Regardless of eligibility, if the project includes activities NOT covered by the AIA grant, the Scope budget must distinguish (a) the activities (or a portion thereof) that will be funded by the AIA grant from (b) the activities (or a portion thereof) that will be funded outside of the AIA grant.
 - For example, a \$200,000 AIA project may receive \$150,000 in Division AIA grant funding. The budget table in the Scope should show one column for the costs and activities covered by the AIA grant (totaling \$150,000) and a separate column for the costs to be covered by the other funding source (totaling the remaining \$50,000), and also provide the source of the non-Division funding (i.e., local cash, USDA grant, etc.).
- If equipment is an integral part of your project, contact your Division project manager prior to submitting the scope.
 - Eligible equipment costs (tablets, computers, and asset management equipment) must comprise no more than 10 percent of the grant AND must be justified in the scope.
- If access to software is an integral part of your project, the initial purchase and/or subscription is eligible, but the renewal of software subscription is not eligible.

What is required for the Scope narrative?

- The Scope narrative should consist of a succinct discussion of each task. The description should explain how the tasks relate to the challenges and benefits identified in the application.
- Reference any applicable historic asset management work and describe how the proposed project Scope builds upon those past asset management efforts.
- Specify that any GIS data delivered to the grantee will be provided in a format they can easily and readily update with current resources, and clearly identify the owner of the data.
- Remember, the application was funded based on the specific needs of the system and proposed benefits of the AIA project.

What is required for the project schedule?

- The project schedule must show the anticipated start and end dates for each project activity.
- The final project completion date must be within 24 months of the date the Letter of Intent to Fund is sent to the applicant (this language is in the Letter of Intent to Fund). Typically, the Grant Offer will be issued within one month of scope approval.
- Specify that DWI will be copied on draft and final deliverables, including the appropriate GIS data

layers that show a complete service area boundary, including gaps within those boundaries.

- Provide regular (no less frequent than every other month unless otherwise directed by the Division) updates, preferably with the submittal of disbursement requests.

What makes up the Deliverable?

- The deliverable consists of the documents produced by the planning project. The documents may include, but are not limited to:
 - photos
 - maps
 - outputs and summaries of models and/or flow monitoring
 - copies of physical CCTV inspections
 - GIS data layers if applicable
 - Findings, recommendations, and/or conclusions
- Scopes must specify that both the draft and final deliverables will be submitted to the Division for review and approval prior to processing the final disbursement request.

What deliverables must be submitted to the Division?

- At the end of the AIA project, the grantee must submit to the Division a copy of the deliverable/report, an executive summary, and either:
 - A copy of the board meeting minutes where the report/recommendations were presented and the minutes of the subsequent board meeting showing adoption of the previous meeting's minutes, or
 - A resolution passed by the governing board adopting the findings/recommendations/conclusions presented in the report, including Capital Improvement Plans and adjoining rate studies as appropriate.
- The final report must be approved by the Division prior to final disbursement of the grant funds.
- For projects that develop a new or update an existing GIS database, GIS shapefiles and databases must be submitted to Division staff upon completion of the project. The shapefile should include the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries, most commonly in the following file formats: .shp, .shx, and .dbf.
- Note that the data gathered during the Division-funded project is the property of the grantee; exceptions to grantee ownership of project deliverables, including incorporation of data into proprietary software, must be clarified in the scope.

What if my Local Government Unit (Unit) has been designated Distressed?

- Distressed Units are required to complete the activities established in NCGS §159G-45(b), and an AIA grant provides funding to fulfill some of those requirements.
- Remember, project activities should adhere to the Division's [guidance document](#).
- Distressed Units are required to complete short-term and long-term plans for infrastructure

repair, maintenance, and management, of which a complete AMP and 10-year CIP are integral parts. AIA projects for distressed units must either:

- Result in a complete Asset Management Plan (AMP) including at least a 10-year Capital Improvement Plan (CIP), or
- Establish the basis of an AMP and a timeline for fulfilling all the activities required of distressed units.
- In general, a complete AMP consists of:
 - List of assets/asset registry
 - Spatial database/GIS map
 - A risk-based condition assessment of all water and/or wastewater assets
 - Minimum 10-year Capital Improvement Plan
 - Recommended schedule and plan for Operation, Maintenance and Rehabilitation/Replacement, including time/cost estimates for annual budgeting
 - Staffing plan to implement AMP/CIP, as needed
 - Rate study (minimum 5-year rate programming to address CIP)
- As stated in the LOIF for the AIA project, contact your Division project manager prior to creating the Scope to discuss how this project helps the Distressed Unit fulfill the statutory requirements in §159G-45(b) and make progress toward de-designation.
- For Distressed Units with an approved or draft Short-Term Action Plan as a result of meeting with Division staff, reference the action items identified in the plan in the project Scope.

Suggested Scope Format (Adobe PDF or other non-editable format)

Section 1 – Reference: Contact information for the grantee, contact information for the consultant, project name as listed in the application and the LOIF, funding cycle, etc.

Section 2 – Narrative: A concise narrative description of the Scope, referencing any applicable historic asset management efforts, describing how the proposed Scope builds on past efforts, and connecting the challenges described in the application with the main project activities.

Section 3 – Itemized Tasks: A description, cost, and schedule/timeline of each main project activity, detailed enough that the Division can determine the tasks that will be accomplished during the project, the resulting deliverable, and what is/is not eligible for disbursement.

Section 4 – Deliverables: A summary of the anticipated documents and plans to be created during the project with milestones, including a timeline for the Division to approve the draft and final deliverables, detailed enough that the Division can determine that the grantee will meet the funding requirements.

Department of Environmental Quality
Division of Water Infrastructure

WATER INFRASTRUCTURE GRANTS
LEGAL REQUIREMENTS
QUICK REFERENCE GUIDE



Preface

Subrecipients received funds from the North Carolina Department of Environmental Quality (DEQ) in the form of subawards, the purpose of which was to carry out a portion of NC DEQ's American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) grant program in accordance with the applicable law.

As such, Subrecipients must carry out the responsibilities of their subawards in accordance with Section 602 of the Social Security Act (as added by section 9901(a) of the American Rescue Plan Act of 2021), 31 C.F.R. Part 35 (U.S. Treasury's "Final Rule"), as well as any guidance provided by U.S. Treasury including, but not limited to, the CSLFRF Compliance and Reporting Guidance and U.S. Treasury's SLFRF Final Rule Frequently Asked Questions. Subrecipients must also comply with the applicable provisions of 2 C.F.R. Part 200 (the "Uniform Guidance"), as implemented by the U.S. Treasury under 2 C.F.R. Part 1000, and as set forth in the CSLFRF Assistance Listing 21.027.

In addition to the federal requirements for ARPA/SFRF subawards, subrecipients must also comply with applicable state laws and regulations. For the most current guidance from Treasury, please see [US Department of Treasury SLFRF](#).

Pursuant to its responsibilities as a pass-through entity for federal financial assistance, NC DEQ created this document to serve as a quick reference guide regarding the requirements applicable to subrecipients. Subrecipients are responsible for properly complying with all applicable federal, state, and local requirements as they carry out their duties under their subawards.

| <u>Requirement</u> | <u>Citation/ Document Name</u> | <u>Description</u> | <u>Location</u> |
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| Pre-Award Costs | 2 C.F.R. § 200.458 | Pre-award costs as defined in 2 C.F.R. § 200.458, which includes costs incurred prior to the Federal Award Date of March 3, 2021, may not be paid with funding from this award. Per U.S. Treasury guidance, pre-project development costs that are tied to or reasonably expected to lead to an eligible capital expenditure, such as pre-project planning or engineering costs, are reimbursable under this program and not considered prohibited pre-award costs. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd1f39f9b3d4e72/section-200.458 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #5) |
| Period of Performance | U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories U.S. Treasury Obligation Interim Final Rule | The period of performance for ARPA/SFRF awards begins on March 3, 2021 and ends on December 31, 2026. All ARPA/SFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026. Per U.S. Treasury guidance in its 2023 Obligation Interim Final Rule, the obligation deadline does not apply to subrecipient. Subrecipients are not required to obligate their ARPA/SFRF funds by December 31, 2024, however, they are still subject to the expenditure deadline of December 31, 2026. All funds that are not expended by December 31, 2026, must be returned to U.S. Treasury. | https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #2) https://home.treasury.gov/system/files/136/Obligation_Interim_Final_Rule_2023.pdf |
| Indirect Costs | 2 C.F.R. § 200.414(f) U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories | Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients are permitted to charge both direct and indirect costs to their subaward as administrative costs. If a subrecipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then they may use their current NICRA. Subrecipients who wish to use their NICRA will need to send a copy of it to NC DEQ. If a subrecipient does not have a NICRA, they may use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f). | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd93f2a98b1f6455/section-200.414 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #6) |

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| <p>Conflicts of Interest</p> | <p>2 C.F.R. § 200.112</p> <p>2 C.F.R. § 200.318(c)</p> <p>N.C. Gen. Stat. § 14-234</p> <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>Subrecipients are required to maintain a conflict-of-interest policy consistent with 2 C.F.R. § 200.318(c) and, if applicable, N.C. Gen. Stat. § 14-234. The conflict-of-interest policy will be applicable to each activity funded under their ARPA/SFRF subaward. Subrecipients who are neither local government units nor public authorities will be required to provide a copy of their conflict-of-interest policy for management employees and their governance body to NC DEQ. Per 2 C.F.R. § 200.112, subrecipients will also need to disclose in writing to NC DEQ any potential conflicts of interest affecting the awarded funds.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-B/section-200.112</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.318</p> <p>https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-234.html</p> <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See Term #8)</p> |
| <p>Publications</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>If a subrecipient produces a publication using funds from their ARPA subaward, they must display the following language: “This project is being (or was) supported, in whole or in part, by Coronavirus State and Local Recovery Funds, federal award SLFRP0129, awarded to the State of North Carolina by the U.S. Department of Treasury.” This requirement is contained in the terms and conditions of NC DEQ’s award agreement with U.S. Treasury.</p> | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #13)</p> |
| <p>Maintenance of and Access to Records</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> <p>2 C.F.R. §§ 200.334–38</p> | <p>Pursuant to the terms and conditions of NC DEQ’s award agreement with U.S. Treasury and the relevant Uniform Guidance requirements, subrecipients must preserve and provide access to their programmatic and financial records related to their ARPA-funded projects, including:</p> <ol style="list-style-type: none"> records providing a full description of each activity undertaken; records demonstrating that each activity undertaken meets the objectives of the federal program and state appropriation and related documentation; records required to determine the allowability of costs; records required to document the acquisition, improvement, use or disposition of real property acquired or improved with the assistance; records documenting compliance with federal and local laws; and | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #4)</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR4acc10e7e3b676f</p> |

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| | | <p>f. financial records required by program regulations and Uniform Guidance.</p> <p>In accordance with the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients will be required to maintain records for at least five years after all funds have been expended or returned to U.S. Treasury, whichever is longest. Subrecipients will be required to make all records, books, papers, and other documents that relate to their ARPA subaward available at all reasonable times for inspection, review, and audit by the authorized representatives of NC DEQ, the North Carolina State Auditor, U.S. Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office.</p> | |
| <p>Nondiscrimination</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>Subrecipients of ARPA/SFRF funding are subject to the following laws and regulations that prohibit discrimination in federal financial assistance programs:</p> <ul style="list-style-type: none"> a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 22. b. The Fair Housing Act and Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601). c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). d. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 23. e. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101). <p>The above require that no person shall, on the basis of race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program for which subrecipients receive ARPA/SFRF funding. The above also require that subrecipients adopt and enact nondiscrimination policies consistent with those requirements.</p> | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #9(c))</p> |

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| <p>The Uniform Guidance</p> | <p>2 C.F.R. Part 200 2 C.F.R. Part 1000 Assistance Listing Number 21.027</p> | <p>Subrecipients are responsible for complying with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, as adopted by U.S. Treasury in its implementing regulations, 2 C.F.R. Part 1000, and as set forth in the SLFRF Assistance Listing (ALN 21.027). The Uniform Guidance provisions that apply to ARPA/SFRF subawards are as follows:</p> <ul style="list-style-type: none"> • Subpart A, Acronyms and Definitions • Subpart B, General Provisions • Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards <ul style="list-style-type: none"> ◦ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.204, .205, .210, & .213 • Subpart D, Post Federal Award Requirements <ul style="list-style-type: none"> ◦ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.305(b)(8) & (9), .308, .309, & .320(c)(4) • Subpart E, Cost Principles • Subpart F, Audit Requirements • 2 C.F.R. Part 25 (Universal Identifier & System for Award Management) • 2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information) • 2 C.F.R. Part 180 (Debarment and Suspension) | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200</p> <p>https://www.ecfr.gov/current/title-2/subtitle-B/chapter-X/part-1000</p> <p>https://sam.gov/fal/7cecfdef62dc42729a3fdcd449bd62b8/view</p> |
| <p>Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment</p> | <p>2 CFR § 200.216.</p> | <p>Pursuant to 2 C.F.R. § 200.216, subrecipients cannot obligate or expend ARPA funds to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (as described in Public Law 115-232, Section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.216</p> |
| <p>Procurement</p> | <p>N.C. Gen. Stat. § 143-64.31 N.C. Gen. Stat. § 143-64.32 2 C.F.R. §§ 200.317-27</p> | <p>Subrecipients are subject to applicable state procurement requirements while carrying out the federal award, including N.C. Gen. Stat. § 143-64.31, Article 3D (Procurement of Architectural, Engineering, and Surveying (A/E) Services). N.C. Gen. Stat. § 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E.</p> <p>In addition to state procurement requirements, subrecipients are subject to the Uniform Guidance procurement provisions as contained in 2 C.F.R. §§ 200.317-27. Consistent with these requirements, subrecipients are required to adopt and enact their own internal procurement procedures. Standards for those</p> | <p>https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter 143/Article 3D.pdf</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR45ddd4419ad436d</p> |

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| | | <p>procedures include, but are not limited to, the following:</p> <ol style="list-style-type: none"> a. All procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320(c)(1), (2), (3), and (5), which allows for non-competitive procurements only if either (1) the item is below the micro-purchase threshold; (2) the item is only available from a single source; (3) the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or (4) after solicitation of a number of sources, competition is determined inadequate. b. Subrecipients must maintain oversight to ensure that their contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. c. Pursuant to 2 C.F.R. § 200.321, subrecipients must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. d. Subrecipients must "maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price." 2 C.F.R. § 200.318(i). | |
| <p>Mandatory Contract Provisions</p> | <p>2 C.F.R. § 200.327</p> <p>2 C.F.R. Part 200, Appendix II</p> <p>U.S. Treasury Final Rule FAQ</p> | <p>Under 2 C.F.R. § 200.327, subrecipients are required to include certain contract provisions in their agreements with contractors and subcontractors to carry out the work required for their ARPA subaward. These may include but are not limited to provisions concerning:</p> <ul style="list-style-type: none"> • Administrative, contractual, or legal remedies where contractors violate or breach contract terms • Termination of the contract for cause and for convenience, including the manner by which it will be effected and the basis for settlement. • Equal Employment Opportunity • Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708) • Procurement of Recovered Materials (2 C.F.R. § 200.323) • Domestic Preferences for Procurement (2 C.F.R. § 200.322) • Prohibition on certain telecommunications and video surveillance services or equipment (2 C.F.R. § 200.216) | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.327</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%20200</p> <p>https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf (See section #6.15)</p> |

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| | | <ul style="list-style-type: none"> • Debarment and Suspension (Executive Orders 12549 and 12689) • Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) • Clean Air Act and the Federal Water Pollution Control Act (42 U.S.C. 7401–7671q and 33 U.S.C. 1251–1387) <p>Per U.S. Treasury guidance in the SLFRF Final Rule FAQ, Davis-Bacon Act requirements do not apply to projects funded solely with ARPA/SFRF funds. Such projects will not have to include a provision regarding the Davis-Bacon Act in their agreements with contractors or subcontractors that may otherwise be required under 2 C.F.R. § 200.327.</p> | |
| Equipment & Property Management | 2 C.F.R. §§ 200.310–16 | All real property acquired or improved, and equipment or supplies purchased in whole or in part with ARPA funds must be used, insured, managed, and disposed of in accordance with 2 C.F.R. §§ 200.310–16. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D |
| Closeout | 2 C.F.R. § 200.344 | <p>Closeout must comply with applicable requirements of 2 C.F.R. § 200.344, including the requirement that subrecipients must, no later than ninety (90) calendar days after the end of the period of performance, submit to NC DEQ all required financial, performance, and other reports. Subrecipients must also promptly refund any unobligated cash that they are not authorized to retain for use in other projects.</p> <p>Completion of closeout does not release subrecipients from their obligations under state and federal compliance, legal, and regulatory requirements. Subrecipients will continue to be subject to post-closeout adjustments and continuing responsibilities in accordance with 2 C.F.R. § 200.345.</p> | eCFR :: 2 CFR 200.344 -- Closeout. |

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| Universal Identifier and System for Award Management (SAM) | 2 C.F.R. Part 25 | In accordance with 2 C.F.R. Part 25, subrecipients are required to obtain, and provide to NC DEQ, a Unique Entity Identifier assigned by the SAM. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25 |
| Debarment & Suspension | 2 C.F.R. Part 180 31 C.F.R. Part 19 | In accordance with 2 C.F.R. Part 180, and U.S. Treasury's implementing regulations at 31 C.F.R. Part 19, subawards may not be issued to anyone listed on the governmentwide exclusions in the SAM. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-180 https://www.ecfr.gov/current/title-31/subtitle-A/part-19 |
| FFATA Required Executive Compensation Information | 2 C.F.R. Part 170 | Subrecipients will be required to provide NC DEQ with information sufficient to allow us to meet our reporting obligations under the Federal Funds Accountability and Transparency Act (FFATA), which requires public disclosure of executive compensation in certain federally funded organizations. NC DEQ will be required to report the names and total compensation of each of Subrecipient's five most highly compensated executives for the preceding completed fiscal year, if: 1) In Subrecipient's preceding fiscal year, the subgrantee received: i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards) 2) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170 |

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| | | compensation filings at http://www.sec.gov/answers/execomp.htm). | |
| New Restrictions on Lobbying | 31 C.F.R. Part 21 | Subrecipients are subject to the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, subrecipients cannot use federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipients will be required to submit a certification in writing that they have not made, and will not make, any payments prohibited under these requirements. NC DEQ will provide the necessary certification form. | https://www.ecfr.gov/current/title-31/subtitle-A/part-21 |
| Uniform Relocation and Real Property Acquisition Policies Act | 42 U.S.C. §§ 4601-55 | Any acquisition of real property by a subrecipient using ARPA funds must comply with the applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (42 U.S.C. §§ 4601-55), as amended. Subrecipients will have to certify in writing that they have or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project. NC DEQ will provide the necessary certification form. | https://uscode.house.gov/view.xhtml?path=/prelim%40title42/chapter61&edition=prelim |

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| U.S. Treasury Wage and Labor Requirements | U.S. Treasury SLFRF Compliance & Reporting Guidance | Projects with a total cost of \$10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Subrecipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies. | https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf (See page 31) |
| Whistleblower Protections | 41 U.S.C. § 4712 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories | These protections require subrecipients to: inform employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform employees in writing of employee whistleblower protections under 41 U.S.C. § 4712 in the predominant native language of the workforce; and include such requirements in any agreement made with subcontractors or subgrantees. | https://www.govinfo.gov/app/details/USCODE-2022-title41/USCODE-2022-title41-subtitle1-divsnC-chap47-sec4712 https://uscode.house.gov/view.xhtml?req=(title:41%20section:4712%20edition:prelim) https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #16) |
| Clean Air Act & Federal Water Pollution Control Act | Clean Air Act (42 U.S.C. 7401–7671q) Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). | For subawards in excess of \$150,000, subrecipients are required to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401–7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. §§ 1251–1387). | https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title42-chapter85&saved=%7CKHRpdGxIOjOyIHNIY3Rpb246NzQwMSBIZGI0aW9uOnByZWxpY3Rk%3D%7C%7C%7C0%7Cfalse%7Cprelim&edition=prelim https://uscode.house.gov/view.xhtml?path=/prelim@title33/chapter26&edition=prelim |
| Governmentwide Requirements for Drug-Free Workplace | Drug-Free Workplace Act of 1988 (41 U.S.C. 701 et seq., as amended) 31 C.F.R. Part 20 | ARPA/SFRF subrecipients are subject to the provisions of the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701, as amended) that apply to grants and other financial assistance awards, as well as U.S. Treasury’s implementing regulations, 31 C.F.R. Part 20. | https://uscode.house.gov/view.xhtml?req=granuleid:USC-2000-title41-section701&num=0&edition=2000 https://www.ecfr.gov/current/title-31/subtitle-A/part-20 |

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| <p>Hatch Act</p> | <p>Hatch Act (5 U.S.C. §§ 1501-08 and 7324-28)</p> | <p>ARPA/SFRF subrecipients are subject to the applicable requirements of the Hatch Act (5 U.S.C. §§ 1501-08 and 7324-28), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.</p> | <p>https://uscode.house.gov/view.xhtml?path=/prelim@title5/part2/chapter15&edition=prelim</p> <p>https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title5-chapter73&edition=prelim</p> |
| <p>Other State Requirements</p> | <p>N.C. General Statutes Chapters 159, 159G, 143C 09 N.C. Admin. Code 03M</p> | <p>Use of these funds is subject to applicable state laws and regulations including, but not limited to, N.C. General Statutes Chapters 159 (Local Government Finance) and 159G (Water Infrastructure). Subrecipients who are neither local government units nor public authorities must also comply with applicable requirements of the State Budget Act and Title 09, Subchapter 03M of the N.C. Administrative Code.</p> | <p>https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByChapter/Chapter_159.pdf</p> <p>https://www.ncleg.gov/enactedlegislation/statutes/html/bychapter/chapter_159g.html</p> <p>https://www.ncleg.gov/Laws/GeneralStatuteSections/Chapter143C</p> <p>http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20lt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%20m/subchapter%20m%20rules.pdf</p> |
| <p>Distressed Units</p> | <p>N.C. Gen. Stat. § 159G-45(b).</p> | <p>Local government units designated as distressed must complete associated requirements of N.C. Gen. Stat. §159G-45(b).</p> | <p>https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_159G/GS_159G-45.pdf</p> |

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| <p>Subrecipient Monitoring and Management</p> | <p>2 C.F.R. §§ 200.331–33</p> <p>NC DEQ's Subaward and Monitoring Policy</p> | <p>Pursuant to 2 C.F.R. §§ 200.331–33, subrecipients will be subject to monitoring and management by the pass-through entity, NC DEQ. NC DEQ will monitor, evaluate, and provide guidance and direction to subrecipients as they carry out project activities. NC DEQ is required by U.S. Treasury to determine whether subrecipients have spent funds in accordance with applicable laws, regulations, and agreements and will monitor subrecipients' activities to ensure they have met such requirements. If deficiencies are found, subrecipients may be asked to take corrective action. The type and degree of monitoring activities depends on the results of the Subrecipient Risk Assessment.</p> <p>Subrecipients are subject to the following procurement monitoring activities by NC DEQ:</p> <ul style="list-style-type: none"> • NC DEQ review of solicitations. <ul style="list-style-type: none"> ○ Except for micro-purchases made pursuant to 2 C.F.R. § 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. § 200.320(a)(2), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the applicable solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any solicitation for compliance with applicable procurement standards. • NC DEQ review of contracts. <ul style="list-style-type: none"> ○ Except for micro-purchases pursuant to 2 C.F.R. § 200.320(a), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the written contract prior to contract execution. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§ 200.318–27 as well as 2 C.F.R. § 200.327. | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.331</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.332</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.333</p> |
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| <p>Interventions</p> | <p>2 C.F.R. § 200.208 2 C.F.R. § 200.339</p> | <p>If NC DEQ determines that a subrecipient is not in compliance with procurement requirements, NC DEQ may initiate an intervention, in accordance with 2 C.F.R. § 200.208 and 2 C.F.R. § 200.339. The degree of a subrecipient's performance or compliance deficiency will determine the degree of intervention.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.208 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR86b76dde0e1e9dc</p> |
| <p>Reporting Requirements</p> | <p>U.S. Treasury Compliance and Reporting Guidance N.C. Sess. L. 2021-180 NC DEQ Subaward Monitoring Plan</p> | <p>Subrecipients are required to send NC DEQ reports and back-up data, including reports which enable NC DEQ to meet its own reporting obligations to U.S. Treasury and as otherwise required by state law. The frequency of reporting will be consistent with the DEQ Subrecipient Monitoring Plan.</p> | <p>https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf https://www.ncleg.gov/enactedlegislation/sessionlaws/html/2021-2022/sl2021-180.html</p> |
| <p>Audit Requirements</p> | <p>2 C.F.R. Part 200, Subpart F 09 NCAC 03M .0205(a)(3) and (b)(4) 2 C.F.R. § 200.503</p> | <p>Subrecipients that expend more than \$750,000 in federal awards during their fiscal year, with the exception of local governments who choose to undergo an Alternative Compliance Examination Engagement, will be subject to an audit under the Single Audit Act and 2 C.F.R. Part 200, Subpart F. Subrecipients that receive less than \$750,000 in federal awards during their fiscal year are exempt from federal audit requirements (except as noted in 2 C.F.R. § 200.503), but may still be subject to state audit requirements as discussed below. Subrecipients exempt from federal audit requirements are still required to retain and provide records for review or audit upon request by the federal agency, the state, or the Government Accountability Office.</p> <p>Subrecipients who are neither local governments nor public authorities and receive \$500,000 or more in state financial assistance using federal funds are required to provide a single or program-specific audit to the Department of the State Treasurer, or to NC DEQ upon request pursuant to 09 N.C. Admin. Code 03M.0205(a)(3) and (b)(4). Subrecipient local governments and public authorities who expend \$500,000 or more in state financial assistance are also required to have a single audit performed pursuant to N.C. Gen. Stat. § 159-34.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F https://files.nc.gov/ncgov/documents/files/ncpro/XX-XX-Attachment-B-09-NCAC-03M.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F/subject-group-ECFRfd0932e473d10ba/section-200.503</p> |

SALES-TAX REIMBURSEMENT CERTIFICATION FORM

(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: _____

DWI Project Number: _____

Check If Applicant is not a unit of government under North Carolina (NC) law

If Applicant noted above is a Unit of Government in North Carolina, check the applicable box below.

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will request reimbursement from the NC Department of Revenue (DOR).

Sales Tax **IS NOT** deducted in either of these scenarios.

The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will not request reimbursement from the DOR.

The project will not include sales taxes.

(Printed Name and Title of Authorized Representative)

(Signature of Authorized Representative)

(Date)

NC DEQ Division of Water Infrastructure Professional Engineering Services Procurement

Section 602(b)(14) of the Clean Water Act requires projects receiving Clean Water State Revolving Fund funding to comply with engineering procurement guidelines. North Carolina Session Law 2021-180 authorizes the Division of Water Infrastructure (Division) to award grant funds from the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund for drinking water, wastewater, and stormwater infrastructure projects. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines.

To comply, you must follow North Carolina General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying Services. You cannot exempt yourself using NCGS 143-64.32. Complete and sign this form and provide the information indicated to ensure that engineering services for your project are eligible for disbursement.

Applicant: Click or tap here to enter text.

Project Name: Click or tap here to enter text.

Division Funding Number: Click or tap here to enter text.

-
- 1) List the basic services being provided: (i.e., planning, design, inspection etc.)
Click or tap here to enter text.
 - 2) Describe the method of announcement for the project.
Click or tap here to enter text.
 - 3) List the firms the announcement was discussed with or that proposals were received from in order of quality.
Click or tap here to enter text.
 - 4) Was a contract negotiated with the best qualified firm? Yes No (Check one)
If no, explain why.
Click or tap here to enter text.

NOTE: Documentation of Qualification-Based-Selection of Engineering Services shall be provided to the Division upon request (to include announcement and qualifications requested).

By signing below, I Click or tap here to enter text. the Authorized Representative designated for this project in the project application, attest that the contract pricing, as seen in the attached contract(s), contains pricing that is fair and reasonable based on scope, complexity, professional nature, and the estimated value of the services being provided and the firm selected, was selected based on their qualifications.

(signed name, title and date)

(DWI staff use only – Check and initial here if debarment status checked and firm is NOT debarred _____)

| | |
|---|--|
| <p>Clean Water Act, Section 602(b)(14)</p> | <p>(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services <u>shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State).</u></p> <p>From: water resources reform and development act guidance.pdf (epa.gov) <i>The requirements of 40 U.S.C. 1101 et seq. are:</i></p> <ul style="list-style-type: none"> • <i>Public announcement of the solicitation (e.g., a Request for Qualifications);</i> • <i>Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation); o Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);</i> • <i>Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;</i> • <i>Selection of at least three firms considered to be the most highly qualified to provide the services required; and</i> • <i>Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;</i> <ul style="list-style-type: none"> ▪ <i>In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.</i> |
| <p>Uniform Guidance 2 CFR 200.319(b)</p> | <p>Competition.</p> <p>The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.</p> |
| <p>NC General Statute 143-64.31</p> | <p>Procurement of Architectural, Engineering, and Surveying Services (NC “Mini-Brooks”)</p> <p>...It is the public policy of this State... and Local Governmental Units..., to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services, ..., to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. ...</p> |

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| <p>NC General Statute 143-64.32</p> | <p>NOTE: CWSRF and ARPA funding: NCGS 143-64.32 cannot be used to exempt a local government unit from abiding by NCGS 143-63.31. This is because there is no minimum dollar exemption allowed in the Federal Brooks Act, the Clean Water Act Section 602(b)(14), or 2 CFR 200.319.</p> <p>Written exemption of particular contracts.</p> <p>Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars (\$50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)</p> |
| <p>21 NCAC 56.0701(f)</p> | <p>SECTION .0700 – RULES OF PROFESSIONAL CONDUCT, adopted in accordance with NC General Statute 89C-20 (Board Rules for Professional Engineers, etc.)</p> <p>(f) A licensee shall solicit or accept work only on the basis of qualifications and:</p> <ul style="list-style-type: none">(1) Shall not offer to pay, either directly or indirectly, any commission, political contribution, gift, or other consideration in order to secure work, exclusive of securing salaried positions through employment agencies;(2) Shall compete for employment on the basis of professional qualification and competence to perform the work. The licensee shall not solicit or submit proposals for professional services containing a false, fraudulent, misleading, deceptive or unfair statement or claim regarding the cost, quality or extent of services to be rendered;(3) Shall, with regard to fee bidding on public projects, comply with the provisions of G.S. 143-64.31 et seq., (or for federal projects, the Brooks Act, 40 U.S. Code 541 et seq.) and shall not knowingly cooperate in a violation of any provision of G.S. 143-64.31 et seq. (or of 40 U.S. Code 541 et seq.); <p>...</p> |

AIA/MRF DISBURSEMENT REQUEST FORM

Division of Water Infrastructure

Project No. _____

Period Covered by this Report:

From _____

To _____

Grant Amount = _____

Match % Required = _____

Match amount = \$ _____

Match and Grant Fee are N/A for ARPA funded projects

Recipient Organization

Name: Town, City or County etc.

Payment No. _____

Address:

Page No. _____

City, State & Zip:

| Classification of | Consultant Name | | | | Total |
|---|--|------|------|---|-------|
| | A | B | C | D | |
| <i>Use additional sheets if needed. Use a "Misc." column if needed.</i> | | | | <i>Consultant Deductions towards Match, if In-Kind or Grant Fee see below</i> | |
| <i>Cumulative Totals</i> | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| Total Cumulative to date | \$ - | \$ - | \$ - | \$ - | \$ - |
| Previously Received | | | | | \$ - |
| Amount Requested | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | No Match | |
| In-Kind Contribution | In-Kind Contribution, Grant Fee, and Match are N/A for ARPA funded projects | | | | |
| Grant Fee | | | | | |
| Total Match * | | | | | \$ - |
| Percent Complete | | | | | |

Certification

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with terms of the project and that this request represents the monies due which have not been previously received and that an inspection has been performed and all work is in accordance with the terms and conditions of the award.

You must check ONE of the boxes below or your payment will not be processed:

The funds requested above have already been paid to the respective vendors, consultants & contractors by the award recipient.

OR

The funds requested above have not been paid to the respective vendors, consultants & contractors. Funds received from the State will be disbursed to these entities within three (3) banking days.

Recipient

Signature of Authorized Representative

Date

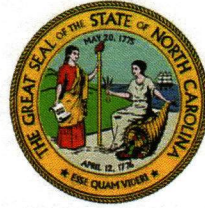
Type or Print Name and Title

DWI comments

ROY COOPER
Governor

ELIZABETH S. BISER
Secretary

SHADI ESKAF
Director



NORTH CAROLINA
Environmental Quality

April 15, 2024

Mr. Dexter B. Edwards, Chairman, Board of Commissioners
Duplin County Water District E
PO Box 910
Kenansville, NC 28349

SUBJECT: ARPA Funding Offer
Water System AIA
Project No. AIA-D-ARP-0266

Dear Mr. Edwards:

Duplin County Water District E has been approved for funding assistance according to the subject funding offer. This offer is made subject to the Assurances and Conditions set forth in the Offer and Acceptance Document. Enclosed are two (2) copies of an offer-and-acceptance document, extending funding in the amount of \$398,504. Funds will not be disbursed unless this offer is accepted.

To ensure the American Rescue Plan Act (ARPA) funds are expended before the federal deadline of December 2026, the Division is requiring execution and return of the enclosed Offer and Acceptance for ARPA Funding agreement **no later than October 31, 2024**. Executed agreements are to be submitted via Laserfiche at the following link:

<https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>.

Please note, this funding offer is being issued before the Division has approved your preliminary project scope. In addition to the items required before the first disbursement, you must submit a preliminary project scope per Division guidance (the AIA Grant Scope Preparation FAQ is attached) and receive the Division's approval before the Division can process the first disbursement request for incurred project costs.

Upon your acceptance, please submit the following items via email at DEQ.DWI.FundingOffer@deq.nc.gov:

1. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARPA Projects. **Please retain the second copy for your files.**
2. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein.



North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

3. Sales Tax Certification, if applicable (attached).
4. ARPA Engineering Services Procurement Certification (attached).
5. One (1) copy of all executed service agreements and/or contracts.

Once the subject project has commenced, the enclosed "AIA/MRF Disbursement Request Form" must be completed and submitted with all disbursement requests. You are free to reproduce this form should additional copies be needed. Additional information and template forms can be found on DWI's website under the "I Have Funding – Construction and Disbursement of Funds" page. Disbursement requests should be sent to Tim Baldwin, your Viable Utility Unit Project Manager, via the Laserfiche link provided above. All funding disbursements must be processed **prior to December 31, 2026**.

As a reminder, a document requesting your federal identification number was included with the Letter of Intent to Fund. You must complete and submit this no later than the time when you choose to submit your first request for disbursement.

Attached is the "Water Infrastructure Grants Legal Requirements Quick Reference Guide" which further explains the ARPA funding agreement requirements.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARPA funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this offer package, please contact Tim Baldwin at tim.baldwin@deq.nc.gov or 984-389-0296.

Sincerely,

DocuSigned by:

Victor A. D'Amato

52CD62E9DA6B44F...

Victor A. D'Amato, PE

Division of Water Infrastructure, NCDEQ

Enclosures: AIA Grant Scope Preparation FAQ
Offer-and-Acceptance Document (two copies)
Water Infrastructure Grants Legal Requirements Quick Reference Guide
Resolution by Applicant's Governing Body to Accept an Offer of Funding
Sales-Tax Certification Form
ARPA Engineering Services Procurement Certification
AIA/MRF Disbursement Request Form

CC: Dexter B. Edwards, dbrinson@duplincountync.gov
Joseph W. McKemey, PE, McDavid Associates, Inc. (Farmville, NC), jwm2@mc david-inc.com
Teresa Tripp (via DocuSign)
DWI Administrative Unit (via DocuSign)
Mark Hubbard (via DocuSign)
Tim Baldwin (via DocuSign)
Matthew Rushing, EI (via DocuSign)
DEQ.DWI.FundingOffer@deq.nc.gov
FILE: ARPA (Agreement Number 2000067359)



**STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE**

Funding Offer and Acceptance

Legal Name and Address of Award Recipient

Duplin County Water District E
PO Box 910
Kenansville, NC 28349

Project Number: AIA-D-ARP-0266

Recipient's UEID#: KZN4GK5262K3

Funding Program

| | |
|--|---|
| Drinking Water <input checked="" type="checkbox"/> Wastewater <input type="checkbox"/> Both <input type="checkbox"/> Distressed <input type="checkbox"/> Not Distressed <input checked="" type="checkbox"/> | Total Grant Offered |
| ARPA Training Grant <input type="checkbox"/> | |
| ARPA Asset Inventory & Assessment Grant (AIA) <input checked="" type="checkbox"/> | \$ 398,504 |
| ARPA Merger/Regionalization Feasibility Grant (MRF) <input type="checkbox"/> | |
| Water System AIA | Total Financial Assistance Offer: \$ 398,504 |

**ARPA-funded projects are exempt from both the grant fee and match requirements.*

Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina:

**Shadi Eskaf, Director, Division of Water Infrastructure
North Carolina Department of Environmental Quality**

| | | |
|-----------------------------------|--------------------------|---------------------------------|
| <small>DocuSigned by:</small> | <i>Victor A. D'Amato</i> | Signed on behalf of Shadi Eskaf |
| <small>52CD02E9DA0B44F...</small> | Signature | Date |
| | | 4/15/2024 |

On Behalf of (Applicant):

Name of Representative in Resolution: _____

Title (Type or Print): _____

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

| | |
|-----------|------|
| Signature | Date |
|-----------|------|

STANDARD CONDITIONS FOR ARPA GRANTS

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's [Final Rule](#) for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the [SLFRF Compliance and Reporting Guidance](#) not explicitly referred to in this document and any future requirements implemented by the U.S Treasury.
2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The Recipient shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.
3. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants, and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.
4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: <http://www.sam.gov>. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.
5. Projects with a total cost of \$10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the [SLFRF Compliance and Reporting Guidance](#) specifies.
6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.
7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).
8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31st, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury.

STANDARD ASSURANCES FOR AIA GRANTS

1. The Recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.
2. The Recipient is responsible for paying for ineligible project costs as determined by the Division.
3. The Recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three (3) years following completion of the project.
4. All ARPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the Recipient's compliance with the Standard Conditions and Assurances of this Award. The Recipient agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute. Requests for disbursements must be made using the Division's disbursement form.
5. All funds provided pursuant to North Carolina General Statute 159G must be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34, as amended. **The Recipient must expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the Recipient is expected to uphold its contract obligations regarding timely payment.
6. The Recipient must provide summaries of project progress every other month during the project or as otherwise directed by the Division.
7. The Recipient must provide a digital copy of the final report in a universally readable format. If a project includes updating or developing a GIS database or shapefiles, at a minimum the current utility service boundaries must be provided as a polygon shapefile, including any service gaps within the boundary.
8. The Recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.
9. The Recipient must provide approved minutes or a resolution confirming the final report has been presented to the recipient's governing board.
10. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Assurance Nos. 7, 8, and 9. After receipt of this documentation, the final disbursement request will be processed.

Acknowledgement of Standard Conditions and Assurances

The Recipient hereby gives assurance to the Department of Environmental Quality that the declarations, assurances, representations, and statements made by the Applicant in the Application; and all documents, amendments, and communications filed with the Department of Environmental Quality by the Applicant in support of its request for financial assistance will be fulfilled.

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| Signature | Date |
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County of Duplin
Office of the County Commissioners



RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of \$398,504 to perform an Asset Inventory and Assessment study detailed in the submitted applications, and

WHEREAS, that Duplin County intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE DUPLIN COUNTY BOARD OF COMMISSIONERS:

That Duplin County does hereby accept the American Rescue Plan (ARP) offer of \$398,504.

That Duplin County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Dexter B. Edwards, Chairman of the Duplin County Board of Commissioners, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 6th day of May, 2024.

Frequently Asked Questions (FAQ) for Preparing the Preliminary Scopes of Work (Scope) for Asset Inventory and Assessment (AIA) Grants from The Division of Water Infrastructure (Division)

What is a Scope of Work for an AIA project?

- The Division of Water Infrastructure (Division) requires an approved Preliminary Scope of Work (Scope) prior to transmitting the formal Grant Offer to recipients of approved AIA grants (grantees).
- Scopes for AIA projects provide the Division with an overview of the project tasks, costs, timeline, and deliverables/recommendations used to direct disbursements.
- The Scope should be consistent with the activities or services described in the application that will address the challenges experienced by the utility. The scope should be consistent with the scope of work to which the grantee will agree to in an engineering contract.

How do I submit my AIA Scope?

- Scopes should be submitted by the grantee (not the consultant) via the Division's online portal to the Division's project manager identified in the project's Letter of Intent to Fund (LOIF), by the date indicated in the milestone schedule. Reference the Division's Project Number provided in the LOIF.
 - Form to upload documents: <https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>
- The grantee's Authorized Representative (not the consultant) may request a modest extension of the submittal date via an email or letter on appropriate letterhead, sent to the Division's project manager. The request must include a justification for the delay and propose a new date for submitting the Scope.
- Prior to submitting your scope, contact your Division project manager regarding any anticipated changes to the project as described in the application.

What does DWI require in an AIA Scope?

- Scopes must be consistent with the project described in the approved funding application, including the budget and challenges described in the application narrative.
- Scopes must contain the following:
 - Anticipated activities and/or services to be performed during the AIA project
 - A concise narrative describing how each project activity addresses the challenges in the approved AIA application
 - The budget for each project activity
 - A schedule for completing the project within 24 months of the Letter of Intent to Fund
 - The deliverables to be produced for the project, including GIS shape files as applicable to the project

What are eligible AIA project Activities?

- Project activities should adhere to the Division's "Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses" document, which primarily serves to help guide engineers and consultants during an AIA project. The latest version is posted to the Division's website ([here](#)).
- Regardless of eligibility, if the project includes activities NOT covered by the AIA grant, the Scope budget must distinguish (a) the activities (or a portion thereof) that will be funded by the AIA grant from (b) the activities (or a portion thereof) that will be funded outside of the AIA grant.
 - For example, a \$200,000 AIA project may receive \$150,000 in Division AIA grant funding. The budget table in the Scope should show one column for the costs and activities covered by the AIA grant (totaling \$150,000) and a separate column for the costs to be covered by the other funding source (totaling the remaining \$50,000), and also provide the source of the non-Division funding (i.e., local cash, USDA grant, etc.).
- If equipment is an integral part of your project, contact your Division project manager prior to submitting the scope.
 - Eligible equipment costs (tablets, computers, and asset management equipment) must comprise no more than 10 percent of the grant AND must be justified in the scope.
- If access to software is an integral part of your project, the initial purchase and/or subscription is eligible, but the renewal of software subscription is not eligible.

What is required for the Scope narrative?

- The Scope narrative should consist of a succinct discussion of each task. The description should explain how the tasks relate to the challenges and benefits identified in the application.
- Reference any applicable historic asset management work and describe how the proposed project Scope builds upon those past asset management efforts.
- Specify that any GIS data delivered to the grantee will be provided in a format they can easily and readily update with current resources, and clearly identify the owner of the data.
- Remember, the application was funded based on the specific needs of the system and proposed benefits of the AIA project.

What is required for the project schedule?

- The project schedule must show the anticipated start and end dates for each project activity.
- The final project completion date must be within 24 months of the date the Letter of Intent to Fund is sent to the applicant (this language is in the Letter of Intent to Fund). Typically, the Grant Offer will be issued within one month of scope approval.
- Specify that DWI will be copied on draft and final deliverables, including the appropriate GIS data

layers that show a complete service area boundary, including gaps within those boundaries.

- Provide regular (no less frequent than every other month unless otherwise directed by the Division) updates, preferably with the submittal of disbursement requests.

What makes up the Deliverable?

- The deliverable consists of the documents produced by the planning project. The documents may include, but are not limited to:
 - photos
 - maps
 - outputs and summaries of models and/or flow monitoring
 - copies of physical CCTV inspections
 - GIS data layers if applicable
 - Findings, recommendations, and/or conclusions
- Scopes must specify that both the draft and final deliverables will be submitted to the Division for review and approval prior to processing the final disbursement request.

What deliverables must be submitted to the Division?

- At the end of the AIA project, the grantee must submit to the Division a copy of the deliverable/report, an executive summary, and either:
 - A copy of the board meeting minutes where the report/recommendations were presented and the minutes of the subsequent board meeting showing adoption of the previous meeting's minutes, or
 - A resolution passed by the governing board adopting the findings/recommendations/conclusions presented in the report, including Capital Improvement Plans and adjoining rate studies as appropriate.
- The final report must be approved by the Division prior to final disbursement of the grant funds.
- For projects that develop a new or update an existing GIS database, GIS shapefiles and databases must be submitted to Division staff upon completion of the project. The shapefile should include the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries, most commonly in the following file formats: .shp, .shx, and .dbf.
- Note that the data gathered during the Division-funded project is the property of the grantee; exceptions to grantee ownership of project deliverables, including incorporation of data into proprietary software, must be clarified in the scope.

What if my Local Government Unit (Unit) has been designated Distressed?

- Distressed Units are required to complete the activities established in NCGS §159G-45(b), and an AIA grant provides funding to fulfill some of those requirements.
- Remember, project activities should adhere to the Division's [guidance document](#).
- Distressed Units are required to complete short-term and long-term plans for infrastructure

repair, maintenance, and management, of which a complete AMP and 10-year CIP are integral parts. AIA projects for distressed units must either:

- Result in a complete Asset Management Plan (AMP) including at least a 10-year Capital Improvement Plan (CIP), or
- Establish the basis of an AMP and a timeline for fulfilling all the activities required of distressed units.
- In general, a complete AMP consists of:
 - List of assets/asset registry
 - Spatial database/GIS map
 - A risk-based condition assessment of all water and/or wastewater assets
 - Minimum 10-year Capital Improvement Plan
 - Recommended schedule and plan for Operation, Maintenance and Rehabilitation/Replacement, including time/cost estimates for annual budgeting
 - Staffing plan to implement AMP/CIP, as needed
 - Rate study (minimum 5-year rate programming to address CIP)
- As stated in the LOIF for the AIA project, contact your Division project manager prior to creating the Scope to discuss how this project helps the Distressed Unit fulfill the statutory requirements in §159G-45(b) and make progress toward de-designation.
- For Distressed Units with an approved or draft Short-Term Action Plan as a result of meeting with Division staff, reference the action items identified in the plan in the project Scope.

