**Marking a Section 1512 Report Final**

**Q: What is EPA’s definition of project completion for ARRA Section 1512 reporting?**

A: For EPA ARRA awards, the primary conditions for project completion, and for recipients to file their final 1512 report on Federalreporting.gov, include the following:

• All ARRA funds associated with the award have been expended at the prime recipient level,

• All or nearly all ARRA funds associated with the award have been invoiced and received,

• No additional jobs will be funded, and

• The project status is marked as “Fully Complete” (marked as “4”)."

These conditions are fully consistent with OMB guidance (M-10-34) which defers to the agency to make judgments regarding satisfying agency grant and contract performance requirements.

At EPA, a project is considered final for Recovery Act reporting purposes only when the conditions above are met.

Grant closeout for ARRA grants may take one or more additional reporting quarters after ARRA work is complete. Marking a Section 1512 report “final” does not eliminate responsibility to complete grant/contract requirements to submit administrative and technical closeout reports and documents. If a recipient has questions regarding closeout responsibilities in circumstances when a Section 1512 report has been marked final, they should contact their appropriate Grants Management Officer/Contracts Management Officer to ensure the award is properly closed and documented.

**Q. May recipients file a final report if all ARRA funds have been used but the project is not complete?**

**A**. Yes. A recipient may mark a report final if the recipient has expended all ARRA funds at the prime level, drawn down all ARRA funds, and no additional jobs will be funded with the recipient's ARRA funds. Once all ARRA funds are drawn down recipients should update the Award Description Field to include: “All ARRA funds have been expended on this project and the ARRA portion of the project is completed; however, work is still ongoing using other funds.”