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COMMONWEALTH OF VIRGINIA

Compensation Board

P.O. Box 710
Richmond, Virginia 23218-0710

August 12, 2009

EMAIL MEMORANDUM

TO: County Administrators and City Managers
Regional Jail Authority Chairmen

CC: Sheriffs and Regional Jail Superintendents
Treasurers and Finance Directors

FROM: Robyn M. de Socio, Executive Secretary

RE: Conversion of FY09 Reimbursements to Federal Monies

I write in follow up to my memo to you dated July 22 to provide you with further information regarding the transfer of FY09 reimbursement expenses from Commonwealth general fund dollars to federal stimulus dollars pursuant to the American Recovery and Reinvestment Act (ARRA), specifically State Fiscal Stabilization Funds - General.

In my last correspondence, I provided you with specific dollar amounts reimbursed for the months of February through May, 2009, and the portion of those reimbursements that were converted to federal funds. Available on the Compensation Board website is a database providing details of these converted amounts. This database will identify, for each month and at the position level, how much of the reimbursement is to be considered federal funding.

To download the Access database, please go to our website's [ARRA page](#) and click the link entitled "FY09 ARRA State Stabilization Funds Database". Please choose the option to SAVE the database to your own computer, instead of opening the file directly from the website. This will prevent concurrent viewers of the database from corrupting the data for others when viewing individual locality information.

Please note that the spreadsheet provided with my last correspondence identified the total reimbursement payment to the locality for each month for the Sheriff's Office or Jail. This was to assist you in identifying the payments that have been partially converted. As reimbursements converted to federal funds included salaries only, the database details contain information at the individual position level and will total to the amount of the reimbursement for salaries for each given month, and not to the total reimbursement payment for all expenses for each given month.

The detailed information in the database will be used to report on the number of positions covered by federal stimulus funds to meet the federal quarterly reporting requirements of the ARRA. Please note that the Commonwealth, as the Prime Recipient of the federal

stimulus grant funds, will maintain responsibility for fulfilling the federal reporting requirements for this distribution. However, I recommend that you maintain this detailed information for your records for accounting and audit purposes, to support the receipt of federal funds in your locality, and recognizing that it will be the source used by the Commonwealth for meeting the reporting requirements. Also for your information for accounting purposes, the Catalog of Federal Domestic Assistance (CFDA) number for this federal funding stream is 84.397. I anticipate that basic grant reporting information (such as DUNS number, etc.) may be sought from you at a later date once all information needed to complete the reporting by the Commonwealth is determined.

Please ensure you provide this communication to the appropriate finance personnel, so that funds originally received in FY09 as Commonwealth revenues can be properly identified as federal funds as a part of closing out your FY09 finances. For additional information previously provided by the Compensation Board regarding the use of federal stimulus funds for Sheriffs' Offices and Regional Jails, please visit the [ARRA link](#) from the Budgets and Salaries page of the Compensation Board website (www.scb.virginia.gov).

If you have any difficulties accessing your locality details in the Access database, please contact Charlotte Luck via email at charlotte.luck@scb.virginia.gov. If you have any other questions regarding this communication, or need additional information, please feel free to contact me at robyn.desocio@scb.virginia.gov or 804.225.3439, or contact Charlotte Luck at charlotte.luck@scb.virginia.gov or 804.225.3366.

C: Compensation Board Members
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