Suggested Scope Format (Adobe PDF or other non-editable format)

Section 1 – Reference: Contact information for the grantee, contact information for the consultant, project name as listed in the application and the LOIF, funding cycle, etc.

Section 2 – Narrative: A concise narrative description of the Scope, referencing any applicable historic asset management efforts, describing how the proposed Scope builds on past efforts, and connecting the challenges described in the application with the main project activities.

Section 3 – Itemized Tasks: A description, cost, and schedule/timeline of each main project activity, detailed enough that the Division can determine the tasks that will be accomplished during the project, the resulting deliverable, and what is/is not eligible for disbursement.

Section 4 – Deliverables: A summary of the anticipated documents and plans to be created during the project with milestones, including a timeline for the Division to approve the draft and final deliverables, detailed enough that the Division can determine that the grantee will meet the funding requirements.

Department of Environmental Quality
Division of Water Infrastructure

WATER INFRASTRUCTURE GRANTS
LEGAL REQUIREMENTS
QUICK REFERENCE GUIDE



Preface

Subrecipients received funds from the North Carolina Department of Environmental Quality (DEQ) in the form of subawards, the purpose of which was to carry out a portion of NC DEQ's American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) grant program in accordance with the applicable law.

As such, Subrecipients must carry out the responsibilities of their subawards in accordance with Section 602 of the Social Security Act (as added by section 9901(a) of the American Rescue Plan Act of 2021), 31 C.F.R. Part 35 (U.S. Treasury's "Final Rule"), as well as any guidance provided by U.S. Treasury including, but not limited to, the CSLFRF Compliance and Reporting Guidance and U.S. Treasury's SLFRF Final Rule Frequently Asked Questions. Subrecipients must also comply with the applicable provisions of 2 C.F.R. Part 200 (the "Uniform Guidance"), as implemented by the U.S. Treasury under 2 C.F.R. Part 1000, and as set forth in the CSLFRF Assistance Listing 21.027.

In addition to the federal requirements for ARPA/SFRF subawards, subrecipients must also comply with applicable state laws and regulations. For the most current guidance from Treasury, please see [US Department of Treasury SLFRE](#).

Pursuant to its responsibilities as a pass-through entity for federal financial assistance, NC DEQ created this document to serve as a quick reference guide regarding the requirements applicable to subrecipients. Subrecipients are responsible for properly complying with all applicable federal, state, and local requirements as they carry out their duties under their subawards.

| <u>Requirement</u> | <u>Citation/ Document Name</u> | <u>Description</u> | <u>Location</u> |
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| Pre-Award Costs | 2 C.F.R. § 200.458 | Pre-award costs as defined in 2 C.F.R. § 200.458, which includes costs incurred prior to the Federal Award Date of March 3, 2021, may not be paid with funding from this award. Per U.S. Treasury guidance, pre-project development costs that are tied to or reasonably expected to lead to an eligible capital expenditure, such as pre-project planning or engineering costs, are reimbursable under this program and not considered prohibited pre-award costs. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRed1f39f9b3d4e72/section-200.458 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #5) |
| Period of Performance | U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories U.S. Treasury Obligation Interim Final Rule | The period of performance for ARPA/SFRF awards begins on March 3, 2021 and ends on December 31, 2026. All ARPA/SFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026. Per U.S. Treasury guidance in its 2023 Obligation Interim Final Rule, the obligation deadline does not apply to subrecipient. Subrecipients are not required to obligate their ARPA/SFRF funds by December 31, 2024, however, they are still subject to the expenditure deadline of December 31, 2026. All funds that are not expended by December 31, 2026, must be returned to U.S. Treasury. | https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #2) https://home.treasury.gov/system/files/136/Obligation_Interim_Final_Rule_2023.pdf |
| Indirect Costs | 2 C.F.R. § 200.414(f) U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories | Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients are permitted to charge both direct and indirect costs to their subaward as administrative costs. If a subrecipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then they may use their current NICRA. Subrecipients who wish to use their NICRA will need to send a copy of it to NC DEQ. If a subrecipient does not have a NICRA, they may use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f). | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd93f2a98b1f6455/section-200.414 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #6) |

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| <p>Conflicts of Interest</p> | <p>2 C.F.R. § 200.112</p> <p>2 C.F.R. § 200.318(c)</p> <p>N.C. Gen. Stat. § 14-234</p> <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>Subrecipients are required to maintain a conflict-of-interest policy consistent with 2 C.F.R. § 200.318(c) and, if applicable, N.C. Gen. Stat. § 14-234. The conflict-of-interest policy will be applicable to each activity funded under their ARPA/SFRF subaward. Subrecipients who are neither local government units nor public authorities will be required to provide a copy of their conflict-of-interest policy for management employees and their governance body to NC DEQ. Per 2 C.F.R. § 200.112, subrecipients will also need to disclose in writing to NC DEQ any potential conflicts of interest affecting the awarded funds.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-B/section-200.112</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.318</p> <p>https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-234.html</p> <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See Term #8)</p> |
| <p>Publications</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>If a subrecipient produces a publication using funds from their ARPA subaward, they must display the following language: “This project is being (or was) supported, in whole or in part, by Coronavirus State and Local Recovery Funds, federal award SLFRP0129, awarded to the State of North Carolina by the U.S. Department of Treasury.” This requirement is contained in the terms and conditions of NC DEQ’s award agreement with U.S. Treasury.</p> | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #13)</p> |
| <p>Maintenance of and Access to Records</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> <p>2 C.F.R. §§ 200.334–38</p> | <p>Pursuant to the terms and conditions of NC DEQ’s award agreement with U.S. Treasury and the relevant Uniform Guidance requirements, subrecipients must preserve and provide access to their programmatic and financial records related to their ARPA-funded projects, including:</p> <ol style="list-style-type: none"> records providing a full description of each activity undertaken; records demonstrating that each activity undertaken meets the objectives of the federal program and state appropriation and related documentation; records required to determine the allowability of costs; records required to document the acquisition, improvement, use or disposition of real property acquired or improved with the assistance; records documenting compliance with federal and local laws; and | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #4)</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR4acc10e7e3b676f</p> |

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| | | <p>f. financial records required by program regulations and Uniform Guidance.</p> <p>In accordance with the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients will be required to maintain records for at least five years after all funds have been expended or returned to U.S. Treasury, whichever is longest. Subrecipients will be required to make all records, books, papers, and other documents that relate to their ARPA subaward available at all reasonable times for inspection, review, and audit by the authorized representatives of NC DEQ, the North Carolina State Auditor, U.S. Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office.</p> | |
| <p>Nondiscrimination</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>Subrecipients of ARPA/SFRF funding are subject to the following laws and regulations that prohibit discrimination in federal financial assistance programs:</p> <ul style="list-style-type: none"> a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 22. b. The Fair Housing Act and Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601). c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). d. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 23. e. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101). <p>The above require that no person shall, on the basis of race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program for which subrecipients receive ARPA/SFRF funding. The above also require that subrecipients adopt and enact nondiscrimination policies consistent with those requirements.</p> | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #9(c))</p> |

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| <p>The Uniform Guidance</p> | <p>2 C.F.R. Part 200</p> <p>2 C.F.R. Part 1000</p> <p>Assistance Listing Number 21.027</p> | <p>Subrecipients are responsible for complying with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, as adopted by U.S. Treasury in its implementing regulations, 2 C.F.R. Part 1000, and as set forth in the SLFRF Assistance Listing (ALN 21.027). The Uniform Guidance provisions that apply to ARPA/SFRF subawards are as follows:</p> <ul style="list-style-type: none"> • Subpart A, Acronyms and Definitions • Subpart B, General Provisions • Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards <ul style="list-style-type: none"> ○ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.204, .205, .210, & .213 • Subpart D, Post Federal Award Requirements <ul style="list-style-type: none"> ○ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.305(b)(8) & (9), .308, .309, & .320(c)(4) • Subpart E, Cost Principles • Subpart F, Audit Requirements • 2 C.F.R. Part 25 (Universal Identifier & System for Award Management) • 2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information) • 2 C.F.R. Part 180 (Debarment and Suspension) | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200</p> <p>https://www.ecfr.gov/current/title-2/subtitle-B/chapter-X/part-1000</p> <p>https://sam.gov/fal/7cecfdef62dc42729a3fdcd449bd62b8/view</p> |
| <p>Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment</p> | <p>2 CFR § 200.216,</p> | <p>Pursuant to 2 C.F.R. § 200.216, subrecipients cannot obligate or expend ARPA funds to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (as described in Public Law 115-232, Section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.216</p> |
| <p>Procurement</p> | <p>N.C. Gen. Stat. § 143-64.31</p> <p>N.C. Gen. Stat. § 143-64.32</p> <p>2 C.F.R. §§ 200.317–27</p> | <p>Subrecipients are subject to applicable state procurement requirements while carrying out the federal award, including N.C. Gen. Stat. § 143-64.31, Article 3D (Procurement of Architectural, Engineering, and Surveying (A/E) Services). N.C. Gen. Stat. § 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E.</p> <p>In addition to state procurement requirements, subrecipients are subject to the Uniform Guidance procurement provisions as contained in 2 C.F.R. §§ 200.317–27. Consistent with these requirements, subrecipients are required to adopt and enact their own internal procurement procedures. Standards for those</p> | <p>https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_143/Article_3D.pdf</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR45ddd4419ad436d</p> |

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| | | <p>procedures include, but are not limited to, the following:</p> <ol style="list-style-type: none"> a. All procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320(c)(1), (2), (3), and (5), which allows for non-competitive procurements only if either (1) the item is below the micro-purchase threshold; (2) the item is only available from a single source; (3) the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or (4) after solicitation of a number of sources, competition is determined inadequate. b. Subrecipients must maintain oversight to ensure that their contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. c. Pursuant to 2 C.F.R. § 200.321, subrecipients must take all necessary affirmative steps to assure that minority businesses, women’s business enterprises, and labor surplus area firms are used when possible. d. Subrecipients must “maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.” 2 C.F.R. § 200.318(i). | |
| <p>Mandatory Contract Provisions</p> | <p>2 C.F.R. § 200.327</p> <p>2 C.F.R. Part 200, Appendix II</p> <p>U.S. Treasury Final Rule FAQ</p> | <p>Under 2 C.F.R. § 200.327, subrecipients are required to include certain contract provisions in their agreements with contractors and subcontractors to carry out the work required for their ARPA subaward. These may include but are not limited to provisions concerning:</p> <ul style="list-style-type: none"> • Administrative, contractual, or legal remedies where contractors violate or breach contract terms • Termination of the contract for cause and for convenience, including the manner by which it will be effected and the basis for settlement. • Equal Employment Opportunity • Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708) • Procurement of Recovered Materials (2 C.F.R. § 200.323) • Domestic Preferences for Procurement (2 C.F.R. § 200.322) • Prohibition on certain telecommunications and video surveillance services or equipment (2 C.F.R. § 200.216) | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.327</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%20200</p> <p>https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf (See section #6.15)</p> |

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| | | <ul style="list-style-type: none"> • Debarment and Suspension (Executive Orders 12549 and 12689) • Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) • Clean Air Act and the Federal Water Pollution Control Act (42 U.S.C. 7401–7671q and 33 U.S.C. 1251–1387) <p>Per U.S. Treasury guidance in the SLFRF Final Rule FAQ, Davis-Bacon Act requirements do not apply to projects funded solely with ARPA/SFRF funds. Such projects will not have to include a provision regarding the Davis-Bacon Act in their agreements with contractors or subcontractors that may otherwise be required under 2 C.F.R. § 200.327.</p> | |
| Equipment & Property Management | 2 C.F.R. §§ 200.310–16 | All real property acquired or improved, and equipment or supplies purchased in whole or in part with ARPA funds must be used, insured, managed, and disposed of in accordance with 2 C.F.R. §§ 200.310–16. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D |
| Closeout | 2 C.F.R. § 200.344 | <p>Closeout must comply with applicable requirements of 2 C.F.R. § 200.344, including the requirement that subrecipients must, no later than ninety (90) calendar days after the end of the period of performance, submit to NC DEQ all required financial, performance, and other reports. Subrecipients must also promptly refund any unobligated cash that they are not authorized to retain for use in other projects.</p> <p>Completion of closeout does not release subrecipients from their obligations under state and federal compliance, legal, and regulatory requirements. Subrecipients will continue to be subject to post-closeout adjustments and continuing responsibilities in accordance with 2 C.F.R. § 200.345.</p> | <u>eCFR :: 2 CFR 200.344 -- Closeout.</u> |

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| Universal Identifier and System for Award Management (SAM) | 2 C.F.R. Part 25 | In accordance with 2 C.F.R. Part 25, subrecipients are required to obtain, and provide to NC DEQ, a Unique Entity Identifier assigned by the SAM. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25 |
| Debarment & Suspension | 2 C.F.R. Part 180 31 C.F.R. Part 19 | In accordance with 2 C.F.R. Part 180, and U.S. Treasury's implementing regulations at 31 C.F.R. Part 19, subawards may not be issued to anyone listed on the governmentwide exclusions in the SAM. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-180 https://www.ecfr.gov/current/title-31/subtitle-A/part-19 |
| FFATA Required Executive Compensation Information | 2 C.F.R. Part 170 | Subrecipients will be required to provide NC DEQ with information sufficient to allow us to meet our reporting obligations under the Federal Funds Accountability and Transparency Act (FFATA), which requires public disclosure of executive compensation in certain federally funded organizations. NC DEQ will be required to report the names and total compensation of each of Subrecipient's five most highly compensated executives for the preceding completed fiscal year, if: <ol style="list-style-type: none"> 1) In Subrecipient's preceding fiscal year, the subgrantee received: <ol style="list-style-type: none"> i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards) 2) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170 |

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| | | compensation filings at http://www.sec.gov/answers/execomp.htm). | |
| New Restrictions on Lobbying | 31 C.F.R. Part 21 | Subrecipients are subject to the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, subrecipients cannot use federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipients will be required to submit a certification in writing that they have not made, and will not make, any payments prohibited under these requirements. NC DEQ will provide the necessary certification form. | https://www.ecfr.gov/current/title-31/subtitle-A/part-21 |
| Uniform Relocation and Real Property Acquisition Policies Act | 42 U.S.C. §§ 4601–55 | Any acquisition of real property by a subrecipient using ARPA funds must comply with the applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (42 U.S.C. §§ 4601–55), as amended. Subrecipients will have to certify in writing that they have or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project. NC DEQ will provide the necessary certification form. | https://uscode.house.gov/view.xhtml?path=/prelim%40title42/chapter61&edition=prelim |

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| Hatch Act | Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28) | ARPA/SFRF subrecipients are subject to the applicable requirements of the Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance. | https://uscode.house.gov/view.xhtml?path=/prelim@title5/part2/chapter15&edition=prelim https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title5-chapter73&edition=prelim |
| Other State Requirements | N.C. General Statutes Chapters 159, 159G, 143C 09 N.C. Admin. Code 03M | Use of these funds is subject to applicable state laws and regulations including, but not limited to, N.C. General Statutes Chapters 159 (Local Government Finance) and 159G (Water Infrastructure). Subrecipients who are neither local government units nor public authorities must also comply with applicable requirements of the State Budget Act and Title 09, Subchapter 03M of the N.C. Administrative Code. | https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByChapter/Chapter_159.pdf https://www.ncleg.gov/enactedlegislation/statutes/html/bychapter/chapter_159g.html https://www.ncleg.gov/Laws/GeneralStatuteSections/Chapter143C http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20lt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%20m/subchapter%20m%20rules.pdf |
| Distressed Units | N.C. Gen. Stat. § 159G-45(b). | Local government units designated as distressed must complete associated requirements of N.C. Gen. Stat. §159G-45(b). | https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_159G/GS_159G-45.pdf |

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| <p>Subrecipient Monitoring and Management</p> | <p>2 C.F.R. §§ 200.331–33</p> <p>NC DEQ’s Subaward and Monitoring Policy</p> | <p>Pursuant to 2 C.F.R. §§ 200.331–33, subrecipients will be subject to monitoring and management by the pass-through entity, NC DEQ. NC DEQ will monitor, evaluate, and provide guidance and direction to subrecipients as they carry out project activities. NC DEQ is required by U.S. Treasury to determine whether subrecipients have spent funds in accordance with applicable laws, regulations, and agreements and will monitor subrecipients’ activities to ensure they have met such requirements. If deficiencies are found, subrecipients may be asked to take corrective action. The type and degree of monitoring activities depends on the results of the Subrecipient Risk Assessment.</p> <p>Subrecipients are subject to the following procurement monitoring activities by NC DEQ:</p> <ul style="list-style-type: none"> • NC DEQ review of solicitations. <ul style="list-style-type: none"> ○ Except for micro-purchases made pursuant to 2 C.F.R. § 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. § 200.320(a)(2), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the applicable solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any solicitation for compliance with applicable procurement standards. • NC DEQ review of contracts. <ul style="list-style-type: none"> ○ Except for micro-purchases pursuant to 2 C.F.R. § 200.320(a), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the written contract prior to contract execution. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§ 200.318–27 as well as 2 C.F.R. § 200.327. | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.331</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.332</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.333</p> |
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| Interventions | 2 C.F.R. § 200.208 2 C.F.R. § 200.339 | If NC DEQ determines that a subrecipient is not in compliance with procurement requirements, NC DEQ may initiate an intervention, in accordance with 2 C.F.R. § 200.208 and 2 C.F.R. § 200.339. The degree of a subrecipient's performance or compliance deficiency will determine the degree of intervention. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.208 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR86b76dde0e1e9dc |
| Reporting Requirements | U.S. Treasury Compliance and Reporting Guidance N.C. Sess. L. 2021-180 NC DEQ Subaward Monitoring Plan | Subrecipients are required to send NC DEQ reports and back-up data, including reports which enable NC DEQ to meet its own reporting obligations to U.S. Treasury and as otherwise required by state law. The frequency of reporting will be consistent with the DEQ Subrecipient Monitoring Plan. | https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf https://www.ncleg.gov/enactedlegislation/sessionlaws/html/2021-2022/sl2021-180.html |
| Audit Requirements | 2 C.F.R. Part 200, Subpart F 09 NCAC 03M .0205(a)(3) and (b)(4) 2 C.F.R. § 200.503 | Subrecipients that expend more than \$750,000 in federal awards during their fiscal year, with the exception of local governments who choose to undergo an Alternative Compliance Examination Engagement, will be subject to an audit under the Single Audit Act and 2 C.F.R. Part 200, Subpart F. Subrecipients that receive less than \$750,000 in federal awards during their fiscal year are exempt from federal audit requirements (except as noted in 2 C.F.R. § 200.503), but may still be subject to state audit requirements as discussed below. Subrecipients exempt from federal audit requirements are still required to retain and provide records for review or audit upon request by the federal agency, the state, or the Government Accountability Office. Subrecipients who are neither local governments nor public authorities and receive \$500,000 or more in state financial assistance using federal funds are required to provide a single or program-specific audit to the Department of the State Treasurer, or to NC DEQ upon request pursuant to 09 N.C. Admin. Code 03M.0205(a)(3) and (b)(4). Subrecipient local governments and public authorities who expend \$500,000 or more in state financial assistance are also required to have a single audit performed pursuant to N.C. Gen. Stat. § 159-34. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F https://files.nc.gov/ncgov/documents/files/ncpro/XX-XX-Attachment-B-09-NCAC-03M.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F/subject-group-ECFRfd0932e473d10ba/section-200.503 |

SALES-TAX REIMBURSEMENT CERTIFICATION FORM

(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: _____

DWI Project Number: _____

Check If Applicant is not a unit of government under North Carolina (NC) law

If Applicant noted above is a Unit of Government in North Carolina, check the applicable box below.

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will request reimbursement from the NC Department of Revenue (DOR).

Sales Tax **IS NOT** deducted in either of these scenarios.

The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will not request reimbursement from the DOR.

The project will not include sales taxes.

(Printed Name and Title of Authorized Representative)

(Signature of Authorized Representative)

(Date)

NC DEQ Division of Water Infrastructure Professional Engineering Services Procurement

Section 602(b)(14) of the Clean Water Act requires projects receiving Clean Water State Revolving Fund funding to comply with engineering procurement guidelines. North Carolina Session Law 2021-180 authorizes the Division of Water Infrastructure (Division) to award grant funds from the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund for drinking water, wastewater, and stormwater infrastructure projects. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines.

To comply, you must follow North Carolina General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying Services. You cannot exempt yourself using NCGS 143-64.32. Complete and sign this form and provide the information indicated to ensure that engineering services for your project are eligible for disbursement.

Applicant: Click or tap here to enter text.

Project Name: Click or tap here to enter text.

Division Funding Number: Click or tap here to enter text.

- 1) List the basic services being provided: (i.e., planning, design, inspection etc.)
Click or tap here to enter text.
- 2) Describe the method of announcement for the project.
Click or tap here to enter text.
- 3) List the firms the announcement was discussed with or that proposals were received from in order of quality.
Click or tap here to enter text.
- 4) Was a contract negotiated with the best qualified firm? Yes No (Check one)
If no, explain why.
Click or tap here to enter text.

NOTE: Documentation of Qualification-Based-Selection of Engineering Services shall be provided to the Division upon request (to include announcement and qualifications requested).

By signing below, I Click or tap here to enter text., the Authorized Representative designated for this project in the project application, attest that the contract pricing, as seen in the attached contract(s), contains pricing that is fair and reasonable based on scope, complexity, professional nature, and the estimated value of the services being provided and the firm selected, was selected based on their qualifications.

(signed name, title and date)

(DWI staff use only – Check and initial here if debarment status checked and firm is NOT debarred _____)

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| <p>Clean Water Act, Section 602(b)(14)</p> | <p>(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services <u>shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State).</u></p> <p>From: water resources reform and development act guidance.pdf (epa.gov) <i>The requirements of 40 U.S.C. 1101 et seq. are:</i></p> <ul style="list-style-type: none"> • <i>Public announcement of the solicitation (e.g., a Request for Qualifications);</i> • <i>Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation); o Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);</i> • <i>Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;</i> • <i>Selection of at least three firms considered to be the most highly qualified to provide the services required; and</i> • <i>Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;</i> <ul style="list-style-type: none"> ▪ <i>In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.</i> |
| <p>Uniform Guidance 2 CFR 200.319(b)</p> | <p>Competition.</p> <p>The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.</p> |
| <p>NC General Statute 143-64.31</p> | <p>Procurement of Architectural, Engineering, and Surveying Services (NC “Mini-Brooks”)</p> <p>...It is the public policy of this State... and Local Governmental Units..., to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services,..., to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. ...</p> |

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| <p>NC General Statute 143-64.32</p> | <p>NOTE: CWSRF and ARPA funding: NCGS 143-64.32 cannot be used to exempt a local government unit from abiding by NCGS 143-63.31. This is because there is no minimum dollar exemption allowed in the Federal Brooks Act, the Clean Water Act Section 602(b)(14), or 2 CFR 200.319.</p> <p>Written exemption of particular contracts.</p> <p>Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars (\$50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)</p> |
| <p>21 NCAC 56.0701(f)</p> | <p>SECTION .0700 – RULES OF PROFESSIONAL CONDUCT, adopted in accordance with NC General Statute 89C-20 (Board Rules for Professional Engineers, etc.)</p> <p>(f) A licensee shall solicit or accept work only on the basis of qualifications and:</p> <ul style="list-style-type: none">(1) Shall not offer to pay, either directly or indirectly, any commission, political contribution, gift, or other consideration in order to secure work, exclusive of securing salaried positions through employment agencies;(2) Shall compete for employment on the basis of professional qualification and competence to perform the work. The licensee shall not solicit or submit proposals for professional services containing a false, fraudulent, misleading, deceptive or unfair statement or claim regarding the cost, quality or extent of services to be rendered;(3) Shall, with regard to fee bidding on public projects, comply with the provisions of G.S. 143-64.31 et seq., (or for federal projects, the Brooks Act, 40 U.S. Code 541 et seq.) and shall not knowingly cooperate in a violation of any provision of G.S. 143-64.31 et seq. (or of 40 U.S. Code 541 et seq.); <p>...</p> |

AIA/MRF DISBURSEMENT REQUEST FORM

Division of Water Infrastructure

Project No. _____

Period Covered by this Report:

From _____

To _____

Grant Amount = _____

Match % Required = _____

Match amount = \$ _____

Match and Grant Fee are N/A for ARPA funded projects

Recipient Organization

Name: Town, City or County etc.

Payment No. _____

Address:

Page No. _____

City, State & Zip:

| Classification of | Consultant Name | | | | Total |
|---------------------------------|---|------|------|------|-----------------|
| | A | B | C | D | |
| <i>Cumulative Totals</i> | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| Total Cumulative to date | \$ - | \$ - | \$ - | \$ - | \$ - |
| Previously Received | | | | | \$ - |
| Amount Requested | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | | No Match |
| In-Kind Contribution | In-Kind Contribution, Grant Fee, and Match are N/A for ARPA funded projects | | | | |
| Grant Fee | | | | | |
| Total Match * | | | | \$ - | |
| Percent Complete | | | | | |

Certification

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with terms of the project and that this request represents the monies due which have not been previously received and that an inspection has been performed and all work is in accordance with the terms and conditions of the award.

You must check ONE of the boxes below or your payment will not be processed:

The funds requested above have already been paid to the respective vendors, consultants & contractors by the award recipient.

OR

The funds requested above have not been paid to the respective vendors, consultants & contractors. Funds received from the State will be disbursed to these entities within three (3) banking days.

Recipient

Signature of Authorized Representative Date

Type or Print Name and Title

DWI comments

ROY COOPER
Governor

ELIZABETH S. BISER
Secretary

SHADI ESKAF
Director



NORTH CAROLINA
Environmental Quality

April 15, 2024

Mr. Dexter B. Edwards, Chairman, Board of Commissioners
Duplin County Water District F
PO Box 910
Kenansville, NC 28349

SUBJECT: ARPA Funding Offer
Water System AIA
Project No. AIA-D-ARP-0267

Dear Mr. Edwards:

Duplin County Water District F has been approved for funding assistance according to the subject funding offer. This offer is made subject to the Assurances and Conditions set forth in the Offer and Acceptance Document. Enclosed are two (2) copies of an offer-and-acceptance document, extending funding in the amount of \$396,856. Funds will not be disbursed unless this offer is accepted.

To ensure the American Rescue Plan Act (ARPA) funds are expended before the federal deadline of December 2026, the Division is requiring execution and return of the enclosed Offer and Acceptance for ARPA Funding agreement **no later than October 31, 2024**. Executed agreements are to be submitted via Laserfiche at the following link:
<https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>.

Please note, this funding offer is being issued before the Division has approved your preliminary project scope. In addition to the items required before the first disbursement, you must submit a preliminary project scope per Division guidance (the AIA Grant Scope Preparation FAQ is attached) and receive the Division's approval before the Division can process the first disbursement request for incurred project costs.

Upon your acceptance, please submit the following items via email at DEQ.DWI.FundingOffer@deq.nc.gov:

1. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARPA Projects. **Please retain the second copy for your files.**
2. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein.



North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

3. Sales Tax Certification, if applicable (attached).
4. ARPA Engineering Services Procurement Certification (attached).
5. One (1) copy of all executed service agreements and/or contracts.

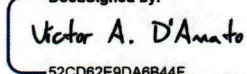
Once the subject project has commenced, the enclosed "AIA/MRF Disbursement Request Form" must be completed and submitted with all disbursement requests. You are free to reproduce this form should additional copies be needed. Additional information and template forms can be found on DWI's website under the "I Have Funding – Construction and Disbursement of Funds" page. Disbursement requests should be sent to Tim Baldwin, your Viable Utility Unit Project Manager, via the Laserfiche link provided above. All funding disbursements must be processed **prior to December 31, 2026**.

As a reminder, a document requesting your federal identification number was included with the Letter of Intent to Fund. You must complete and submit this no later than the time when you choose to submit your first request for disbursement.

Attached is the "Water Infrastructure Grants Legal Requirements Quick Reference Guide" which further explains the ARPA funding agreement requirements.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARPA funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this offer package, please contact Tim Baldwin at tim.baldwin@deq.nc.gov or 984-389-0296.

Sincerely,

DocuSigned by:

52CD62E9DA6B44F...
Victor A. D'Amato, PE
Division of Water Infrastructure, NCDEQ

Enclosures: AIA Grant Scope Preparation FAQ
Offer-and-Acceptance Document (two copies)
Water Infrastructure Grants Legal Requirements Quick Reference Guide
Resolution by Applicant's Governing Body to Accept an Offer of Funding
Sales-Tax Certification Form
ARPA Engineering Services Procurement Certification
AIA/MRF Disbursement Request Form

CC: Dexter B. Edwards, dbrinson@duplincountync.gov
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DEQ.DWI.FundingOffer@deq.nc.gov
FILE: ARPA (Agreement Number 2000067371)



**STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE**

Funding Offer and Acceptance

Legal Name and Address of Award Recipient

Duplin County Water District F
PO Box 910
Kenansville, NC 28349

Project Number: AIA-D-ARP-0267

Recipient's UEID#: KZN4GK5262K3

Funding Program

| | | | |
|---|---|--------------------------------------|----------------------------|
| Drinking Water <input checked="" type="checkbox"/> | Wastewater <input type="checkbox"/> | Both <input type="checkbox"/> | Total Grant Offered |
| Distressed <input type="checkbox"/> | Not Distressed <input checked="" type="checkbox"/> | | |
| ARPA Training Grant | <input type="checkbox"/> | | |
| ARPA Asset Inventory & Assessment Grant (AIA) | <input checked="" type="checkbox"/> | | \$ 396,856 |
| ARPA Merger/Regionalization Feasibility Grant (MRF) | <input type="checkbox"/> | | |

Water System AIA

Total Financial Assistance Offer: **\$ 396,856**

**ARPA-funded projects are exempt from both the grant fee and match requirements.*

Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina: **Shadi Eskaf, Director, Division of Water Infrastructure
North Carolina Department of Environmental Quality**

| | | |
|-----------------------------------|--|-----------|
| <small>DocuSigned by:</small> | <i>Victor A. D'Amato</i> signed on behalf of Shadi Eskaf | 4/15/2024 |
| <small>52CD62E6DA6844F...</small> | | |
| Signature | | Date |

On Behalf of (Applicant): _____
 Name of Representative in Resolution: _____
 Title (Type or Print): _____

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

| | |
|-----------|-------|
| | |
| Signature | Date |

STANDARD CONDITIONS FOR ARPA GRANTS

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's Final Rule for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the SLFRF Compliance and Reporting Guidance not explicitly referred to in this document and any future requirements implemented by the U.S Treasury.
2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The Recipient shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.
3. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants, and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.
4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: <http://www.sam.gov>. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.
5. Projects with a total cost of \$10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.
6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.
7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).
8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31st, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury.

STANDARD ASSURANCES FOR AIA GRANTS

1. The Recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.
2. The Recipient is responsible for paying for ineligible project costs as determined by the Division.
3. The Recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three (3) years following completion of the project.
4. All ARPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the Recipient's compliance with the Standard Conditions and Assurances of this Award. The Recipient agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute. Requests for disbursements must be made using the Division's disbursement form.
5. All funds provided pursuant to North Carolina General Statute 159G must be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34, as amended. **The Recipient must expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the Recipient is expected to uphold its contract obligations regarding timely payment.
6. The Recipient must provide summaries of project progress every other month during the project or as otherwise directed by the Division.
7. The Recipient must provide a digital copy of the final report in a universally readable format. If a project includes updating or developing a GIS database or shapefiles, at a minimum the current utility service boundaries must be provided as a polygon shapefile, including any service gaps within the boundary.
8. The Recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.
9. The Recipient must provide approved minutes or a resolution confirming the final report has been presented to the recipient's governing board.
10. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Assurance Nos. 7, 8, and 9. After receipt of this documentation, the final disbursement request will be processed.

Acknowledgement of Standard Conditions and Assurances

The Recipient hereby gives assurance to the Department of Environmental Quality that the declarations, assurances, representations, and statements made by the Applicant in the Application; and all documents, amendments, and communications filed with the Department of Environmental Quality by the Applicant in support of its request for financial assistance will be fulfilled.

.....
Signature

.....
Date

County of Duplin
Office of the County Commissioners



RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of \$396,856 to perform an Asset Inventory and Assessment study detailed in the submitted applications, and

WHEREAS, that Duplin County intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE DUPLIN COUNTY BOARD OF COMMISSIONERS:

That Duplin County does hereby accept the American Rescue Plan (ARP) offer of \$396,856.

That Duplin County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Dexter B. Edwards, Chairman of the Duplin County Board of Commissioners, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 6th day of May, 2024.

**Frequently Asked Questions (FAQ) for Preparing the Preliminary Scopes of Work (Scope) for
Asset Inventory and Assessment (AIA) Grants from
The Division of Water Infrastructure (Division)**

What is a Scope of Work for an AIA project?

- The Division of Water Infrastructure (Division) requires an approved Preliminary Scope of Work (Scope) prior to transmitting the formal Grant Offer to recipients of approved AIA grants (grantees).
- Scopes for AIA projects provide the Division with an overview of the project tasks, costs, timeline, and deliverables/recommendations used to direct disbursements.
- The Scope should be consistent with the activities or services described in the application that will address the challenges experienced by the utility. The scope should be consistent with the scope of work to which the grantee will agree to in an engineering contract.

How do I submit my AIA Scope?

- Scopes should be submitted by the grantee (not the consultant) via the Division's online portal to the Division's project manager identified in the project's Letter of Intent to Fund (LOIF), by the date indicated in the milestone schedule. Reference the Division's Project Number provided in the LOIF.
 - Form to upload documents: <https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>
- The grantee's Authorized Representative (not the consultant) may request a modest extension of the submittal date via an email or letter on appropriate letterhead, sent to the Division's project manager. The request must include a justification for the delay and propose a new date for submitting the Scope.
- Prior to submitting your scope, contact your Division project manager regarding any anticipated changes to the project as described in the application.

What does DWI require in an AIA Scope?

- Scopes must be consistent with the project described in the approved funding application, including the budget and challenges described in the application narrative.
- Scopes must contain the following:
 - Anticipated activities and/or services to be performed during the AIA project
 - A concise narrative describing how each project activity addresses the challenges in the approved AIA application
 - The budget for each project activity
 - A schedule for completing the project within 24 months of the Letter of Intent to Fund
 - The deliverables to be produced for the project, including GIS shape files as applicable to the project

What are eligible AIA project Activities?

- Project activities should adhere to the Division's "Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses" document, which primarily serves to help guide engineers and consultants during an AIA project. The latest version is posted to the Division's website ([here](#)).
- Regardless of eligibility, if the project includes activities NOT covered by the AIA grant, the Scope budget must distinguish (a) the activities (or a portion thereof) that will be funded by the AIA grant from (b) the activities (or a portion thereof) that will be funded outside of the AIA grant.
 - For example, a \$200,000 AIA project may receive \$150,000 in Division AIA grant funding. The budget table in the Scope should show one column for the costs and activities covered by the AIA grant (totaling \$150,000) and a separate column for the costs to be covered by the other funding source (totaling the remaining \$50,000), and also provide the source of the non-Division funding (i.e., local cash, USDA grant, etc.).
- If equipment is an integral part of your project, contact your Division project manager prior to submitting the scope.
 - Eligible equipment costs (tablets, computers, and asset management equipment) must comprise no more than 10 percent of the grant AND must be justified in the scope.
- If access to software is an integral part of your project, the initial purchase and/or subscription is eligible, but the renewal of software subscription is not eligible.

What is required for the Scope narrative?

- The Scope narrative should consist of a succinct discussion of each task. The description should explain how the tasks relate to the challenges and benefits identified in the application.
- Reference any applicable historic asset management work and describe how the proposed project Scope builds upon those past asset management efforts.
- Specify that any GIS data delivered to the grantee will be provided in a format they can easily and readily update with current resources, and clearly identify the owner of the data.
- Remember, the application was funded based on the specific needs of the system and proposed benefits of the AIA project.

What is required for the project schedule?

- The project schedule must show the anticipated start and end dates for each project activity.
- The final project completion date must be within 24 months of the date the Letter of Intent to Fund is sent to the applicant (this language is in the Letter of Intent to Fund). Typically, the Grant Offer will be issued within one month of scope approval.
- Specify that DWI will be copied on draft and final deliverables, including the appropriate GIS data

layers that show a complete service area boundary, including gaps within those boundaries.

- Provide regular (no less frequent than every other month unless otherwise directed by the Division) updates, preferably with the submittal of disbursement requests.

What makes up the Deliverable?

- The deliverable consists of the documents produced by the planning project. The documents may include, but are not limited to:
 - photos
 - maps
 - outputs and summaries of models and/or flow monitoring
 - copies of physical CCTV inspections
 - GIS data layers if applicable
 - Findings, recommendations, and/or conclusions
- Scopes must specify that both the draft and final deliverables will be submitted to the Division for review and approval prior to processing the final disbursement request.

What deliverables must be submitted to the Division?

- At the end of the AIA project, the grantee must submit to the Division a copy of the deliverable/report, an executive summary, and either:
 - A copy of the board meeting minutes where the report/recommendations were presented and the minutes of the subsequent board meeting showing adoption of the previous meeting's minutes, or
 - A resolution passed by the governing board adopting the findings/recommendations/conclusions presented in the report, including Capital Improvement Plans and adjoining rate studies as appropriate.
- The final report must be approved by the Division prior to final disbursement of the grant funds.
- For projects that develop a new or update an existing GIS database, GIS shapefiles and databases must be submitted to Division staff upon completion of the project. The shapefile should include the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries, most commonly in the following file formats: .shp, .shx, and .dbf.
- Note that the data gathered during the Division-funded project is the property of the grantee; exceptions to grantee ownership of project deliverables, including incorporation of data into proprietary software, must be clarified in the scope.

What if my Local Government Unit (Unit) has been designated Distressed?

- Distressed Units are required to complete the activities established in NCGS §159G-45(b), and an AIA grant provides funding to fulfill some of those requirements.
- Remember, project activities should adhere to the Division's [guidance document](#).
- Distressed Units are required to complete short-term and long-term plans for infrastructure

repair, maintenance, and management, of which a complete AMP and 10-year CIP are integral parts. AIA projects for distressed units must either:

- Result in a complete Asset Management Plan (AMP) including at least a 10-year Capital Improvement Plan (CIP), or
- Establish the basis of an AMP and a timeline for fulfilling all the activities required of distressed units.
- In general, a complete AMP consists of:
 - List of assets/asset registry
 - Spatial database/GIS map
 - A risk-based condition assessment of all water and/or wastewater assets
 - Minimum 10-year Capital Improvement Plan
 - Recommended schedule and plan for Operation, Maintenance and Rehabilitation/Replacement, including time/cost estimates for annual budgeting
 - Staffing plan to implement AMP/CIP, as needed
 - Rate study (minimum 5-year rate programming to address CIP)
- As stated in the LOIF for the AIA project, contact your Division project manager prior to creating the Scope to discuss how this project helps the Distressed Unit fulfill the statutory requirements in §159G-45(b) and make progress toward de-designation.
- For Distressed Units with an approved or draft Short-Term Action Plan as a result of meeting with Division staff, reference the action items identified in the plan in the project Scope.

Suggested Scope Format (Adobe PDF or other non-editable format)

Section 1 – Reference: Contact information for the grantee, contact information for the consultant, project name as listed in the application and the LOIF, funding cycle, etc.

Section 2 – Narrative: A concise narrative description of the Scope, referencing any applicable historic asset management efforts, describing how the proposed Scope builds on past efforts, and connecting the challenges described in the application with the main project activities.

Section 3 – Itemized Tasks: A description, cost, and schedule/timeline of each main project activity, detailed enough that the Division can determine the tasks that will be accomplished during the project, the resulting deliverable, and what is/is not eligible for disbursement.

Section 4 – Deliverables: A summary of the anticipated documents and plans to be created during the project with milestones, including a timeline for the Division to approve the draft and final deliverables, detailed enough that the Division can determine that the grantee will meet the funding requirements.

Department of Environmental Quality
Division of Water Infrastructure

WATER INFRASTRUCTURE GRANTS
LEGAL REQUIREMENTS
QUICK REFERENCE GUIDE



Preface

Subrecipients received funds from the North Carolina Department of Environmental Quality (DEQ) in the form of subawards, the purpose of which was to carry out a portion of NC DEQ's American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) grant program in accordance with the applicable law.

As such, Subrecipients must carry out the responsibilities of their subawards in accordance with Section 602 of the Social Security Act (as added by section 9901(a) of the American Rescue Plan Act of 2021), 31 C.F.R. Part 35 (U.S. Treasury's "Final Rule"), as well as any guidance provided by U.S. Treasury including, but not limited to, the CSLFRF Compliance and Reporting Guidance and U.S. Treasury's SLFRF Final Rule Frequently Asked Questions. Subrecipients must also comply with the applicable provisions of 2 C.F.R. Part 200 (the "Uniform Guidance"), as implemented by the U.S. Treasury under 2 C.F.R. Part 1000, and as set forth in the CSLFRF Assistance Listing 21.027.

In addition to the federal requirements for ARPA/SFRF subawards, subrecipients must also comply with applicable state laws and regulations. For the most current guidance from Treasury, please see [US Department of Treasury SLFRF](#).

Pursuant to its responsibilities as a pass-through entity for federal financial assistance, NC DEQ created this document to serve as a quick reference guide regarding the requirements applicable to subrecipients. Subrecipients are responsible for properly complying with all applicable federal, state, and local requirements as they carry out their duties under their subawards.

| <u>Requirement</u> | <u>Citation/ Document Name</u> | <u>Description</u> | <u>Location</u> |
|------------------------------|--|--|---|
| Pre-Award Costs | 2 C.F.R. § 200.458 | Pre-award costs as defined in 2 C.F.R. § 200.458, which includes costs incurred prior to the Federal Award Date of March 3, 2021, may not be paid with funding from this award. Per U.S. Treasury guidance, pre-project development costs that are tied to or reasonably expected to lead to an eligible capital expenditure, such as pre-project planning or engineering costs, are reimbursable under this program and not considered prohibited pre-award costs. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd1f39f9b3d4e72/section-200.458 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #5) |
| Period of Performance | U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories U.S. Treasury Obligation Interim Final Rule | The period of performance for ARPA/SFRF awards begins on March 3, 2021 and ends on December 31, 2026. All ARPA/SFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026. Per U.S. Treasury guidance in its 2023 Obligation Interim Final Rule, the obligation deadline does not apply to subrecipient. Subrecipients are not required to obligate their ARPA/SFRF funds by December 31, 2024, however, they are still subject to the expenditure deadline of December 31, 2026. All funds that are not expended by December 31, 2026, must be returned to U.S. Treasury. | https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #2) https://home.treasury.gov/system/files/136/Obligation Interim Final Rule 2023.pdf |
| Indirect Costs | 2 C.F.R. § 200.414(f) U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories | Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients are permitted to charge both direct and indirect costs to their subaward as administrative costs. If a subrecipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then they may use their current NICRA. Subrecipients who wish to use their NICRA will need to send a copy of it to NC DEQ. If a subrecipient does not have a NICRA, they may use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f). | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd93f2a98b1f6455/section-200.414 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #6) |

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| Conflicts of Interest | <p>2 C.F.R. § 200.112</p> <p>2 C.F.R. § 200.318(c)</p> <p>N.C. Gen. Stat. § 14-234</p> <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>Subrecipients are required to maintain a conflict-of-interest policy consistent with 2 C.F.R. § 200.318(c) and, if applicable, N.C. Gen. Stat. § 14-234. The conflict-of-interest policy will be applicable to each activity funded under their ARPA/SFRF subaward. Subrecipients who are neither local government units nor public authorities will be required to provide a copy of their conflict-of-interest policy for management employees and their governance body to NC DEQ. Per 2 C.F.R. § 200.112, subrecipients will also need to disclose in writing to NC DEQ any potential conflicts of interest affecting the awarded funds.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-B/section-200.112</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.318</p> <p>https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-234.html</p> <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See Term #8)</p> |
| Publications | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>If a subrecipient produces a publication using funds from their ARPA subaward, they must display the following language: “This project is being (or was) supported, in whole or in part, by Coronavirus State and Local Recovery Funds, federal award SLFRP0129, awarded to the State of North Carolina by the U.S. Department of Treasury.” This requirement is contained in the terms and conditions of NC DEQ’s award agreement with U.S. Treasury.</p> | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #13)</p> |
| Maintenance of and Access to Records | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> <p>2 C.F.R. §§ 200.334–38</p> | <p>Pursuant to the terms and conditions of NC DEQ’s award agreement with U.S. Treasury and the relevant Uniform Guidance requirements, subrecipients must preserve and provide access to their programmatic and financial records related to their ARPA-funded projects, including:</p> <ol style="list-style-type: none"> records providing a full description of each activity undertaken; records demonstrating that each activity undertaken meets the objectives of the federal program and state appropriation and related documentation; records required to determine the allowability of costs; records required to document the acquisition, improvement, use or disposition of real property acquired or improved with the assistance; records documenting compliance with federal and local laws; and | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #4)</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR4acc10e7e3b676f</p> |

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| | | <p>f. financial records required by program regulations and Uniform Guidance.</p> <p>In accordance with the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients will be required to maintain records for at least five years after all funds have been expended or returned to U.S. Treasury, whichever is longest. Subrecipients will be required to make all records, books, papers, and other documents that relate to their ARPA subaward available at all reasonable times for inspection, review, and audit by the authorized representatives of NC DEQ, the North Carolina State Auditor, U.S. Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office.</p> | |
| <p>Nondiscrimination</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>Subrecipients of ARPA/SFRF funding are subject to the following laws and regulations that prohibit discrimination in federal financial assistance programs:</p> <ul style="list-style-type: none"> a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 22. b. The Fair Housing Act and Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601). c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). d. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 23. e. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101). <p>The above require that no person shall, on the basis of race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program for which subrecipients receive ARPA/SFRF funding. The above also require that subrecipients adopt and enact nondiscrimination policies consistent with those requirements.</p> | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #9(c))</p> |

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| The Uniform Guidance | 2 C.F.R. Part 200 2 C.F.R. Part 1000 Assistance Listing Number 21.027 | Subrecipients are responsible for complying with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. 2 C.F.R. Part 200, as adopted by U.S. Treasury in its implementing regulations, 2 C.F.R. Part 1000, and as set forth in the SLFRF Assistance Listing (ALN 21.027). The Uniform Guidance provisions that apply to ARPA/SFRF subawards are as follows: <ul style="list-style-type: none"> • Subpart A. Acronyms and Definitions • Subpart B. General Provisions • Subpart C. Pre-Federal Award Requirements and Contents of Federal Awards <ul style="list-style-type: none"> ◦ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.204, .205, .210, & .213 • Subpart D. Post Federal Award Requirements <ul style="list-style-type: none"> ◦ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.305(b)(8) & (9), .308, .309, & .320(c)(4) • Subpart E. Cost Principles • Subpart F. Audit Requirements • 2 C.F.R. Part 25 (Universal Identifier & System for Award Management) • 2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information) • 2 C.F.R. Part 180 (Debarment and Suspension) | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200 https://www.ecfr.gov/current/title-2/subtitle-B/chapter-X/part-1000 https://sam.gov/fal/7cecfdef62dc42729a3fdcd449bd62b8/view |
| Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment | 2 CFR § 200.216, | Pursuant to 2 C.F.R. § 200.216, subrecipients cannot obligate or expend ARPA funds to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (as described in Public Law 115-232, Section 889) as a substantial or essential component of any system, or as a critical technology as part of any system. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.216 |
| Procurement | N.C. Gen. Stat. § 143-64.31 N.C. Gen. Stat. § 143-64.32 2 C.F.R. §§ 200.317-27 | Subrecipients are subject to applicable state procurement requirements while carrying out the federal award, including N.C. Gen. Stat. § 143-64.31, Article 3D (Procurement of Architectural, Engineering, and Surveying (A/E) Services). N.C. Gen. Stat. § 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E. In addition to state procurement requirements, subrecipients are subject to the Uniform Guidance procurement provisions as contained in 2 C.F.R. §§ 200.317-27. Consistent with these requirements, subrecipients are required to adopt and enact their own internal procurement procedures. Standards for those | https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_143/Article_3D.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR45ddd4419ad436d |

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| | | <p>procedures include, but are not limited to, the following:</p> <ol style="list-style-type: none"> a. All procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320(c)(1), (2), (3), and (5), which allows for non-competitive procurements only if either (1) the item is below the micro-purchase threshold; (2) the item is only available from a single source; (3) the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or (4) after solicitation of a number of sources, competition is determined inadequate. b. Subrecipients must maintain oversight to ensure that their contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. c. Pursuant to 2 C.F.R. § 200.321, subrecipients must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. d. Subrecipients must "maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price." 2 C.F.R. § 200.318(i). | |
| <p>Mandatory Contract Provisions</p> | <p>2 C.F.R. § 200.327</p> <p>2 C.F.R. Part 200, Appendix II</p> <p>U.S. Treasury Final Rule FAQ</p> | <p>Under 2 C.F.R. § 200.327, subrecipients are required to include certain contract provisions in their agreements with contractors and subcontractors to carry out the work required for their ARPA subaward. These may include but are not limited to provisions concerning:</p> <ul style="list-style-type: none"> • Administrative, contractual, or legal remedies where contractors violate or breach contract terms • Termination of the contract for cause and for convenience, including the manner by which it will be effected and the basis for settlement. • Equal Employment Opportunity • Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708) • Procurement of Recovered Materials (2 C.F.R. § 200.323) • Domestic Preferences for Procurement (2 C.F.R. § 200.322) • Prohibition on certain telecommunications and video surveillance services or equipment (2 C.F.R. § 200.216) | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.327</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%20200</p> <p>https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf (See section #6.15)</p> |

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| | | <ul style="list-style-type: none"> • Debarment and Suspension (Executive Orders 12549 and 12689) • Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) • Clean Air Act and the Federal Water Pollution Control Act (42 U.S.C. 7401–7671q and 33 U.S.C. 1251–1387) <p>Per U.S. Treasury guidance in the SLFRF Final Rule FAQ, Davis-Bacon Act requirements do not apply to projects funded solely with ARPA/SFRF funds. Such projects will not have to include a provision regarding the Davis-Bacon Act in their agreements with contractors or subcontractors that may otherwise be required under 2 C.F.R. § 200.327.</p> | |
| Equipment & Property Management | 2 C.F.R. §§ 200.310–16 | All real property acquired or improved, and equipment or supplies purchased in whole or in part with ARPA funds must be used, insured, managed, and disposed of in accordance with 2 C.F.R. §§ 200.310–16. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D |
| Closeout | 2 C.F.R. § 200.344 | <p>Closeout must comply with applicable requirements of 2 C.F.R. § 200.344, including the requirement that subrecipients must, no later than ninety (90) calendar days after the end of the period of performance, submit to NC DEQ all required financial, performance, and other reports. Subrecipients must also promptly refund any unobligated cash that they are not authorized to retain for use in other projects.</p> <p>Completion of closeout does not release subrecipients from their obligations under state and federal compliance, legal, and regulatory requirements. Subrecipients will continue to be subject to post-closeout adjustments and continuing responsibilities in accordance with 2 C.F.R. § 200.345.</p> | <u>eCFR :: 2 CFR 200.344 -- Closeout.</u> |

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| Universal Identifier and System for Award Management (SAM) | 2 C.F.R. Part 25 | In accordance with 2 C.F.R. Part 25, subrecipients are required to obtain, and provide to NC DEQ, a Unique Entity Identifier assigned by the SAM. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25 |
| Debarment & Suspension | 2 C.F.R. Part 180 31 C.F.R. Part 19 | In accordance with 2 C.F.R. Part 180, and U.S. Treasury's implementing regulations at 31 C.F.R. Part 19, subawards may not be issued to anyone listed on the governmentwide exclusions in the SAM. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-180 https://www.ecfr.gov/current/title-31/subtitle-A/part-19 |
| FFATA Required Executive Compensation Information | 2 C.F.R. Part 170 | Subrecipients will be required to provide NC DEQ with information sufficient to allow us to meet our reporting obligations under the Federal Funds Accountability and Transparency Act (FFATA), which requires public disclosure of executive compensation in certain federally funded organizations. NC DEQ will be required to report the names and total compensation of each of Subrecipient's five most highly compensated executives for the preceding completed fiscal year, if: 1) In Subrecipient's preceding fiscal year, the subgrantee received: i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards) 2) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170 |

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| | | <p>compensation filings at http://www.sec.gov/answers/execomp.htm).</p> | |
| <p>New Restrictions on Lobbying</p> | <p>31 C.F.R. Part 21</p> | <p>Subrecipients are subject to the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, subrecipients cannot use federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipients will be required to submit a certification in writing that they have not made, and will not make, any payments prohibited under these requirements. NC DEQ will provide the necessary certification form.</p> | <p>https://www.ecfr.gov/current/title-31/subtitle-A/part-21</p> |
| <p>Uniform Relocation and Real Property Acquisition Policies Act</p> | <p>42 U.S.C. §§ 4601–55</p> | <p>Any acquisition of real property by a subrecipient using ARPA funds must comply with the applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (42 U.S.C. §§ 4601–55), as amended. Subrecipients will have to certify in writing that they have or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project. NC DEQ will provide the necessary certification form.</p> | <p>https://uscode.house.gov/view.xhtml?path=/prelim%40title42/chapter61&edition=prelim</p> |

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| U.S. Treasury Wage and Labor Requirements | U.S. Treasury SLFRF Compliance & Reporting Guidance | Projects with a total cost of \$10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Subrecipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies. | https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf (See page 31) |
| Whistleblower Protections | 41 U.S.C. § 4712 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories | These protections require subrecipients to: inform employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform employees in writing of employee whistleblower protections under 41 U.S.C. § 4712 in the predominant native language of the workforce; and include such requirements in any agreement made with subcontractors or subgrantees. | https://www.govinfo.gov/app/details/USCODE-2022-title41/USCODE-2022-title41-subtitle1-divsnC-chap47-sec4712 https://uscode.house.gov/view.xhtml?req=(title:41%20section:4712%20edition:prelim) https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #16) |
| Clean Air Act & Federal Water Pollution Control Act | Clean Air Act (42 U.S.C. 7401–7671q) Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). | For subawards in excess of \$150,000, subrecipients are required to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401–7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. §§ 1251–1387). | https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title42-chapter85&saved=%7CKHRpdGxIOjQyIHNIY3Rpb246NzQwMSBIZGI0aW9uOnByZWxpY3Rk%3D%7C%7C%7C0%7Cfalse%7Cprelim&edition=prelim https://uscode.house.gov/view.xhtml?path=/prelim@title33/chapter26&edition=prelim |
| Governmentwide Requirements for Drug-Free Workplace | Drug-Free Workplace Act of 1988 (41 U.S.C. 701 et seq., as amended) 31 C.F.R. Part 20 | ARPA/SFRF subrecipients are subject to the provisions of the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701, as amended) that apply to grants and other financial assistance awards, as well as U.S. Treasury's implementing regulations, 31 C.F.R. Part 20. | https://uscode.house.gov/view.xhtml?req=granuleid:USC-2000-title41-section701&num=0&edition=2000 https://www.ecfr.gov/current/title-31/subtitle-A/part-20 |

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| <p>Hatch Act</p> | <p>Hatch Act (5 U.S.C. §§ 1501-08 and 7324-28)</p> | <p>ARPA/SFRF subrecipients are subject to the applicable requirements of the Hatch Act (5 U.S.C. §§ 1501-08 and 7324-28), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.</p> | <p>https://uscode.house.gov/view.xhtml?path=/prelim@title5/part2/chapter15&edition=prelim</p> <p>https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title5-chapter73&edition=prelim</p> |
| <p>Other State Requirements</p> | <p>N.C. General Statutes Chapters 159, 159G, 143C 09 N.C. Admin. Code 03M</p> | <p>Use of these funds is subject to applicable state laws and regulations including, but not limited to, N.C. General Statutes Chapters 159 (Local Government Finance) and 159G (Water Infrastructure). Subrecipients who are neither local government units nor public authorities must also comply with applicable requirements of the State Budget Act and Title 09, Subchapter 03M of the N.C. Administrative Code.</p> | <p>https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByChapter/Chapter_159.pdf</p> <p>https://www.ncleg.gov/enactedlegislation/statutes/html/bychapter/chapter_159g.html</p> <p>https://www.ncleg.gov/Laws/GeneralStatuteSections/Chapter143C</p> <p>http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20lt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%20m/subchapter%20m%20rules.pdf</p> |
| <p>Distressed Units</p> | <p>N.C. Gen. Stat. § 159G-45(b).</p> | <p>Local government units designated as distressed must complete associated requirements of N.C. Gen. Stat. §159G-45(b).</p> | <p>https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_159G/GS_159G-45.pdf</p> |

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| <p>Subrecipient Monitoring and Management</p> | <p>2 C.F.R. §§ 200.331–33</p> <p>NC DEQ's Subaward and Monitoring Policy</p> | <p>Pursuant to 2 C.F.R. §§ 200.331–33, subrecipients will be subject to monitoring and management by the pass-through entity, NC DEQ. NC DEQ will monitor, evaluate, and provide guidance and direction to subrecipients as they carry out project activities. NC DEQ is required by U.S. Treasury to determine whether subrecipients have spent funds in accordance with applicable laws, regulations, and agreements and will monitor subrecipients' activities to ensure they have met such requirements. If deficiencies are found, subrecipients may be asked to take corrective action. The type and degree of monitoring activities depends on the results of the Subrecipient Risk Assessment.</p> <p>Subrecipients are subject to the following procurement monitoring activities by NC DEQ:</p> <ul style="list-style-type: none"> • NC DEQ review of solicitations. <ul style="list-style-type: none"> ○ Except for micro-purchases made pursuant to 2 C.F.R. § 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. § 200.320(a)(2), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the applicable solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any solicitation for compliance with applicable procurement standards. • NC DEQ review of contracts. <ul style="list-style-type: none"> ○ Except for micro-purchases pursuant to 2 C.F.R. § 200.320(a), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the written contract prior to contract execution. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§ 200.318–27 as well as 2 C.F.R. § 200.327. | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.331</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.332</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.333</p> |
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| <p>Interventions</p> | <p>2 C.F.R. § 200.208 2 C.F.R. § 200.339</p> | <p>If NC DEQ determines that a subrecipient is not in compliance with procurement requirements, NC DEQ may initiate an intervention, in accordance with 2 C.F.R. § 200.208 and 2 C.F.R. § 200.339. The degree of a subrecipient's performance or compliance deficiency will determine the degree of intervention.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.208 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR86b76dde0e1e9dc</p> |
| <p>Reporting Requirements</p> | <p>U.S. Treasury Compliance and Reporting Guidance N.C. Sess. L. 2021-180 NC DEQ Subaward Monitoring Plan</p> | <p>Subrecipients are required to send NC DEQ reports and back-up data, including reports which enable NC DEQ to meet its own reporting obligations to U.S. Treasury and as otherwise required by state law. The frequency of reporting will be consistent with the DEQ Subrecipient Monitoring Plan.</p> | <p>https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf https://www.ncleg.gov/enactedlegislation/sessionlaws/html/2021-2022/sl2021-180.html</p> |
| <p>Audit Requirements</p> | <p>2 C.F.R. Part 200, Subpart F 09 NCAC 03M.0205(a)(3) and (b)(4) 2 C.F.R. § 200.503</p> | <p>Subrecipients that expend more than \$750,000 in federal awards during their fiscal year, with the exception of local governments who choose to undergo an Alternative Compliance Examination Engagement, will be subject to an audit under the Single Audit Act and 2 C.F.R. Part 200, Subpart F. Subrecipients that receive less than \$750,000 in federal awards during their fiscal year are exempt from federal audit requirements (except as noted in 2 C.F.R. § 200.503), but may still be subject to state audit requirements as discussed below. Subrecipients exempt from federal audit requirements are still required to retain and provide records for review or audit upon request by the federal agency, the state, or the Government Accountability Office.</p> <p>Subrecipients who are neither local governments nor public authorities and receive \$500,000 or more in state financial assistance using federal funds are required to provide a single or program-specific audit to the Department of the State Treasurer, or to NC DEQ upon request pursuant to 09 N.C. Admin. Code 03M.0205(a)(3) and (b)(4). Subrecipient local governments and public authorities who expend \$500,000 or more in state financial assistance are also required to have a single audit performed pursuant to N.C. Gen. Stat. § 159-34.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F https://files.nc.gov/ncgov/documents/files/ncpro/XX-XX-Attachment-B-09-NCAC-03M.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F/subject-group-ECFRfd0932e473d10ba/section-200.503</p> |

SALES-TAX REIMBURSEMENT CERTIFICATION FORM
(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: _____

DWI Project Number: _____

Check If Applicant is not a unit of government under North Carolina (NC) law

If Applicant noted above is a Unit of Government in North Carolina, check the applicable box below.

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will request reimbursement from the NC Department of Revenue (DOR).

Sales Tax **IS NOT** deducted in either of these scenarios.

The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will not request reimbursement from the DOR.

The project will not include sales taxes.

(Printed Name and Title of Authorized Representative)

(Signature of Authorized Representative)

(Date)

NC DEQ Division of Water Infrastructure Professional Engineering Services Procurement

Section 602(b)(14) of the Clean Water Act requires projects receiving Clean Water State Revolving Fund funding to comply with engineering procurement guidelines. North Carolina Session Law 2021-180 authorizes the Division of Water Infrastructure (Division) to award grant funds from the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund for drinking water, wastewater, and stormwater infrastructure projects. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines.

To comply, you must follow North Carolina General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying Services. You cannot exempt yourself using NCGS 143-64.32. Complete and sign this form and provide the information indicated to ensure that engineering services for your project are eligible for disbursement.

Applicant: Click or tap here to enter text.

Project Name: Click or tap here to enter text.

Division Funding Number: Click or tap here to enter text.

- 1) List the basic services being provided: (i.e., planning, design, inspection etc.)
Click or tap here to enter text.
- 2) Describe the method of announcement for the project.
Click or tap here to enter text.
- 3) List the firms the announcement was discussed with or that proposals were received from in order of quality.
Click or tap here to enter text.
- 4) Was a contract negotiated with the best qualified firm? Yes No (Check one)
If no, explain why.
Click or tap here to enter text.

NOTE: Documentation of Qualification-Based-Selection of Engineering Services shall be provided to the Division upon request (to include announcement and qualifications requested).

By signing below, I Click or tap here to enter text., the Authorized Representative designated for this project in the project application, attest that the contract pricing, as seen in the attached contract(s), contains pricing that is fair and reasonable based on scope, complexity, professional nature, and the estimated value of the services being provided and the firm selected, was selected based on their qualifications.

(signed name, title and date)

(DWI staff use only – Check and initial here if debarment status checked and firm is NOT debarred _____)

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| <p>Clean Water Act, Section 602(b)(14)</p> | <p>(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services <u>shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State).</u></p> <p>From: water resources reform and development act guidance.pdf (epa.gov) <i>The requirements of 40 U.S.C. 1101 et seq. are:</i></p> <ul style="list-style-type: none"> • <i>Public announcement of the solicitation (e.g., a Request for Qualifications);</i> • <i>Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation); o Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);</i> • <i>Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;</i> • <i>Selection of at least three firms considered to be the most highly qualified to provide the services required; and</i> • <i>Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;</i> <ul style="list-style-type: none"> ▪ <i>In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.</i> |
| <p>Uniform Guidance 2 CFR 200.319(b)</p> | <p>Competition.</p> <p>The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.</p> |
| <p>NC General Statute 143-64.31</p> | <p>Procurement of Architectural, Engineering, and Surveying Services (NC “Mini-Brooks”)</p> <p>...It is the public policy of this State... and Local Governmental Units..., to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services,..., to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. ...</p> |

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| <p>NC General Statute 143-64.32</p> | <p>NOTE: CWSRF and ARPA funding: NCGS 143-64.32 cannot be used to exempt a local government unit from abiding by NCGS 143-63.31. This is because there is no minimum dollar exemption allowed in the Federal Brooks Act, the Clean Water Act Section 602(b)(14), or 2 CFR 200.319.</p> <p>Written exemption of particular contracts.</p> <p>Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars (\$50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)</p> |
| <p>21 NCAC 56.0701(f)</p> | <p>SECTION .0700 – RULES OF PROFESSIONAL CONDUCT, adopted in accordance with NC General Statute 89C-20 (Board Rules for Professional Engineers, etc.)</p> <p>(f) A licensee shall solicit or accept work only on the basis of qualifications and:</p> <ul style="list-style-type: none">(1) Shall not offer to pay, either directly or indirectly, any commission, political contribution, gift, or other consideration in order to secure work, exclusive of securing salaried positions through employment agencies;(2) Shall compete for employment on the basis of professional qualification and competence to perform the work. The licensee shall not solicit or submit proposals for professional services containing a false, fraudulent, misleading, deceptive or unfair statement or claim regarding the cost, quality or extent of services to be rendered;(3) Shall, with regard to fee bidding on public projects, comply with the provisions of G.S. 143-64.31 et seq., (or for federal projects, the Brooks Act, 40 U.S. Code 541 et seq.) and shall not knowingly cooperate in a violation of any provision of G.S. 143-64.31 et seq. (or of 40 U.S. Code 541 et seq.); <p>...</p> |

AIA/MRF DISBURSEMENT REQUEST FORM

Division of Water Infrastructure
 Period Covered by this Report:

Project No. _____
 From _____ To _____

| | | | |
|----------------|--|--------------------|------|
| Grant Amount = | | Match % Required = | |
| | | Match amount = | \$ - |

Match and Grant Fee are N/A for ARPA funded projects

Recipient Organization
 Name: Town, City or County etc.
 Address:
 City, State & Zip:

Payment No. _____
 Page No. _____

| | A | B | C | D | Total |
|---|---|-----------------|-----------------|--|-------|
| Use additional sheets if needed. Use a "Misc." column if needed. | Consultant Name | Consultant Name | Consultant Name | Consultant Deductions towards Match, if In-Kind or Grant Fee see below | |
| Classification of | A | B | C | D | Total |
| Cumulative Totals | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| Total Cumulative to date | \$ - | \$ - | \$ - | \$ - | \$ - |
| Previously Received | | | | | \$ - |
| Amount Requested | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | No Match | |
| In-Kind Contribution | In-Kind Contribution, Grant Fee, and Match are N/A for ARPA funded projects | | | | |
| Grant Fee | | | | | |
| Total Match * | | | | \$ - | |
| Percent Complete | | | | | |

Certification

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with terms of the project and that this request represents the monies due which have not been previously received and that an inspection has been performed and all work is in accordance with the terms and conditions of the award.

You must check ONE of the boxes below or your payment will not be processed:

The funds requested above have already been paid to the respective vendors, consultants & contractors by the award recipient.

OR

The funds requested above have not been paid to the respective vendors, consultants & contractors. Funds received from the State will be disbursed to these entities within three (3) banking days.

 Recipient

 Signature of Authorized Representative Date

 Type or Print Name and Title

DWI comments

ROY COOPER
Governor

ELIZABETH S. BISER
Secretary

SHADI ESKAF
Director



NORTH CAROLINA
Environmental Quality

April 15, 2024

Mr. Dexter B. Edwards, Chairman, Board of Commissioners
Duplin County Water District G
PO Box 910
Kenansville, NC 28349

SUBJECT: ARPA Funding Offer
Water System AIA
Project No. AIA-D-ARP-0268

Dear Mr. Edwards:

Duplin County Water District G has been approved for funding assistance according to the subject funding offer. This offer is made subject to the Assurances and Conditions set forth in the Offer and Acceptance Document. Enclosed are two (2) copies of an offer-and-acceptance document, extending funding in the amount of \$351,976. Funds will not be disbursed unless this offer is accepted.

To ensure the American Rescue Plan Act (ARPA) funds are expended before the federal deadline of December 2026, the Division is requiring execution and return of the enclosed Offer and Acceptance for ARPA Funding agreement **no later than October 31, 2024**. Executed agreements are to be submitted via Laserfiche at the following link:
<https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>.

Please note, this funding offer is being issued before the Division has approved your preliminary project scope. In addition to the items required before the first disbursement, you must submit a preliminary project scope per Division guidance (the AIA Grant Scope Preparation FAQ is attached) and receive the Division's approval before the Division can process the first disbursement request for incurred project costs.

Upon your acceptance, please submit the following items via email at
DEQ.DWI.FundingOffer@deq.nc.gov:

1. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARPA Projects. **Please retain the second copy for your files.**
2. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein.



North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

3. Sales Tax Certification, if applicable (attached).
4. ARPA Engineering Services Procurement Certification (attached).
5. One (1) copy of all executed service agreements and/or contracts.

Once the subject project has commenced, the enclosed "AIA/MRF Disbursement Request Form" must be completed and submitted with all disbursement requests. You are free to reproduce this form should additional copies be needed. Additional information and template forms can be found on DWI's website under the "I Have Funding – Construction and Disbursement of Funds" page. Disbursement requests should be sent to Tim Baldwin, your Viable Utility Unit Project Manager, via the Laserfiche link provided above. All funding disbursements must be processed **prior to December 31, 2026**.

As a reminder, a document requesting your federal identification number was included with the Letter of Intent to Fund. You must complete and submit this no later than the time when you choose to submit your first request for disbursement.

Attached is the "Water Infrastructure Grants Legal Requirements Quick Reference Guide" which further explains the ARPA funding agreement requirements.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARPA funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this offer package, please contact Tim Baldwin at tim.baldwin@deq.nc.gov or 984-389-0296.

Sincerely,

DocuSigned by:
Victor A. D'Amato
52CD82E9DA6B44F...

Victor A. D'Amato, PE
Division of Water Infrastructure, NCDEQ

Enclosures: AIA Grant Scope Preparation FAQ
Offer-and-Acceptance Document (two copies)
Water Infrastructure Grants Legal Requirements Quick Reference Guide
Resolution by Applicant's Governing Body to Accept an Offer of Funding
Sales-Tax Certification Form
ARPA Engineering Services Procurement Certification
AIA/MRF Disbursement Request Form

CC: Dexter B. Edwards, dbrinson@duplincountync.gov
Joseph W. McKemey, PE, McDavid Associates, Inc. (Farmville, NC), jwm2@mc david-inc.com
Teresa Tripp (via DocuSign)
DWI Administrative Unit (via DocuSign)
Mark Hubbard (via DocuSign)
Tim Baldwin (via DocuSign)
Matthew Rushing, EI (via DocuSign)
DEQ.DWI.FundingOffer@deq.nc.gov
FILE: ARPA (Agreement Number 2000067372)



**STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE**

Funding Offer and Acceptance

Legal Name and Address of Award Recipient

Duplin County Water District G
PO Box 910
Kenansville, NC 28349

Project Number:

AIA-D-ARP-0268

Recipient's UEID#:

KZN4GK5262K3

Funding Program

| | | | |
|---|---|--------------------------------------|---|
| Drinking Water <input checked="" type="checkbox"/> | Wastewater <input type="checkbox"/> | Both <input type="checkbox"/> | Total Grant Offered |
| Distressed <input type="checkbox"/> | Not Distressed <input checked="" type="checkbox"/> | | |
| ARPA Training Grant | <input type="checkbox"/> | | |
| ARPA Asset Inventory & Assessment Grant (AIA) | <input checked="" type="checkbox"/> | | \$ 351,976 |
| ARPA Merger/Regionalization Feasibility Grant (MRF) | <input type="checkbox"/> | | |
| Water System AIA | | | Total Financial Assistance Offer: \$ 351,976 |

**ARPA-funded projects are exempt from both the grant fee and match requirements.*

Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina:

**Shadi Eskaf, Director, Division of Water Infrastructure
North Carolina Department of Environmental Quality**

| | | |
|------------------------------------|---------------------------------|-----------|
| <small>DocuSigned by:</small> | | |
| <i>Victor A. D'Amato</i> | Signed on behalf of Shadi Eskaf | 4/15/2024 |
| <small>52CD62E8D7A6B44F...</small> | Signature | Date |

On Behalf of (Applicant): _____

Name of Representative in Resolution: _____

Title (Type or Print): _____

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

| | |
|-----------|------|
| Signature | Date |
|-----------|------|

STANDARD CONDITIONS FOR ARPA GRANTS

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's Final Rule for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the SLFRF Compliance and Reporting Guidance not explicitly referred to in this document and any future requirements implemented by the U.S Treasury.
2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The Recipient shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.
3. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants, and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.
4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: <http://www.sam.gov>. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.
5. Projects with a total cost of \$10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.
6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.
7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).
8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31st, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury.

STANDARD ASSURANCES FOR AIA GRANTS

1. The Recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.
2. The Recipient is responsible for paying for ineligible project costs as determined by the Division.
3. The Recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three (3) years following completion of the project.
4. All ARPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the Recipient's compliance with the Standard Conditions and Assurances of this Award. The Recipient agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute. Requests for disbursements must be made using the Division's disbursement form.
5. All funds provided pursuant to North Carolina General Statute 159G must be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34, as amended. **The Recipient must expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the Recipient is expected to uphold its contract obligations regarding timely payment.
6. The Recipient must provide summaries of project progress every other month during the project or as otherwise directed by the Division.
7. The Recipient must provide a digital copy of the final report in a universally readable format. If a project includes updating or developing a GIS database or shapefiles, at a minimum the current utility service boundaries must be provided as a polygon shapefile, including any service gaps within the boundary.
8. The Recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.
9. The Recipient must provide approved minutes or a resolution confirming the final report has been presented to the recipient's governing board.
10. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Assurance Nos. 7, 8, and 9. After receipt of this documentation, the final disbursement request will be processed.

Acknowledgement of Standard Conditions and Assurances

The Recipient hereby gives assurance to the Department of Environmental Quality that the declarations, assurances, representations, and statements made by the Applicant in the Application; and all documents, amendments, and communications filed with the Department of Environmental Quality by the Applicant in support of its request for financial assistance will be fulfilled.

.....
Signature

.....
Date

County of Duplin
Office of the County Commissioners



RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of \$351,976 to perform an Asset Inventory and Assessment study detailed in the submitted applications, and

WHEREAS, that Duplin County intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE DUPLIN COUNTY BOARD OF COMMISSIONERS:

That Duplin County does hereby accept the American Rescue Plan (ARP) offer of \$351,976.

That Duplin County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Dexter B. Edwards, Chairman of the Duplin County Board of Commissioners, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 6th day of May, 2024.

Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Jaime W. Carr
Clerk to the Board

C

**Frequently Asked Questions (FAQ) for Preparing the Preliminary Scopes of Work (Scope) for
Asset Inventory and Assessment (AIA) Grants from
The Division of Water Infrastructure (Division)**

What is a Scope of Work for an AIA project?

- The Division of Water Infrastructure (Division) requires an approved Preliminary Scope of Work (Scope) prior to transmitting the formal Grant Offer to recipients of approved AIA grants (grantees).
- Scopes for AIA projects provide the Division with an overview of the project tasks, costs, timeline, and deliverables/recommendations used to direct disbursements.
- The Scope should be consistent with the activities or services described in the application that will address the challenges experienced by the utility. The scope should be consistent with the scope of work to which the grantee will agree to in an engineering contract.

How do I submit my AIA Scope?

- Scopes should be submitted by the grantee (not the consultant) via the Division's online portal to the Division's project manager identified in the project's Letter of Intent to Fund (LOIF), by the date indicated in the milestone schedule. Reference the Division's Project Number provided in the LOIF.
 - Form to upload documents: <https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>
- The grantee's Authorized Representative (not the consultant) may request a modest extension of the submittal date via an email or letter on appropriate letterhead, sent to the Division's project manager. The request must include a justification for the delay and propose a new date for submitting the Scope.
- Prior to submitting your scope, contact your Division project manager regarding any anticipated changes to the project as described in the application.

What does DWI require in an AIA Scope?

- Scopes must be consistent with the project described in the approved funding application, including the budget and challenges described in the application narrative.
- Scopes must contain the following:
 - Anticipated activities and/or services to be performed during the AIA project
 - A concise narrative describing how each project activity addresses the challenges in the approved AIA application
 - The budget for each project activity
 - A schedule for completing the project within 24 months of the Letter of Intent to Fund
 - The deliverables to be produced for the project, including GIS shape files as applicable to the project

What are eligible AIA project Activities?

- Project activities should adhere to the Division's "Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses" document, which primarily serves to help guide engineers and consultants during an AIA project. The latest version is posted to the Division's website ([here](#)).
- Regardless of eligibility, if the project includes activities NOT covered by the AIA grant, the Scope budget must distinguish (a) the activities (or a portion thereof) that will be funded by the AIA grant from (b) the activities (or a portion thereof) that will be funded outside of the AIA grant.
 - For example, a \$200,000 AIA project may receive \$150,000 in Division AIA grant funding. The budget table in the Scope should show one column for the costs and activities covered by the AIA grant (totaling \$150,000) and a separate column for the costs to be covered by the other funding source (totaling the remaining \$50,000), and also provide the source of the non-Division funding (i.e., local cash, USDA grant, etc.).
- If equipment is an integral part of your project, contact your Division project manager prior to submitting the scope.
 - Eligible equipment costs (tablets, computers, and asset management equipment) must comprise no more than 10 percent of the grant AND must be justified in the scope.
- If access to software is an integral part of your project, the initial purchase and/or subscription is eligible, but the renewal of software subscription is not eligible.

What is required for the Scope narrative?

- The Scope narrative should consist of a succinct discussion of each task. The description should explain how the tasks relate to the challenges and benefits identified in the application.
- Reference any applicable historic asset management work and describe how the proposed project Scope builds upon those past asset management efforts.
- Specify that any GIS data delivered to the grantee will be provided in a format they can easily and readily update with current resources, and clearly identify the owner of the data.
- Remember, the application was funded based on the specific needs of the system and proposed benefits of the AIA project.

What is required for the project schedule?

- The project schedule must show the anticipated start and end dates for each project activity.
- The final project completion date must be within 24 months of the date the Letter of Intent to Fund is sent to the applicant (this language is in the Letter of Intent to Fund). Typically, the Grant Offer will be issued within one month of scope approval.
- Specify that DWI will be copied on draft and final deliverables, including the appropriate GIS data

layers that show a complete service area boundary, including gaps within those boundaries.

- Provide regular (no less frequent than every other month unless otherwise directed by the Division) updates, preferably with the submittal of disbursement requests.

What makes up the Deliverable?

- The deliverable consists of the documents produced by the planning project. The documents may include, but are not limited to:
 - photos
 - maps
 - outputs and summaries of models and/or flow monitoring
 - copies of physical CCTV inspections
 - GIS data layers if applicable
 - Findings, recommendations, and/or conclusions
- Scopes must specify that both the draft and final deliverables will be submitted to the Division for review and approval prior to processing the final disbursement request.

What deliverables must be submitted to the Division?

- At the end of the AIA project, the grantee must submit to the Division a copy of the deliverable/report, an executive summary, and either:
 - A copy of the board meeting minutes where the report/recommendations were presented and the minutes of the subsequent board meeting showing adoption of the previous meeting's minutes, or
 - A resolution passed by the governing board adopting the findings/recommendations/conclusions presented in the report, including Capital Improvement Plans and adjoining rate studies as appropriate.
- The final report must be approved by the Division prior to final disbursement of the grant funds.
- For projects that develop a new or update an existing GIS database, GIS shapefiles and databases must be submitted to Division staff upon completion of the project. The shapefile should include the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries, most commonly in the following file formats: .shp, .shx, and .dbf.
- Note that the data gathered during the Division-funded project is the property of the grantee; exceptions to grantee ownership of project deliverables, including incorporation of data into proprietary software, must be clarified in the scope.

What if my Local Government Unit (Unit) has been designated Distressed?

- Distressed Units are required to complete the activities established in NCGS §159G-45(b), and an AIA grant provides funding to fulfill some of those requirements.
- Remember, project activities should adhere to the Division's [guidance document](#).
- Distressed Units are required to complete short-term and long-term plans for infrastructure

repair, maintenance, and management, of which a complete AMP and 10-year CIP are integral parts. AIA projects for distressed units must either:

- Result in a complete Asset Management Plan (AMP) including at least a 10-year Capital Improvement Plan (CIP), or
- Establish the basis of an AMP and a timeline for fulfilling all the activities required of distressed units.
- In general, a complete AMP consists of:
 - List of assets/asset registry
 - Spatial database/GIS map
 - A risk-based condition assessment of all water and/or wastewater assets
 - Minimum 10-year Capital Improvement Plan
 - Recommended schedule and plan for Operation, Maintenance and Rehabilitation/Replacement, including time/cost estimates for annual budgeting
 - Staffing plan to implement AMP/CIP, as needed
 - Rate study (minimum 5-year rate programming to address CIP)
- As stated in the LOIF for the AIA project, contact your Division project manager prior to creating the Scope to discuss how this project helps the Distressed Unit fulfill the statutory requirements in §159G-45(b) and make progress toward de-designation.
- For Distressed Units with an approved or draft Short-Term Action Plan as a result of meeting with Division staff, reference the action items identified in the plan in the project Scope.

Suggested Scope Format (Adobe PDF or other non-editable format)

Section 1 – Reference: Contact information for the grantee, contact information for the consultant, project name as listed in the application and the LOIF, funding cycle, etc.

Section 2 – Narrative: A concise narrative description of the Scope, referencing any applicable historic asset management efforts, describing how the proposed Scope builds on past efforts, and connecting the challenges described in the application with the main project activities.

Section 3 – Itemized Tasks: A description, cost, and schedule/timeline of each main project activity, detailed enough that the Division can determine the tasks that will be accomplished during the project, the resulting deliverable, and what is/is not eligible for disbursement.

Section 4 – Deliverables: A summary of the anticipated documents and plans to be created during the project with milestones, including a timeline for the Division to approve the draft and final deliverables, detailed enough that the Division can determine that the grantee will meet the funding requirements.

Department of Environmental Quality
Division of Water Infrastructure

WATER INFRASTRUCTURE GRANTS
LEGAL REQUIREMENTS
QUICK REFERENCE GUIDE



Preface

Subrecipients received funds from the North Carolina Department of Environmental Quality (DEQ) in the form of subawards, the purpose of which was to carry out a portion of NC DEQ's American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) grant program in accordance with the applicable law.

As such, Subrecipients must carry out the responsibilities of their subawards in accordance with Section 602 of the Social Security Act (as added by section 9901(a) of the American Rescue Plan Act of 2021), 31 C.F.R. Part 35 (U.S. Treasury's "Final Rule"), as well as any guidance provided by U.S. Treasury including, but not limited to, the CSLFRF Compliance and Reporting Guidance and U.S. Treasury's SLFRF Final Rule Frequently Asked Questions. Subrecipients must also comply with the applicable provisions of 2 C.F.R. Part 200 (the "Uniform Guidance"), as implemented by the U.S. Treasury under 2 C.F.R. Part 1000, and as set forth in the CSLFRF Assistance Listing 21.027.

In addition to the federal requirements for ARPA/SFRF subawards, subrecipients must also comply with applicable state laws and regulations. For the most current guidance from Treasury, please see [US Department of Treasury SLFRF](#).

Pursuant to its responsibilities as a pass-through entity for federal financial assistance, NC DEQ created this document to serve as a quick reference guide regarding the requirements applicable to subrecipients. Subrecipients are responsible for properly complying with all applicable federal, state, and local requirements as they carry out their duties under their subawards.

| <u>Requirement</u> | <u>Citation/ Document Name</u> | <u>Description</u> | <u>Location</u> |
|------------------------------|--|--|---|
| Pre-Award Costs | 2 C.F.R. § 200.458 | Pre-award costs as defined in 2 C.F.R. § 200.458, which includes costs incurred prior to the Federal Award Date of March 3, 2021, may not be paid with funding from this award. Per U.S. Treasury guidance, pre-project development costs that are tied to or reasonably expected to lead to an eligible capital expenditure, such as pre-project planning or engineering costs, are reimbursable under this program and not considered prohibited pre-award costs. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd1f39f9b3d4e72/section-200.458 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #5) |
| Period of Performance | U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories U.S. Treasury Obligation Interim Final Rule | The period of performance for ARPA/SFRF awards begins on March 3, 2021 and ends on December 31, 2026. All ARPA/SFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026. Per U.S. Treasury guidance in its 2023 Obligation Interim Final Rule, the obligation deadline does not apply to subrecipient. Subrecipients are not required to obligate their ARPA/SFRF funds by December 31, 2024, however, they are still subject to the expenditure deadline of December 31, 2026. All funds that are not expended by December 31, 2026, must be returned to U.S. Treasury. | https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #2) https://home.treasury.gov/system/files/136/Obligation Interim Final Rule 2023.pdf |
| Indirect Costs | 2 C.F.R. § 200.414(f) U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories | Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients are permitted to charge both direct and indirect costs to their subaward as administrative costs. If a subrecipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then they may use their current NICRA. Subrecipients who wish to use their NICRA will need to send a copy of it to NC DEQ. If a subrecipient does not have a NICRA, they may use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f). | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd93f2a98b1f6455/section-200.414 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #6) |

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| <p>Conflicts of Interest</p> | <p>2 C.F.R. § 200.112</p> <p>2 C.F.R. § 200.318(c)</p> <p>N.C. Gen. Stat. § 14-234</p> <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>Subrecipients are required to maintain a conflict-of-interest policy consistent with 2 C.F.R. § 200.318(c) and, if applicable, N.C. Gen. Stat. § 14-234. The conflict-of-interest policy will be applicable to each activity funded under their ARPA/SFRF subaward. Subrecipients who are neither local government units nor public authorities will be required to provide a copy of their conflict-of-interest policy for management employees and their governance body to NC DEQ. Per 2 C.F.R. § 200.112, subrecipients will also need to disclose in writing to NC DEQ any potential conflicts of interest affecting the awarded funds.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-B/section-200.112</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.318</p> <p>https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-234.html</p> <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See Term #8)</p> |
| <p>Publications</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>If a subrecipient produces a publication using funds from their ARPA subaward, they must display the following language: “This project is being (or was) supported, in whole or in part, by Coronavirus State and Local Recovery Funds, federal award SLFRP0129, awarded to the State of North Carolina by the U.S. Department of Treasury.” This requirement is contained in the terms and conditions of NC DEQ’s award agreement with U.S. Treasury.</p> | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #13)</p> |
| <p>Maintenance of and Access to Records</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> <p>2 C.F.R. §§ 200.334–38</p> | <p>Pursuant to the terms and conditions of NC DEQ’s award agreement with U.S. Treasury and the relevant Uniform Guidance requirements, subrecipients must preserve and provide access to their programmatic and financial records related to their ARPA-funded projects, including:</p> <ol style="list-style-type: none"> records providing a full description of each activity undertaken; records demonstrating that each activity undertaken meets the objectives of the federal program and state appropriation and related documentation; records required to determine the allowability of costs; records required to document the acquisition, improvement, use or disposition of real property acquired or improved with the assistance; records documenting compliance with federal and local laws; and | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #4)</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subject-group-ECFR4acc10e7e3b676f</p> |

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| | | <p>f. financial records required by program regulations and Uniform Guidance.</p> <p>In accordance with the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients will be required to maintain records for at least five years after all funds have been expended or returned to U.S. Treasury, whichever is longest. Subrecipients will be required to make all records, books, papers, and other documents that relate to their ARPA subaward available at all reasonable times for inspection, review, and audit by the authorized representatives of NC DEQ, the North Carolina State Auditor, U.S. Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office.</p> | |
| <p>Nondiscrimination</p> | <p>U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories</p> | <p>Subrecipients of ARPA/SFRF funding are subject to the following laws and regulations that prohibit discrimination in federal financial assistance programs:</p> <ul style="list-style-type: none"> a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 22. b. The Fair Housing Act and Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601). c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). d. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 23. e. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101). <p>The above require that no person shall, on the basis of race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program for which subrecipients receive ARPA/SFRF funding. The above also require that subrecipients adopt and enact nondiscrimination policies consistent with those requirements.</p> | <p>https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #9(c))</p> |

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| <p>The Uniform Guidance</p> | <p>2 C.F.R. Part 200 2 C.F.R. Part 1000 Assistance Listing Number 21.027</p> | <p>Subrecipients are responsible for complying with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. 2 C.F.R. Part 200, as adopted by U.S. Treasury in its implementing regulations, 2 C.F.R. Part 1000, and as set forth in the SLFRF Assistance Listing (ALN 21.027). The Uniform Guidance provisions that apply to ARPA/SFRF subawards are as follows:</p> <ul style="list-style-type: none"> • Subpart A. Acronyms and Definitions • Subpart B. General Provisions • Subpart C. Pre-Federal Award Requirements and Contents of Federal Awards <ul style="list-style-type: none"> ◦ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.204, .205, .210, & .213 • Subpart D. Post Federal Award Requirements <ul style="list-style-type: none"> ◦ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.305(b)(8) & (9), .308, .309, & .320(c)(4) • Subpart E. Cost Principles • Subpart F. Audit Requirements • 2 C.F.R. Part 25 (Universal Identifier & System for Award Management) • 2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information) • 2 C.F.R. Part 180 (Debarment and Suspension) | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200</p> <p>https://www.ecfr.gov/current/title-2/subtitle-B/chapter-X/part-1000</p> <p>https://sam.gov/fal/7cecfdef62dc42729a3fdcd449bd62b8/view</p> |
| <p>Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment</p> | <p>2 CFR § 200.216,</p> | <p>Pursuant to 2 C.F.R. § 200.216, subrecipients cannot obligate or expend ARPA funds to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (as described in Public Law 115-232, Section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.216</p> |
| <p>Procurement</p> | <p>N.C. Gen. Stat. § 143-64.31 N.C. Gen. Stat. § 143-64.32 2 C.F.R. §§ 200.317-27</p> | <p>Subrecipients are subject to applicable state procurement requirements while carrying out the federal award, including N.C. Gen. Stat. § 143-64.31. Article 3D (Procurement of Architectural, Engineering, and Surveying (A/E) Services). N.C. Gen. Stat. § 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E.</p> <p>In addition to state procurement requirements, subrecipients are subject to the Uniform Guidance procurement provisions as contained in 2 C.F.R. §§ 200.317-27. Consistent with these requirements, subrecipients are required to adopt and enact their own internal procurement procedures. Standards for those</p> | <p>https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter 143/Article 3D.pdf</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR45ddd4419ad436d</p> |

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| | | <p>procedures include, but are not limited to, the following:</p> <ol style="list-style-type: none"> a. All procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320(c)(1), (2), (3), and (5), which allows for non-competitive procurements only if either (1) the item is below the micro-purchase threshold; (2) the item is only available from a single source; (3) the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or (4) after solicitation of a number of sources, competition is determined inadequate. b. Subrecipients must maintain oversight to ensure that their contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. c. Pursuant to 2 C.F.R. § 200.321, subrecipients must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. d. Subrecipients must "maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price." 2 C.F.R. § 200.318(i). | |
| <p>Mandatory Contract Provisions</p> | <p>2 C.F.R. § 200.327</p> <p>2 C.F.R. Part 200, Appendix II</p> <p>U.S. Treasury Final Rule FAQ</p> | <p>Under 2 C.F.R. § 200.327, subrecipients are required to include certain contract provisions in their agreements with contractors and subcontractors to carry out the work required for their ARPA subaward. These may include but are not limited to provisions concerning:</p> <ul style="list-style-type: none"> • Administrative, contractual, or legal remedies where contractors violate or breach contract terms • Termination of the contract for cause and for convenience, including the manner by which it will be effected and the basis for settlement. • Equal Employment Opportunity • Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708) • Procurement of Recovered Materials (2 C.F.R. § 200.323) • Domestic Preferences for Procurement (2 C.F.R. § 200.322) • Prohibition on certain telecommunications and video surveillance services or equipment (2 C.F.R. § 200.216) | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.327</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%20200</p> <p>https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf (See section #6.15)</p> |

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| | | <ul style="list-style-type: none"> • Debarment and Suspension (Executive Orders 12549 and 12689) • Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) • Clean Air Act and the Federal Water Pollution Control Act (42 U.S.C. 7401-7671q and 33 U.S.C. 1251-1387) <p>Per U.S. Treasury guidance in the SLFRF Final Rule FAQ, Davis-Bacon Act requirements do not apply to projects funded solely with ARPA/SFRF funds. Such projects will not have to include a provision regarding the Davis-Bacon Act in their agreements with contractors or subcontractors that may otherwise be required under 2 C.F.R. § 200.327.</p> | |
| Equipment & Property Management | 2 C.F.R. §§ 200.310-16 | All real property acquired or improved, and equipment or supplies purchased in whole or in part with ARPA funds must be used, insured, managed, and disposed of in accordance with 2 C.F.R. §§ 200.310-16. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D |
| Closeout | 2 C.F.R. § 200.344 | <p>Closeout must comply with applicable requirements of 2 C.F.R. § 200.344, including the requirement that subrecipients must, no later than ninety (90) calendar days after the end of the period of performance, submit to NC DEQ all required financial, performance, and other reports. Subrecipients must also promptly refund any unobligated cash that they are not authorized to retain for use in other projects.</p> <p>Completion of closeout does not release subrecipients from their obligations under state and federal compliance, legal, and regulatory requirements. Subrecipients will continue to be subject to post-closeout adjustments and continuing responsibilities in accordance with 2 C.F.R. § 200.345.</p> | <u>eCFR :: 2 CFR 200.344 -- Closeout.</u> |

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| Universal Identifier and System for Award Management (SAM) | 2 C.F.R. Part 25 | In accordance with 2 C.F.R. Part 25, subrecipients are required to obtain, and provide to NC DEQ, a Unique Entity Identifier assigned by the SAM. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25 |
| Debarment & Suspension | 2 C.F.R. Part 180 31 C.F.R. Part 19 | In accordance with 2 C.F.R. Part 180, and U.S. Treasury's implementing regulations at 31 C.F.R. Part 19, subawards may not be issued to anyone listed on the governmentwide exclusions in the SAM. | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-180 https://www.ecfr.gov/current/title-31/subtitle-A/part-19 |
| FFATA Required Executive Compensation Information | 2 C.F.R. Part 170 | Subrecipients will be required to provide NC DEQ with information sufficient to allow us to meet our reporting obligations under the Federal Funds Accountability and Transparency Act (FFATA), which requires public disclosure of executive compensation in certain federally funded organizations. NC DEQ will be required to report the names and total compensation of each of Subrecipient's five most highly compensated executives for the preceding completed fiscal year, if: 1) In Subrecipient's preceding fiscal year, the subgrantee received: i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards) 2) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total | https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170 |

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| | | <p>compensation filings at http://www.sec.gov/answers/execomp.htm).</p> | |
| <p>New Restrictions on Lobbying</p> | <p>31 C.F.R. Part 21</p> | <p>Subrecipients are subject to the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, subrecipients cannot use federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipients will be required to submit a certification in writing that they have not made, and will not make, any payments prohibited under these requirements. NC DEQ will provide the necessary certification form.</p> | <p>https://www.ecfr.gov/current/title-31/subtitle-A/part-21</p> |
| <p>Uniform Relocation and Real Property Acquisition Policies Act</p> | <p>42 U.S.C. §§ 4601-55</p> | <p>Any acquisition of real property by a subrecipient using ARPA funds must comply with the applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (42 U.S.C. §§ 4601-55), as amended. Subrecipients will have to certify in writing that they have or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project. NC DEQ will provide the necessary certification form.</p> | <p>https://uscode.house.gov/view.xhtml?path=/prelim%40title42/chapter61&edition=prelim</p> |

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| Hatch Act | Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28) | ARPA/SFRF subrecipients are subject to the applicable requirements of the Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance. | https://uscode.house.gov/view.xhtml?path=/prelim@title5/part2/chapter15&edition=prelim https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title5-chapter73&edition=prelim |
| Other State Requirements | N.C. General Statutes Chapters 159, 159G, 143C 09 N.C. Admin. Code 03M | Use of these funds is subject to applicable state laws and regulations including, but not limited to, N.C. General Statutes Chapters 159 (Local Government Finance) and 159G (Water Infrastructure). Subrecipients who are neither local government units nor public authorities must also comply with applicable requirements of the State Budget Act and Title 09, Subchapter 03M of the N.C. Administrative Code. | https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByChapter/Chapter_159.pdf https://www.ncleg.gov/enactedlegislation/statutes/html/bychapter/chapter_159g.html https://www.ncleg.gov/Laws/GeneralStatuteSections/Chapter143C http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20lt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%20m/subchapter%20m%20rules.pdf |
| Distressed Units | N.C. Gen. Stat. § 159G-45(b). | Local government units designated as distressed must complete associated requirements of N.C. Gen. Stat. §159G-45(b). | https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_159G/GS_159G-45.pdf |

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| <p>Subrecipient Monitoring and Management</p> | <p>2 C.F.R. §§ 200.331–33</p> <p>NC DEQ's Subaward and Monitoring Policy</p> | <p>Pursuant to 2 C.F.R. §§ 200.331–33, subrecipients will be subject to monitoring and management by the pass-through entity, NC DEQ. NC DEQ will monitor, evaluate, and provide guidance and direction to subrecipients as they carry out project activities. NC DEQ is required by U.S. Treasury to determine whether subrecipients have spent funds in accordance with applicable laws, regulations, and agreements and will monitor subrecipients' activities to ensure they have met such requirements. If deficiencies are found, subrecipients may be asked to take corrective action. The type and degree of monitoring activities depends on the results of the Subrecipient Risk Assessment.</p> <p>Subrecipients are subject to the following procurement monitoring activities by NC DEQ:</p> <ul style="list-style-type: none"> • NC DEQ review of solicitations. <ul style="list-style-type: none"> ○ Except for micro-purchases made pursuant to 2 C.F.R. § 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. § 200.320(a)(2), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the applicable solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any solicitation for compliance with applicable procurement standards. • NC DEQ review of contracts. <ul style="list-style-type: none"> ○ Except for micro-purchases pursuant to 2 C.F.R. § 200.320(a), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the written contract prior to contract execution. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§ 200.318–27 as well as 2 C.F.R. § 200.327. | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.331</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.332</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.333</p> |
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| <p>Interventions</p> | <p>2 C.F.R. § 200.208 2 C.F.R. § 200.339</p> | <p>If NC DEQ determines that a subrecipient is not in compliance with procurement requirements, NC DEQ may initiate an intervention, in accordance with 2 C.F.R. § 200.208 and 2 C.F.R. § 200.339. The degree of a subrecipient's performance or compliance deficiency will determine the degree of intervention.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.208 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR86b76dde0e1e9dc</p> |
| <p>Reporting Requirements</p> | <p>U.S. Treasury Compliance and Reporting Guidance N.C. Sess. L. 2021-180 NC DEQ Subaward Monitoring Plan</p> | <p>Subrecipients are required to send NC DEQ reports and back-up data, including reports which enable NC DEQ to meet its own reporting obligations to U.S. Treasury and as otherwise required by state law. The frequency of reporting will be consistent with the DEQ Subrecipient Monitoring Plan.</p> | <p>https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf https://www.ncleg.gov/enactedlegislation/sessionlaws/html/2021-2022/sl2021-180.html</p> |
| <p>Audit Requirements</p> | <p>2 C.F.R. Part 200, Subpart F 09 NCAC 03M.0205(a)(3) and (b)(4) 2 C.F.R. § 200.503</p> | <p>Subrecipients that expend more than \$750,000 in federal awards during their fiscal year, with the exception of local governments who choose to undergo an Alternative Compliance Examination Engagement, will be subject to an audit under the Single Audit Act and 2 C.F.R. Part 200, Subpart F. Subrecipients that receive less than \$750,000 in federal awards during their fiscal year are exempt from federal audit requirements (except as noted in 2 C.F.R. § 200.503), but may still be subject to state audit requirements as discussed below. Subrecipients exempt from federal audit requirements are still required to retain and provide records for review or audit upon request by the federal agency, the state, or the Government Accountability Office.</p> <p>Subrecipients who are neither local governments nor public authorities and receive \$500,000 or more in state financial assistance using federal funds are required to provide a single or program-specific audit to the Department of the State Treasurer, or to NC DEQ upon request pursuant to 09 N.C. Admin. Code 03M.0205(a)(3) and (b)(4). Subrecipient local governments and public authorities who expend \$500,000 or more in state financial assistance are also required to have a single audit performed pursuant to N.C. Gen. Stat. § 159-34.</p> | <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F https://files.nc.gov/ncgov/documents/files/ncpro/XX-XX-Attachment-B-09-NCAC-03M.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F/subject-group-ECFRfd0932e473d10ba/section-200.503</p> |

SALES-TAX REIMBURSEMENT CERTIFICATION FORM

(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: _____

DWI Project Number: _____

Check If Applicant is not a unit of government under North Carolina (NC) law

If Applicant noted above is a Unit of Government in North Carolina, check the applicable box below.

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will request reimbursement from the NC Department of Revenue (DOR).

Sales Tax **IS NOT** deducted in either of these scenarios.

The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will not request reimbursement from the DOR.

The project will not include sales taxes.

(Printed Name and Title of Authorized Representative)

(Signature of Authorized Representative)

(Date)

NC DEQ Division of Water Infrastructure Professional Engineering Services Procurement

Section 602(b)(14) of the Clean Water Act requires projects receiving Clean Water State Revolving Fund funding to comply with engineering procurement guidelines. North Carolina Session Law 2021-180 authorizes the Division of Water Infrastructure (Division) to award grant funds from the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund for drinking water, wastewater, and stormwater infrastructure projects. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines.

To comply, you must follow North Carolina General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying Services. You cannot exempt yourself using NCGS 143-64.32. Complete and sign this form and provide the information indicated to ensure that engineering services for your project are eligible for disbursement.

Applicant: Click or tap here to enter text.

Project Name: Click or tap here to enter text.

Division Funding Number: Click or tap here to enter text.

- 1) List the basic services being provided: (i.e., planning, design, inspection etc.)
Click or tap here to enter text.
- 2) Describe the method of announcement for the project.
Click or tap here to enter text.
- 3) List the firms the announcement was discussed with or that proposals were received from in order of quality.
Click or tap here to enter text.
- 4) Was a contract negotiated with the best qualified firm? Yes No (Check one)
If no, explain why.
Click or tap here to enter text.

NOTE: Documentation of Qualification-Based-Selection of Engineering Services shall be provided to the Division upon request (to include announcement and qualifications requested).

By signing below, I Click or tap here to enter text., the Authorized Representative designated for this project in the project application, attest that the contract pricing, as seen in the attached contract(s), contains pricing that is fair and reasonable based on scope, complexity, professional nature, and the estimated value of the services being provided and the firm selected, was selected based on their qualifications.

(signed name, title and date)

(DWI staff use only – Check and initial here if debarment status checked and firm is NOT debarred _____)

| | |
|---|--|
| <p>Clean Water Act, Section 602(b)(14)</p> | <p>(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services <u>shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State).</u></p> <p>From: water resources reform and development act guidance.pdf (epa.gov) <i>The requirements of 40 U.S.C. 1101 et seq. are:</i></p> <ul style="list-style-type: none"> • <i>Public announcement of the solicitation (e.g., a Request for Qualifications);</i> • <i>Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation); o Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);</i> • <i>Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;</i> • <i>Selection of at least three firms considered to be the most highly qualified to provide the services required; and</i> • <i>Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;</i> <ul style="list-style-type: none"> ▪ <i>In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.</i> |
| <p>Uniform Guidance 2 CFR 200.319(b)</p> | <p>Competition.</p> <p>The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.</p> |
| <p>NC General Statute 143-64.31</p> | <p>Procurement of Architectural, Engineering, and Surveying Services (NC “Mini-Brooks”)</p> <p>...It is the public policy of this State... and Local Governmental Units..., to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services,..., to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. ...</p> |

| | |
|--|---|
| <p>NC General Statute 143-64.32</p> | <p><u>NOTE: CWSRF and ARPA funding: NCGS 143-64.32 cannot be used to exempt a local government unit from abiding by NCGS 143-63.31. This is because there is no minimum dollar exemption allowed in the Federal Brooks Act, the Clean Water Act Section 602(b)(14), or 2 CFR 200.319.</u></p> <p>Written exemption of particular contracts.</p> <p>Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars (\$50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)</p> |
| <p>21 NCAC 56.0701(f)</p> | <p>SECTION .0700 – RULES OF PROFESSIONAL CONDUCT, adopted in accordance with NC General Statute 89C-20 (Board Rules for Professional Engineers, etc.)</p> <p>(f) A licensee shall solicit or accept work only on the basis of qualifications and:</p> <ul style="list-style-type: none">(1) Shall not offer to pay, either directly or indirectly, any commission, political contribution, gift, or other consideration in order to secure work, exclusive of securing salaried positions through employment agencies;(2) Shall compete for employment on the basis of professional qualification and competence to perform the work. The licensee shall not solicit or submit proposals for professional services containing a false, fraudulent, misleading, deceptive or unfair statement or claim regarding the cost, quality or extent of services to be rendered;(3) Shall, with regard to fee bidding on public projects, comply with the provisions of G.S. 143-64.31 et seq., (or for federal projects, the Brooks Act, 40 U.S. Code 541 et seq.) and shall not knowingly cooperate in a violation of any provision of G.S. 143-64.31 et seq. (or of 40 U.S. Code 541 et seq.); <p>...</p> |

AIA/MRF DISBURSEMENT REQUEST FORM

Division of Water Infrastructure

Project No. _____

Period Covered by this Report:

From _____

To _____

Grant Amount = _____

Match % Required = _____
 Match amount = \$ _____

Match and Grant Fee are N/A for ARPA funded projects

Recipient Organization

Name: Town, City or County etc.

Payment No. _____

Address:

Page No. _____

City, State & Zip:

| Classification of | Consultant Name | | | | Total |
|---------------------------------|---|------|------|-----------------|-------|
| | A | B | C | D | |
| <i>Cumulative Totals</i> | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| Total Cumulative to date | \$ - | \$ - | \$ - | \$ - | \$ - |
| Previously Received | | | | | \$ - |
| Amount Requested | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | No Match | |
| In-Kind Contribution | In-Kind Contribution, Grant Fee, and Match are N/A for ARPA funded projects | | | | |
| Grant Fee | | | | | |
| Total Match * | | | | \$ - | |
| Percent Complete | | | | | |

Certification

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with terms of the project and that this request represents the monies due which have not been previously received and that an inspection has been performed and all work is in accordance with the terms and conditions of the award.

You must check ONE of the boxes below or your payment will not be processed:

The funds requested above have already been paid to the respective vendors, consultants & contractors by the award recipient.

OR

The funds requested above have not been paid to the respective vendors, consultants & contractors. Funds received from the State will be disbursed to these entities within three (3) banking days.

 Recipient

 Signature of Authorized Representative Date

 Type or Print Name and Title

DWI comments



Duplin County, NC

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|------|---------|------|------------|------------|----------|------------------|------------------------------|----------|--------|----------|----------|----|
| 2024 | 10 | 247 | BUA | 04/12/2024 | 04/12/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | |
| 1 | 5600 | 41860 | | | | | T | | | | | 927.84 | |
| 2 | 5608 | 41860 | | | | | T | WORKERS COMPENSATION | | | | 18.00 | |
| 3 | 5608 | 41990 | | | | | T | WORKERS COMPENSATION | | | | 100.00 | |
| 4 | 5608 | 43110 | | | | | T | PROFESSIONAL SERVICES | | | | 300.00 | |
| 5 | 5951 | 41860 | | | | | T | TRAVEL | | | | 900.00 | |
| 6 | 5950 | 41860 | | | | | T | WORKERS COMPENSATION | | | | 150.00 | |
| 7 | 5600 | 42100 | | | | | T | WORKERS COMPENSATION | | | 350.00 | | |
| 8 | 5600 | 43510 | | | | | T | HOUSEKEEPING | | | 400.00 | | |
| 9 | 5600 | 44500 | | | | | T | REPAIRS BUILDING AND GROUNDS | | | 52.84 | | |
| 10 | 5600 | 42200 | | | | | T | INSURANCE AND BONDS | | | 125.00 | | |
| 11 | 5608 | 40121 | | | | | T | FOOD | | | 206.00 | | |
| 12 | 5608 | 40181 | | | | | T | SALARIES | | | 16.00 | | |
| 13 | 5608 | 40182 | | | | | T | SOCIAL SECURITY | | | 27.00 | | |
| 14 | 5608 | 42600 | | | | | T | RETIREMENT | | | 169.00 | | |
| 15 | 5951 | 43530 | | | | | T | OFFICE SUPPLIES | | | 300.00 | | |
| 16 | 5951 | 41978 | | | | | T | REPAIRS VEHICLES | | | 600.00 | | |
| 17 | 5950 | 41978 | | | | | T | CATERER | | | 150.00 | | |
| | | | | | | | | CATERER | | | | | |
| ** JOURNAL TOTAL | | | | | | | | | | | 0.00 | 0.00 | |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|-----|---------|------|------------|------------|----------|------------------|--------|----------|--------|----------|----------|----|
| 2024 | 10 | 248 | BUA | 04/12/2024 | 04/12/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|------------------|----------|----------|
| 2024 | 10 | 248 | BUA | 04/12/2024 | 04/12/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4939 | 41060 | | | | | T | | | | | 1,250.00 |
| 2 | 4939 | 41979 | | | | | T | | | 1,250.00 | | |
| | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|------------------|----------|----------|
| 2024 | 10 | 249 | BUA | 04/12/2024 | 04/12/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4910 | 43110 | | | | | T | | | | | 500.00 |
| 2 | 4910 | 43910 | | | | | T | | | 500.00 | | |
| | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|------------------|----------|----------|
| 2024 | 10 | 286 | BUA | 04/15/2024 | 04/15/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4957 | 43110 | | | | | T | | | | | .48 |
| 2 | 4957 | 40181 | | | | | T | | | | | .02 |
| 3 | 4957 | 42600 | | | | | T | | | | | 45.26 |
| 4 | 4957 | 40121 | | | | | T | | | | | 14.51 |
| 5 | 4957 | 42381 | | | | | T | | | 60.27 | | |
| | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|------------------|-----------|----------|----------|
| 2024 | 10 | 287 | BUA | 04/15/2024 | 04/15/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | DEBIT | CREDIT OB | | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4530 | 43110 | | | | | T | | | | | 600.00 |
| 2 | 4530 | 42100 | | | | | T | | 200.00 | | | |
| 3 | 4530 | 42120 | | | | | T | | 200.00 | | | |
| 4 | 4530 | 43210 | | | | | T | | 200.00 | | | |
| | | | | | | | | | ** JOURNAL TOTAL | | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|------------------|-----------|----------|----------|
| 2024 | 10 | 288 | BUA | 04/15/2024 | 04/15/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | DEBIT | CREDIT OB | | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5164 | 42410 | | | | | T | | | | | 500.00 |
| 2 | 5129 | 43540 | | | | | T | | 100.00 | | | |
| 3 | 5151 | 43540 | | | | | T | | 100.00 | | | |
| 4 | 5163 | 43540 | | | | | T | | 100.00 | | | |
| 5 | 5164 | 43540 | | | | | T | | 100.00 | | | |
| 6 | 5167 | 43540 | | | | | T | | 100.00 | | | |
| | | | | | | | | | ** JOURNAL TOTAL | | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|------------------|-----------|----------|----------|
| 2024 | 10 | 289 | BUA | 04/15/2024 | 04/15/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | DEBIT | CREDIT OB | | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4948 | 42100 | | | | | T | | | | | 20.00 |
| | | | | | | | | | ** JOURNAL TOTAL | | 0.00 | 0.00 |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|--------|------------------|----------|------|
| 2024 | 10 | 289 | BUA | 04/15/2024 | 04/15/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | |
| 2 | 4948 | 43300 | | | | | T | | | | | 5.00 | |
| 3 | 4950 | 44910 | | | | | T | | | | | 109.34 | |
| 4 | 4950 | 42600 | | | | | T | | | | | 200.00 | |
| 5 | 4948 | 43940 | | | | | T | | | 25.00 | | | |
| 6 | 4950 | 41700 | | | | | T | | | 309.34 | | | |
| | | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|--------|------------------|----------|------|
| 2024 | 10 | 290 | BUA | 04/15/2024 | 04/15/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | |
| 1 | 4950 | 43510 | | | | | T | | | | | 900.00 | |
| 2 | 4948 | 42980 | | | | | T | | | 150.00 | | | |
| 3 | 4948 | 43510 | | | | | T | | | 450.00 | | | |
| 4 | 4950 | 43940 | | | | | T | | | 300.00 | | | |
| | | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|--------|----------|----------|
| 2024 | 10 | 291 | BUA | 04/15/2024 | 04/15/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4314 | 43210 | | | | | T | | | | | 1,025.00 |
| 2 | 4314 | 43210 | | | | | T | | | | | 1,145.00 |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | | |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|------------------|----------|----------|------|------|
| 2024 | 10 | 291 | BUA | 04/15/2024 | 04/15/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB | | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | | |
| 3 | 4314 | 43110 | | | | | T | | | | | 1,000.00 | | |
| 4 | 4314 | 43150 | | | | | T | | | 1,025.00 | | | | |
| 5 | 4314 | 43170 | | | | | T | | | 1,145.00 | | | | |
| 6 | 4314 | 42100 | | | | | T | | | 1,000.00 | | | | |
| | | | | | | | | | | ** JOURNAL TOTAL | | | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | | |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|------------------|----------|----------|------|------|
| 2024 | 10 | 292 | BUA | 04/15/2024 | 04/15/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB | | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | | |
| 1 | 6110 | 43520 | | | | | T | | | | | 500.00 | | |
| 2 | 6110 | 43520 | | | | | T | | | | | 3,098.39 | | |
| 3 | 6110 | 45600 | | | | | T | | | | | 1,000.00 | | |
| 4 | 6110 | 43222 | | | | | T | | | 500.00 | | | | |
| 5 | 6110 | 44500 | | | | | T | | | 3,098.39 | | | | |
| 6 | 6110 | 42980 | | | | | T | | | 1,000.00 | | | | |
| | | | | | | | | | | ** JOURNAL TOTAL | | | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | | |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|-------------|----------|----------|--|--|
| 2024 | 10 | 293 | BUA | 04/15/2024 | 04/15/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB | | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | | |
| 1 | 5114 | 42370 | | | | | T | | | | | 2,000.00 | | |
| | | | | | | | | | | INJECTABLES | | | | |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|--------|----------------|----------|
| 2024 | 10 | 293 | BUA | 04/15/2024 | 04/15/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 2 | 5163 | 42013 | | | | | T | | | | 2,000.00 | |
| | | | | | | | | | | | LAB PROCESSING | |
| ** JOURNAL TOTAL | | | | | | | | | | | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|----------|--------------------------------|----------|
| 2024 | 10 | 299 | BUA | 04/15/2024 | 04/15/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5950 | 41964 | | | | | T | | | | | 1,500.00 |
| | | | | | | | | | | | VOLUNTEER TRAINING & RECOGNITI | |
| 2 | 5950 | 40121 | | | | | T | | | | | 1,500.00 |
| | | | | | | | | | | | SALARIES | |
| 3 | 5950 | 41978 | | | | | T | | | 1,500.00 | | |
| | | | | | | | | | | | CATERER | |
| 4 | 5951 | 41964 | | | | | T | | | 1,500.00 | | |
| | | | | | | | | | | | VOLUNTEER TRAINING & RECOGNITI | |
| ** JOURNAL TOTAL | | | | | | | | | | | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|----------|-----------------|----------|
| 2024 | 10 | 376 | BUA | 04/17/2024 | 04/17/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4170 | 43250 | | | | | T | | | | | 2,500.00 |
| | | | | | | | | | | | POSTAGE | |
| 2 | 4170 | 42200 | | | | | T | | | | | 1,527.12 |
| | | | | | | | | | | | FOOD | |
| 3 | 4170 | 43110 | | | | | T | | | 2,000.00 | | |
| | | | | | | | | | | | TRAVEL | |
| 4 | 4170 | 44300 | | | | | T | | | 500.00 | | |
| | | | | | | | | | | | RENT | |
| 5 | 4170 | 43490 | | | | | T | | | 1,527.12 | | |
| | | | | | | | | | | | BALLOT SUPPLIES | |
| ** JOURNAL TOTAL | | | | | | | | | | | 0.00 | 0.00 |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|-----------------|----------|----------|----------|----------|
| 2024 | 10 | 377 | BUA | 04/17/2024 | 04/17/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 6110 | 45600 | | | | | T | | | | | 8,000.00 |
| | | | | | | | | BOOKS | | | | |
| 2 | 6110 | 42600 | | | | | T | | | 8,000.00 | | |
| | | | | | | | | OFFICE SUPPLIES | | | | |
| ** JOURNAL TOTAL | | | | | | | | | | 0.00 | 0.00 | |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|----------------------|----------|--------|----------|----------|
| 2024 | 10 | 382 | BUA | 04/17/2024 | 04/17/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4250 | 42600 | | | | | T | | | | | 200.00 |
| | | | | | | | | OFFICE SUPPLIES | | | | |
| 2 | 4250 | 42100 | | | | | T | | | | | 50.00 |
| | | | | | | | | HOUSEKEEPING | | | | |
| 3 | 4250 | 41860 | | | | | T | | | 200.00 | | |
| | | | | | | | | WORKERS COMPENSATION | | | | |
| 4 | 4250 | 43250 | | | | | T | | | 50.00 | | |
| | | | | | | | | POSTAGE | | | | |
| ** JOURNAL TOTAL | | | | | | | | | | 0.00 | 0.00 | |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|------------------------|----------|----------|----------|----------|
| 2024 | 10 | 395 | BUA | 04/17/2024 | 04/17/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4520 | 40121 | | | | | T | | | | | 7,705.00 |
| | | | | | | | | SALARIES | | | | |
| 2 | 4520 | 42490 | | | | | T | | | 2,091.00 | | |
| | | | | | | | | VEHICLE SUPPLIES | | | | |
| 3 | 4520 | 44910 | | | | | T | | | 14.00 | | |
| | | | | | | | | DUES AND SUBSCRIPTIONS | | | | |
| 4 | 4520 | 43300 | | | | | T | | | 1,800.00 | | |
| | | | | | | | | UTILITIES | | | | |
| 5 | 4520 | 43910 | | | | | T | | | 1,300.00 | | |
| | | | | | | | | MARKETING | | | | |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|------------------|----------|----------|------|
| 2024 | 10 | 395 | BUA | 04/17/2024 | 04/17/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | |
| 6 | 4520 | 41990 | | | | | T | | | | 2,500.00 | | |
| | | | | | | | | | | ** JOURNAL TOTAL | | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|------------------|----------|----------|------|
| 2024 | 10 | 418 | BUA | 04/17/2024 | 04/17/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | |
| 1 | 4991 | 40183 | | | | | T | | | | | 31.59 | |
| 2 | 4991 | 40121 | | | | | T | | | | 31.58 | | |
| 3 | 4991 | 40181 | | | | | T | | | | .01 | | |
| | | | | | | | | | | ** JOURNAL TOTAL | | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|------------------|----------|----------|------|
| 2024 | 10 | 450 | BUA | 04/18/2024 | 04/18/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | |
| 1 | 5176 | 41990 | | | | | T | | | | | 7,654.00 | |
| 2 | 5176 | 43110 | | | | | T | | | | 7,654.00 | | |
| | | | | | | | | | | ** JOURNAL TOTAL | | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|-----|---------|------|------------|------------|----------|------------------|--------|----------|--------|----------|----------|
| 2024 | 10 | 451 | BUA | 04/18/2024 | 04/18/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |

JOURNAL INQUIRY

| YEAR PER | JOURNAL SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | | |
|---------------------|-------------|------------|------------|----------|---------------|--------|------------------|--------|----------|------------------|----------|------|
| 2024 10 | 451 BUA | 04/18/2024 | 04/18/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4170 | 43520 | | | | | T | | | | 5,000.00 | |
| 2 | 4170 | 43490 | | | | | T | | | 5,000.00 | | |
| | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

| YEAR PER | JOURNAL SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | | |
|---------------------|-------------|------------|------------|----------|---------------|--------|------------------|--------|----------|------------------|----------|------|
| 2024 10 | 454 BUA | 04/18/2024 | 04/18/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5110 | 43540 | | | | | T | | | | 1,000.00 | |
| 2 | 5110 | 42100 | | | | | T | | | 1,000.00 | | |
| | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

| YEAR PER | JOURNAL SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | | |
|---------------------|-------------|------------|------------|----------|---------------|--------|------------------|--------|----------|------------------|----------|------|
| 2024 10 | 509 BUA | 04/22/2024 | 04/22/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 6110 | 45600 | | | | | T | | | | 5,000.00 | |
| 2 | 6110 | 42980 | | | | | T | | | 5,000.00 | | |
| | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

| YEAR PER | JOURNAL SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | | |
|---------------------|-------------|------------|------------|----------|---------------|--------|------------------|--------|----------|----------|--------|----|
| 2024 10 | 559 BUA | 04/23/2024 | 04/23/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|----------|----------------------|--------|----------|----------|
| 2024 | 10 | 559 | BUA | 04/23/2024 | 04/23/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5300 | 43510 | | | | | T | | | | | 5,000.00 |
| | | | | | | | | REPAIRS | BUILDING AND GROUNDS | | | |
| 2 | 5300 | 43111 | | | | | T | | | | 5,000.00 | |
| | | | | | | | | TRAINING | | | | |
| ** JOURNAL TOTAL | | | | | | | | | | 0.00 | 0.00 | |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|----------------------|----------|--------|----------|----------|
| 2024 | 10 | 633 | BUA | 04/25/2024 | 04/25/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4988 | 41060 | | | | | T | | | | | 2,560.00 |
| | | | | | | | | CONSTRUCTION | | | | |
| 2 | 4988 | 41040 | | | | | T | | | | 2,560.00 | |
| | | | | | | | | ENGINEERING SERVICES | | | | |
| ** JOURNAL TOTAL | | | | | | | | | | 0.00 | 0.00 | |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|----------------------|----------|--------|----------|----------|
| 2024 | 10 | 634 | BUA | 04/25/2024 | 04/25/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4988 | 41060 | | | | | T | | | | | 7,811.69 |
| | | | | | | | | CONSTRUCTION | | | | |
| 2 | 4988 | 41040 | | | | | T | | | | 7,811.69 | |
| | | | | | | | | ENGINEERING SERVICES | | | | |
| ** JOURNAL TOTAL | | | | | | | | | | 0.00 | 0.00 | |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|-----|---------|------|------------|------------|----------|------------------|--------|----------|--------|----------|----------|
| 2024 | 10 | 638 | BUA | 04/25/2024 | 04/25/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |

JOURNAL INQUIRY

| YEAR PER | JOURNAL SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|-------------|------------|------------|----------|---------------|--------|---------------------------------|--------|----------|----------|
| 2024 10 | 638 BUA | 04/25/2024 | 04/25/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | |
| 1 | 4180 | 42600 | | | | | T OFFICE SUPPLIES | | 100.00 | |
| 2 | 4180 | 42600 | | | | | T OFFICE SUPPLIES | | 900.00 | |
| 3 | 4180 | 42600 | | | | | T OFFICE SUPPLIES | | 90.00 | |
| 4 | 4180 | 42724 | | | | | T CREDIT CARD CHARGES | 100.00 | | |
| 5 | 4180 | 44300 | | | | | T RENT | 900.00 | | |
| 6 | 4180 | 46970 | | | | | T CHILDRENS TRUST FUNDGS16111.1 | 90.00 | | |
| ** JOURNAL TOTAL | | | | | | | | 0.00 | 0.00 | |

| YEAR PER | JOURNAL SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|-------------|------------|------------|----------|---------------|--------|-------------------|----------|----------|----------|
| 2024 10 | 639 BUA | 04/25/2024 | 04/25/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | |
| 1 | 6110 | 45600 | | | | | T BOOKS | | 3,000.00 | |
| 2 | 6110 | 42600 | | | | | T OFFICE SUPPLIES | 3,000.00 | | |
| ** JOURNAL TOTAL | | | | | | | | 0.00 | 0.00 | |

| YEAR PER | JOURNAL SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|-------------|------------|------------|----------|---------------|--------|--------------------|--------|----------|----------|
| 2024 10 | 640 BUA | 04/25/2024 | 04/25/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | |
| 1 | 5165 | 43530 | | | | | T REPAIRS VEHICLES | | 600.00 | |
| 2 | 5165 | 43210 | | | | | T TELEPHONE | 200.00 | | |
| 3 | 5165 | 43250 | | | | | T POSTAGE | 400.00 | | |
| ** JOURNAL TOTAL | | | | | | | | 0.00 | 0.00 | |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|--------|----------|------------------|
| 2024 | 10 | 641 | BUA | 04/25/2024 | 04/25/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5176 | 42980 | | | | | T | | | | | 1,300.00 |
| | | | | | | | | | | | | PROGRAM SUPPLIES |
| 2 | 5176 | 43250 | | | | | T | | | | 1,300.00 | |
| | | | | | | | | | | | | POSTAGE |
| ** JOURNAL TOTAL | | | | | | | | | | | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|--------|----------|------------------------|
| 2024 | 10 | 643 | BUA | 04/25/2024 | 04/25/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5110 | 44910 | | | | | T | | | | | 2,000.00 |
| | | | | | | | | | | | | DUES AND SUBSCRIPTIONS |
| 2 | 5111 | 41990 | | | | | T | | | | | 2,428.00 |
| | | | | | | | | | | | | PROFESSIONAL SERVICES |
| 3 | 5113 | 42370 | | | | | T | | | | | 1,700.00 |
| | | | | | | | | | | | | INJECTABLES |
| 4 | 5114 | 43250 | | | | | T | | | | | 91.00 |
| | | | | | | | | | | | | POSTAGE |
| 5 | 5163 | 41990 | | | | | T | | | | | 2,507.00 |
| | | | | | | | | | | | | PROFESSIONAL SERVICES |
| 6 | 5113 | 42980 | | | | | T | | | | 1,824.00 | |
| | | | | | | | | | | | | PROGRAM SUPPLIES |
| 7 | 5164 | 42980 | | | | | T | | | | 2,030.00 | |
| | | | | | | | | | | | | PROGRAM SUPPLIES |
| 8 | 5163 | 42980 | | | | | T | | | | 2,353.00 | |
| | | | | | | | | | | | | PROGRAM SUPPLIES |
| 9 | 5114 | 42980 | | | | | T | | | | 91.00 | |
| | | | | | | | | | | | | PROGRAM SUPPLIES |
| 10 | 5111 | 42980 | | | | | T | | | | 2,130.00 | |
| | | | | | | | | | | | | PROGRAM SUPPLIES |
| 11 | 5111 | 42600 | | | | | T | | | | 298.00 | |
| | | | | | | | | | | | | OFFICE SUPPLIES |
| ** JOURNAL TOTAL | | | | | | | | | | | 0.00 | 0.00 |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|----------|----------|----------|
| 2024 | 10 | 658 | BUA | 04/26/2024 | 04/26/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5167 | 42600 | | | | | T | | | | | 5,744.00 |
| 2 | 5167 | 42980 | | | | | T | | | 1,425.00 | | |
| 3 | 5129 | 42980 | | | | | T | | | 2,143.00 | | |
| 4 | 5151 | 42980 | | | | | T | | | 2,176.00 | | |
| ** JOURNAL TOTAL | | | | | | | | | | | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|----------|----------|----------|
| 2024 | 10 | 659 | BUA | 04/26/2024 | 04/26/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5176 | 43210 | | | | | T | | | | | 529.73 |
| 2 | 5176 | 43540 | | | | | T | | | | | 193.32 |
| 3 | 5176 | 41990 | | | | | T | | | | | 377.02 |
| 4 | 5176 | 42600 | | | | | T | | | | | 61.06 |
| 5 | 5176 | 42990 | | | | | T | | | | | 3,066.75 |
| 6 | 5176 | 42980 | | | | | T | | | 529.73 | | |
| 7 | 5176 | 42980 | | | | | T | | | 193.32 | | |
| 8 | 5176 | 42980 | | | | | T | | | 377.02 | | |
| 9 | 5176 | 42980 | | | | | T | | | 61.06 | | |
| 10 | 5176 | 42980 | | | | | T | | | 3,066.75 | | |
| ** JOURNAL TOTAL | | | | | | | | | | | 0.00 | 0.00 |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|----------|----------|-----------------|
| 2024 | 10 | 660 | BUA | 04/26/2024 | 04/26/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5133 | 45100 | | | | | T | | | | | 8,303.02 |
| | | | | | | | | | | | | CAPITAL OUTLAY |
| 2 | 5133 | 42600 | | | | | T | | | 8,303.02 | | OFFICE SUPPLIES |
| ** JOURNAL TOTAL | | | | | | | | | | | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|----------|----------|-----------------|
| 2024 | 10 | 661 | BUA | 04/26/2024 | 04/26/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5133 | 45100 | | | | | T | | | | | 8,303.02 |
| | | | | | | | | | | | | CAPITAL OUTLAY |
| 2 | 5133 | 42600 | | | | | T | | | 8,303.02 | | OFFICE SUPPLIES |
| ** JOURNAL TOTAL | | | | | | | | | | | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|----------|----------|-----------------|
| 2024 | 10 | 662 | BUA | 04/26/2024 | 04/26/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5133 | 45100 | | | | | T | | | | | 8,303.00 |
| | | | | | | | | | | | | CAPITAL OUTLAY |
| 2 | 5133 | 42600 | | | | | T | | | 8,303.00 | | OFFICE SUPPLIES |
| ** JOURNAL TOTAL | | | | | | | | | | | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|-----|---------|------|------------|------------|----------|------------------|--------|----------|--------|----------|----------|
| 2024 | 10 | 663 | BUA | 04/26/2024 | 04/26/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |

JOURNAL INQUIRY

| YEAR PER | JOURNAL SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | | |
|---------------------|-------------|------------|------------|----------|---------------|--------|------------------|--------|----------|----------|--------|-----------------|
| 2024 10 | 663 BUA | 04/26/2024 | 04/26/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5133 | 45100 | | | | | | T | | | | 8,303.02 |
| | | | | | | | | | | | | CAPITAL OUTLAY |
| 2 | 5133 | 42600 | | | | | | T | | 8,303.02 | | OFFICE SUPPLIES |
| ** JOURNAL TOTAL | | | | | | | | | | 0.00 | 0.00 | |

| YEAR PER | JOURNAL SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | | |
|---------------------|-------------|------------|------------|----------|---------------|--------|------------------|--------|----------|----------|--------|------------------------------|
| 2024 10 | 664 BUA | 04/26/2024 | 04/26/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5133 | 43110 | | | | | | T | | | | 4,510.23 |
| | | | | | | | | | | | | TRAVEL |
| 2 | 5133 | 41990 | | | | | | T | | | | 247.32 |
| | | | | | | | | | | | | PROFESSIONAL SERVICES |
| 3 | 5133 | 42980 | | | | | | T | | | | 503.43 |
| | | | | | | | | | | | | PROGRAM SUPPLIES |
| 4 | 5133 | 43250 | | | | | | T | | | | 126.06 |
| | | | | | | | | | | | | POSTAGE |
| 5 | 5133 | 43510 | | | | | | T | | | | 934.05 |
| | | | | | | | | | | | | REPAIRS BUILDING AND GROUNDS |
| 6 | 5133 | 43540 | | | | | | T | | | | 167.54 |
| | | | | | | | | | | | | SOFTWARE MAINTENANCE |
| 7 | 5133 | 42600 | | | | | | T | | 4,510.23 | | OFFICE SUPPLIES |
| 8 | 5133 | 42600 | | | | | | T | | 247.32 | | OFFICE SUPPLIES |
| 9 | 5133 | 42600 | | | | | | T | | 503.43 | | OFFICE SUPPLIES |
| 10 | 5133 | 42600 | | | | | | T | | 126.06 | | OFFICE SUPPLIES |
| 11 | 5133 | 42600 | | | | | | T | | 934.05 | | OFFICE SUPPLIES |
| 12 | 5133 | 42600 | | | | | | T | | 167.54 | | OFFICE SUPPLIES |
| ** JOURNAL TOTAL | | | | | | | | | | 0.00 | 0.00 | |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|------------------|----------|----------|
| 2024 | 10 | 665 | BUA | 04/26/2024 | 04/26/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5133 | 40121 | | | | | T | | | | | 4,565.56 |
| 2 | 5133 | 40181 | | | | | T | | | | | 1,380.00 |
| 3 | 5133 | 42600 | | | | | T | | | 4,565.56 | | |
| 4 | 5133 | 42600 | | | | | T | | | 1,380.00 | | |
| | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|------------------|----------|----------|
| 2024 | 10 | 724 | BUA | 04/29/2024 | 04/29/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5133 | 40121 | | | | | T | | | | | 309.00 |
| 2 | 5133 | 40181 | | | | | T | | | | | 3,114.50 |
| 3 | 5133 | 40184 | | | | | T | | | | | 73.64 |
| 4 | 5133 | 40182 | | | | | T | | | 697.23 | | |
| 5 | 5133 | 40183 | | | | | T | | | 2,799.91 | | |
| | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|--------|----------|----------|
| 2024 | 10 | 725 | BUA | 04/29/2024 | 04/29/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5164 | 42600 | | | | | T | | | | | 3,888.00 |
| 2 | 5163 | 42600 | | | | | T | | | | | 3,889.91 |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|--------|------------------|----------|------|
| 2024 | 10 | 725 | BUA | 04/29/2024 | 04/29/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | |
| 3 | 5151 | 42013 | | | | | T | | | | 2,000.00 | | |
| 4 | 5163 | 42013 | | | | | T | | | | 2,000.00 | | |
| 5 | 5151 | 43540 | | | | | T | | | | 127.91 | | |
| 6 | 5111 | 43110 | | | | | T | | | | 730.00 | | |
| 7 | 5113 | 43110 | | | | | T | | | | 200.00 | | |
| 8 | 5110 | 42100 | | | | | T | | | | 250.00 | | |
| 9 | 5113 | 42420 | | | | | T | | | | 1,670.00 | | |
| 10 | 5167 | 44910 | | | | | T | | | | 800.00 | | |
| | | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|--------|------------------|----------|------|
| 2024 | 10 | 726 | BUA | 04/29/2024 | 04/29/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | |
| 1 | 4181 | 41804 | | | | | T | | | | | 360.26 | |
| 2 | 4181 | 42600 | | | | | T | | | | 360.26 | | |
| | | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|--------|------------------|----------|------|
| 2024 | 10 | 727 | BUA | 04/29/2024 | 04/29/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | |
| 1 | 5163 | 42600 | | | | | T | | | | | 2,380.00 | |
| | | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

JOURNAL INQUIRY

| YEAR PER | JOURNAL SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|-------------|------------|------------|----------|---------------|--------|------------------|--------|----------|----------|-----------|
| 2024 10 | 727 BUA | 04/29/2024 | 04/29/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | |
| 2 | 5124 | 41990 | | | | | T | | | 2,100.00 | |
| 3 | 5124 | 42500 | | | | | T | | | 100.00 | |
| 4 | 5124 | 43530 | | | | | T | | | 180.00 | |
| REPAIRS VEHICLES | | | | | | | | | | | |
| ** JOURNAL TOTAL | | | | | | | | | | 0.00 | 0.00 |

| YEAR PER | JOURNAL SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|-------------|------------|------------|----------|---------------|--------|------------------|--------|----------|----------|-----------|
| 2024 10 | 728 BUA | 04/29/2024 | 04/29/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | |
| 1 | 5167 | 42600 | | | | | T | | | | 4,100.00 |
| 2 | 5114 | 42370 | | | | | T | | | 4,100.00 | |
| INJECTABLES | | | | | | | | | | | |
| ** JOURNAL TOTAL | | | | | | | | | | 0.00 | 0.00 |

| YEAR PER | JOURNAL SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|-------------|------------|------------|----------|---------------|--------|------------------|--------|----------|----------|-----------|
| 2024 10 | 729 BUA | 04/29/2024 | 04/29/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | |
| 1 | 5187 | 41990 | | | | | T | | | | 1,200.00 |
| 2 | 5187 | 42420 | | | | | T | | | 1,200.00 | |
| IN HOUSE LAB | | | | | | | | | | | |
| ** JOURNAL TOTAL | | | | | | | | | | 0.00 | 0.00 |

| YEAR PER | JOURNAL SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|-------------|------------|------------|----------|---------------|--------|------------------|--------|----------|----------|-----------|
| 2024 10 | 730 BUA | 04/29/2024 | 04/29/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|----------|----------|------------------------------|
| 2024 | 10 | 730 | BUA | 04/29/2024 | 04/29/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4380 | 42380 | | | | | T | | | | | 3,000.00 |
| | | | | | | | | | | | | ANIMAL INOCULATION INVENTORY |
| 2 | 4380 | 42980 | | | | | T | | | 3,000.00 | | |
| | | | | | | | | | | | | PROGRAM SUPPLIES |
| ** JOURNAL TOTAL | | | | | | | | | | 0.00 | 0.00 | |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|----------|----------|-----------------|
| 2024 | 10 | 738 | BUA | 04/29/2024 | 04/29/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4141 | 43110 | | | | | T | | | | | 5,000.00 |
| | | | | | | | | | | | | TRAVEL |
| 2 | 4141 | 42600 | | | | | T | | | 5,000.00 | | |
| | | | | | | | | | | | | OFFICE SUPPLIES |
| ** JOURNAL TOTAL | | | | | | | | | | 0.00 | 0.00 | |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|--------|----------|------------------|
| 2024 | 10 | 743 | BUA | 04/30/2024 | 04/30/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5191 | 42980 | | | | | T | | | | | 400.00 |
| | | | | | | | | | | | | PROGRAM SUPPLIES |
| 2 | 5191 | 43250 | | | | | T | | | 400.00 | | |
| | | | | | | | | | | | | POSTAGE |
| ** JOURNAL TOTAL | | | | | | | | | | 0.00 | 0.00 | |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|-----|---------|------|------------|------------|----------|------------------|--------|----------|--------|----------|----------|
| 2024 | 10 | 745 | BUA | 04/30/2024 | 04/30/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|-----------------|----------|--------|----------|----------|
| 2024 | 10 | 745 | BUA | 04/30/2024 | 04/30/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | DEBIT | CREDIT | OB | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 5164 | 42600 | | | | | T | | | | | 3,000.00 |
| 2 | 5164 | 42410 | | | | | T | OFFICE SUPPLIES | 3,000.00 | | | |
| | | | | | | | | PHARMACY | | | | |
| ** JOURNAL TOTAL | | | | | | | | | 0.00 | 0.00 | | |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|------------------|----------|--------|----------|----------|
| 2024 | 10 | 746 | BUA | 04/30/2024 | 04/30/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | DEBIT | CREDIT | OB | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4370 | 43110 | | | | | T | | | | | 4,361.69 |
| 2 | 4370 | 42490 | | | | | T | TRAVEL | 4,361.69 | | | |
| | | | | | | | | VEHICLE SUPPLIES | | | | |
| ** JOURNAL TOTAL | | | | | | | | | 0.00 | 0.00 | | |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|------|---------|------|------------|------------|----------|------------------|------------------------|----------|--------|----------|----------|
| 2024 | 11 | 2 | BUA | 05/06/2024 | 04/09/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | DEBIT | CREDIT | OB | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |
| 1 | 4142 | 44910 | | | | | T | | | | | 296.98 |
| 2 | 4142 | 42600 | | | | | T | DUES AND SUBSCRIPTIONS | 296.98 | | | |
| | | | | | | | | OFFICE SUPPLIES | | | | |
| ** JOURNAL TOTAL | | | | | | | | | 0.00 | 0.00 | | |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE |
|---------------------|-----|---------|------|------------|------------|----------|------------------|--------|----------|--------|----------|----------|
| 2024 | 11 | 36 | BUA | 05/01/2024 | 05/01/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | DEBIT | CREDIT | OB | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | |

JOURNAL INQUIRY

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|--------|------------------|----------|------|
| 2024 | 11 | 36 | BUA | 05/01/2024 | 05/01/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | |
| 1 | 4988 | 41060 | | | | | T | | | | | 9,948.27 | |
| 2 | 4988 | 41040 | | | | | T | | | | 9,948.27 | | |
| | | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

| YEAR | PER | JOURNAL | SRC | EFF DATE | ENT DATE | JNL DESC | CLERK | ENTITY | AUTO-REV | STATUS | BUD YEAR | JNL TYPE | |
|---------------------|------|---------|------|------------|------------|----------|------------------|--------|----------|--------|------------------|----------|------|
| 2024 | 11 | 37 | BUA | 05/01/2024 | 05/01/2024 | 050624 | blanca.pineda | 1 | N | Hist | 2024 | | |
| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | | | DEBIT | CREDIT | OB | |
| ACCOUNT DESCRIPTION | | | | | | | | | | | | | |
| 1 | 4350 | 49911 | | | | | T | | | | | 200.00 | |
| 2 | 4350 | 49911 | | | | | T | | | | | 500.00 | |
| 3 | 4350 | 49911 | | | | | T | | | | | 1,500.00 | |
| 4 | 4350 | 49911 | | | | | T | | | | | 200.00 | |
| 5 | 4350 | 49911 | | | | | T | | | | | 800.00 | |
| 6 | 4350 | 49911 | | | | | T | | | | | 100.00 | |
| 7 | 4350 | 49911 | | | | | T | | | | | 300.00 | |
| 8 | 4350 | 42100 | | | | | T | | | | 200.00 | | |
| 9 | 4350 | 42120 | | | | | T | | | | 500.00 | | |
| 10 | 4350 | 42500 | | | | | T | | | | 1,500.00 | | |
| 11 | 4350 | 43300 | | | | | T | | | | 200.00 | | |
| 12 | 4350 | 43530 | | | | | T | | | | 800.00 | | |
| 13 | 4350 | 43540 | | | | | T | | | | 100.00 | | |
| 14 | 4350 | 46992 | | | | | T | | | | 300.00 | | |
| | | | | | | | | | | | ** JOURNAL TOTAL | 0.00 | 0.00 |

JOURNAL INQUIRY

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE
 2024 11 38 BUA 05/01/2024 05/01/2024 050624 blanca.pineda 1 N Hist 2024

| LN | ORG | OBJECT | PROJ | REF1 | REF2 | REF3 | LINE DESCRIPTION | DEBIT | CREDIT | OB |
|---------------------|------|--------|------|------|------|------|--------------------|--------|--------|--------|
| ACCOUNT DESCRIPTION | | | | | | | | | | |
| 1 | 4950 | 42600 | | | | | T OFFICE SUPPLIES | | | 200.00 |
| 2 | 4950 | 43940 | | | | | T CLEANING SERVICE | 200.00 | | |
| ** JOURNAL TOTAL | | | | | | | | 0.00 | 0.00 | |
| ** GRAND TOTAL | | | | | | | | 0.00 | 0.00 | |

52 Journals printed

** END OF REPORT - Generated by Blanca Pineda **

BA # _____

Duplin County
Budget Amendment

Department Title Senior Services
Department Head's Signature Melisa S. Brown
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Transfer funds in budgets to utilize/cover any expected overages where can best be utilized at the end of the year.

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|--------------------------|--------------|
| 5600-41860 | Workers Compensation | 927.84 | 5600-42100 | Housekeeping | 350.00 |
| | | | 5600-43510 | Repairs Building/Grounds | 400.00 |
| | | | 5600-44500 | Insurance/Bonds | 52.84 |
| | | | 5600-42200 | Food | 125.00 |
| 5608- 41860 | Workers Compensation | 18.00 | 5608-40121 | Salary | 206.00 |
| 5608-41990 | Professional Services | 100.00 | 5608-40181 | Social Security | 16.00 |
| 5608-43110 | Travel | 300.00 | 5608-40182 | Retirement | 27.00 |
| | | | 5608-42600 | Office Supplies | 169.00 |
| 5951-41860 | Workers Compensation | 900.00 | 5951-43530 | Repairs Vehicle | 300.00 |
| | | | 5951-41978 | Caterer | 600.00 |
| 5950-41860 | Workers Compensation | 150.00 | 5950-41978 | Caterer | 150.00 |
| | | | | | |
| | | | | | |
| Total | | 2,395.84 | Total | | 2,395.84 |

Finance Signature _____
Date Approved: _____
Chelsea Lanier
4/19/24

Manager Signature _____
Date Approved: _____

Commissioner Approval _____
Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title

Cooperative Extension

Department Head's Signature

Amanda Hatcher

Bridget Hullman

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

To finalize spending on Covid Grant

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 4957-43110 | Travel | 0.48 | 4957-42381 | Educational Supplies | 60.27 |
| 4957-40181 | Social Security | 0.02 | | | |
| 4957-42600 | Office Supplies | 45.26 | | | |
| 4957-40121 | Salaries | 14.51 | | | |
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| Total | | 60.27 | Total | | 60.27 |

Cheryl R. Rice

Finance Signature

Date Approved:

4/12/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title Cooperative Extension

Department Head's Signature Amanda Hatcher

(form can be e-mailed to Finance from Dept. Head)

Amanda Hatcher

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
To cover Cleaning (Stripping and Waxing Tiles)

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 4948-42100 | Housekeeping | 20.00 | 4948-43940 | Cleaning | 25.00 |
| 4948-43300 | Utilities | 5.00 | | | |
| | | | | | |
| 4950-44910 | Dues & Subscriptions | 109.34 | | | |
| 4950-42600 | Office Supplies | 200.00 | 4950-41700 | Board Expense | 309.34 |
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| Total | | 334.34 | Total | | 334.34 |

Clutsky Ranier

Finance Signature _____
Date Approved: 4/15/24

Manager Signature _____
Date Approved: _____

Commissioner Approval _____
Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title _____ Communications

Department Head's Signature _____
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 or any changes to revenue must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Correct overbudget

| Line Item to DECREASE | Line Item Description | Credit Amount | Line Item to INCREASE | Line Item Description | Debit Amount |
|-----------------------|-----------------------|---------------------|-----------------------|-----------------------|--------------|
| 4314-43210 | Telephone <i>1025</i> | 1,024.00 | 4314-4315 | Office Phones | 1,025.00 |
| 4314-43210 | Telephone | 1,145.00 | 4314-43170 | Rollover Lines | 1,145.00 |
| 4314-43110 | Travel | 1,000.00 | 4314-42100 | Housekeeping | 1,000.00 |
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| | | <i>3,170</i> | | | |
| Total | | 3,169.00 | Total | | 3,170.00 |

Finance Signature _____
Date Approved: _____ 4/12/2024

Chelsey Ranier

Manager Signature _____
Date Approved: _____

Commisioner Approval _____
Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title Library

Department Head's Signature Laura Jones

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Moving money to cover overspent accounts; moving money from Books to Programming Supplies for a summer reading event

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|------------------------|---------------|--------------------------|-------------------------|--------------|
| 6110-43520 | Repairs and Maint. Eq. | 500.00 | 6110-43222 | Telephone Elect. Access | 500.00 |
| 6110-43520 | Repairs and Maint. Eq. | 3,098.39 | 6110-44500 | Insurance and Bonds | 3,098.39 |
| 6110-45600 | Books | 1,000.00 | 6110-42980 | Programming Supplies | 1,000.00 |
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| Total | | 4,598.39 | Total | | 4,598.39 |

Chelsy Ranier

Finance Signature _____
Date Approved: 4/12/24

Manager Signature _____
Date Approved: _____

Commisioner Approval _____
Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title Senior Services
Department Head's Signature Melisa S. Brown
(form can be e-mailed to Finance from Dept. Head)

All amendments involving revenues must be approved by the Board of Commissioners

Brief description of why this amendment is being requested:
Transfer funds in congregate and home delivered budgets to purchase additional meals and costs with volunteer recognition.

| Revenue code | Line Item Description | Amount | Expense code | Line Item Description | Amount |
|--------------|-----------------------------|----------|--------------|----------------------------------|----------|
| 5950-41964 | Volunteer Training & Recog. | 1,500.00 | 5950-41978 | Caterer | 1,500.00 |
| | | | | | |
| 5951-40121 | Salary | 1,500.00 | 5951-41964 | Volunteer Training & Recognition | 1,500.00 |
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| Total | | 3,000.00 | Total | | 3,000.00 |

Finance Signature *Chelsy Rania*
Date Approved: 4/15/24

Manager Signature _____
Date Approved: _____

Commissioner Approval _____
Date Approved: _____

4/15/2024

BA # _____

Duplin County
Budget Amendment

Department Title Elections

Department Head's Signature Jasmine Gadsden

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

Moving money over to accommodate the cost of ballots and the number of Ballots required to order.

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 4170-43250 | Postage | 2,500.00 | 4170-43110 | Travel | 2,000.00 |
| 4170-42200 | Food | 1,527.12 | 4170-44300 | Rent | 500.00 |
| | | | 4170-43490 | Ballot Supplies | 1,527.12 |
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| Total | | 4,027.12 | Total | | 4,027.12 |

Chelsey Rania

Finance Signature _____
Date Approved: 4/17/24

Manager Signature _____
Date Approved: _____

Commisioner Approval _____
Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title _____ Library

Department Head's Signature _____ Laura Jones

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

Moving state aid money for more supplies/furniture (Updated): New drop box, book display spinners, new chairs/seating

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 6110-45600 | Books | 8,000.00 | 6110-42600 | Office Supplies | 8,000.00 |
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| Total | | 8,000.00 | Total | | 8,000.00 |

Chelsey Ranier

Finance Signature _____
Date Approved: _____ 4/15/24

Manager Signature _____
Date Approved: _____

Commisioner Approval _____
Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title

Department Head's Signature

(form can be e-mailed to Finance from Dept. Head)

Garage
Doral Vukobratovic

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

money is being moved to cover Negative balance in worker comp, postage

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|-------------------|--------------------------|-----------------------|-------------------|
| 4250-42600 | Office Supplies | 200 ⁰⁰ | 4250-41860 | Workers Comp | 200 ⁰⁰ |
| 4250-42100 | Housekeeping | 50 ⁰⁰ | 4250-43250 | Postage | 50 ⁰⁰ |
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| Total | | 0.00 | Total | | 0.00 |

Chelsea Rania

Finance Signature
Date Approved:

9/17/24

Manager Signature
Date Approved:

Commissioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title Public Transportation
Department Head's Signature Angel Venecia
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
move funds to cover year end expenses and overages

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 4520-40121 | Salaries | 7,705.00 | 4520-42490 | Vehicle Supplies | 2,091.00 |
| | | | 4520-44910 | Dues & Subscriptions | 14.00 |
| | | | 4520-43300 | Utilities | 1,800.00 |
| | | | 4520-43910 | Marketing | 1,300.00 |
| | | | 450-41990 | Professional Services | 2,500.00 |
| | | | 4880 | | |
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| Total | | 7,705.00 | Total | | 7,705.00 |

Chelsey Ranier

Finance Signature _____
Date Approved: 4/17/24

Manager Signature _____
Date Approved: _____

Commissioner Approval _____
Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title Cooperative Extension
Department Head's Signature Amanda Hatcher
(form can be e-mailed to Finance from Dept. Head) *Amanda Hatcher*

Manager can only approve the moving of budgeted expense under 10,
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

To Zero Out Synar Grant

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 4991-40183 | Hospital Insurance | 31.59 | 4991-40121 | Salaries | 31.58 |
| | | | 4991-40181 | Social Security | 0.01 |
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| Total | | 31.59 | Total | | 31.59 |

Finance Signature *Chelsey Panier*
Date Approved: 4/17/24

Manager Signature _____
Date Approved: _____

Commisioner Approval _____
Date Approved: _____

4/17/2024

BA # _____

Duplin County
Budget Amendment

Department Title Elections
Department Head's Signature Jasmine Gadsden
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Moving money over to accommodate the cost of ballots and the number of Ballots required to order.

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|------------------------------|---------------|--------------------------|-----------------------|--------------|
| 4170-43520 | Repairs & Maintenance equipm | 5,000.00 | 4170-43490 | Ballot Supplies | 5,000.00 |
| 4170- | | | | | |
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| Total | | 5,000.00 | Total | | 5,000.00 |

Finance Signature *Celsy Rania*
Date Approved: 4/18/24
Manager Signature _____
Date Approved: _____
Commisioner Approval _____
Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title

Social Services

Department Head's Signature

completed by Dana Bonneville

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
To correct overbudget and add for remainder of year

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|------------------------|---------------|--------------------------|-----------------------|--------------|
| 5300-43510 | Reparis Bldg & Grounds | 5,000.00 | 5300-43111 | Training | 5,000.00 |
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| Total | | 5,000.00 | Total | | 5,000.00 |

Finance Signature

Delsy Rania

Date Approved:

4/23/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

EDC

Department Head's Signature

[Handwritten Signature]

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Move monies to budget line to cover Engineering services associated with Golden LEAF grant.

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 4988-41060 | Construction | 2,560.00 | 4988-41040 | Engineering Services | 2,560.00 |
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| Total | | 2,560.00 | Total | | 2,560.00 |

Chelsy Rania

Finance Signature

Date Approved:

_____ 4/28/24 _____

Manager Signature

Date Approved:

_____ _____

Commissioner Approval

Date Approved:

_____ _____

BA # _____

Duplin County
Budget Amendment

Department Title

EDC

Department Head's Signature

[Handwritten Signature]

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

Move monies to budget line to cover Engineering services associated with Golden LEAF grant.

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 4988-41060 | Construction | 7,811.69 | 4988-41040 | Engineering Services | 7,811.69 |
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| Total | | 7,811.69 | Total | | 7,811.69 |

Finance Signature

Date Approved:

Chelsey Ranier

4/25/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

Register of Deeds

Department Head's Signature

Amelia Yare Jaray

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Requesting a total of \$100.00 be transferred from Office Supplies (4180-42600) to Credit Card Charges (4180-42724) and \$900.00 be transferred from Office Supplies (4180-42600) to Rent (4180-44300) and \$90.00 be transferred from Office Supplies to Children's Trust Fund (4180-46970) due to possible shortages.

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 4180-42600 | Office Supplies | 100.00 | 4180-42724 | Credit Card Charges | 100.00 |
| 4180-42600 | Office Supplies | 900.00 | 4180-44300 | Rent | 900.00 |
| 4180 42600 | Office Supplies | 90.00 | 4180-46970 | Children's Trust | 90.00 |
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| Total | | 1,090.00 | Total | | 1,090.00 |

Finance Signature

Date Approved:

Chelsey Ranier
4/25/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title Health Department
Department Head's Signature Tracey Simmons - Kornegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover line item shortages

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 5165-43530 | repairs vehicles | 600.00 | 5165-43210 | telephone | 200.00 |
| | | | 5165-43250 | postage | 400.00 |
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| Total | | 600.00 | Total | | 600.00 |

Finance Signature *Chelsey Ranier*
Date Approved: 4/25/24

Manager Signature _____
Date Approved: _____

Commisioner Approval _____
Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title

Health Department

Department Head's Signature

Tracey Simmons-Kornegay

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
To Cover expenses in Postage

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 5176-42980 | Program Supplies | 1,300.00 | 5176-43250 | Postage | 1,300.00 |
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| Total | | 1,300.00 | Total | | 1,300.00 |

Chelsey Rania

Finance Signature

Date Approved:

4/24/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title Health Department
 Department Head's Signature Tracey Simmons - Kornegay / Billie Jo Dunn
 (form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
 Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
 cover year end purchases for clinic supplies

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|------------------------|---------------|--------------------------|-----------------------|--------------|
| 5110-44910 | dues and subscriptions | 2,000.00 | 5113-42980 | program supplies | 1,824.00 |
| 5111-41990 | professional services | 2,428.00 | 5164-42980 | program supplies | 2,030.00 |
| 5113-42370 | injectables | 1,700.00 | 5163-42980 | program supplies | 2,353.00 |
| 5114-43250 | postage | 91.00 | 5114-42980 | program supplies | 91.00 |
| 5163-41990 | professional services | 2,507.00 | 5111-42980 | program supplies | 2,130.00 |
| | | | 5111-42600 | office supplies | 298.00 |
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| Total | | 8,726.00 | Total | | 8,726.00 |

Finance Signature Chelsey Ranier
 Date Approved: 4/25/24

 Manager Signature _____
 Date Approved: _____

 Commisioner Approval _____
 Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title

HEALTH

Department Head's Signature

TRACEY SIMMONS - KORNEGAY

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER PROGRAM SUPPLIES

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 5167-42600 | OFFICE SUPPLY | 5,744.00 | 5167-42980 | PROGRAM SUPPLY | 1,425.00 |
| | | | 5129-42980 | PROGRAM SUPPLY | 2,143.00 |
| | | | 5151-42980 | PROGRAM SUPPLY | 2,176.00 |
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| Total | | 5,744.00 | Total | | 5,744.00 |

Chelsy Ranier

Finance Signature

Date Approved:

4/26/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

HEALTH

Department Head's Signature

TRACEY SIMMONS - KORNEGAY

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER PROGRAM SUPPLIES

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 5176-43210 | TELEPHONE | 529.73 | 5176-42980 | PROGRAM SUPPLY | 529.73 |
| 5176-43540 | SOFTWARE MAINTENANCE | 193.32 | 5176-42980 | PROGRAM SUPPLY | 193.32 |
| 5176-41990 | PROFESSIONAL SERVICES | 377.02 | 5176-42980 | PROGRAM SUPPLY | 377.02 |
| 5176-42600 | OFFICE SUPPLY | 61.06 | 5176-42980 | PROGRAM SUPPLY | 61.06 |
| 5176-42990 | INCENTIVES | 3,066.75 | 5176-42980 | PROGRAM SUPPLY | 3,066.75 |
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| Total | | 4,227.88 | Total | | 4,227.88 |

Chelsey Parier

Finance Signature

Date Approved:

4/26/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

HEALTH

Department Head's Signature

TRACEY SIMMONS - KORNEGAY

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER OFFICE SUPPLIES - 5133

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 5133-45100 | CAPITAL OUTLAY | 8,303.02 | 5133-42600 | OFFICE SUPPLY | 8,303.02 |
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| Total | | 8,303.02 | Total | | 8,303.02 |

Finance Signature

Chelsey Ranier

Date Approved:

4/26/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

HEALTH

Department Head's Signature

TRACEY SIMMONS - KORNEGAY

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER OFFICE SUPPLIES - 5133

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 5133-45100 | CAPITAL OUTLAY | 8,303.02 | 5133-42600 | OFFICE SUPPLY | 8,303.02 |
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| Total | | 8,303.02 | Total | | 8,303.02 |

Chelsey Rancier

Finance Signature

Date Approved:

4/26/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

HEALTH

Department Head's Signature

TRACEY SIMMONS - KORNEGAY

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER OFFICE SUPPLIES - 5133

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 5133-45100 | CAPITAL OUTLAY | 8,303.00 | 5133-42600 | OFFICE SUPPLY | 8,303.00 |
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| Total | | 8,303.00 | Total | | 8,303.00 |

Finance Signature

Chelsey Rania

Date Approved:

4/26/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

HEALTH

Department Head's Signature

TRACEY SIMMONS - KORNEGAY

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER OFFICE SUPPLIES - 5133

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 5133-45100 | CAPITAL OUTLAY | 8,303.02 | 5133-42600 | OFFICE SUPPLY | 8,303.02 |
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| Total | | 8,303.02 | Total | | 8,303.02 |

Finance Signature

Chelsey Ranier

Date Approved:

4/26/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

HEALTH

Department Head's Signature

TRACEY SIMMONS - KORNEGAY

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER OFFICE SUPPLIES - 5133

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 5133-43110 | TRAVEL | 4,510.23 | 5133-42600 | OFFICE SUPPLY | 4,510.23 |
| 5133-41990 | PROFESSIONAL SERVICES | 247.32 | 5133-42600 | OFFICE SUPPLY | 247.32 |
| 5133-42980 | PROGRAM SUPPLY | 503.43 | 5133-42600 | OFFICE SUPPLY | 503.43 |
| 5133-43250 | POSTAGE | 126.06 | 5133-42600 | OFFICE SUPPLY | 126.06 |
| 5133-43510 | REPAIRS B&G | 934.05 | 5133-42600 | OFFICE SUPPLY | 934.05 |
| 5133-43540 | SOFTWARE MAINTENANCE | 167.54 | 5133-42600 | OFFICE SUPPLY | 167.54 |
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| Total | | 6,488.63 | Total | | 6,488.63 |

Finance Signature

Chelsy Ranier

Date Approved:

4/26/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

HEALTH

Department Head's Signature

TRACEY SIMMONS - KORNEGAY

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER OFFICE SUPPLY

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 5133-40121 | SALARIES | 4,565.56 | 5133-42600 | OFFICE SUPPLY | 4,565.56 |
| 5133-40181 | SOCIAL SECURITY | 1,380.00 | 5133-42600 | OFFICE SUPPLY | 1,380.00 |
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| Total | | 5,945.56 | Total | | 5,945.56 |

Chelsey Rania

Finance Signature

Date Approved:

4/26/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title Health Department
Department Head's Signature Tracey Simmons - Kornegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover 5133 salary and fringe shortage

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 5133-40121 | salary | 309.00 | 5133-40182 | retirement | 697.23 |
| 5133-40181 | social security | 3,114.50 | 5133-40183 | hospital insurance | 2,799.91 |
| 5133-40184 | life insurance | 73.64 | | | |
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| Total | | 3,497.14 | Total | | 3,497.14 |

Finance Signature _____
Date Approved: 4/29/24
Manager Signature _____
Date Approved: _____
Commisioner Approval _____
Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title

Health Department

Department Head's Signature

Tracey Simmons - Kornegay / Billie Jo Dunn

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover line item shortages

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|------------------------|--------------|
| 5164-42600 | office supplies | 3,888.00 | 5151-42013 | lab processing | 2,000.00 |
| 5163-42600 | office supplies | 3,889.91 | 5163-42013 | lab processing | 2,000.00 |
| | | | 5151-43540 | software maintenance | 127.91 |
| | | | 5111-43110 | travel | 730.00 |
| | | | 5113-43110 | travel | 200.00 |
| | | | 5110-42100 | housekeeping supplies | 250.00 |
| | | | 5113-42420 | in house lab | 1,670.00 |
| | | | 5167-44910 | dues and subscriptions | 800.00 |
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| Total | | 7,777.91 | Total | | 7,777.91 |

Chelsea Rania

Finance Signature

Date Approved:

4/29/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

Register of Deeds

Department Head's Signature

Amber Vane Savage

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Requesting a total of \$360.26 be transferred from the Register of Deeds AE&P Reserve Account (4181-41804) to the Register of Deeds AE&P Office Supplies Account (4181-42600). The funds will be used to purchase (1) APC Replacement Battery Cartridge.

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|------------------------------|--------------|
| 4181-41804 | AE&P Reserve Account | 360.26 | 4181-42600 | AE&P Office Supplies Account | 360.26 |
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| Total | | 360.26 | Total | | 360.26 |

Chelsey Rania

Finance Signature

Date Approved: _____

4/29/24

Manager Signature

Date Approved: _____

Commisioner Approval

Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title

Health Department

Department Head's Signature

Tracey Simmons - Kornegay / Billie Jo Dunn

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover end of year vaccine order

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 5167-42600 | office supplies | 4,100.00 | 5114-42370 | injectables | 4,100.00 |
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| Total | | 4,100.00 | Total | | 4,100.00 |

Finance Signature _____ *Chelsey Rania*

Date Approved: _____ *4/29/24*

Manager Signature _____

Date Approved: _____

Commisioner Approval _____

Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title

Health Department

Department Head's Signature

Tracey Simmons - Kornegay / Billie Jo Dunn

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover in house lab charges

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 5187-41990 | professional services | 1,200.00 | 5187-42420 | in house lab | 1,200.00 |
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| Total | | 1,200.00 | Total | | 1,200.00 |

Chelsey Rania

Finance Signature

Date Approved:

4/29/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

HEALTH

Department Head's Signature

TRACEY SIMMONS - KORNEGAY

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER POSTAGE

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 5191-42980 | PROGRAM SUPPLY | 400.00 | 5191-43250 | POSTAGE | 400.00 |
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| Total | | 400.00 | Total | | 400.00 |

Chelsey Parier

Finance Signature

Date Approved:

4/29/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

EMS

Department Head's Signature

Brandon McMahon

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Stretcher PM Contract

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 4370-43110 | Travel | 4,361.69 | 4370-42940 | Vehicle Supplies | 4,361.69 |
| | | | 42490 | | |
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| Total | | 4,361.69 | Total | | 4,361.69 |

Finance Signature

Chelsey Ranier

Date Approved:

4/30/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

EDC

Department Head's Signature

Sally Sumo

(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

Move monies to budget line to cover Engineering services associated with Golden LEAF grant.

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 4988-41060 | Construction | 9,948.27 | 4988-41040 | Engineering Services | 9,948.27 |
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| Total | | 9,948.27 | Total | | 9,948.27 |

Finance Signature

Chelsey Ranier

Date Approved:

5/7/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title

Department Head's Signature

(form can be e-mailed to Finance from Dept. Head)

BUILDING INSPECTIONS

David Houston

All amendments involving revenues must be approved by the Board of Commissioners

Brief description of why this amendment is being requested:
COVER UNDER BUDGETED ACCOUNTS

| Revenue code | Line Item Description | Amount | Expense code | Line Item Description | Amount |
|--------------|---------------------------|----------|--------------|---------------------------|----------|
| 4350-49911 | Restricted (Fund Balance) | 200.00 | 4350-42100 | Housekeeping | 200.00 |
| 4350-49911 | Restricted (Fund Balance) | 500.00 | 4350-42120 | Uniforms | 500.00 |
| 4350-49911 | Restricted (Fund Balance) | 1,500.00 | 4350-42500 | Vehicle Gasoline | 1,500.00 |
| 4350-49911 | Restricted (Fund Balance) | 200.00 | 4350-43300 | Utilities | 200.00 |
| 4350-49911 | Restricted (Fund Balance) | 800.00 | 4350-43530 | Repairs Vehicles | 800.00 |
| 4350-49911 | Restricted (Fund Balance) | 100.00 | 4350-43540 | Software Maintenance | 100.00 |
| 4350-49911 | Restricted (Fund Balance) | 300.00 | 4350-46992 | Homeowner's Recovery Fund | 300.00 |
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| Total | | 3,600.00 | Total | | 3,600.00 |

Chelsey Rania

Finance Signature

Date Approved:

5/1/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

4/30/2024

BA # _____

Duplin County
Budget Amendment

Department Title Cooperative Extension

Department Head's Signature Amanda Hatcher

(form can be e-mailed to Finance from Dept. Head) *Amanda Hatcher*

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
To cover additional carpet cleaning

| Expense code to DECREASE | Line Item Description | Credit Amount | Expense code to INCREASE | Line Item Description | Debit Amount |
|--------------------------|-----------------------|---------------|--------------------------|-----------------------|--------------|
| 4950-42600 | Office Supplies | 200.00 | 4950-43940 | Cleaning | 200.00 |
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| Total | | 200.00 | Total | | 200.00 |

Chelsy Rania

Finance Signature _____
Date Approved: 5/1/24

Manager Signature _____
Date Approved: _____

Commissioner Approval _____
Date Approved: _____

County Commissioners Agenda Request Form

Complete and submit this form along with any supporting documentation to request time on the county commissioner's agenda. This is not required for items included on the consent agenda.

| | |
|---|---------------------------------|
| Representative Name and Department: Melissa Kennedy/911 Addressing | Meeting Date: 05/06/2024 |
| Subject: Conduct Public Hearing in accordance of Duplin County 911 Addressing road naming Ordinance | |
| Summary, explanation and background: Request a public hearing for Richard Padrick to name a lane at 700 block N NC 111 Hwy Pink Hill- South Gum Ln | |
| Requested Action: To approve lane name | |
| Budget impact for this fiscal year: | |
| Budget impact for subsequent years: | |
| Time needed to explain to Commissioners: 0 | |
| Attachments: | |

Instructions for what to do with attachments once approved:

**DUPLIN COUNTY ADDRESSING DEPARTMENT
209 SEMINARY ST / PO BOX 950
KENANSVILLE NC 28349**



ROAD NAME PETITION for UNNAMED ROAD

1. APPLICANT INFORMATION:

Name:

RICHARD A. PADRICK

Address:

Walnut Hills of NC, Inc.
296 Arthur Sloan Rd.
Chinquapin, NC 28521

City/State/Zip:

Telephone: Work: 910-389-7728 **Home:** 910-7

2. MAIL DETERMINATION TO (If different than applicant information):

Name:

Address:

City/State/Zip:

3. ROAD LOCATION: Township Sm Hk
Range _____

PARCEL TAX-ID:

06-1192

5. PROPOSED ROAD NAME:

SOUTH GUM LN.

BACKUP NAME

1: SOUTH BAY LN.

BACKUP NAME

2: SOUTH WEST LN.

(NAME SHOULD BE LESS THAN 13 LETTERS)

6. SIGNATURES OF PROPERTY OWNERS WHO ADJOIN OR ACCESS THIS ROAD AS LISTED BY DUPLIN TAX OFFICE:

PACEL NUMBER: PARCEL OWNER
NAME PRINT AND SIGNATURE and Phone Number

06-1191

Walnut Hills of NC, Inc.
290 Arthur Sloan Rd.
Chinquapin, NC 28521

06-1192 LOTS

Walnut Hills of NC, Inc.
290 Arthur Sloan Rd.
Chinquapin, NC 28521

The applicant hereby certifies that the signatures on this petition constitute the required amount of the landowners accessing or adjoining the road to be named by this petition.

Applicant's Signature:

Richard A. Padrick, Pres.

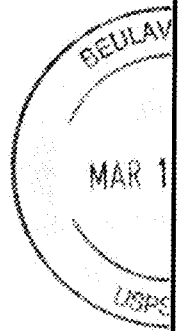
Fire Department Approval:

Signature: [Handwritten Signature]
Print or type name: Shane Roger Rhodes
Department Name: Beulaville Fire Dept
Date: 3-11-24

USPS Approval:

Signature: [Handwritten Signature]
Print or type name: Terrill L. Clark
Department Name: US Postal Service
Date: 3-11-2024

R003



Landowners, please know that if you use the 911 address assigned for your residence to receive mail that your address WILL change. You will need to notify mortgage, financial, insurance and any other company that sends you bills, important information, DMV, and other institutions you may use. We will notify USPS and update the E911 System and the county tax records.

02/28/24 11:18

THE PROPERTY SHOWN HEREON IS LOCATED WITHIN THE SURVEYOR JURISDICTION OF DUPON COUNTY AND HAS BEEN FOUND TO COMPLY WITH SECTION 301 OF THE NORTH CAROLINA CONSTITUTION AND THE STATUTES APPROVED THEREUNDER AS TO THE FORM AND SUBSTANCE OF THE RECORDS OF THE REGISTER OF DEEDS OF DUPON COUNTY.

THIS PORTION OF THE SURVEY WAS PERFORMED AS FOLLOWS:
1. THE PROPERTY WAS RECONSTRUCTED AS FOLLOWS:
2. DATA/COORDINATES - NAD83(111);
3. THE FIELD PROCEDURE -
4. THE INSTRUMENTS USED - 2008 LEICA - US SURVEY FEET;
5. THE GRID FACTOR - 0.9999999999999999

CONCORDANCE: THIS SURVEY WAS A PART OF A SURVEY IN EXCESS OF 11/03/2018-11/17/2018. THE SURVEY WAS PERFORMED IN ACCORDANCE WITH THE R.A. ADMINISTRATIVE CODE AND THIS MAP IS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

SEE MY ORIGINAL SURVEY, REVISION NUMBER, AND SEAL.

STATE OF NORTH CAROLINA
COUNTY OF DUPON
JAMES P. LEE, L-3170
Surveyor
02/28/24 11:18 AM PST

STATE OF NORTH CAROLINA
COUNTY OF DUPON
JAMES P. LEE, L-3170
Surveyor
02/28/24 11:18 AM PST

STATE OF NORTH CAROLINA
COUNTY OF DUPON
JAMES P. LEE, L-3170
Surveyor
02/28/24 11:18 AM PST

I, HERBERT CERRY, AS THE OWNER OF THE PROPERTY SHOWN HEREON, DO HEREBY CERTIFY THAT THE PROPERTY SHOWN HEREON IS LOCATED WITHIN THE SURVEYOR JURISDICTION OF DUPON COUNTY AND HAS BEEN FOUND TO COMPLY WITH SECTION 301 OF THE NORTH CAROLINA CONSTITUTION AND THE STATUTES APPROVED THEREUNDER AS TO THE FORM AND SUBSTANCE OF THE RECORDS OF THE REGISTER OF DEEDS OF DUPON COUNTY.

02/28/24 11:18 AM PST

THE PROPERTY SHOWN HEREON IS LOCATED WITHIN THE SURVEYOR JURISDICTION OF DUPON COUNTY AND HAS BEEN FOUND TO COMPLY WITH SECTION 301 OF THE NORTH CAROLINA CONSTITUTION AND THE STATUTES APPROVED THEREUNDER AS TO THE FORM AND SUBSTANCE OF THE RECORDS OF THE REGISTER OF DEEDS OF DUPON COUNTY.

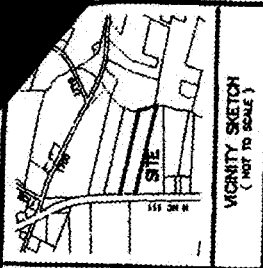
03/02/24 11:13 AM PST

THE PROPERTY SHOWN HEREON IS LOCATED WITHIN THE SURVEYOR JURISDICTION OF DUPON COUNTY AND HAS BEEN FOUND TO COMPLY WITH SECTION 301 OF THE NORTH CAROLINA CONSTITUTION AND THE STATUTES APPROVED THEREUNDER AS TO THE FORM AND SUBSTANCE OF THE RECORDS OF THE REGISTER OF DEEDS OF DUPON COUNTY.

03/02/24 11:13 AM PST

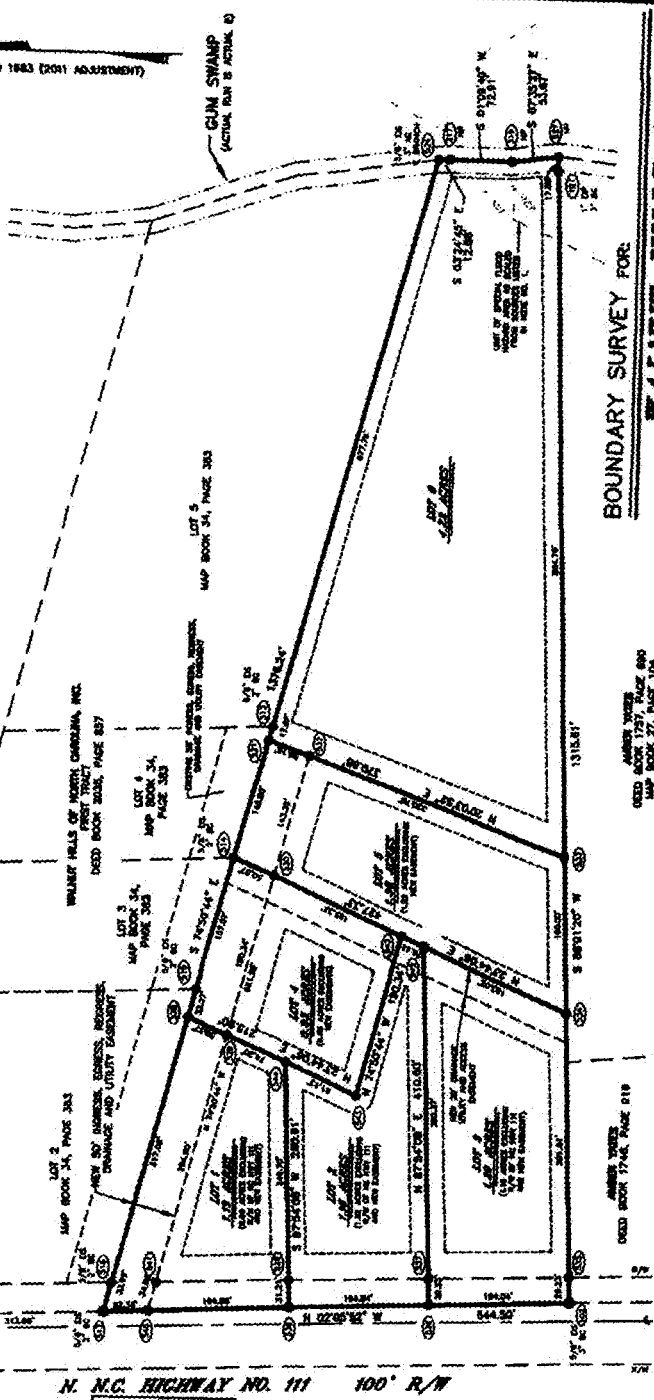
THE PROPERTY SHOWN HEREON IS LOCATED WITHIN THE SURVEYOR JURISDICTION OF DUPON COUNTY AND HAS BEEN FOUND TO COMPLY WITH SECTION 301 OF THE NORTH CAROLINA CONSTITUTION AND THE STATUTES APPROVED THEREUNDER AS TO THE FORM AND SUBSTANCE OF THE RECORDS OF THE REGISTER OF DEEDS OF DUPON COUNTY.

03/02/24 11:13 AM PST



N.C. GRID NORTH HAD 1983 (2011 ADJUSTMENT)

CUM SWAMP (ACTUAL RUN TO POINT 6)



BOUNDARY SURVEY FOR:

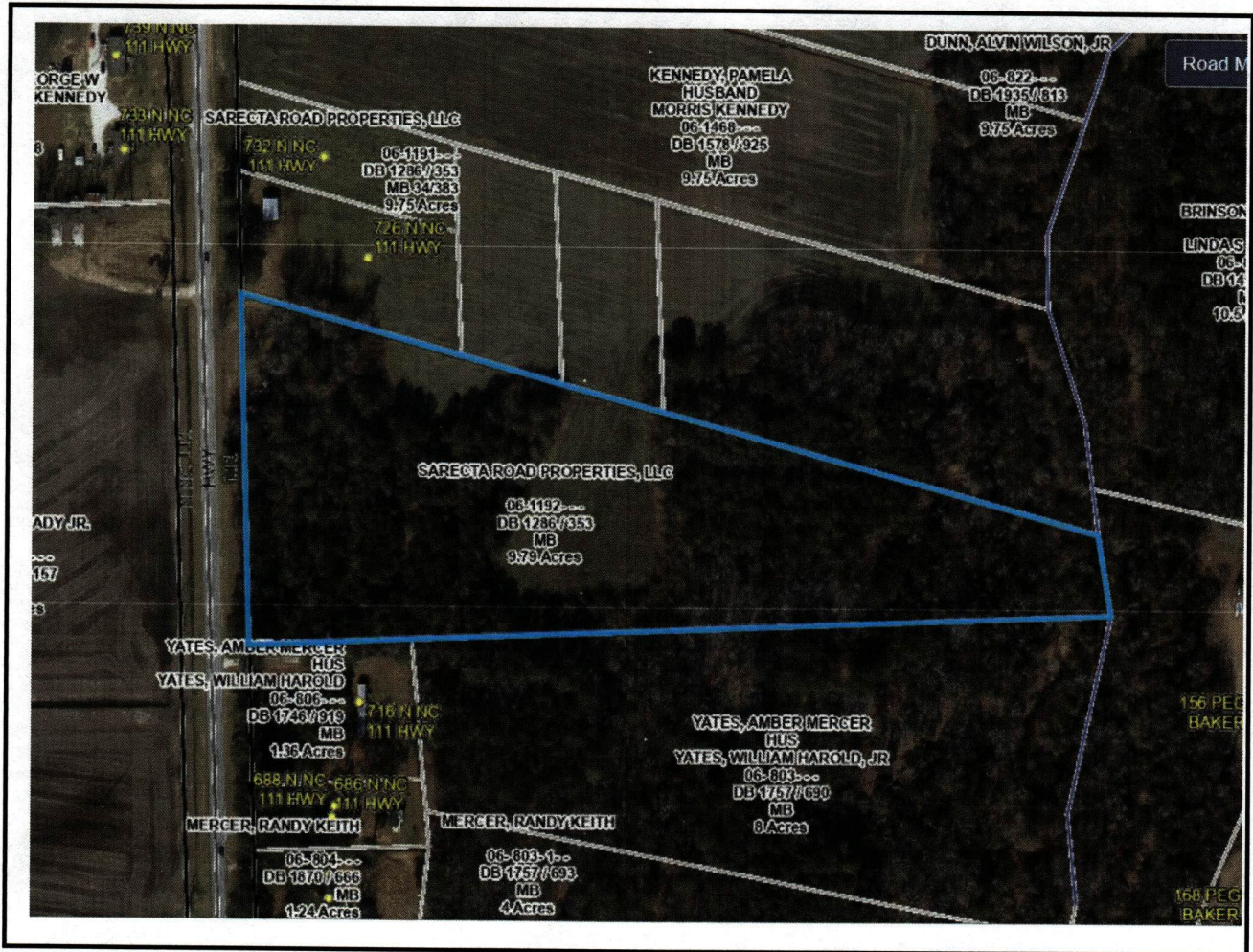
WALNUT HILLS OF NORTH CAROLINA, INC.

CURRENT OWNER: WALNUT HILLS OF NORTH CAROLINA, INC.
PROPERTY ADDRESS: 722 N. N.C. 111 HIGHWAY, BELLEVILLE, NC 28018

LEGEND:
ES = EXISTING BORN STATE
EM = EXISTING P.C. JAIL
EP = EXISTING BRIDGE SPINE
ES = SURVEY SPINE SET
EP = MANUFACTURED POINT

GRID TIES AND COORDINATES:
ES NO. 100 - NORTH = 421,115.0
EAST = 2,342,025.0

REFERENCES:
DEED BOOK 2008, PAGE 857
DEED BOOK 1737, PAGE 104
MAP BOOK 27, PAGE 104



Note: Please have all signatures on any contracts, agreements, etc. prior to board meeting and give all copies to Trisha-Ann Hoskins by the agenda deadline. Remember, one original will be retained for the minutes.

County Commissioners Agenda Request Form

Complete and submit this form along with any supporting documentation to request time on the county commissioner's agenda. This is not required for items included on the consent agenda.

| | |
|--|---------------------------------|
| Representative Name and Department: Melissa Kennedy/911 Addressing | Meeting Date: 05/06/2024 |
| Subject: Hold Public Hearing in accordance of Duplin County 911 Addressing road naming Ordinance | |
| Summary, explanation and background: Conduct public hearing for Abigail Borja Santibanez on April 1, 2024 to name lane- Ava Rose Ln --@ 3100 Block of S NC 903 Hwy Magnolia – Magnolia Township | |
| Requested Action: To approve lane name | |
| Budget impact for this fiscal year: | |
| Budget impact for subsequent years: | |
| Time needed to explain to Commissioners: 2 minutes | |

DUPLIN COUNTY ADDRESSING DEPARTMENT
209 SEMINARY ST / PO BOX 950
KENANSVILLE NC 28349



ROAD NAME PETITION for UNNAMED ROAD

1. **APPLICANT INFORMATION:**

Name: Abigail Borja Santhibanez

Address: 292 Gold Pond Rd

City/State/Zip: Magnolia NC 28453

Telephone: Work: 910 282-7813 Home: _____

2. **MAIL DETERMINATION TO (if different than applicant information):**

Name: Abigail Borja Santhibanez

Address: 292 Gold Pond Rd

City/State/Zip: Magnolia NC 28453

3. **ROAD LOCATION: Township** Magnolia **Range** _____

DESCRIPTION: lane @ 3100 Block S NC 903 Ma

4. **PARCEL TAX-ID:** _____

5. **PROPOSED ROAD NAME:** Ava ^{Rose} ~~Rose~~ LN

BACKUP NAME 1: Alfredo Ramirez LN

BACKUP NAME 2: Matteo Ramirez LN

(NAME SHOULD BE LESS THAN 13 LETTERS)

6. **SIGNATURES OF PROPERTY OWNERS WHO ADJOIN OR ACCESS THIS ROAD AS LISTED BY DUPLIN**

PARCEL NUMBER:

121049

121049

PARCEL OWNER NAME PRINT AND SIGNATURE

Abigail Borja Santhibanez

matteos Ramirez Santhibanez

Fire Department Approval:

Signature: _____

Print or type name: _____

Department Name: _____

Date: _____

[Handwritten Signature]
Luis Arellano, Chief
Magnolia Fire Department
2/15/24

USPS Approval:

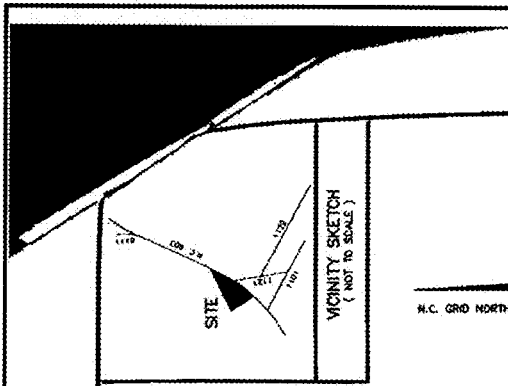
Signature: _____

Print or type name: _____

Department Name: _____

Date: _____

[Handwritten Signature]
Janet K Evers
USPS - Postmaster
2/14/24



H.C. GRID NORTH MAG 1983 (2011 ADJUSTMENT)
 (LENGTHS IN METERS)

GRID TIES AND COORDINATES:
 ISS NO. 503 NORTH = 388,843.432
 (CONTROL CORNER) EAST = 2,285,474.786
 ISS NO. 508 NORTH = 388,843.477
 (CONTROL CORNER) EAST = 2,285,031.829

REFERENCES:
 PORTION OF DEED BOOK 185A, PAGE 400

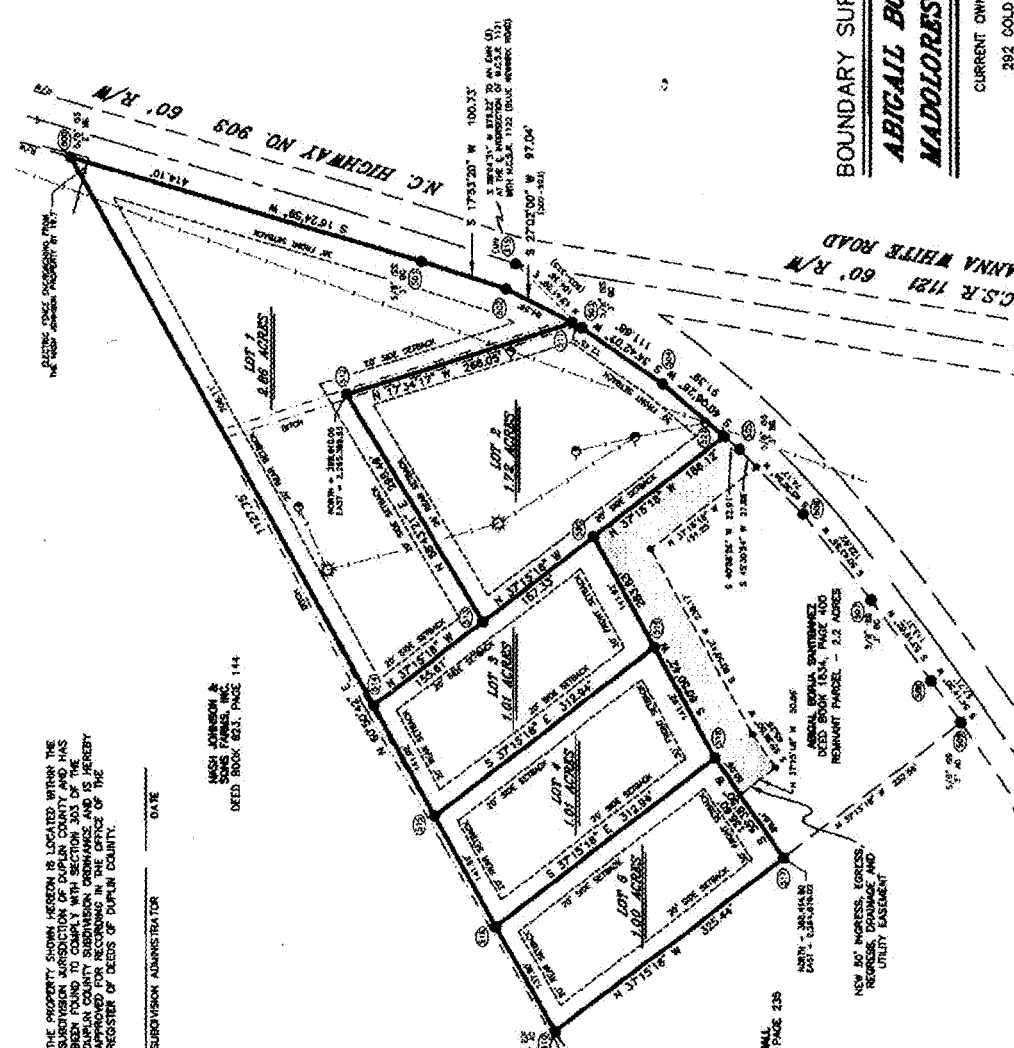
BOUNDARY SURVEY FOR:
ABIGAIL BORIA SANTIBANEZ AND
MADDORES RAMIREZ SANTACRUZ

CURRENT OWNER: ABIGAIL BORIA SANTIBANEZ AND
 MADDORES RAMIREZ SANTACRUZ
 292 GOLD POND ROAD, MAGNOLIA, NC 28453

DUPLIN COUNTY NORTH CAROLINA
 THIS MAP WAS FILED FOR REGISTRATION AT
 O'CLOCK _____ M. ON THIS THE _____ DAY
 OF _____ 2018.
 REGISTERED IN MAP BOOK _____ PAGE _____

DUPLIN COUNTY NORTH CAROLINA
 REVIEW OFFICERS FOR DUPLIN COUNTY, CERTIFY THAT
 THIS MAP COMPLIES WITH ALL STATUTORY REQUIREMENTS FOR
 RECORDING.
 REVIEW OFFICER _____ DATE _____

(I, THE SUBDIVISION SURVEYOR, CERTIFY THAT I AM THE OWNER OF THE PROPERTY
 SHOWN AND DESCRIBED HEREON, WHICH IS LOCATED IN THE
 SUBDIVISION JURISDICTION OF THE COUNTY OF DUPLIN, AND
 THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY (OUR)
 SIGNATURE AND SEAL, AND THAT I (WE) HAVE BEEN APPROVED
 IN THIS SUBDIVISION IN COMPLIANCE WITH THE MINIMUM DESIGN
 REQUIREMENTS AS ESTABLISHED BY THIS ORDINANCE.
 OWNER _____ DATE _____



DEED BOOK 185A, PAGE 400
 MASH JOHNSON &
 SONS FARMS, INC.
 DEED BOOK 185A, PAGE 144

OF THIS SURVEY WAS RENOVATED AS FOLLOWS:
 ' - A, DATES OF SURVEY - SEE NOTE B.
 ' - B, DATES OF SURVEY - SEE NOTE A.
 ' - C, DATES OF SURVEY - SEE NOTE A.
 ' - D, DATES OF SURVEY - SEE NOTE A.
 ' - E, DATES OF SURVEY - SEE NOTE A.
 ' - F, DATES OF SURVEY - SEE NOTE A.
 ' - G, DATES OF SURVEY - SEE NOTE A.
 ' - H, DATES OF SURVEY - SEE NOTE A.
 ' - I, DATES OF SURVEY - SEE NOTE A.
 ' - J, DATES OF SURVEY - SEE NOTE A.
 ' - K, DATES OF SURVEY - SEE NOTE A.
 ' - L, DATES OF SURVEY - SEE NOTE A.
 ' - M, DATES OF SURVEY - SEE NOTE A.
 ' - N, DATES OF SURVEY - SEE NOTE A.
 ' - O, DATES OF SURVEY - SEE NOTE A.
 ' - P, DATES OF SURVEY - SEE NOTE A.
 ' - Q, DATES OF SURVEY - SEE NOTE A.
 ' - R, DATES OF SURVEY - SEE NOTE A.
 ' - S, DATES OF SURVEY - SEE NOTE A.
 ' - T, DATES OF SURVEY - SEE NOTE A.
 ' - U, DATES OF SURVEY - SEE NOTE A.
 ' - V, DATES OF SURVEY - SEE NOTE A.
 ' - W, DATES OF SURVEY - SEE NOTE A.
 ' - X, DATES OF SURVEY - SEE NOTE A.
 ' - Y, DATES OF SURVEY - SEE NOTE A.
 ' - Z, DATES OF SURVEY - SEE NOTE A.

THE PORTION OF THIS SURVEY HAS A PART OF
 BEING THE SAME AS THAT SHOWN ON A
 SURVEY MADE BY _____ TO A
 DEED BOOK 185A, PAGE 400, AND
 ACCORDANCE WITH G.S. 47-30 AS AMENDED.
 FINAL SIGNATURE, REGISTRATION NUMBER, AND SEAL
 OF THE SURVEYOR

 45, P.L.S., L-3170

LANDS PROFESSIONAL LAND SURVEYOR CERTIFY THAT
 THIS IS A SUBDIVISION OF LAND WITHIN AN AREA OF
 UNINCORPORATED LAND THAT HAS AN ORDINANCE THAT
 REQUIRES THE SUBDIVISION TO BE APPROVED BY THE
 BOARD OF ZONING ADJUSTMENT. THIS SURVEY IS
 BEING APPROVED FOR RECORDING IN THE OFFICE OF THE
 REGISTER OF DEEDS OF DUPLIN COUNTY.
 SUBDIVISION ADMINISTRATOR _____ DATE _____

THE PROPERTY SHOWN HEREON IS NOT LOCATED WITHIN
 A 100 YEAR FLOOD HAZARD AREA ACCORDING
 TO THE FLOOD HAZARD MAP NO. 17202-0000
 DATED 10/16/2008.
 THE DATA SHOWN HEREON IS BASED ON NAD 1983
 ADJUSTMENT USING THE MISS RIVER NETWORK SYSTEM.
 DISTANCES SHOWN HEREON ARE H.C. GRID DISTANCES
 THEREBY NOTED.
 GRID FACTOR = 0.999881688
 ALL LINES SHOWN HEREON MAY HAVE EASEMENTS



Instructions for what to do with attachments once approved:

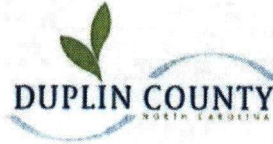
Note: Please have all signatures on any contracts, agreements, etc. prior to board meeting and give all copies to Trisha-Ann Hoskins by the agenda deadline. Remember, one original will be retained for the minutes.

County Commissioners Agenda Request Form

Complete and submit this form along with any supporting documentation to request time on the county commissioner's agenda. This is not required for items included on the consent agenda.

| | |
|--|---------------------------------|
| Representative Name and Department: Melissa Kennedy/911 Addressing | Meeting Date: 05/06/2024 |
| Subject: Request Public Hearing in accordance of Duplin County 911 Addressing road naming Ordinance | |
| Summary, explanation and background: Conduct public hearing for Santos Garcia Castro to name a lane at 220 Hamilton Rd Magnolia. Kenansville township – Familia Garcia Ln | |
| Requested Action: To approve name lane | |
| Budget impact for this fiscal year: | |
| Budget impact for subsequent years: | |
| Time needed to explain to Commissioners: 0 | |
| Attachments: | |

DUPLIN COUNTY ADDRESSING DEPARTMENT
209 SEMINARY ST / PO BOX 950
KENANSVILLE NC 28349



ROAD NAME PETITION for UNNAMED ROAD

1. APPLICANT INFORMATION:

Name: Santos Garcia Castro

Address: Po. Box 352

City/State/Zip: Kenansville NC. 28349

Telephone: Work: 910-271-0570 Home: _____

2. MAIL DETERMINATION TO (if different than applicant information):

Name: _____

Address: _____

City/State/Zip: _____

3. ROAD LOCATION: Township Kenansville Range _____

DESCRIPTION: lots @ 220 Hamilton Rd Magna

4. PARCEL TAX-ID: 13-2932-1--

5. PROPOSED ROAD NAME: FAMILIA GARCIA Ln

BACKUP NAME 1: Chris Garcia Ln

BACKUP NAME 2: Los Garcia Ln

(NAME SHOULD BE LESS THAN 13 LETTERS)

6. SIGNATURES OF PROPERTY OWNERS WHO ADJOIN OR ACCESS THIS ROAD AS LISTED BY DUPLIN

PARCEL NUMBER:
13-2932-1--

PARCEL OWNER NAME PRINT AND SIGNATURE and PH
Santos Garcia Ca

Fire Department Approval:

Signature: Robert Whitman, Chief Kenansville Fire Dept

Print or type name: Robert Whitman

Department Name: Kenansville VFD

Date: 3/11/2024

USPS Approval:

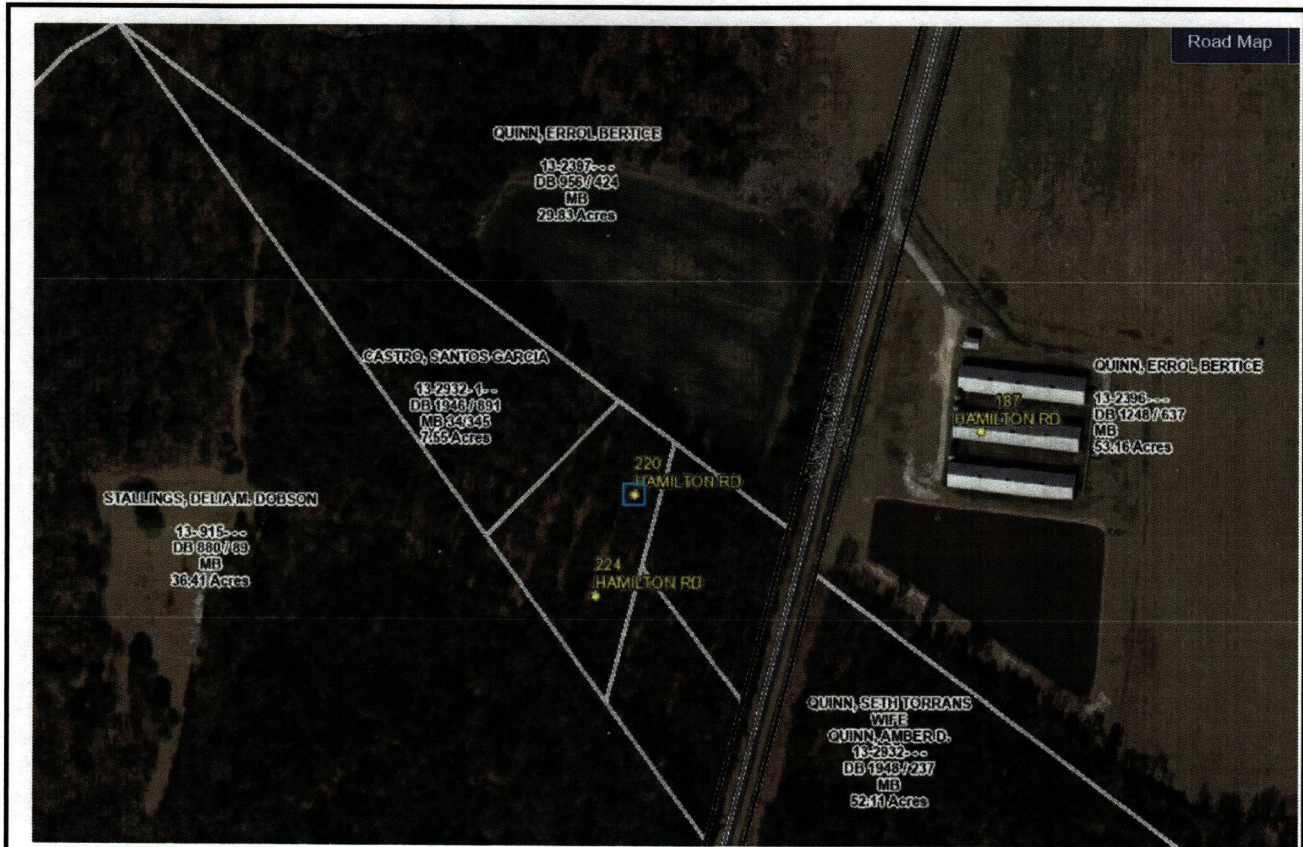
Signature: Janeth Ewers

Print or type name: Janeth Ewers

Department Name: Magnolia USPS

Date: 03/3/24

Landowners, please know that if you use the 911 address assigned for your residence to receive mail your address WILL change. You will need to notify mortgage, financial, insurance and any other company that sends you bills, important information, DMV and other institutions you may use. We will notify USPS to update the E911 System and the county tax records.



Instructions for what to do with attachments once approved:

Note: Please have all signatures on any contracts, agreements, etc. prior to board meeting and give all copies to Trisha-Ann Hoskins by the agenda deadline. Remember, one original will be retained for the minutes.

County Commissioners Agenda Request Form

Complete and submit this form along with any supporting documentation to request time on the county commissioner's agenda. This is not required for items included on the consent agenda.

| | |
|---|----------------------------------|
| Representative Name and Department: Melisa S. Brown; Senior Services | Meeting Date: May 1, 2024 |
| Subject: 2024 Duplin Governor Volunteer Service Award – Mr. James Preston Brown, Jr. 2024 Duplin Governor Volunteer Service Award – Mr. Issac Leroy Dewitt 2024 Duplin Governor Volunteer Service Award – Mrs. Donna Sessoms Grubbs 2024 Duplin Governor Volunteer Service Award – Faison Sea Scout Ship 55 | |
| Summary, explanation and background: The Governor's Volunteer Service award honors people who have shown concern and compassion for their neighbors by making a significant contribution in their community through volunteer service. The awards program, created by the Office of the Governor in 1979, recognizes North Carolina's most dedicated volunteers. Each county can submit up to ten nominations with special volunteer types and service categories. Melisa S. Brown, Duplin award coordinator, will read a short narrative for each recipient with a Commissioner presenting the certificate and service pin at meeting. After all presentations, a group photo of all recipients with Commissioners will be taken. | |
| Requested Action: N/A | |
| Budget impact for this fiscal year: N/A | |
| Budget impact for subsequent years: N/A | |
| Time needed to explain to Commissioners: 20 minutes | |
| Attachments: Invite to a floating reception for GVSA recipients prior to the official presentation at meeting. | |

Instructions for what to do with attachments once approved:

Note: Please have all signatures on any contracts, agreements, etc. prior to board meeting and give all copies to Jaime Carr by the agenda deadline. Remember, one original will be retained for the minutes.



Senior Services

Post Office Box 928 – 213 Seminary Street - Kenansville, N.C. 28349

Telephone 910-296-2140 – Fax 910-296-2142

You Are Invited

Volunteer Governor's Service Award Floating Reception

In recognition of the volunteer contributions given in Duplin County,
a floating reception is scheduled on

Monday, May 6, 2024 – 4:30 -5:45 p.m.

The reception will be held at Duplin County Senior Services
213 Seminary Street, Kenansville, N.C.

Following the floating reception, official recognition and presentation for
recipients will be held at the Commissioner meeting (across the street),
224 Seminary Street, Kenansville, N.C.

2024 Governor Volunteer Service Award Recipients

Mr. James Preston Brown, Jr.

Mr. Issac Leroy Dewitt

Mrs. Donna Sessoms Grubbs

Faison Sea Scout Ship 55

Please rsvp by Friday, May 3, 2024 by contacting Melisa S. Brown or
Brittney S. Turner at 910-296-2140.



2024 Governor Volunteer Service Award Recipients

Mr. James Preston Brown, Jr.
Mr. Issac Leroy Dewitt
Mrs. Donna Sessoms Grubbs
Faison Sea Scout Ship 55

2023 Governor Volunteer Service Award Recipients

Ms. Doris Faye Hatcher, Medallion Recipient
Mr. Albert Allen Alabaster
Mrs. Connie B. Brinson
Mr. Benjamin Marshall Bullard
Mrs. Rhonda Campbell
Snow Hill Community Outreach

2022 Governor Volunteer Service Award Recipients

Mr. Kenneth Howard Brinson
Ms. Hermenia Brown
Mrs. Lisa Torrans Fussell

2021 Governor Volunteer Service Award Recipients

Mr. Darrell Talmadge Grubbs
Ms. Marisol Garcia-Sandoval

2020 Governor Volunteer Service Award Recipients

Ms. Jeralene M. Merritt, Medallion Recipient
Mr. Richard Weeks, Director of Volunteers Award
Mr. Rudolph Becton
Mr. & Mrs. Hayes Ludlum
Ms. Joann Stroud
Mr. Brendan Micajah Bullard

2019 Governor Volunteer Service Award Recipients

Mr. Woodrow Brinson, Jr., Medallion Recipient
Ms. Patsy Quinn, Lifetime Achievement
Faison Scout Troop 48
Duplin-Stanford Extension and Community Association
Mr. James M. Donahoe III
Mr. Phillip Ray Anderson
Mr. Francisco Rivas-Diaz
Ms. Nancy Warner
Mr. Jacky Newburn
Ms. Karrina Elaine Scott

County Commissioners Agenda Request Form



Complete and submit this form along with any supporting documentation to request time on the county commissioner's agenda. This is not required for items included on the consent agenda.

| | |
|--|--------------------------|
| Name / Department: Water Department | Meeting Date: 05/06/2024 |
| Subject: Duplin County Drinking Water Systems Asset Inventory and Assessment | |
| Summary, explanation and background: Duplin County has been awarded American Rescue Plan Act (ARPA) funding in the amount of \$2,521,968 by the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Infrastructure for the describe activity, such as completion of Sewer System Asset Inventory and Assessment, and/or work including, but not limited to, Water System Rate Evaluation, Short/Long Range Water Evaluation Report, GIS Inventory/Inspection of Water System Assets, AIA, Capital Costs, and Operating Cost Analysis. | |
| Requested Action: Award project to McDavid Associates | |
| Budget impact for this fiscal year: (Funds available, allocation needed, etc.) | |
| Budget impact for subsequent years: (Funds available, allocation needed, etc.) | |
| Time needed to explain to Commissioners: | |
| Attachments: | |
| Instructions for what to do with attachments once approved: | |

Note: Please have all signatures on any contracts, agreements, etc. prior to board meeting and give all copies to Jaime Carr by the agenda deadline. Remember, one original will be retained for the minutes.

Duplin County RFQ Scoring Matrix

20 Point Maximum on Each Scoring Component

| COMPETITOR NAME | Qualification Competence & Reputation | Capability to Meet Project Requirements | Present & Project Workload of Firm | Related Experience on Similar Projects | Recent & Current Work Familiarity | TOTALS |
|--------------------|---------------------------------------|---|------------------------------------|--|-----------------------------------|---|
| McDavid Associates | 20 | 20 | 20 | 20 | 20 |  100 |
| TRC | 20 | 20 | 15 | 20 | 10 |  85 |

County Commissioners Agenda Request Form

Complete and submit this form along with any supporting documentation to request time on the county commissioner's agenda. This is not required for items included on the consent agenda.

| | |
|--|---------------------------------|
| Name / Department: | Meeting Date: 05/06/2024 |
| Subject: Accept RFP from NV5 | |
| Summary, explanation and background: Accept bid from NV5 to perform commissioning of all building HVAC, domestic hot water, and lighting controls included in the proposed project. Commissioning scope shall include all activities described in Section C408 of the 2018 North Carolina Energy Conservation Code (2018 NCECC). | |
| Requested Action: Approve Bid | |
| Budget impact for this fiscal year: (Funds available, allocation needed, etc.) | |
| Budget impact for subsequent years: (Funds available, allocation needed, etc.) | |
| Time needed to explain to Commissioners: | |
| Attachments: | |
| Instructions for what to do with attachments once approved: | |

Note: Please have all signatures on any contracts, agreements, etc. prior to board meeting and give all copies to Jaime Carr by the agenda deadline. Remember, one original will be retained for the minutes.

Re: Request for Proposals for Building MEPs Systems

Trisha-Ann Hoskins <trishaann.hoskins@duplincountync.com>

Thu 2/15/2024 11:08 AM

To:gacker@moseleyarchitects.com <gacker@moseleyarchitects.com>

Cc:Bryan Miller <bryan.miller@duplincountync.com>;Carrie Shields
<carrie.shields@duplincountync.com>

Bcc:s.nault@buildingenergeticx.com <s.nault@buildingenergeticx.com>;barney.york@rmf.com
<barney.york@rmf.com>;gscoggins@engineereddesigns.com <gscoggins@engineereddesigns.com>;
vstewart@hanson-inc.com <vstewart@hanson-inc.com>;info@mbpce.com <info@mbpce.com>

📎 1 attachments (1 MB)

RFP MEP Systems.pdf;

Good morning Geoff,

Please see the attached updated RFP for MEP Commissioning.

Best regards,



TRISHA-ANN HOSKINS
**EXECUTIVE ASSISTANT/
BOCC DEPUTY CLERK
COUNTY MANAGER'S OFFICE**

Phone 910.296.2100 Ext. 8249

Mail PO Box 910 Kenansville, NC 28349

Email trishaann.hoskins@duplincountync.com

From: Trisha-Ann Hoskins

Sent: Wednesday, February 14, 2024 1:51 PM

To: gacker@moseleyarchitects.com <gacker@moseleyarchitects.com>

Cc: Bryan Miller <bryan.miller@duplincountync.com>; Carrie Shields <carrie.shields@duplincountync.com>

Subject: Request for Proposals for Building MEPs Systems

Good afternoon Geoff,

Please see the attached RFP for MEP Commissioning.

Best regards,



TRISHA-ANN HOSKINS
**EXECUTIVE ASSISTANT/
BOCC DEPUTY CLERK
COUNTY MANAGER'S OFFICE**

Phone 910.296.2100 Ext. 8249

Mail PO Box 910 Kenansville, NC 28349

Email trishaann.hoskins@duplincountync.com



OFFICE OF THE COUNTY MANAGER

February 14, 2024

RE: Request for Proposals for Commissioning of Building MEP Systems
Duplin County Detention Center
Kenansville, North Carolina

Dear Owners for Commissioning Firm,

On behalf of Duplin County Local Government, you are invited to provide a proposal for commissioning of building MEP systems in compliance with Section C408 of the 2018 North Carolina Energy Conservation Code (2018 NCECC) and as described in the attached commissioning scope document.

The Duplin County Detention Center is a new facility, 57,800 square foot Institutional I-3 facility located in Kenansville, North Carolina. Mechanical, electrical, and plumbing equipment are as described in the construction documents. Please contact the administrative assistant, Jessica Hill at jhill@moseleyarchitects.com.

The deadline for receipt of proposals is Wednesday March 6th at 2:00 pm. Proposals should be sent as a single PDF to bryan.miller@duplincountync.com. Please include a statement of qualifications, references, and the name of the individual who will serve as the project's Commissioning Agent and primary point of contact. Interviews may be held at the owner's discretion.

Questions regarding this solicitation should be addressed to Bryan Miller via e-mail at bryan.miller@duplincountync.com. Questions must be received not less than three business days before proposals are due. Answers to questions will be forwarded to all interested parties.

Thank you for your consideration of this project.

ATTACHMENTS:

- Commissioning Scope
- Proposed MEP Construction Documents contact jhill@moseleyarchitects.com

COMMISSIONING SCOPE

Perform commissioning of all building HVAC, domestic hot water, and lighting controls included in the proposed project.

Commissioning scope shall include all activities described in Section C408 of the 2018 North Carolina Energy Conservation Code (2018 NCECC).

Commissioning agent (CxA) shall have a valid Professional Engineer (PE) license in Mechanical Engineering within the state of North Carolina.

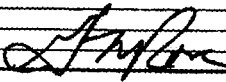
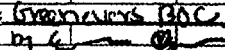
Provide the following deliverables directly to the project owner during the project phases indicated:

- Commissioning specifications outlining the responsibilities of the CxA, owner, contractors, and A/E team.
- Construction Phase: Commissioning Plan describing the commissioning activities, applicable equipment types, testing procedures, and performance criteria.
- Prior to Certificate of Occupancy: Written statement confirming system commissioning to applicable code officials using Appendix C1 of the 2018 NCECC.
- Project Close-out: Systems Manual containing the following:
 - a. Submittal data
 - b. Manufacturers' O&M manuals
 - c. Control drawings
 - d. Recommended schedules for ongoing testing and maintenance
 - e. Narrative describing how each commissioned system is intended to operate (including recommended setpoints)

Agenda

LL 2-26-24
KW 2/26/24

TOWN OF GREENEVEERS
TAX REQUEST
RELEASE DATE MARCH 4, 2024

| NAME | TOWNSHIP | TOWN | FIRE DISTRICT | TAX YEAR | ACCOUNT NUMBER | COUNTY TAX | CAPITAL FUND | TOWN TAX | FIRE DISTRICT | LATE LIST PENALTY | SOLID WASTE | TOTAL RELEASE | REASON FOR RELEASE |
|--|----------|------|---------------|----------|----------------|------------|--------------|----------|---------------|-------------------|-------------|---------------|--------------------|
| RAPALO, DAISY LIZETH | 09 | T-71 | | 2023 | 7189466 | | | \$ 6.00 | | \$ 0.60 | | \$ 6.60 | SWMH DOUBLE LISTED |
| RAPALO, DAISY LIZETH | 09 | T-71 | | 2022 | 7189466 | | | \$ 6.00 | | \$ 0.60 | | \$ 6.60 | SWMH DOUBLE LISTED |
| GRAND TOTAL | | | | | | \$ - | \$ - | \$ 12.00 | \$ - | \$ 1.20 | \$ - | \$ 13.20 | |
| SUBMITTED BY:  FINAL APPROVAL BY:  DATE APPROVED: <u>March 19, 2024</u> | | | | | | | | | | | | | |

LL 3-12-24
 CW 3-12-24

TOWN OF GREENEVEERS
 TAX REQUEST

RELEASE DATE MARCH 18, 2024

| NAME | TOWNSHIP | TOWN | FIRE DISTRICT | TAX YEAR | ACCOUNT NUMBER | COUNTY TAX | CAPITAL FUND | TOWN TAX | FIRE DISTRICT | LATE LIST PENALTY | SOLID WASTE | TOTAL RELEASE | REASON FOR RELEASE |
|--|----------|------|---------------|----------|----------------|------------|--------------|----------|---------------|-------------------|-------------|---------------|--------------------|
| FUENTES, MARLON | 09 | T-71 | | 2023 | 2966110 | | | \$ 6.00 | | \$ 0.60 | | \$ 6.60 | SWMH DOUBLE LISTED |
| FUENTES, MARLON | 09 | T-71 | | 2022 | 2966110 | | | \$ 6.00 | | \$ 0.60 | | \$ 6.60 | SWMH DOUBLE LISTED |
| FUENTES, MARLON | 09 | T-71 | | 2021 | 2966110 | | | \$ 6.00 | | \$ 0.60 | | \$ 6.60 | SWMH DOUBLE LISTED |
| FUENTES, MARLON | 09 | T-71 | | 2020 | 2966110 | | | \$ 6.00 | | \$ 0.60 | | \$ 6.60 | SWMH DOUBLE LISTED |
| FUENTES, MARLON | 09 | T-71 | | 2019 | 2966110 | | | \$ 6.00 | | \$ 0.60 | | \$ 6.60 | SWMH DOUBLE LISTED |
| | | | | | | | | | | | | \$ - | |
| GRAND TOTAL | | | | | | \$ - | \$ - | \$ 30.00 | \$ - | \$ 3.00 | \$ - | \$ 33.00 | |
| <i>Amy M. Rose</i> SUBMITTED BY: _____ FINAL APPROVAL BY: <i>Guillermo B. ...</i> DATE APPROVED: <i>March 19, 2024</i> <i>but E. ...</i> | | | | | | | | | | | | | |

Let's move on
 on 3-26-24

TOWN OF GREENEVEERS
 TAX REQUEST
 RELEASE DATE APRIL 1, 2024

| NAME | TOWNSHIP | TOWN | FIRE DISTRICT | TAX YEAR | ACCOUNT NUMBER | COUNTY TAX | CAPITAL FUND | TOWN TAX | FIRE DISTRICT | LATE LIST PENALTY | SOLID WASTE | TOTAL RELEASE | REASON FOR RELEASE |
|---|----------|------|---------------|----------|----------------|------------|--------------|----------|---------------|-------------------|-------------|---------------|--------------------|
| FUENTES, MARLON | 09 | T-71 | | 2018 | 2966110 | | | \$ 6.00 | | \$ 0.60 | | \$ 6.60 | SWMH DOUBLE LISTED |
| FUENTES, MARLON | 09 | T-71 | | 2017 | 2966110 | | | \$ 6.00 | | \$ 0.60 | | \$ 6.60 | SWMH DOUBLE LISTED |
| FUENTES, MARLON | 09 | T-71 | | 2016 | 2966110 | | | \$ 6.00 | | \$ 0.60 | | \$ 6.60 | SWMH DOUBLE LISTED |
| | | | | | | | | | | | | \$ - | |
| GRAND TOTAL | | | | | | \$ - | \$ - | \$ 18.00 | \$ - | \$ 1.80 | \$ - | \$ 19.80 | |
| SUBMITTED BY: <i>[Signature]</i> | | | | | | | | | | | | | |
| FINAL APPROVAL BY: <i>[Signature]</i> DATE APPROVED: April 15, 2024 | | | | | | | | | | | | | |

LL 3-26-24
 or 3-26-24

TOWN OF TEACHEY
 TAX REQUEST
 RELEASE DATE APRIL 1, 2024

| NAME | TOWNSHIP | TOWN | FIRE DISTRICT | TAX YEAR | ACCOUNT NUMBER | COUNTY TAX | CAPITAL FUND | TOWN TAX | FIRE DISTRICT | LATE LIST PENALTY | SOLID WASTE | TOTAL RELEASE | REASON FOR RELEASE | |
|---|----------|------|--|----------|----------------|------------|--------------|-------------|---------------------------------|-------------------|-------------|---------------|--|--|
| BROOKS, KELLY DAVID JR. & CAROLYN P. BROOKS | 09 | T-78 | | 2023 | 1144186 | | | \$ 1,674.90 | | | | \$ 1,674.90 | BILLED FOR INCORRECT PERCENTAGE OF PROPERTY IN THE TOWN OF TEACHEY | |
| | | | | | | | | | | | | \$ - | | |
| | | | | | | | | | | | | \$ - | | |
| GRAND TOTAL | | | | | | \$ - | \$ - | \$ 1,674.90 | \$ - | \$ - | \$ - | \$ 1,674.90 | | |
| SUBMITTED BY: <i>[Signature]</i> | | | FINAL APPROVAL BY: <i>Veronica Rosales</i> | | | | | | DATE APPROVED: <i>4/10/2024</i> | | | | | |

LL 3-12-24
 on 3-12-24

TOWN OF WALLACE
 TAX REQUEST
 RELEASE DATE MARCH 18, 2024

| NAME | TOWNSHIP | TOWN | PRE DISTRICT | TAX YEAR | ACCOUNT NUMBER | COUNTY TAX | CAPITAL FUND | TOWN TAX | FIRE DISTRICT | LATE FEE PENALTY | SEWER WASTE | TOTAL | REASON FOR RELEASE |
|------------------------------------|----------|---------------------------------------|--------------|----------|----------------|------------|--------------|----------|---------------|------------------|-------------|------------------------|---------------------|
| AGUILAR, INGRID MARTINEZ | 09 | 7-79 | | 2023 | 10006225 | | | \$ 12.40 | | \$ 1.24 | | \$ 13.64 | ADJUSTED SUMMER ROR |
| LAMULEY, DAVID JR | 09 | 7-79 | | 2023 | 5144759 | | | \$ 46.94 | | \$ 4.69 | | \$ 51.63 | HOLD ROR 04/2023 |
| | | | | | | | | | | | | \$ | |
| | | | | | | | | | | | | \$ | |
| GRAND TOTAL | | | | | | | | \$ 59.34 | | \$ 5.93 | | \$ 65.27 | |
| SUBMITTED BY: <i>Henry M. Ross</i> | | FINAL APPROVAL BY: <i>[Signature]</i> | | | | | | | | | | DATE APPROVED: 4-11-24 | |



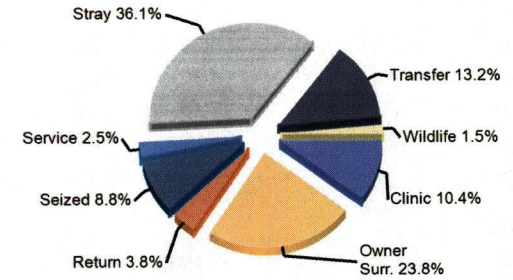
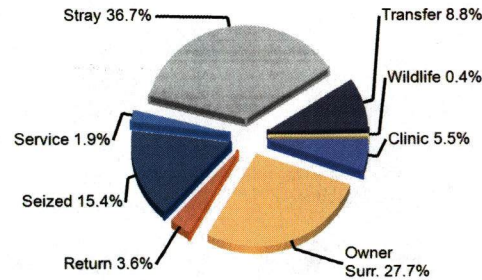
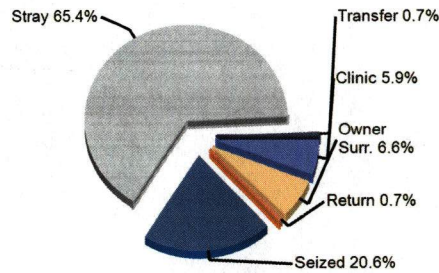
Shelter Statistics - Intake

Start Date: March 01, 2024
End Date: March 31, 2024

does not include your shelter's data

does not include your shelter's data

| USNC100 Duplin County Animal Services | Your Shelter | | | | | North Carolina (54 organizations) | | | | | United States (1294 organizations) | | | | |
|--|--------------|-----------|----------|-----------|----------|-----------------------------------|--------------|------------|--------------|-----------|------------------------------------|---------------|---------------|---------------|--------------|
| | Dog | | Cat | | Other | Dog | | Cat | | Other | Dog | | Cat | | Other |
| | < year | year+ | < year | year+ | | < year | year+ | < year | year+ | | < year | year+ | < year | year+ | |
| Intakes That were: | | | | | | | | | | | | | | | |
| Previously Altered | 0 | 5 | 0 | 1 | 0 | 78 | 367 | 138 | 302 | 3 | 4,446 | 14,103 | 4,267 | 12,690 | 195 |
| Totals by Intake | | | | | | | | | | | | | | | |
| Clinic | 0 | 8 | 0 | 0 | 0 | 53 | 148 | 21 | 64 | 0 | 2,138 | 4,868 | 2,326 | 4,809 | 90 |
| Owner Surrender | 1 | 8 | 0 | 0 | 0 | 267 | 423 | 311 | 422 | 21 | 5,818 | 9,311 | 6,462 | 9,449 | 1,601 |
| Return | 0 | 1 | 0 | 0 | 0 | 37 | 92 | 20 | 36 | 1 | 997 | 2,190 | 554 | 1,433 | 94 |
| Seized | 11 | 12 | 1 | 4 | 0 | 111 | 384 | 52 | 241 | 16 | 1,988 | 6,277 | 713 | 2,287 | 765 |
| Service | 0 | 0 | 0 | 0 | 0 | 2 | 20 | 32 | 44 | 2 | 245 | 1,281 | 444 | 1,396 | 69 |
| Stray | 40 | 25 | 8 | 16 | 0 | 396 | 657 | 352 | 495 | 17 | 9,367 | 18,534 | 8,603 | 12,195 | 948 |
| Transfer | 0 | 1 | 0 | 0 | 0 | 93 | 71 | 136 | 161 | 1 | 6,183 | 4,021 | 3,762 | 3,997 | 146 |
| Wildlife | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 22 | 0 | 0 | 0 | 0 | 1,998 |
| Total | 52 | 55 | 9 | 20 | 0 | 959 | 1,795 | 924 | 1,463 | 80 | 26,736 | 46,482 | 22,864 | 35,566 | 5,711 |



Earliest entry: 3/1/2024
Latest entry: 3/30/2024

Daily Use Date: 11/2/2013
Run Date: 4/11/2024 12:15:48 PM



Shelter Statistics - Outcome

Start Date: March 01, 2024

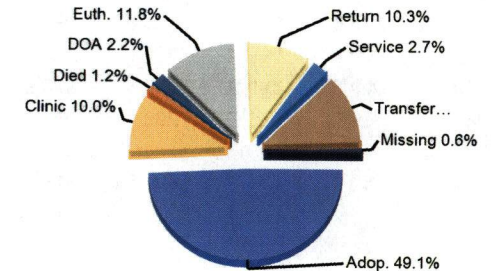
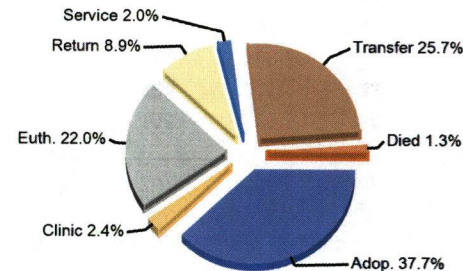
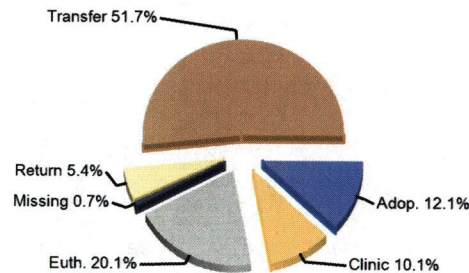
End Date: March 31, 2024

does not include your shelter's data

does not include your shelter's data

USNC100
Duplin County Animal Services

| | Your Shelter | | | | | North Carolina (54 organizations) | | | | | United States (1294 organizations) | | | | |
|--------------------------|--------------|-----------|----------|-----------|----------|-----------------------------------|--------------|------------|--------------|-----------|------------------------------------|---------------|---------------|---------------|--------------|
| | Dog | | Cat | | Other | Dog | | Cat | | Other | Dog | | Cat | | Other |
| | < year | year+ | < year | year+ | | < year | year+ | < year | year+ | | < year | year+ | < year | year+ | |
| Person | | | | | | | | | | | | | | | |
| A) Have Email Address | 2 | 0 | 0 | 0 | 0 | 418 | 529 | 408 | 394 | 13 | 17,226 | 23,809 | 14,413 | 20,370 | 2,181 |
| B) Have Phone Number | 10 | 28 | 0 | 3 | 0 | 540 | 978 | 486 | 542 | 34 | 19,345 | 32,847 | 16,068 | 24,350 | 2,705 |
| C) Have ZipCode | 10 | 22 | 0 | 3 | 0 | 538 | 974 | 481 | 520 | 34 | 19,159 | 32,525 | 15,871 | 23,325 | 2,652 |
| Totals by Outcome | | | | | | | | | | | | | | | |
| Adoption | 10 | 6 | 0 | 2 | 0 | 478 | 580 | 467 | 408 | 33 | 16,098 | 18,317 | 13,398 | 16,974 | 2,257 |
| Clinic | 0 | 15 | 0 | 0 | 0 | 23 | 63 | 6 | 35 | 0 | 2,039 | 4,346 | 2,269 | 4,927 | 54 |
| Died | 0 | 0 | 0 | 0 | 0 | 18 | 7 | 11 | 7 | 1 | 323 | 275 | 493 | 382 | 154 |
| DOA | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 3 | 1 | 5 | 49 | 1,015 | 58 | 1,185 | 676 |
| Euthanasia | 1 | 16 | 0 | 13 | 0 | 74 | 455 | 83 | 517 | 21 | 1,311 | 8,391 | 729 | 4,455 | 1,237 |
| Missing | 0 | 1 | 0 | 0 | 0 | 0 | 5 | 0 | 1 | 0 | 16 | 84 | 30 | 104 | 8 |
| Return To Owner | 0 | 7 | 0 | 1 | 0 | 45 | 343 | 10 | 65 | 0 | 1,223 | 10,489 | 333 | 1,706 | 240 |
| Service | 0 | 0 | 0 | 0 | 0 | 1 | 16 | 18 | 71 | 0 | 181 | 615 | 453 | 2,353 | 18 |
| Transfer | 33 | 20 | 4 | 20 | 0 | 282 | 338 | 267 | 438 | 18 | 4,145 | 5,132 | 2,259 | 4,482 | 583 |
| Wildlife | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 541 |
| Total | 44 | 65 | 4 | 36 | 0 | 921 | 1,812 | 865 | 1,543 | 80 | 25,385 | 48,664 | 20,022 | 36,568 | 5,768 |



Earliest entry: 3/1/2024

Latest entry: 3/30/2024

Daily Use Date: 11/2/2013

Run Date: 4/11/2024 12:15:48 PM



Shelter Statistics - Avg Length of Stay by Intake Type

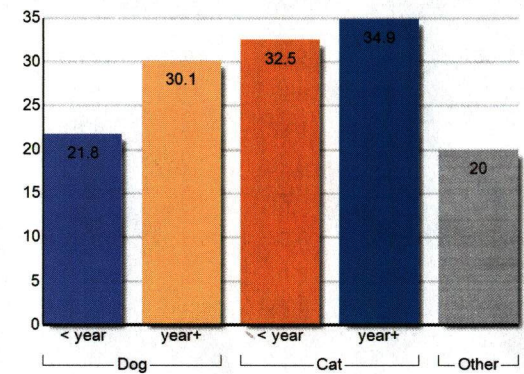
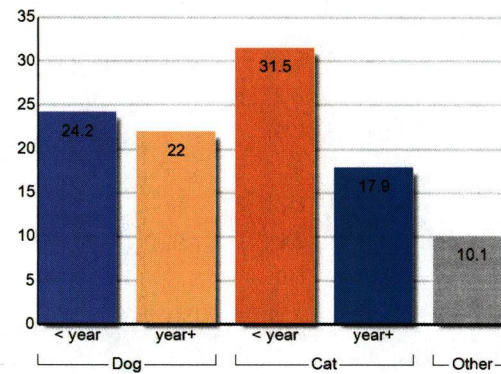
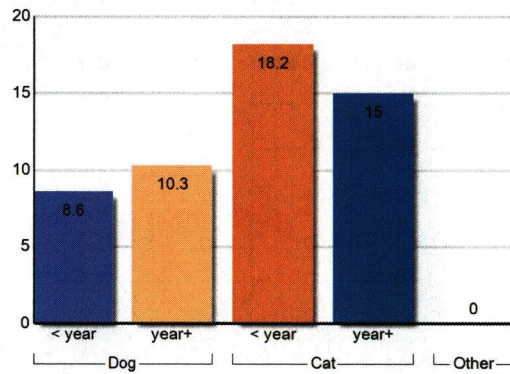
Start Date: March 01, 2024
End Date: March 31, 2024

does not include your shelter's data

does not include your shelter's data

USNC100
Duplin County Animal Services

| Intake Type | Your Shelter | | | | | North Carolina (54 organizations) | | | | | United States (1294 organizations) | | | | |
|-----------------|--------------|-------------|-------------|-----------|----------|-----------------------------------|-----------|-------------|-------------|-------------|------------------------------------|-------------|-------------|-------------|-----------|
| | Dog | | Cat | | Other | Dog | | Cat | | Other | Dog | | Cat | | Other |
| | < year | year+ | < year | year+ | | < year | year+ | < year | year+ | | < year | year+ | < year | year+ | |
| Clinic | 0 | 14.6 | 0 | 0 | 0 | 10.3 | 0 | 3.1 | 3 | 0 | 1.1 | 2.9 | 1.2 | 3.1 | 1.4 |
| Owner Surrender | 13.2 | 4.1 | 0 | 5.2 | 0 | 28.9 | 21.8 | 31.1 | 19.1 | 24.8 | 22.1 | 31.8 | 27.6 | 44.4 | 29.2 |
| Return | 0 | 11.8 | 0 | 0 | 0 | 14.2 | 47.6 | 11.3 | 24.3 | 4.1 | 13.2 | 54.5 | 15.5 | 53.1 | 33.4 |
| Seized | 4.4 | 10.2 | 0 | 28.8 | 0 | 12 | 18.9 | 37.4 | 11 | 2 | 23.3 | 26.1 | 36.6 | 23.4 | 31.4 |
| Service | 0 | 0 | 0 | 0 | 0 | 0 | 4.3 | 9.5 | 4.6 | 2.7 | 6.6 | 5.6 | 7.1 | 3.9 | 17.4 |
| Stray | 9.4 | 10.2 | 18.2 | 11.7 | 0 | 23.8 | 22.6 | 38.3 | 24 | 6.4 | 25.5 | 31.5 | 51.7 | 44.4 | 28.2 |
| Transfer | 0 | 0 | 0 | 0 | 0 | 30.2 | 28 | 19.4 | 11.1 | 3.3 | 24.9 | 49.1 | 26 | 30.8 | 53.2 |
| Wildlife | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.2 | 0 | 0 | 0 | 0 | 1.2 |
| Total | 8.6 | 10.3 | 18.2 | 15 | 0 | 24.2 | 22 | 31.5 | 17.9 | 10.1 | 21.8 | 30.1 | 32.5 | 34.9 | 20 |



Earliest entry: 3/1/2024
Latest entry: 3/30/2024

Daily Use Date: 11/2/2013
Run Date: 4/11/2024 12:15:48 PM



Shelter Statistics - Avg Length of Stay by Outcome Type

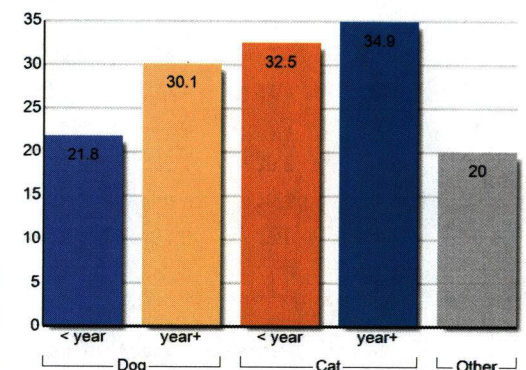
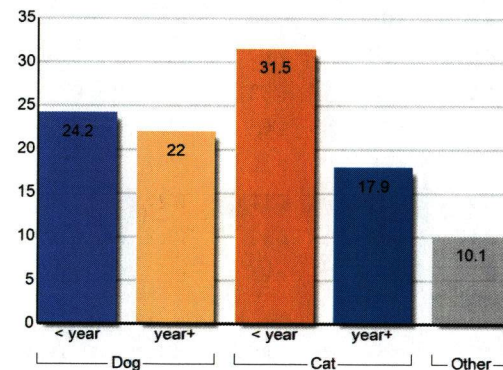
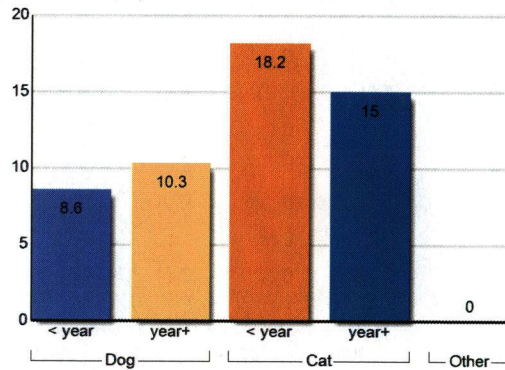
Start Date: March 01, 2024

End Date: March 31, 2024

does not include your shelter's data

does not include your shelter's data

| Outcome Type | Your Shelter | | | | | North Carolina (54 organizations) | | | | | United States (1294 organizations) | | | | |
|-----------------|--------------|-------------|-------------|-----------|----------|-----------------------------------|-----------|-------------|-------------|-------------|------------------------------------|-------------|-------------|-------------|-----------|
| | Dog | | Cat | | Other | Dog | | Cat | | Other | Dog | | Cat | | Other |
| | < year | year+ | < year | year+ | | < year | year+ | < year | year+ | | < year | year+ | < year | year+ | |
| Adoption | 7.1 | 9.7 | 0 | 3.5 | 0 | 32.3 | 42.1 | 46.4 | 44.1 | 22.6 | 26.6 | 53.3 | 41.9 | 47.1 | 40.7 |
| Clinic | 0 | 14.6 | 0 | 0 | 0 | 0 | 0 | 0.9 | 2.5 | 0 | 1 | 3 | 1.3 | 2 | 2.1 |
| Died | 0 | 0 | 0 | 0 | 0 | 11.8 | 119.2 | 3.7 | 8 | 0 | 17.6 | 161.7 | 23.8 | 156.7 | 18.8 |
| Euthanasia | 2.8 | 5.3 | 0 | 13.5 | 0 | 20.7 | 15.2 | 12.2 | 5.7 | 0.1 | 19 | 19.1 | 12.3 | 20 | 2.9 |
| Missing | 0 | 1 | 0 | 0 | 0 | 0 | 80.1 | 0 | 58 | 0 | 139.2 | 210.2 | 197.6 | 332.5 | 171.1 |
| Return To Owner | 0 | 4.7 | 0 | 16.2 | 0 | 2.5 | 4 | 16.2 | 5.5 | 0 | 4.7 | 4.5 | 23.1 | 16 | 3.3 |
| Service | 0 | 0 | 0 | 0 | 0 | 0 | 0.1 | 8.2 | 5.4 | 0 | 2.6 | 8.5 | 5.8 | 6.1 | 13 |
| Transfer | 9.2 | 13.6 | 18.2 | 17 | 0 | 17.6 | 17.7 | 15.6 | 13.2 | 3.5 | 20.4 | 39.1 | 22.5 | 53.9 | 22.4 |
| Wildlife | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.4 | 0 | 0 | 0 | 0 | 3.2 |
| Total | 8.6 | 10.3 | 18.2 | 15 | 0 | 24.2 | 22 | 31.5 | 17.9 | 10.1 | 21.8 | 30.1 | 32.5 | 34.9 | 20 |



Earliest entry: 3/1/2024

Latest entry: 3/30/2024

Daily Use Date: 11/2/2013

Run Date: 4/11/2024 12:15:48 PM



Shelter Statistics – Animal Care Days by Intake Type

Start Date: March 01, 2024

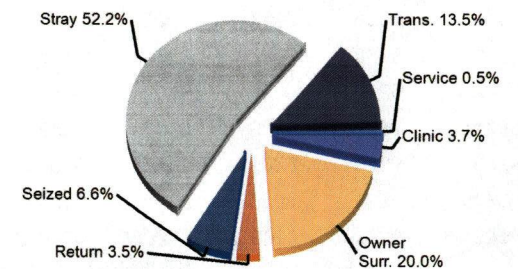
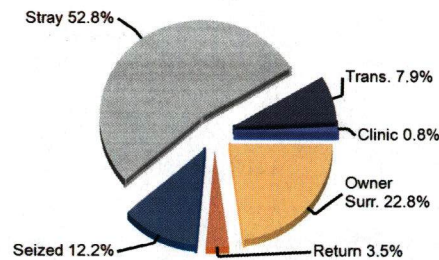
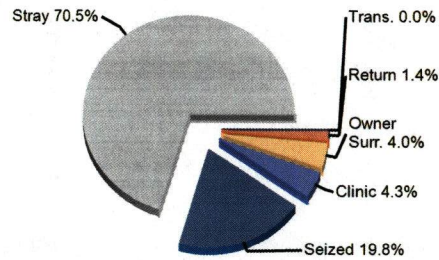
End Date: March 31, 2024

does not include your shelter's data

does not include your shelter's data

USNC100
Duplin County Animal Services

| Intake Type | Your Shelter | | | | | North Carolina (54 organizations) | | | | | United States (1294 organizations) | | | | |
|-----------------|--------------|------------|------------|------------|----------|-----------------------------------|--------------|--------------|--------------|-------------|------------------------------------|----------------|----------------|----------------|---------------|
| | Dog | | Cat | | Other | Dog | | Cat | | Other | Dog | | Cat | | Other |
| | < year | year+ | < year | year+ | | < year | year+ | < year | year+ | | < year | year+ | < year | year+ | |
| Clinic | 0 | 62 | 0 | 0 | 0 | 277 | 120 | 310 | 162 | 0 | 50352 | 146654 | 53629 | 64866 | 620 |
| Owner Surrender | 13 | 43 | 0 | 2 | 0 | 12608 | 13299 | 10118 | 9111 | 480 | 305800 | 549158 | 377352 | 425057 | 68886 |
| Return | 0 | 20 | 0 | 0 | 0 | 1163 | 3868 | 507 | 1474 | 66 | 34467 | 158513 | 21700 | 81077 | 3171 |
| Seized | 69 | 114 | 8 | 96 | 0 | 4332 | 12197 | 2501 | 5159 | 257 | 96457 | 303781 | 49436 | 87912 | 35055 |
| Service | 0 | 0 | 0 | 0 | 0 | 0 | 215 | 285 | 170 | 5 | 3889 | 11585 | 4658 | 8301 | 871 |
| Stray | 397 | 307 | 100 | 215 | 0 | 11660 | 61232 | 17339 | 15016 | 524 | 786251 | 1787362 | 965632 | 870230 | 89431 |
| Transfer | 0 | 0 | 0 | 0 | 0 | 4746 | 5554 | 2893 | 2468 | 65 | 312670 | 372993 | 241379 | 215220 | 17540 |
| Wildlife | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 66 | 0 | 0 | 0 | 0 | 11303 |
| Total | 479 | 547 | 108 | 313 | 0 | 34786 | 96486 | 33954 | 33560 | 1463 | 1589886 | 3330045 | 1713784 | 1752664 | 226877 |



Earliest entry: 3/1/2024

Latest entry: 3/30/2024

Daily Use Date: 11/2/2013

Run Date: 4/11/2024 12:15:48 PM



Shelter Statistics – Animal Care Days by Outcome Type

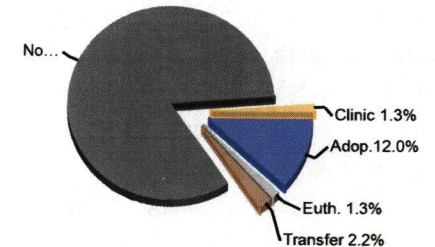
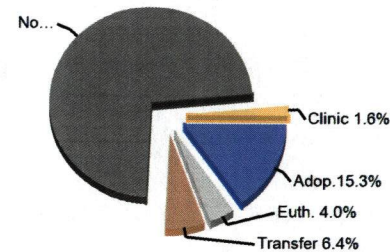
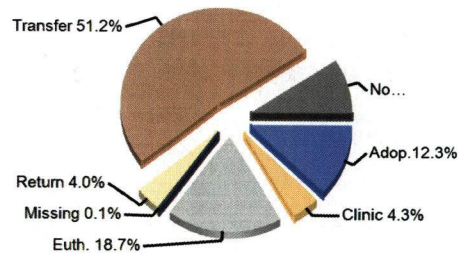
Start Date: March 01, 2024
End Date: March 31, 2024

USNC100
Duplin County Animal Services

does not include your shelter's data

does not include your shelter's data

| Outcome Type | Your Shelter | | | | | North Carolina (54 organizations) | | | | | United States (1294 organizations) | | | | |
|-----------------|--------------|------------|------------|------------|----------|-----------------------------------|--------------|--------------|--------------|-------------|------------------------------------|----------------|----------------|----------------|---------------|
| | Dog | | Cat | | Other | Dog | | Cat | | Other | Dog | | Cat | | Other |
| | < year | year+ | < year | year+ | | < year | year+ | < year | year+ | | < year | year+ | < year | year+ | |
| Adoption | 100 | 58 | 19 | 1 | 0 | 8459 | 7840 | 8618 | 5449 | 275 | 273151 | 283710 | 218203 | 229057 | 31367 |
| Clinic | 0 | 62 | 0 | 0 | 0 | 27 | 120 | 14 | 86 | 0 | 2088 | 4135 | 2904 | 6171 | 78 |
| Died | 0 | 0 | 0 | 0 | 0 | 197 | 108 | 171 | 58 | 0 | 4355 | 3208 | 5222 | 3463 | 957 |
| Euthanasia | 9 | 82 | 21 | 157 | 0 | 1016 | 3771 | 581 | 2623 | 1 | 18728 | 68229 | 5635 | 21858 | 1140 |
| Missing | 0 | 1 | 0 | 0 | 0 | 51 | 55 | 0 | 118 | 0 | 1208 | 3318 | 4899 | 3859 | 738 |
| Return To Owner | 12 | 30 | 0 | 16 | 0 | 256 | 960 | 52 | 317 | 0 | 4717 | 28743 | 2228 | 8759 | 494 |
| Service | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 223 | 293 | 0 | 715 | 2742 | 2482 | 9338 | 96 |
| Transfer | 328 | 295 | 54 | 64 | 0 | 3653 | 3471 | 2436 | 3087 | 84 | 58867 | 58469 | 26947 | 39104 | 4676 |
| Wildlife | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1165 |
| No Outcome | 29 | 19 | 13 | 74 | 0 | 21126 | 80159 | 21858 | 21529 | 1103 | 1226055 | 2877488 | 1445266 | 1431025 | 186157 |
| Total | 479 | 547 | 108 | 313 | 0 | 34786 | 96486 | 33954 | 33560 | 1463 | 1589886 | 3330045 | 1713784 | 1752664 | 226877 |



Earliest entry: 3/1/2024
Latest entry: 3/30/2024

Daily Use Date: 11/2/2013
Run Date: 4/11/2024 12:15:48 PM



Shelter Statistics - Fees and Revenue

Start Date: March 01, 2024

End Date: March 31, 2024

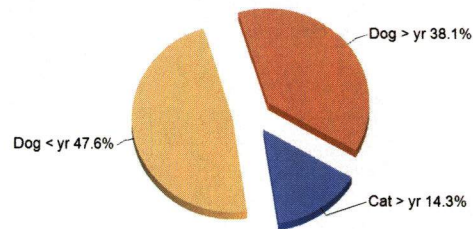
USNC100
Duplin County Animal Services

does not include your shelter's data

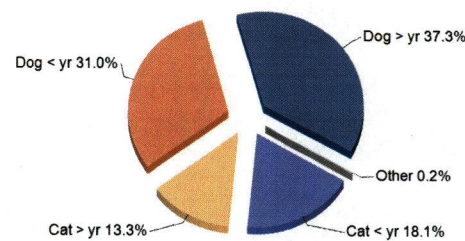
does not include your shelter's data

| | Your Shelter | | | | | North Carolina (54 organizations) | | | | | United States (1294 organizations) | | | | |
|-------------------------|--------------|-------|--------|-------|-------|-----------------------------------|--------|--------|-------|-------|------------------------------------|-----------|---------|---------|--------|
| | Dog | | Cat | | Other | Dog | | Cat | | Other | Dog | | Cat | | Other |
| | < year | year+ | < year | year+ | | < year | year+ | < year | year+ | | < year | year+ | < year | year+ | |
| Intake Revenue | | | | | | | | | | | | | | | |
| Fees | | | | | | | | | | | | | | | |
| Avg Fees (\$) | 0 | 10 | 0 | 0 | 0 | 21 | 16 | 34 | 18 | 25 | 57 | 74 | 43 | 57 | 46 |
| Total Revenue (\$) | 0 | 20 | 0 | 0 | 0 | 105 | 140 | 135 | 235 | 25 | 25,321 | 155,168 | 21,950 | 96,258 | 11,166 |
| Adoption Revenue | | | | | | | | | | | | | | | |
| Fees | | | | | | | | | | | | | | | |
| Avg Fees (\$) | 20 | 16 | 0 | 15 | 0 | 112 | 98 | 80 | 63 | 20 | 236 | 126 | 102 | 72 | 39 |
| Total Revenue (\$) | 100 | 80 | 0 | 30 | 0 | 18,200 | 21,860 | 10,617 | 7,800 | 140 | 1,625,867 | 1,110,826 | 553,449 | 597,923 | 37,837 |

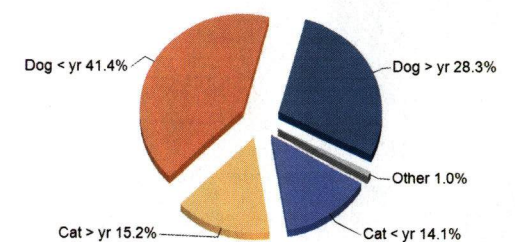
Total Adoption Revenue



Total Adoption Revenue



Total Adoption Revenue



Earliest entry: 3/1/2024

Latest entry: 3/30/2024

Daily Use Date: 11/2/2013

Run Date: 4/11/2024 12:15:48 PM



Intake Detail Report

Print Date Thursday, April 11, 2024

| | | | |
|------------------|--------------------|-----------------|-----|
| Intake StartDate | 3/1/2024 12:00 AM | Jurisdiction | All |
| Intake EndDate | 3/31/2024 11:59 PM | Injury Cause | All |
| Intake Type | All | PreAltered | All |
| Intake SubType | All | Site Name | All |
| Species | All | Age Group | All |
| DOA | All | Animal Tag Type | All |
| Intake Status | Completed | | |

| Animal# | Animal Name | Species | Breed | Age | Gender | Color | PreAltered | IntakeDate | Intake Type | PetID |
|---------------------------------|-------------|---------|------------------------|---------|--------|---------------|--------------------------|---------------------------------|-------------|-------|
| ARN | Tag type | Size | Location / Sublocation | Altered | Danger | Danger Reason | S/N | By | Subtype | DOA |
| Clinic | | | | | | | Total Intakes: 8 | Total Unique Animals: 8 | | |
| Owner/Guardian Surrender | | | | | | | Total Intakes: 9 | Total Unique Animals: 9 | | |
| Return | | | | | | | Total Intakes: 1 | Total Unique Animals: 1 | | |
| Seized / Custody | | | | | | | Total Intakes: 28 | Total Unique Animals: 28 | | |
| Stray | | | | | | | Total Intakes: 89 | Total Unique Animals: 89 | | |
| Transfer In | | | | | | | Total Intakes: 1 | Total Unique Animals: 1 | | |

Total Count: 136

Outcome Summary Report

Print Date Thursday, April 11, 2024

| | | | |
|-------------------|--------------------|--------------------|-----------|
| Outcome StartDate | 3/1/2024 12:00 AM | Outcome Type | All |
| Outcome EndDate | 3/31/2024 11:59 PM | Outcome SubType | All |
| Species | All | Jurisdiction | All |
| Age Group | All | TransferOut Reason | All |
| Site | All | Outcome Status | Completed |

| <u>Animal#</u> | <u>Name</u> | <u>Species</u> | <u>Primary Breed</u> | <u>Age</u> | <u>Sex</u> | <u>Alter</u> | <u>Outcome Type</u> | <u>Outcome SubType</u> | <u>Outcome By</u> | <u>Recorded By</u> |
|---------------------------------|------------------------|----------------|----------------------|---------------------|---------------------------|--------------------------|---------------------------|---------------------------------|-------------------|--------------------|
| <u>ARN#</u> | <u>Secondary Breed</u> | <u>Danger</u> | <u>Danger Reason</u> | <u>Jurisdiction</u> | <u>TransferOut Reason</u> | <u>Outcome Date/Time</u> | | | | |
| Admin Missing | | | | | | | Total Outcomes: 1 | Total Unique Animals: 1 | | |
| Adoption | | | | | | | Total Outcomes: 18 | Total Unique Animals: 18 | | |
| Clinic Out | | | | | | | Total Outcomes: 15 | Total Unique Animals: 15 | | |
| Euthanasia | | | | | | | Total Outcomes: 30 | Total Unique Animals: 30 | | |
| Return to Owner/Guardian | | | | | | | Total Outcomes: 8 | Total Unique Animals: 8 | | |
| Transfer Out | | | | | | | Total Outcomes: 77 | Total Unique Animals: 76 | | |
| Total Count: | | | | | | | | 149 | | |

Case Detail

Print Date Thursday, April 11, 2024

| | | | | | |
|-------------------|-----|----------------------|-------|--------------------|--------------------|
| Case Category | All | Case Result | All | Include Activities | False |
| Case Type | All | Case Result By | All | Include Conditions | False |
| Case SubType | All | Case Memo Type | All | Include Memos | False |
| Case Status | All | Include Case Address | False | Include Violations | False |
| Case Officer | All | Include Animal Info | False | Based On | Case Date/Time |
| Officer Site | All | Include Person Info | False | Date From | 3/1/2024 12:00 AM |
| Case Jurisdiction | All | Include Animals | False | Date To | 3/31/2024 11:59 PM |
| City | All | Include Persons | False | | |
| Patrol Area | All | | | | |

| <u>Case#</u> | <u>Case Category</u> | <u>Case Type</u> | <u>Case Date/Time</u> | <u>Case Status</u> | <u>Case Officer</u> | <u>Case Jurisdiction</u> | <u>Case Result</u> | <u>Case Result Date/Time</u> |
|--------------|-------------------------|---------------------|---------------------------|--------------------|---------------------|--------------------------|-----------------------|------------------------------|
| | <u>Case Reference #</u> | <u>Case SubType</u> | <u>Reported Date/Time</u> | | | <u>Patrol Area</u> | <u>Case Result By</u> | <u>Case Review Date/Time</u> |

| | | | | | | | | |
|-------------------|--|--|--|--|--|--|--|----|
| Bite / Scratch | | | | | | | | 7 |
| Enforcement | | | | | | | | 14 |
| Hit by automobile | | | | | | | | 1 |
| Noise Nuisance | | | | | | | | 1 |
| Nuisance | | | | | | | | 1 |
| Stray | | | | | | | | 45 |
| Welfare Check | | | | | | | | 5 |

Total Count: 74

Revenue Report

Print Date Thursday, April 11, 2024

| | | | |
|-------------------|-----------------------|--------------|-----|
| Receipt Date From | 3/1/2024 12:00:00 AM | Item | All |
| Receipt Date To | 3/31/2024 11:59:00 PM | Item Group | All |
| Account Code | All | Site | All |
| Cash Drawer | All | Payment Type | All |
| Refunds | Include | | |

| | | | | | | | | | | | |
|-------------------------|----------------|---------------------|------------------------|-------------------|------------------------|--------------------------|---------------------|-----------------------|------------|---------------------|--------------|
| <u>Receipt#</u> | <u>Account</u> | <u>Receipt Date</u> | <u>Animal</u> | <u>Person</u> | <u>Payment</u> | <u>Subtotal</u> | <u>Discount</u> | <u>Reason</u> | <u>Tax</u> | <u>Total Due</u> | <u>Total</u> |
| <u>Paid Cash</u> | | <u>Paid Check</u> | | <u>Paid Debit</u> | | <u>Paid Credit Card</u> | | <u>Paid Gift Card</u> | | <u>Paid Voucher</u> | |
| <u>Item</u> | <u>Code</u> | <u>Cash Drawer</u> | | | <u>Type</u> | <u>(# Units @ Price)</u> | <u>Staff Person</u> | <u>Reference</u> | | <u>Total Paid</u> | |
| <u>Item Number</u> | | <u>IRN</u> | | | <u>UPC#</u> | <u>Item Type</u> | | <u>Item Category</u> | | <u>Late Fee</u> | |
| <u>(# Units @ Cost)</u> | | <u>Markup %</u> | <u>Tax Code 1 (\$)</u> | | <u>Tax Code 2 (\$)</u> | | <u>Discount %</u> | <u>Site</u> | | | |

| | | | | | | |
|---------------------------------------|--------------------------------|-----------------|-----------------|------------|-------------------------|--------------|
| *CANINE ADOPTION FEE | Group % of Total Sales: 3.08% | <u>SubTotal</u> | <u>Discount</u> | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| <No Account Code> | Total Items: 9 | \$110.00 | \$0.00 | \$0.00 | \$0.00/\$110.00 | \$110.00 |
| | | \$110.00 | \$0.00 | \$0.00 | \$110.00 | \$110.00 |
| *FELINE ADOPTION FEE | Group % of Total Sales: 0.84% | <u>SubTotal</u> | <u>Discount</u> | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| <No Account Code> | Total Items: 2 | \$30.00 | \$0.00 | \$0.00 | \$0.00/\$30.00 | \$30.00 |
| | | \$30.00 | \$0.00 | \$0.00 | \$30.00 | \$30.00 |
| *LONNIE'S ANGELS 72-22065 | Group % of Total Sales: 3.92% | <u>SubTotal</u> | <u>Discount</u> | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| <No Account Code> | Total Items: 3 | \$140.00 | \$0.00 | \$0.00 | \$0.00/\$140.00 | \$140.00 |
| | | \$140.00 | \$0.00 | \$0.00 | \$140.00 | \$140.00 |
| *RESCUE DOG TRANSFER FEES | Group % of Total Sales: 16.12% | <u>SubTotal</u> | <u>Discount</u> | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| 4380-34346 | Total Items: 23 | \$575.00 | \$0.00 | \$0.00 | \$0.00/\$575.00 | \$575.00 |
| | | \$575.00 | \$0.00 | \$0.00 | \$575.00 | \$575.00 |
| 1BORDETELLA BRONCHISEPTICA | Group % of Total Sales: 3.92% | <u>SubTotal</u> | <u>Discount</u> | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| <No Account Code> | Total Items: 14 | \$140.00 | \$0.00 | \$0.00 | \$0.00/\$140.00 | \$140.00 |
| | | \$140.00 | \$0.00 | \$0.00 | \$140.00 | \$140.00 |
| 1CANINE VOUCHER 72-2206-001 | Group % of Total Sales: 28.03% | <u>SubTotal</u> | <u>Discount</u> | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| <No Account Code> | Total Items: 10 | \$1,000.00 | \$0.00 | \$0.00 | \$0.00/\$1000.00 | \$1,000.00 |
| | | \$1,000.00 | \$0.00 | \$0.00 | \$1,000.00 | \$1,000.00 |

| | | | | | | | | | | | |
|-------------------------|----------------|---------------------|------------------------|-------------------|------------------------|--------------------------|---------------------|-----------------------|------------|---------------------|--------------|
| <u>Receipt#</u> | <u>Account</u> | <u>Receipt Date</u> | <u>Animal</u> | <u>Person</u> | <u>Payment</u> | <u>Subtotal</u> | <u>Discount</u> | <u>Reason</u> | <u>Tax</u> | <u>Total Due</u> | <u>Total</u> |
| <u>Paid Cash</u> | | <u>Paid Check</u> | | <u>Paid Debit</u> | | <u>Paid Credit Card</u> | | <u>Paid Gift Card</u> | | <u>Paid Voucher</u> | |
| <u>Item</u> | <u>Code</u> | <u>Cash Drawer</u> | | | <u>Type</u> | <u>(# Units @ Price)</u> | <u>Staff Person</u> | <u>Reference</u> | | <u>Total Paid</u> | |
| <u>Item Number</u> | | <u>IRN</u> | | | <u>UPC#</u> | <u>Item Type</u> | | <u>Item Category</u> | | <u>Late Fee</u> | |
| <u>(# Units @ Cost)</u> | | <u>Markup %</u> | <u>Tax Code 1 (\$)</u> | | <u>Tax Code 2 (\$)</u> | | <u>Discount %</u> | <u>Site</u> | | | |

| | | | | | | | | | | | |
|-------------------------------------|-------------------|--|-------------------------------|------------------------|--|-----------------|-----------------|--|------------|-------------------------|--------------|
| 1Duramune Max 5 VACCINE ONLY | | | Group % of Total Sales: 3.92% | | | <u>SubTotal</u> | <u>Discount</u> | | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| | <No Account Code> | | | Total Items: 14 | | \$140.00 | \$0.00 | | \$0.00 | \$0.00/\$140.00 | \$140.00 |
| | | | | | | \$140.00 | \$0.00 | | \$0.00 | \$140.00 | \$140.00 |
| 1FELINE VOUCHER 72-2206-001 | | | Group % of Total Sales: 4.48% | | | <u>SubTotal</u> | <u>Discount</u> | | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| | 72-2206-001 | | | Total Items: 2 | | \$160.00 | \$0.00 | | \$0.00 | \$0.00/\$160.00 | \$160.00 |
| | | | | | | \$160.00 | \$0.00 | | \$0.00 | \$160.00 | \$160.00 |
| 1FELOCELL CVR-C | | | Group % of Total Sales: 0.56% | | | <u>SubTotal</u> | <u>Discount</u> | | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| | <No Account Code> | | | Total Items: 2 | | \$20.00 | \$0.00 | | \$0.00 | \$0.00/\$20.00 | \$20.00 |
| | | | | | | \$20.00 | \$0.00 | | \$0.00 | \$20.00 | \$20.00 |
| 1RABVAC1 | | | Group % of Total Sales: 5.89% | | | <u>SubTotal</u> | <u>Discount</u> | | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| | <No Account Code> | | | Total Items: 20 | | \$210.00 | \$0.00 | | \$0.00 | \$0.00/\$210.00 | \$210.00 |
| | | | | | | \$210.00 | \$0.00 | | \$0.00 | \$210.00 | \$210.00 |
| Admin Fee | | | Group % of Total Sales: 2.24% | | | <u>SubTotal</u> | <u>Discount</u> | | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| | <No Account Code> | | | Total Items: 8 | | \$80.00 | \$0.00 | | \$0.00 | \$0.00/\$80.00 | \$80.00 |
| | | | | | | \$80.00 | \$0.00 | | \$0.00 | \$80.00 | \$80.00 |
| BITE IVESTIGATION | | | Group % of Total Sales: 7.01% | | | <u>SubTotal</u> | <u>Discount</u> | | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| | <No Account Code> | | | Total Items: 1 | | \$250.00 | \$0.00 | | \$0.00 | \$0.00/\$250.00 | \$250.00 |
| | | | | | | \$250.00 | \$0.00 | | \$0.00 | \$250.00 | \$250.00 |
| BOARDING FEE | | | Group % of Total Sales: 7.57% | | | <u>SubTotal</u> | <u>Discount</u> | | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| | <No Account Code> | | | Total Items: 18 | | \$270.00 | \$0.00 | | \$0.00 | \$0.00/\$270.00 | \$270.00 |
| | | | | | | \$270.00 | \$0.00 | | \$0.00 | \$270.00 | \$270.00 |
| OWNER SURRENDER EUTHANASIA | | | Group % of Total Sales: 4.20% | | | <u>SubTotal</u> | <u>Discount</u> | | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| | <No Account Code> | | | Total Items: 3 | | \$150.00 | \$0.00 | | \$0.00 | \$0.00/\$150.00 | \$150.00 |
| | | | | | | \$150.00 | \$0.00 | | \$0.00 | \$150.00 | \$150.00 |

| | | | | | | | | | | | |
|-------------------------|----------------|---------------------|------------------------|-------------------|------------------------|--------------------------|---------------------|-----------------------|------------|---------------------|--------------|
| <u>Receipt#</u> | <u>Account</u> | <u>Receipt Date</u> | <u>Animal</u> | <u>Person</u> | <u>Payment</u> | <u>Subtotal</u> | <u>Discount</u> | <u>Reason</u> | <u>Tax</u> | <u>Total Due</u> | <u>Total</u> |
| <u>Paid Cash</u> | | <u>Paid Check</u> | | <u>Paid Debit</u> | | <u>Paid Credit Card</u> | | <u>Paid Gift Card</u> | | <u>Paid Voucher</u> | |
| <u>Item</u> | <u>Code</u> | <u>Cash Drawer</u> | | | <u>Type</u> | <u>(# Units @ Price)</u> | <u>Staff Person</u> | <u>Reference</u> | | <u>Total Paid</u> | |
| <u>Item Number</u> | | <u>IRN</u> | | | <u>UPC#</u> | <u>Item Type</u> | | <u>Item Category</u> | | <u>Late Fee</u> | |
| <u>(# Units @ Cost)</u> | | <u>Markup %</u> | <u>Tax Code 1 (\$)</u> | | <u>Tax Code 2 (\$)</u> | | <u>Discount %</u> | <u>Site</u> | | | |

| | | | | | | |
|----------------------------|-------------------------------|-----------------|-----------------|------------|-------------------------|--------------|
| OWNER SURRENDER FEE | Group % of Total Sales: 0.56% | <u>SubTotal</u> | <u>Discount</u> | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| | | \$20.00 | \$0.00 | \$0.00 | \$0.00/\$20.00 | \$20.00 |
| <No Account Code> | Total Items: 2 | \$20.00 | \$0.00 | \$0.00 | \$20.00 | \$20.00 |

| | | | | | | |
|--------------------|-------------------------------|-----------------|-----------------|------------|-------------------------|--------------|
| RECLAIM FEE | Group % of Total Sales: 2.80% | <u>SubTotal</u> | <u>Discount</u> | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| | | \$100.00 | \$0.00 | \$0.00 | \$0.00/\$100.00 | \$100.00 |
| <No Account Code> | Total Items: 4 | \$100.00 | \$0.00 | \$0.00 | \$100.00 | \$100.00 |

| | | | | | | |
|-------------------|-------------------------------|-----------------|-----------------|------------|-------------------------|--------------|
| VET FEES | Group % of Total Sales: 4.85% | <u>SubTotal</u> | <u>Discount</u> | <u>Tax</u> | <u>Total Due / Paid</u> | <u>Total</u> |
| | | \$173.00 | \$0.00 | \$0.00 | \$0.00/\$173.00 | \$173.00 |
| <No Account Code> | Total Items: 2 | \$173.00 | \$0.00 | \$0.00 | \$173.00 | \$173.00 |

| | | | |
|------------------------|------------|---|----------|
| Total Price: | \$3,568.00 | Total # Units Sold: | 137 |
| Total Revenue | \$3,568.00 | Total Cost: | \$144.96 |
| Total Discount: | \$0.00 | Markup % Total - For All Items: | \$309.71 |
| Total Tax: | \$0.00 | Markup % Total - Only for Inventory Items: | \$0.00 |
| Grand Total: | \$3,568.00 | Total Cost % against Total Sales: | 3.65% |

| DUPLIN COUNTY BUILDING INSPECTIONS ACTIVITY OCTOBER 2023 TO MARCH 2024 | October-23 | November-23 | December-23 | January-24 | February-24 | March-24 |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| NUMBER OF INSPECTIONS | 830 | 738 | 568 | 680 | 748 | 844 |
| NOTES | FLORENCE RECOVERY | FLORENCE RECOVERY | FLORENCE RECOVERY | FLORENCE RECOVERY | FLORENCE RECOVERY | FLORENCE RECOVERY |
| BUILDING PERMITS ISSUED | | | | | | |
| NEW RESIDENCE | 8 | 12 | 2 | 6 | 12 | 18 |
| RESIDENTIAL ADDITION/RENOVATION/ALTERATIONS | 9 | 3 | 3 | 5 | 10 | 14 |
| COMMERCIAL/MULTI FAMILY NEW CONSTRUCTION | 1 | 2 | 1 | 2 | 3 | 0 |
| COMMERCIAL ADDITION/RENOVATION/UPFIT | 2 | 12 | 11 | 11 | 7 | 7 |
| MANUFACTURED/MODULAR HOMES | 24 | 21 | 16 | 24 | 31 | 29 |
| SIGNS/ABC/DAYCARE/POOL/OTHER | 6 | 7 | 4 | 9 | 7 | 8 |
| STORM DAMAGE RENOVATION | 0 | 0 | 0 | 0 | 0 | 0 |
| RELOCATED BUILDING | 0 | 0 | 1 | 0 | 1 | 0 |
| STORAGE BLDG./DECK/PORCH | 6 | 5 | 2 | 0 | 8 | 2 |
| ELECTRICAL PERMITS ISSUED | | | | | | |
| GENERAL ELECTRICAL | 134 | 99 | 77 | 122 | 121 | 129 |
| POULTRY/SWINE HOUSES | 4 | 0 | 0 | 0 | 6 | 0 |
| POOL BONDING | 2 | 1 | 0 | 0 | 0 | 1 |
| MECHANICAL PERMITS ISSUED | | | | | | |
| MECHANICAL | 65 | 49 | 51 | 63 | 86 | 60 |
| PLUMBING PERMITS ISSUED | | | | | | |
| PLUMBING | 52 | 52 | 34 | 52 | 58 | 69 |
| GAS PIPING | 9 | 14 | 6 | 6 | 5 | 9 |
| INSULATION PERMITS ISSUED | | | | | | |
| INSULATION | 2 | 2 | 2 | 2 | 1 | 1 |
| FEES COLLECTED | 32,580.80 | 28,646.56 | 22,287.80 | 34,114.76 | 39,113.16 | 41,695.80 |

| DUPLIN COUNTY COMMUNICATIONS/911 ADDRESSING | 2024 | 2024 | 2024 | 2023 | 2023 | 2023 |
|--|-------------|-------------|-------------|-------------|-------------|-------------|
| | March | February | January | December | November | October |
| TOTAL # OF ADDRESSING RECORDS | 49,051 | 49,025 | 48,979 | 48,986 | | |
| TOTAL # OF ROADS, LANES & STREETS | 2099 | 2098 | 2097 | 2098 | 2098 | 2098 |
| TOTAL # TELEPHONE CO RECORD CHANGES | 131 | 188 | 363 | 345 | 227 | 312 |
| KEYING ACTIVITY REPORT | 104 | 159 | 159 | 132 | 131 | 132 |
| DAILY AVERAGE DOWNLOAD FROM CENTURYLINK | 43 | 47 | 73 | 86 | 56 | 62 |
| NEW ADDRESS ASSIGNED | 36 | 56 | 31 | 22 | 18 | 16 |
| RESIDENTIAL | 26 | 44 | 28 | 19 | 15 | 14 |
| BUSINESS | 1 | 1 | 2 | 1 | 3 | 2 |
| FARMS | 0 | 0 | 0 | 0 | 0 | 0 |
| OTHER | 9 | 11 | 1 | 2 | 0 | 1 |
| FIELD VERIFIED ADDRESS FOR PHONE CO/USPS | 0 | 3 | 7 | 0 | 1 | 9 |
| ADDRESS CHANGED | 1 | 12 | 0 | 3 | 0 | 0 |
| ROAD SIGNS INSTALLED OR REPAIRED | 177 | 221 | 142 | 105 | 50 | 91 |
| ROAD SIGNS MADE IN HOUSE | 23 | 26 | 16 | 33 | 23 | 34 |
| POST TAKEN FROM INVENTORY | 4 | 6 | 7 | 4 | 1 | 16 |
| AT NUMBERS (INTERSECTIONS) | 4 | 5 | 18 | 2 | 2 | 6 |
| MAPS MADE IN HOUSE | 3 | 1 | 2 | 1 | 2 | 0 |
| CENTERLINE WORK | 75 | 160 | 69 | 67 | 156 | 202 |
| ADDRESS POINTS | 64 | 115 | 210 | 84 | 227 | 90 |
| NUMBER OF 911 CALLS | 8408 | 8081 | 8156 | 8135 | 8186 | 9015 |
| Submitted by Melissa B Kennedy, April 9, 2024 | | | | | | |

| DUPLIN COUNTY COMMUNICATIONS/911 ADDRESSING | 2024 | 2024 | 2024 | 2024 | 2023 | 2023 |
|--|-------------|-------------|-------------|-------------|-------------|-------------|
| | April | March | February | January | December | November |
| TOTAL # OF ADDRESSING RECORDS | 49,052 | 49,051 | 49,025 | 48,979 | 48,986 | |
| TOTAL # OF ROADS, LANES & STREETS | 2099 | 2099 | 2098 | 2097 | 2098 | 2098 |
| TOTAL # TELEPHONE CO RECORD CHANGES | 201 | 131 | 188 | 363 | 345 | 227 |
| KEYING ACTIVITY REPORT | 120 | 104 | 159 | 159 | 132 | 131 |
| DAILY AVERAGE DOWNLOAD FROM CENTURYLINK | 40 | 43 | 47 | 73 | 86 | 56 |
| NEW ADDRESS ASSIGNED | 28 | 36 | 56 | 31 | 22 | 18 |
| RESIDENTIAL | 24 | 26 | 44 | 28 | 19 | 15 |
| BUSINESS | 0 | 1 | 1 | 2 | 1 | 3 |
| FARMS | 0 | 0 | 0 | 0 | 0 | 0 |
| OTHER | 4 | 9 | 11 | 1 | 2 | 0 |
| FIELD VERIFIED ADDRESS FOR PHONE CO/USPS | 0 | 0 | 3 | 7 | 0 | 1 |
| ADDRESS CHANGED | 0 | 1 | 12 | 0 | 3 | 0 |
| | | | | | | |
| ROAD SIGNS INSTALLED OR REPAIRED | 144 | 177 | 221 | 142 | 105 | 50 |
| ROAD SIGNS MADE IN HOUSE | 52 | 23 | 26 | 16 | 33 | 23 |
| POST TAKEN FROM INVENTORY | 12 | 4 | 6 | 7 | 4 | 1 |
| AT NUMBERS (INTERSECTIONS) | 27 | 4 | 5 | 18 | 2 | 2 |
| | | | | | | |
| MAPS MADE IN HOUSE | 2 | 3 | 1 | 2 | 1 | 2 |
| CENTERLINE WORK | 65 | 75 | 160 | 69 | 67 | 156 |
| ADDRESS POINTS | 82 | 64 | 115 | 210 | 84 | 227 |
| | | | | | | |
| NUMBER OF 911 CALLS | 8778 | 8408 | 8081 | 8156 | 8135 | 8186 |
| | | | | | | |
| | | | | | | |
| Submitted by Melissa B Kennedy, May 1, 2024 | | | | | | |

DUPLIN COUNTY CENTER

Duplin County Center
165C Agriculture Drive
Kenansville, NC 28349

Website: <https://duplin.ces.ncsu.edu>

Duplin County Center-NCCE Facebook: <https://go.ncsu.edu/zgvcr9a>

4-H Facebook: <https://go.ncsu.edu/om3spc0>

Phone: 910.296.214

Fax: 910.296.219

Amanda Hatcher
County Extension
Director, Livestock

Wanda Bell
Administrative Assistant:
Director, 4-H, Family &
Consumer Sciences

Wanda Hargrove
Support Specialist:
Agriculture, Livestock,
Facilities Coordinator

Jessica Hall
Livestock and Forages

Della King
Agriculture, Field Crops

Tom Hroza
Horticulture

Rachel Ezzell
Family and Consumer
Science

James Hartsfield
Area Specialized Agent,
Farm Management NC
A&T State

Walter Adams
Agriculture & Natural
Resources Technician
NC A&T State

Bridget Huffman
4-H Youth Development

Charmae Kendall
4-H Program Assistant,
Youth
Agriculture/Livestock

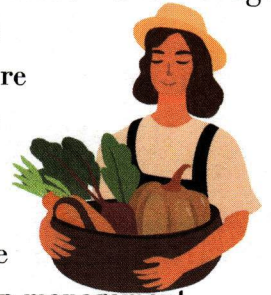
Jasmine Williams
4-H Prevention
Coordinator

Notes from the Director..... Amanda Hatcher

- Attended Eventbrite training and County Extension Director training with NC State Extension
- Progressed on business class for graduate school
- Attended the county department head meeting
- Set up Voluntary Ag District meeting schedule

Livestock..... Amanda Hatcher, Livestock and Forage

- Assisted numerous growers with the swine renewal permit process
- Presented to 10th graders at career fair about careers in agriculture
- Set up for Duplin Grows and helped with this two-day agriculture awareness event for 2nd graders March 26-27
- Assisted with 4-H achievement program
- Spoke to agriculture students at Women in Agriculture conference
- Assisted 77 farmers in nutrient management and 2 farmers in crop management
- Face-to-face contacts: 1,146, Non face-to-face contacts: 163



Livestock..... Jessica Hall, Livestock and Forage

- Hosted monthly Duplin County Cattlemen's Association Meeting with Sampson County where forage seed varieties available at Clifton Seed were presented. If interested in joining DCCA, contact jessica_hall@ncsu.edu.
- Provided technical assistance to producers with forage sampling, soil sampling, grant funding, cost share programs, pasture planning, well and livestock drinking water analyses, weed control, and more.
- Attended Women in Ag event hosted by Duplin County Agribusiness Academy.
- Participated in Duplin Grows event for second graders in Duplin County running the "Ruminant Station" where students learned about sheep, goats, and cattle, and made a human feed ration.
- Face-to-face contacts: 898, Non face-to-face contacts: 362

Field Crops..... Della King, Field Crop Agent

- Attended the following meetings: Tobacco Tuesday Program Team Zoom Mtg, Data At Work Agent Training, Science for Success: Pre-Season Maturity Group, Planting Date, PSI Agent Training, Science for Success: In-Season Fertilizer and Fungicide Zoom Series, Grains Agronomic Program Team Meeting, Science for Success: Late-Season Desiccation Decisions Zoom Series, NCACAA Officer Meeting

Britt Building

Monthly

Usage

March

Total number of events:

41

Total attendance for the events:

1864

Public events:

40

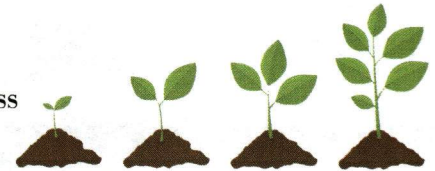
Private events:

1

North Carolina State University and North Carolina A&T State University commit themselves to positive action to secure equal opportunity regardless of race, color, creed, national origin, religion, sex, age, veteran status or disability. In addition, the two Universities welcome all persons without regard to sexual orientation.

North Carolina State University, North Carolina A&T State University, U.S. Department of Agriculture, and local governments cooperating.

- Assisted growers with questions as needed
- Assisted 4-H with preparing for events
- Talked to the JSCC Sustainable Agriculture Class
- Assisted with Duplin Grows
- Face-to-face contacts: 767, Non face-to-face contacts: 595



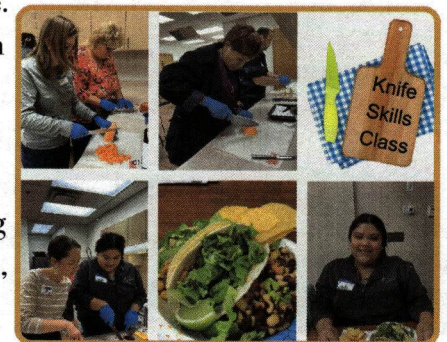
Horticulture..... Tom Hroza, Horticulture

- Addressed increased potting soil prices and educated about composting. The benefits of compost to the new plants and the money saved make for a good combination.
- Assisted homeowners with turf weed questions. Now is the time to take soil samples and add missing nutrients. The easiest way to control weeds in turf is to take care of the lawn you have. Mow at the right height, lime and fertilizer according to soil test and spot spray problem weeds.
- Worked with clients for spring gardens. Vegetable plants are expensive, plan ahead and grow your own from seed.
- Presented at Duplin Grows with over 750 second graders participating, talking about the importance of including potatoes in our diet.
- Talked to Master Gardeners in Pender County about the importance of weed control in Turf and Garden beds.
- Face-to-face contacts: 800, Non face-to-face contacts: 900



Family and Consumer Science (FCS)..... Rachel Ezzell, FCS Agent

- Presented about nutrition and my role as a Family and Consumer Sciences (FCS) agent with the students in Beulaville's new Family and Consumer Sciences Club.
- Continued nutrition education programming with Kenansville Elementary Pre-K and Chinquapin Elementary. This concluded programming with Chinquapin for the school year.
- Collaborated with Horticulture Agent Tom Hroza to utilize Steps to Health grant funding to revitalize school garden with Kenansville Pre-K.
- Presented about nutrition, career opportunities within agriculture, and Duplin County agriculture statistics in partnership with the Duplin Agri-Business Academy at each high school and the early college.
- Presented about reading nutrition labels with each of the 5 congregate nutrition sites with Senior Services to celebrate National Nutrition Month.
- Hosted a Knife Skills Workshop. This hands-on workshop focused on safe techniques when holding your knife, different types of knives and their use, how to sharpen knives, and storing your knives. Then participants applied their learning by preparing curried cauliflower and chickpea tacos, mushroom beef tacos, and cowboy caviar. (Picture R)



- Judged all applications for awards submitted within our state FCS association. As part of my role as the district Vice President of Professional Development & Recognition,
- Participated in Farm to Early Childhood Education Work Group meeting via Zoom & advocated for flexibility in use of grant funding for programming with early childhood sites. Attended district FCS meetings and trainings here in Duplin County as well as Onslow, Duplin Coalition for Health, and a pilot group meeting with the More In My Basket team with NC State Extension. Shadowed sourdough class in Jones County to see how their FCS agent presented material.



- Hosted a station at Duplin Grows (largely organized by Charmae Kendall) focusing on produce that grows here in Duplin County and how it connects to MyPlate. Our station included a bingo game as an interactive way to highlight this material. Extension Master Food Volunteers, Extension and Community Association (ECA) members, and Sampson County FCS agent Sydney Knowles were a huge help in running this station to reach around 750 students. (Picture L)
- Utilized community service leave to complete volunteer hours in conjunction with graduate school coursework while building relationships with potential sites in the

county for food and nutrition programming in the fall.

- Finalized and submitted a grant through the NC AHS (Agricultural and Human Sciences) Board at NCSU to support FCS programming in the county.
- Face-to-face contacts: 1,181, Non face-to-face contacts: 707

Small Farms.....James Hartsfield, Farm Management (Duplin/Sampson)

- Completed news articles for NCA&T Small Farms Week.
- Visited a farmer to provide information on High Tunnel Farming.
- Visited with a producer to provide information on the Plasticulture Equipment Rental Cash Back Program.
- Attended Grassroots Leadership Academy on Emergency and Preparedness
- Attended Small Farms Week Activities in Goldsboro and Greensboro NC.
- Face-to-face contacts: 25, Non face-to-face contacts: 65,000

Agriculture & Natural Resources.....Walter Adams, Tech. (Duplin/Lenoir)

- Assisted growers with pesticide exam questions and registration
- Participated in NC A&T 4th Friday Zoom meeting
- Assisted with Duplin Grows Event
- Helped to identify insects
- Face-to-face contacts: 764, Non face-to-face contacts: 85

4-H and Youth Development.....



Bridget Huffman, 4-H Agent

- Celebrated and Presented Ag Awareness with all the 5th graders at Beulaville Elementary School. They learned about what agriculture is and the different kinds of farms and what products and/or foods come from those farms. They created a "Farm Web." Approximately 85 students participated.
- Attended DAISY meeting. county staff updates, 4-H updates and trainings, reports, and State Extension updates.
- Hosted the annual 4-H Awards Program. 2023 4-H awards were given to 4-H'ers and club leaders. (Picture below)



- Participated in the 10th grade Career & College Fair at the Duplin Events Center. Amanda Hatcher and I presented on behalf of Duplin Cooperative Extension.
- Taught was at Lynda's Funtime Junction Afterschool in Wallace. The lesson focused on nutrition and exercise.

March is National Nutrition Month.



- Directed monthly teen leadership group. Arabella Crews presented her presentation on Bees that she will be doing at DAD in June and then the group worked on leadership activities. (Picture L)
- Prepared for our annual food show on April 24th.
- Assisted with Duplin Grows. All 2nd graders across the county came to learn about the importance of agriculture and where their food comes from.
- Face-to-face contacts: 1,886, Non face-to-face contacts: 3,760

Charmae Kendall, 4-H Agriculture/Livestock Program Assistant

- Led Duplin Pig Project Practices on Monday and Thursday evenings with Youth Quality Care for Animals lessons and prepared for Coastal Plains Show and Sale. (Picture R)
- Worked the ring at the NC State Extravaganza Livestock Show and Pig Circuit events
- Assisted with the Duplin 4-H Achievement Night
- Facilitated Seed station at Women in Ag Event for High Schoolers
- Conducted and organized Duplin Grows Ag Awareness field trip for 750 2nd graders with 12 Learning stations (Picture below) along with coordinating volunteers to assist.
- Face-to-face contacts: 1,620, Non face-to-face contacts: 2,719



Duplin Grows Ag Awareness is a field trip for 750 2nd graders with 12 Learning stations



Jasmine Williams, 4-H Prevention Coordinator

- Attended JCPC and the Duplin Co. Substance Use Coalition.
- Completed class at North Duplin Elementary - 104 students.
- Continued monthly merchant education activities for Duplin and Sampson counties

FY 2024
SALES TAX REPORT FOR THE PURCHASE MONTH OF JANUARY RECEIVED IN APRIL

ARTICLE 39

| PURCHASE MONTH | DISTRIBUTION MONTH | FY 24 ACTUAL | FY 23 ACTUAL | FY 22 ACTUAL | FY 21 ACTUAL |
|----------------|----------------------|---------------------|---------------------|---------------------|---------------------|
| JULY | OCTOBER | 495,991.40 | 460,818.32 | 457,573.41 | 427,182.25 |
| AUGUST | NOVEMBER | 513,122.83 | 479,755.43 | 427,349.77 | 392,404.62 |
| SEPTEMBER | DECEMBER | 490,037.02 | 496,342.32 | 414,041.24 | 405,011.20 |
| OCTOBER | JANUARY | 460,118.92 | 463,630.99 | 400,175.55 | 384,453.05 |
| NOVEMBER | FEBRUARY | 518,248.14 | 364,212.57 | 351,915.06 | 351,358.13 |
| DECEMBER | MARCH | 423,877.90 | 546,338.21 | 476,025.91 | 443,143.03 |
| JANUARY | APRIL | 467,630.40 | 453,297.42 | 400,423.99 | 404,614.63 |
| FEBRUARY | MAY | - | 400,734.07 | 396,214.81 | 358,703.95 |
| MARCH | JUNE | - | 500,590.56 | 486,430.41 | 456,776.99 |
| APRIL | JULY | - | 476,825.85 | 483,971.68 | 459,458.81 |
| MAY | AUGUST | - | 514,839.19 | 436,910.71 | 440,756.95 |
| JUNE | SEPTEMBER | - | 533,561.50 | 489,732.40 | 457,573.41 |
| | ARTICLE TOTAL | 3,369,026.61 | 5,690,946.43 | 5,220,764.94 | 4,981,437.02 |

ARTICLE 40

| PURCHASE MONTH | DISTRIBUTION MONTH | FY 24 ACTUAL | FY 23 ACTUAL | FY 22 ACTUAL | FY 21 ACTUAL |
|----------------|----------------------|---------------------|---------------------|---------------------|---------------------|
| JULY | OCTOBER | 286,511.95 | 277,217.58 | 314,630.28 | 270,611.54 |
| AUGUST | NOVEMBER | 284,657.82 | 280,024.99 | 236,164.76 | 249,665.05 |
| SEPTEMBER | DECEMBER | 240,291.48 | 275,221.91 | 236,119.58 | 264,679.48 |
| OCTOBER | JANUARY | 265,881.15 | 264,742.13 | 235,572.14 | 258,943.88 |
| NOVEMBER | FEBRUARY | 277,188.00 | 261,224.00 | 252,646.72 | 282,949.70 |
| DECEMBER | MARCH | 310,302.54 | 306,365.33 | 283,307.22 | 307,713.65 |
| JANUARY | APRIL | 244,364.29 | 257,322.75 | 217,544.16 | 260,832.19 |
| FEBRUARY | MAY | - | 211,806.82 | 210,454.03 | 218,240.63 |
| MARCH | JUNE | - | 287,821.87 | 271,478.36 | 309,547.51 |
| APRIL | JULY | - | 254,700.06 | 268,244.37 | 289,056.33 |
| MAY | AUGUST | - | 284,649.97 | 265,359.04 | 321,629.72 |
| JUNE | SEPTEMBER | - | 302,591.56 | 285,899.57 | 314,630.28 |
| | ARTICLE TOTAL | 1,909,197.23 | 3,263,688.96 | 3,077,420.23 | 3,348,499.95 |

ARTICLE 42

| PURCHASE MONTH | DISTRIBUTION MONTH | FY 24 ACTUAL | FY 23 ACTUAL | FY 22 ACTUAL | FY 21 ACTUAL |
|----------------|----------------------|-------------------|-------------------|-------------------|-------------------|
| JULY | OCTOBER | 35,329.73 | 23,964.58 | 2,171.79 | 21,433.94 |
| AUGUST | NOVEMBER | 43,302.05 | 28,729.47 | 35,798.87 | 21,223.96 |
| SEPTEMBER | DECEMBER | 2,031.07 | 42,608.75 | 29,992.58 | 17,808.56 |
| OCTOBER | JANUARY | 32,498.43 | 32,862.17 | 25,284.67 | 10,615.56 |
| NOVEMBER | FEBRUARY | 53,022.92 | -9,836.24 | (12,782.68) | 10,746.11 |
| DECEMBER | MARCH | (16,806.26) | 45,798.34 | 23,571.72 | 4,059.20 |
| JANUARY | APRIL | 52,199.35 | 35,456.72 | 42,561.14 | 21,219.86 |
| FEBRUARY | MAY | - | 45,504.28 | 42,039.91 | 28,537.48 |
| MARCH | JUNE | - | 34,409.98 | 39,082.30 | 93,318.08 |
| APRIL | JULY | - | 51,376.66 | 40,750.36 | 18,783.51 |
| MAY | AUGUST | - | 43,974.94 | 20,552.71 | (13,493.46) |
| JUNE | SEPTEMBER | - | 40,887.13 | 29,628.10 | 2,171.79 |
| | ARTICLE TOTAL | 201,577.28 | 415,736.78 | 318,651.47 | 236,424.59 |

ARTICLE 44

| PURCHASE MONTH | DISTRIBUTION MONTH | FY 24 ACTUAL | FY 23 ACTUAL | FY 22 ACTUAL | FY 21 ACTUAL |
|----------------|--------------------|--------------|--------------|--------------|--------------|
| JULY | OCTOBER | - | 13.09 | - | 253.14 |
| AUGUST | NOVEMBER | - | 10.48 | 1.74 | 44.21 |
| SEPTEMBER | DECEMBER | - | - | - | 10.14 |
| OCTOBER | JANUARY | - | - | - | 15.51 |
| NOVEMBER | FEBRUARY | (0.66) | - | 15.33 | (22.36) |

| | | | | | |
|----------|----------------------|---------------|----------------|----------------|---------------|
| DECEMBER | MARCH | - | (0.98) | - | (188.91) |
| JANUARY | APRIL | - | 12.27 | - | - |
| FEBRUARY | MAY | - | - | - | 18.58 |
| MARCH | JUNE | - | (74.55) | - | 4.28 |
| APRIL | JULY | - | - | (103.19) | - |
| MAY | AUGUST | - | - | (0.02) | - |
| JUNE | SEPTEMBER | - | -323.15 | - | - |
| | ARTICLE TOTAL | (0.66) | -362.84 | (86.14) | 134.59 |

ARTICLE 44-524

| PURCHASE MONTH | DISTRIBUTION MONTH | FY 24 ACTUAL | FY 23 ACTUAL | FY 22 ACTUAL | FY 21 ACTUAL |
|-----------------------|---------------------------|---------------------|---------------------|---------------------|---------------------|
| JULY | OCTOBER | 198,613.11 | 182,507.34 | 159,517.49 | 139,634.41 |
| AUGUST | NOVEMBER | 198,640.40 | 182,454.62 | 157,647.11 | 139,815.46 |
| SEPTEMBER | DECEMBER | 198,640.40 | 182,454.62 | 157,647.11 | 139,815.46 |
| OCTOBER | JANUARY | 198,640.40 | 182,454.62 | 157,647.11 | 139,815.46 |
| NOVEMBER | FEBRUARY | 198,743.97 | 182,485.74 | 157,748.35 | 139,812.65 |
| DECEMBER | MARCH | 198,743.97 | 182,485.74 | 157,748.35 | 139,812.65 |
| JANUARY | APRIL | 198,743.97 | 182,485.74 | 157,748.35 | 139,812.65 |
| FEBRUARY | MAY | - | 182,485.74 | 157,748.35 | 139,812.65 |
| MARCH | JUNE | - | 182,485.74 | 157,748.35 | 139,812.65 |
| APRIL | JULY | - | 182,485.74 | 157,748.35 | 139,812.65 |
| MAY | AUGUST | - | 182,485.74 | 157,748.35 | 159,517.49 |
| JUNE | SEPTEMBER | - | 198,613.11 | 182,507.34 | 159,517.49 |
| | ARTICLE TOTAL | 1,390,766.22 | 2,205,884.49 | 1,919,204.61 | 1,716,991.67 |

CITY HOLD HARMLESS

| PURCHASE MONTH | DISTRIBUTION MONTH | FY 24 ACTUAL | FY 23 ACTUAL | FY 22 ACTUAL | FY 21 ACTUAL |
|-----------------------|---------------------------|---------------------|----------------------|-----------------------|-----------------------|
| JULY | OCTOBER | (110,581.15) | -108,260.82 | (119,296.78) | (100,004.97) |
| AUGUST | NOVEMBER | (109,242.71) | -109,815.57 | (91,005.34) | (90,917.30) |
| SEPTEMBER | DECEMBER | (98,380.36) | -105,304.44 | (91,274.94) | (96,637.64) |
| OCTOBER | JANUARY | (102,623.14) | -103,004.55 | (91,133.01) | (95,698.71) |
| NOVEMBER | FEBRUARY | (104,184.28) | -105,815.88 | (103,344.26) | (102,869.56) |
| DECEMBER | MARCH | (126,022.94) | -116,655.57 | (111,531.17) | (114,866.63) |
| JANUARY | APRIL | (91,366.71) | -98,833.04 | (80,256.64) | (94,582.66) |
| FEBRUARY | MAY | - | -78,456.16 | (78,884.60) | (77,852.07) |
| MARCH | JUNE | - | -111,538.51 | (104,233.92) | (116,904.76) |
| APRIL | JULY | - | -94,740.40 | (102,414.29) | (107,968.37) |
| MAY | AUGUST | - | -109,081.66 | (103,751.80) | (124,472.05) |
| JUNE | SEPTEMBER | - | -116,597.12 | (111,820.54) | (119,296.78) |
| | ARTICLE TOTAL | (742,401.29) | -1,258,103.72 | (1,188,947.29) | (1,242,071.50) |
| | GRAND TOTAL | 6,128,165.39 | 10,317,790.10 | 9,347,007.82 | 9,041,416.32 |

| | FY 24 BUDGET | FY 24 ACTUAL | FY 24 ESTIMATES | FY 23 RECEIPTS | FY 22 RECEIPTS |
|-----------------------|----------------------|---------------------|------------------------|-----------------------|-----------------------|
| ARTICLE 39 | 4,314,352.00 | 2,626,625.32 | 4,502,786.26 | 4,432,842.71 | 4,031,817.65 |
| ARTICLE 40 | 4,501,358.00 | 1,909,197.23 | 3,272,909.53 | 3,263,688.96 | 3,077,420.23 |
| ARTICLE 42 | 342,043.00 | 201,577.28 | 345,561.06 | 415,736.78 | 318,651.47 |
| ARTICLE 44 | - | -0.66 | (1.13) | (362.84) | (86.14) |
| ARTICLE 44-524 | 2,189,705.00 | 1,390,766.22 | 2,384,170.66 | 2,205,884.49 | 1,919,204.61 |
| | 11,347,458.00 | 6,128,165.39 | 10,505,426.38 | 10,317,790.10 | 9,347,007.82 |

**DUPLIN COUNTY GARAGE
MONTHLY DEPARTMENT TOTALS SUMMARY**

| Maintenance Type | Part Cost | Labor Cost | Total Cost |
|--------------------------|------------------|-------------------|-------------------|
| Brakes & Rotors | 1563.70 | 103.72 | 1667.42 |
| Def Refuel | 823.59 | | 823.59 |
| Diesel Truck Service | 1378.17 | 155.58 | 1533.75 |
| Diesel Equipment Service | 540.38 | 90.76 | 631.14 |
| Garage Road Call | 1135.30 | 51.86 | 1187.16 |
| General Repair | 2910.51 | 622.40 | 3532.91 |
| Oil Change/Service | 2151.15 | 414.92 | 2566.07 |
| Outside Repairs | 1889.20 | 0.00 | 1889.20 |
| Alignment Only | | | 0.00 |
| P.M. Maintenance | 229.10 | 311.18 | 540.28 |
| State Inspection | 14.45 | 12.97 | 27.42 |
| Tire Change | 12437.56 | 233.44 | 12671.00 |
| Tire Repair | 70.00 | 64.84 | 134.84 |
| Wrecker Call | | | 0.00 |
| Strip Vehicle | | | 0.00 |
| | | | |
| Totals | 25143.11 | 2061.67 | 27204.78 |

| | Animal Control | | | Collections | | | Collections Equipment | | |
|--------------------------|-----------------------|-------------------|-------------------|-----------------------------|-------------------|-------------------|------------------------------|-------------------|-------------------|
| Maintenance Type | Part Cost | Labor Cost | Total Cost | Part Cost | Labor Cost | Total Cost | Part Cost | Labor Cost | Total Cost |
| Brakes & Rotors | 37.99 | | 37.99 | | | 0.00 | | | 0.00 |
| Def Refuel | | | 0.00 | 164.32 | | 164.32 | 7.90 | | 7.90 |
| Diesel Truck Service | | | 0.00 | 352.78 | 77.79 | 430.57 | | | 0.00 |
| Diesel Equipment Service | | | 0.00 | | | 0.00 | | | 0.00 |
| Garage Road Call | | | 0.00 | | | 0.00 | | | 0.00 |
| General Repair | 285.44 | 0.00 | 285.44 | 447.82 | 116.69 | 564.51 | | | 0.00 |
| Oil Change/Service | 65.84 | | 65.84 | 451.70 | 168.56 | 620.26 | | | 0.00 |
| Outside Repairs | | | 0.00 | 984.20 | | 984.20 | | | 0.00 |
| Alignment Only | | | 0.00 | | | 0.00 | | | 0.00 |
| P.M. Maintenance | | | 0.00 | | | 0.00 | | | 0.00 |
| State Inspection | | | 0.00 | | | 0.00 | | | 0.00 |
| Tire Change | | | 0.00 | 3566.71 | 77.82 | 3644.53 | | | 0.00 |
| Tire Repair | | | 0.00 | | 25.94 | 25.94 | | | 0.00 |
| Wrecker Call | | | 0.00 | | | 0.00 | | | 0.00 |
| Strip Vehicle | | | 0.00 | | | 0.00 | | | 0.00 |
| | | | | | | | | | |
| Totals | 389.27 | 0.00 | 389.27 | 5967.53 | 466.80 | 6434.33 | 7.90 | 0.00 | 7.90 |
| | EMS | | | Emergency Management | | | Enviromental Health | | |
| Maintenance Type | Part Cost | Labor Cost | Total Cost | Part Cost | Labor Cost | Total Cost | Part Cost | Labor Cost | Total Cost |
| Brakes & Rotors | 150.99 | | 150.99 | | | 0.00 | | | 0.00 |
| Def Refuel | 19.75 | | 19.75 | | | 0.00 | | | 0.00 |
| Diesel Truck Service | | | 0.00 | | | 0.00 | | | 0.00 |
| Diesel Equipment Service | | | 0.00 | | | 0.00 | | | 0.00 |
| Garage Road Call | 124.00 | | 124.00 | | | 0.00 | | | 0.00 |
| General Repair | 634.47 | | 634.47 | | | 0.00 | 11.09 | | 11.09 |
| Oil Change/Service | 160.22 | | 160.22 | 39.38 | | 39.38 | 73.38 | | 73.38 |
| Outside Repairs | 435.00 | | 435.00 | | | 0.00 | | | 0.00 |
| Alignment Only | | | 0.00 | | | 0.00 | | | 0.00 |
| P.M. Maintenance | | | 0.00 | | | 0.00 | | | 0.00 |
| State Inspection | | | 0.00 | | | 0.00 | 1.70 | | 1.70 |
| Tire Change | 647.39 | | 647.39 | | | 0.00 | | | 0.00 |
| Tire Repair | | | 0.00 | | | 0.00 | | | 0.00 |
| Wrecker Call | | | 0.00 | | | 0.00 | | | 0.00 |
| Strip Vehicle | | | 0.00 | | | 0.00 | | | 0.00 |
| | | | | | | | | | |
| Totals | 2171.82 | 0.00 | 2171.82 | 39.38 | 0.00 | 39.38 | 86.17 | 0.00 | 86.17 |

Fire Department

Health Department

Inspection Department

| | | | | | | | | | |
|--------------------------|----------------|-------------|----------------|--------------|-------------|--------------|---------------|-------------|---------------|
| Brakes & Rotors | 65.18 | | 65.18 | | | 0.00 | | | 0.00 |
| Def Refuel | | | 0.00 | | | 0.00 | | | 0.00 |
| Diesel Truck Service | | | 0.00 | | | 0.00 | | | 0.00 |
| Diesel Equipment Service | | | 0.00 | | | 0.00 | | | 0.00 |
| Garage Road Call | 528.89 | | 528.89 | | | 0.00 | 203.75 | | 203.75 |
| General Repair | 301.68 | | 301.68 | | | 0.00 | 360.51 | | 360.51 |
| Oil Change/Service | 386.60 | | 386.60 | 36.33 | | 36.33 | 91.34 | | 91.34 |
| Outside Repairs | | | 0.00 | | | 0.00 | | | 0.00 |
| Alignment Only | | | 0.00 | | | 0.00 | | | 0.00 |
| P.M. Maintenance | | | 0.00 | | | 0.00 | | | 0.00 |
| State Inspection | 5.95 | | 5.95 | | | 0.00 | 0.85 | | 0.85 |
| Tire Change | 1926.00 | | 1926.00 | | | 0.00 | | | 0.00 |
| Tire Repair | | | 0.00 | | | 0.00 | | | 0.00 |
| Wrecker Call | | | 0.00 | | | 0.00 | | | 0.00 |
| Strip Vehicle | | | 0.00 | | | 0.00 | | | 0.00 |
| | | | | | | | | | |
| Totals | 3214.30 | 0.00 | 3214.30 | 36.33 | 0.00 | 36.33 | 656.45 | 0.00 | 656.45 |

| Sheriff/Resource | | | | Transportation | | | Water | | |
|--------------------------|------------------|-------------------|-------------------|-----------------------|-------------------|-------------------|------------------|-------------------|-------------------|
| Maintenance Type | Part Cost | Labor Cost | Total Cost | Part Cost | Labor Cost | Total Cost | Part Cost | Labor Cost | Total Cost |
| Brakes & Rotors | | | 0.00 | | | 0.00 | 279.98 | 51.86 | 331.84 |
| Def Refuel | | | 0.00 | | | 0.00 | | | 0.00 |
| Diesel Truck Service | | | 0.00 | | | 0.00 | | | 0.00 |
| Diesel Equipment Service | | | 0.00 | | | 0.00 | | | 0.00 |
| Garage Road Call | | | 0.00 | 180.41 | 51.86 | 232.27 | | | 0.00 |
| General Repair | | | 0.00 | 59.40 | 207.48 | 266.88 | 61.27 | 51.87 | 113.14 |
| Oil Change/Service | 65.84 | | 65.84 | 375.00 | | 375.00 | 127.67 | 168.57 | 296.24 |
| Outside Repairs | 95.00 | | 95.00 | | | 0.00 | | | 0.00 |
| Alignment Only | | | 0.00 | | | 0.00 | | | 0.00 |
| P.M. Maintenance | | | 0.00 | 229.10 | 311.18 | 540.28 | | | 0.00 |
| State Inspection | | | 0.00 | 0.85 | 12.97 | 13.82 | | | 0.00 |
| Tire Change | 244.00 | | 244.00 | | | 0.00 | 283.04 | 12.97 | 296.01 |
| Tire Repair | | | 0.00 | | | 0.00 | | | 0.00 |
| Wrecker Call | | | 0.00 | | | 0.00 | | | 0.00 |
| Strip Vehicle | | | 0.00 | | | 0.00 | | | 0.00 |
| | | | | | | | | | |
| Totals | 404.84 | 0.00 | 404.84 | 844.76 | 583.49 | 1428.25 | 751.96 | 285.27 | 1037.23 |



Office of the

DUPLIN COUNTY REGISTER OF DEEDS

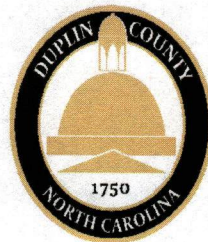
Anita Marie Savage, Register of Deeds

Post Office Box 970; 118 Duplin Street, Kenansville, NC 28349

Telephone: (910) 296-2108 Fax: (910) 296-2344

anita.savage@duplincountync.com

www.duplinrod.com



**MONTHLY REPORT
FOR
DUPLIN COUNTY
REGISTER OF DEEDS
APRIL 2024**

Submitted this 1st day of May, 2024

Anita Marie Savage

Register of Deeds

Ledger Report Fee Distribution
Anita Marie Savage, REGISTER OF DEEDS
Duplin, NC
Date Range From Monday, April 1, 2024 to Tuesday, April 30, 2024

| Name | Amount |
|-------------------------------|-------------|
| Vital Records Fund | \$296.00 |
| State Treasurer Amount | \$2,449.00 |
| Escrow Credit Total | \$530.00 |
| State Revenue Stamp | \$12,365.15 |
| County Revenue Stamp | \$12,869.85 |
| NC Children's Trust Fund | \$160.00 |
| NC Domestic Violence Fund | \$960.00 |
| ROD General Fund | \$16,472.98 |
| ROD Automation Fund | \$1,883.23 |
| Supplemental Retirement | \$334.04 |
| | |
| Total Distribution For Period | \$48,320.25 |
| | |
| Cash Total | \$5,947.75 |
| Check Total | \$17,246.50 |
| Pay Account Total | \$1,899.50 |
| Escrow Account Total | \$640.25 |
| ACH Total | \$22,590.25 |
| Overpayment Total | (\$4.00) |
| Total Deposit For Period | \$47,680.00 |

Ledger Summary Report - Roll-up

Printed 05/01/2024

Anita Marie Savage, REGISTER OF DEEDS

Duplin, NC

04/01/2024-04/30/2024

| Category | Receipt Code | Count | Total | Recording | Special | Floodplain Mapping | Excise Tax | Land Transfer | Dept Cultural Res | Pension Fund | Automation Fund | State General Fund | State Treasurer Amt | County Receipts |
|----------------------|------------------------|-------------------------------|-------|------------|----------|-----------------------|------------|------------------|-------------------------|-----------------|--------------------|--------------------------|---------------------------|--------------------|
| BOND AND OATH | | | | | | | | | | | | | | |
| | OATH | PUBLIC OFFICIALS - OATH | 1 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | Category Totals | | 1 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| ESCROW CREDIT | | | | | | | | | | | | | | |
| | ESCROW | ESCROW CREDIT | 3 | \$530.00 | \$530.00 | | | | | | | | | |
| | Category Totals | | 3 | \$530.00 | \$530.00 | | | | | | | | | |
| MAP | | | | | | | | | | | | | | |
| | MAP | MAP | 48 | \$1,092.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$16.61 | \$107.63 | \$0.00 | \$0.00 | \$967.76 |
| | Category Totals | | 48 | \$1,092.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$16.61 | \$107.63 | \$0.00 | \$0.00 | \$967.76 |
| MARR | | | | | | | | | | | | | | |
| | ML | MARRIAGE LICENSE | 32 | \$1,920.00 | \$0.00 | \$160.00 | \$960.00 | \$28.80 | \$77.12 | \$694.08 | | | | |
| | Category Totals | | 32 | \$1,920.00 | \$0.00 | \$160.00 | \$960.00 | \$28.80 | \$77.12 | \$694.08 | | | | |
| NO BOOK | | | | | | | | | | | | | | |
| | AMDVIT | AMENDMENT - VITALS | 1 | \$10.00 | \$0.00 | \$0.00 | \$0.15 | \$0.99 | \$8.86 | | | | | |
| | BIRTH | CERTIFIED COPY - BIRTH | 185 | \$1,840.00 | \$0.00 | \$0.00 | \$27.60 | \$182.16 | \$1,630.24 | | | | | |
| | BIRTHSE | CERTIFIED COPY - SENIOR BIRTH | 10 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | | |
| | CCOPY | CERTIFIED COPY - REAL PROPEI | 3 | \$33.00 | \$0.00 | \$0.00 | \$0.50 | \$3.25 | \$29.25 | | | | | |
| | COPY | COPIES | 75 | \$95.75 | \$0.00 | \$0.00 | \$1.41 | \$9.35 | \$84.99 | | | | | |
| | COPYP | COPIES - FULL SIZE PLAT | 3 | \$16.00 | \$0.00 | \$0.00 | \$0.24 | \$1.57 | \$14.19 | | | | | |
| | COPYV | COPIES - VITAL RECORDS | 19 | \$7.25 | \$0.00 | \$0.00 | \$0.08 | \$0.66 | \$6.51 | | | | | |
| | DEATH | CERTIFIED COPY - DEATH | 241 | \$2,410.00 | \$0.00 | \$0.00 | \$36.15 | \$238.59 | \$2,135.26 | | | | | |
| | FAXCO | FAX - NON TOLL FREE | 1 | \$0.25 | \$0.00 | \$0.00 | \$0.00 | \$0.02 | \$0.23 | | | | | |
| | MARR | CERTIFIED COPY - MARRIAGE | 64 | \$640.00 | \$0.00 | \$0.00 | \$9.60 | \$63.36 | \$567.04 | | | | | |

Ledger Summary Report - Roll-up

Printed 05/01/2024

Anita Marie Savage, REGISTER OF DEEDS

Duplin, NC

04/01/2024-04/30/2024

| Category | Receipt Code | Count | Total | | | | | | | | | | | |
|------------------------|---------------------------|------------|-------------------|---------------|---------------|--------------------|-----------------|-------------------|-------------------|--------------|-----------------|--------------------|---------------------|-----------------|
| RETCHK | RETURNED CHECK FEE | 1 | \$35.00 | \$0.00 | \$0.00 | \$0.52 | \$3.45 | \$31.03 | | | | | | |
| Category Totals | | 603 | \$5,087.25 | \$0.00 | \$0.00 | \$76.25 | \$503.40 | \$4,507.60 | | | | | | |
| PROPERTY | | | | | | | | | | | | | | |
| | | | | Recording | Special | Floodplain Mapping | Excise Tax | Land Transfer | Dept Cultural Res | Pension Fund | Automation Fund | State General Fund | State Treasurer Amt | County Receipts |
| ABN | ASSUMED BUSINESS NAME | 7 | \$182.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2.73 | \$13.58 | \$0.00 | \$43.40 | \$122.29 |
| ADM/COR | ADMINISTRATIVE CORRECTION | 2 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| AFDVT | AFFIDAVIT | 2 | \$52.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.78 | \$3.88 | \$0.00 | \$12.40 | \$34.94 |
| AGMT | AGREEMENT | 3 | \$78.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1.17 | \$5.82 | \$0.00 | \$18.60 | \$52.41 |
| AN/AMD | ASSUMED BUSINESS NAME AME | 4 | \$104.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1.56 | \$7.76 | \$0.00 | \$24.80 | \$69.88 |
| APPT | APPOINTMENT | 2 | \$52.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.78 | \$3.88 | \$0.00 | \$12.40 | \$34.94 |
| ASGMT | ASSIGNMENT | 15 | \$390.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5.85 | \$29.10 | \$0.00 | \$93.00 | \$262.05 |
| CERT | CERTIFICATE | 2 | \$52.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.78 | \$3.88 | \$0.00 | \$12.40 | \$34.94 |
| CERT/TR | CERTIFICATION OF TRUST | 1 | \$26.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.39 | \$1.95 | \$0.00 | \$6.20 | \$17.46 |
| CM/D | COMMISSIONER DEED | 1 | \$320.00 | \$0.00 | \$0.00 | \$0.00 | \$268.00 | \$0.00 | \$0.00 | \$0.78 | \$4.50 | \$0.00 | \$6.20 | \$40.52 |
| D/REL | DEED OF RELEASE | 2 | \$52.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.78 | \$3.88 | \$0.00 | \$12.40 | \$34.94 |
| D/T | DEED OF TRUST | 82 | \$5,248.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$78.72 | \$508.40 | \$0.00 | \$508.40 | \$4,152.48 |
| DECL | DECLARATION | 2 | \$52.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.78 | \$3.88 | \$0.00 | \$12.40 | \$34.94 |
| DEED | DEED | 198 | \$27,605.00 | \$0.00 | \$0.00 | \$0.00 | \$22,561.00 | \$0.00 | \$0.00 | \$75.66 | \$376.36 | \$0.00 | \$1,202.80 | \$3,389.18 |
| EASE | EASEMENT | 13 | \$344.00 | \$0.00 | \$0.00 | \$0.00 | \$6.00 | \$0.00 | \$0.00 | \$5.07 | \$25.22 | \$0.00 | \$80.60 | \$227.11 |
| FORECL | FORECLOSURE | 1 | \$26.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.39 | \$1.94 | \$0.00 | \$6.20 | \$17.47 |
| L/AGMT | LEASE AGREEMENT | 1 | \$26.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.39 | \$1.94 | \$0.00 | \$6.20 | \$17.47 |
| M/A | MODIFICATION AGREEMENT | 5 | \$130.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1.95 | \$9.70 | \$0.00 | \$31.00 | \$87.35 |
| MEMO | MEMORANDUM | 3 | \$78.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1.17 | \$5.82 | \$0.00 | \$18.60 | \$52.41 |
| MOD | MODIFICATION | 1 | \$26.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.39 | \$1.94 | \$0.00 | \$6.20 | \$17.47 |
| MTG | MORTGAGE | 1 | \$64.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.96 | \$6.20 | \$0.00 | \$6.20 | \$50.64 |
| NOTARY | NOTARY | 13 | \$130.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1.95 | \$12.87 | \$0.00 | \$0.00 | \$115.18 |
| NOTRES | NOTARY RESIGNATION | 1 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| P/A | POWER OF ATTORNEY | 20 | \$520.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$7.80 | \$38.80 | \$0.00 | \$124.00 | \$349.40 |
| P/R | PARTIAL RELEASE | 4 | \$104.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1.56 | \$7.76 | \$0.00 | \$24.80 | \$69.88 |
| QCD | QUITCLAIM DEED | 7 | \$182.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2.73 | \$13.58 | \$0.00 | \$43.40 | \$122.29 |
| REL | RELEASE | 2 | \$52.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.78 | \$3.88 | \$0.00 | \$12.40 | \$34.94 |

Ledger Summary Report - Roll-up

Printed 05/01/2024

Anita Marie Savage, REGISTER OF DEEDS

Duplin, NC

04/01/2024-04/30/2024

| Category | Receipt Code | Count | Total |
|-------------------------------|--------------|-------------|-------|
| Vital Records Receipts Total: | | \$296.00 | |
| Cash Total: | | \$5,947.75 | |
| Check Total: | | \$17,246.50 | |
| ACH Total: | | \$22,590.25 | |
| Card Total: | | \$1,899.50 | |
| Escrow Account Total: | | \$640.25 | |
| Overpayment Total: | | (\$4.00) | |

SENIOR SERVICES
REPORT OF SERVICES



| PROGRAM | Oct-23 | Nov-23 | Dec-23 | Jan-24 | Feb-24 | Mar-24 |
|---------------------------------------|--------|--------|--------|--------|--------|--------|
| NUTRITION/CONGREGATE | | | | | | |
| Units of Service | 1353 | 1156 | 1128 | 1246 | 1316 | 1263 |
| Clients Served | 134 | 127 | 126 | 122 | 125 | 128 |
| Wellness Checks/Community Outreach | 0 | 25 | 7 | 12 | 6 | 0 |
| # of volunteers | 27 | 31 | 31 | 28 | 27 | 23 |
| # of volunteer hrs. | 282 | 229 | 236 | 318 | 302 | 259 |
| HOMEBOUND MEALS | | | | | | |
| Units of Service | 1740 | 1375 | 1350 | 1525 | 1165 | 1115 |
| Clients Served | 72 | 71 | 70 | 63 | 60 | 57 |
| Waiting List | 0 | 0 | 0 | 0 | 3 | 9 |
| # of volunteers | 21 | 21 | 14 | 26 | 23 | 31 |
| # of volunteer hrs. | 30 | 30 | 20 | 34 | 31 | 38 |
| GENERAL TRANSPORTATION | | | | | | |
| Units of Service | 279 | 254 | 263 | 272 | 269 | 203 |
| Clients Served | 14 | 15 | 14 | 14 | 10 | 10 |
| IN HOME AIDE | | | | | | |
| Units of Service | 539 | 468 | 410 | 511 | 485 | 447 |
| Clients Served | 85 | 82 | 86 | 83 | 80 | 78 |
| Waiting List | 32 | 31 | 32 | 30 | 33 | 31 |
| ENSURE | | | | | | |
| # of cases | 88 | 66 | 90 | 68 | 55 | 89 |
| HOUSING & HOME IMPROVEMENT | | | | | | |
| Units of Service | 0 | 0 | 0 | 1 | 2 | 4 |
| Waiting List | 3 | 3 | 3 | 3 | 2 | 0 |
| # of volunteer hrs. | 0 | 0 | 0 | 0 | 48 | 0 |
| # of volunteers | 0 | 0 | 0 | 0 | 8 | 0 |
| FAMILY CAREGIVER PROGRAM | | | | | | |
| Persons served w/vouchers | 3 | 4 | 3 | 2 | 2 | 2 |
| INCONTINENCE SUPPLIES | | | | | | |
| Clients Served | 0 | 0 | 1 | 1 | 1 | 0 |
| FAN PROGRAM | | | | | | |
| Fans given away | 0 | 0 | 0 | 0 | 0 | 0 |
| SENIOR CENTER PROGRAM | | | | | | |
| Units of Service | 176 | 204 | 150 | 247 | 283 | 285 |
| Clients Served | 37 | 43 | 36 | 39 | 38 | 36 |
| # of volunteers | 10 | 12 | 1 | 14 | 2 | 2 |
| # of volunteer hrs. | 11 | 24 | 3 | 25 | 4 | 4 |
| TELEPHONE REASSURANCE PROGRAM | | | | | | |
| Units of Service | 267 | 230 | 205 | 263 | 256 | 241 |
| Clients Served | 14 | 14 | 14 | 14 | 14 | 14 |
| INFORMATION & REFERRAL | | | | | | |
| Units of Service | 23 | 14 | 6 | 13 | 14 | 10 |
| Clients Served | 23 | 14 | 6 | 13 | 12 | 10 |
| TRAINING - EMPLOYEE | | | | | | |
| Number of hours | 0 | 0 | 42.75 | 0 | 0 | 41 |
| Number of staff | 0 | 0 | 7 | 0 | 0 | 14 |
| INCOME TAX VOLUNTEER PROGRAM | | | | | | |
| Number of hours | 49 | 61 | 88 | 160 | 310 | 259 |
| Number of volunteers | 2 | 3 | 9 | 9 | 9 | 7 |
| MEAL COST | | | | | | |
| Meals Prepared | 2675 | 3198 | 3335 | 2402 | 2500 | 2382 |

| | | | | | | |
|---|--------------|--------------|--------------|--------------|--------------|--------------|
| Total Expenditures | \$ 24,024.60 | \$ 26,846.16 | \$ 28,000.82 | \$ 22,273.83 | \$ 21,973.18 | \$ 22,262.79 |
| Price per meal | \$ 8.98 | \$ 8.39 | \$ 8.40 | \$ 9.27 | \$ 8.79 | \$ 9.35 |
| FAMILY CAREGIVER - SUPPORT GROUP | | | | | | |
| Persons served | 5 | 4 | 4 | 3 | 6 | 0 |
| ARPA - CONGREGATE MEALS | | | | | | |
| # of meals | 25 | 25 | 20 | 30 | 20 | 20 |
| Persons served | 5 | 2 | 1 | 2 | 2 | 1 |
| Breakfast Bundles | 61 | 97 | 21 | 9 | 80 | 112 |
| ARPA - HOME DELIVERED MEALS | | | | | | |
| # of meals | 60 | 80 | 80 | 100 | 80 | 70 |
| Persons served | 3 | 4 | 4 | 4 | 4 | 4 |
| Breakfast Bundles | 47 | 0 | 0 | 66 | 0 | 0 |

Social Services

| | Dec-23 | Jan-24 | Feb-24 | Mar-24 |
|---|--------|--------|--------|--------|
| Program Area | | | | |
| MONTHLY CASE COUNT | | | | |
| Food and Nutrition Cases | 4406 | 4996 | 4391 | 4329 |
| FNS Apps Taken | 256 | 416 | 317 | 259 |
| Individual Served | 9277 | 9140 | 9276 | 9120 |
| WorkFirst Cases | 57 | 56 | 53 | 57 |
| WF Apps. Taken | 17 | 18 | 18 | 18 |
| Employment Cases | 4 | 4 | 2 | 1 |
| Child Only Cases | 36 | 32 | 33 | 36 |
| Refugee Cases | 17 | 20 | 18 | 20 |
| Crisis Heating/Cooling (CIP) | 147 | 219 | 162 | 131 |
| Low Income Energy Assistance (LIEAP) | 89 | 327 | 169 | 89 |
| Family & Childrens Applications | 279 | 297 | 317 | 221 |
| Enrollment Count | 15719 | 15954 | 16118 | 16132 |
| Adult Applications | 160 | 97 | 85 | 56 |
| Adult Enrollment Count | 3880 | 3827 | 3807 | 3808 |
| Medicaid Transportation | 665 | 696 | 831 | 802 |
| Individuals Transported | 172 | 214 | 227 | 208 |
| Child Support NCP Cases | 2463 | 2474 | 2473 | 2471 |
| Program Integrity | 8 | 6 | 9 | 12 |
| Child Day Care | 369 | 353 | 346 | 339 |
| CPS - investigations Initiated | 55 | 49 | 64 | 57 |
| CPS - Investigation Caseload | 82 | 86 | 77 | 58 |
| CPS- Case Management | 6 | 9 | 7 | 5 |
| CPS-Children in Custody | 18 | 19 | 18 | 18 |
| Adult Services | 96 | 102 | 94 | 74 |
| Homeless Reported | 0 | 0 | 10 | 0 |

DUPLIN COUNTY CHILD SUPPORT
MONTHLY REPORT
Mar-24

| | |
|--|---------------|
| TOTAL CHILD SUPPORT COLLECTED | \$ 464,592.82 |
| TOTAL ABSENT PARENT CASES | 2400 |
| TOTAL CLIENTS SERVED | 1839 |
| TOTAL CHILDREN SERVED | 2471 |
| BREAKDOWN OF CASE AS FOLLOWS | |
| ENFORCEMENT | 2131 |
| ESTABLISHMENT | 77 |
| PATERNITY | 50 |
| LOCATION | 142 |
| GOOD LOCATES COMPLETED/SYSTEM AND MANUAL | 20 |
| ORDERS ESTABLISHED/MODIFIED | |
| BY VOLUNTARY SUPPORT AGREEMENT/CIVIL | 31 |
| MODIFICATIONS | 24 |
| REVIEWS/NO MOD. NEEDED | 1 |
| TOTAL | 56 |
| PATERNITY ESTABLISHED | 13 |
| GENETIC TEST COMPLETED (LAB CORP) | 16 |
| GENETIC TEST COMPLETED (Connie) | 0 |
| ENFORCEMENT ACTIONS (OTHER) | 224 |
| WAGE WITHHOLDING ESTABLISHED | 59 |
| INTERSTATE ACTIVITY | |
| INITIAL UIFSA ACTION MAILED | 1 |
| ORDERS SENT FOR REGISTRATION | 0 |
| GENERAL STATUS REQUEST MAILED/ELECTRONIC | 320 |
| ENFORCEMENT STATUS REQUEST MAILED | 45 |
| REQUEST FOR REVIEWS TO OTHER STATE | 0 |
| CHANGE OF PAYEE/REDIRECTION | 0 |
| ORDERS REGISTERED | 0 |
| ORDERS ESTABLISHED | 0 |
| TOTAL CLIENT SEEN IN IV-D | 70 |

| | |
|--|----|
| TOTAL VISITORS IN IV-D | 0 |
| SHOW CAUSES AND ORDERS FOR ARREST ISSUED IN COUNTY | 29 |
| SHOW CAUSES AND ORDERS FOR ARREST SERVED IN COUNTY | 1 |
| SHOW CAUSES SENT BY REGULAR MAIL IN COUNTY | 18 |
| SHOW CAUSE AND ORDERS FOR ARREST RETURNED NOT SERVED IN COUNTY | 1 |
| ***** | |
| SHOW CAUSES AND ORDER FOR ARREST ISSUED OUT OF COUNTY | 19 |
| SHOW CAUSES AND ORDER FOR ARREST SERVED OUT OF COUNTY | 4 |
| SHOW CAUSES SENT BY REGULAR MAIL OUT OF COUNTY | 9 |
| SHOW CAUSES AND ORDER FOR ARREST RETURNED NOT SERVED OUT OF COUNTY | 2 |

| Duplin County Water | | | | | | |
|----------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Monthly Report | | | | | | |
| | 23-Oct | 11/23/2023 | 12/23/2023 | 1/31/2024 | 2/29/2024 | 3/31/2024 |
| Billed Customers | 8034 | 8064 | 8045 | 8086 | 8104 | 8052 |
| Gallons Water Sold | 55,989,000 | 65,456,000 | 42,543,000 | 62,399,000 | 44,251,000 | 41,934,000 |
| Monthly Billed | \$328,214.87 | \$367,908.96 | \$288,318.88 | \$341,676.73 | \$294,260.31 | \$285,308.26 |
| Bank Draft Payments | \$41,987.87 | \$37,708.67 | \$42,973.69 | \$35,751.56 | \$39,683.16 | 35518.57 |
| Credit Card Payments | \$112,104.96 | \$119,638.00 | \$127,373.40 | \$104,678.88 | \$121,805.14 | \$118,668.16 |
| New Customers | 53 | 35 | 41 | 39 | 53 | 43 |
| Discontinued | 48 | 26 | 32 | 34 | 46 | 56 |
| Repairs | 3 | 1 | 0 | 0 | 0 | 0 |
| Flushes | 40 | 18 | 34 | 17 | 10 | 11 |
| Locates | 736 | 556 | 478 | 545 | 778 | 749 |
| Reinstates | 55 | 44 | 94 | 45 | 170 | 122 |
| New Taps | 15 | 11 | 5 | 10 | 16 | 18 |