



MARK B HORTON, MD, MSPH
Director

State of California—Health and Human Services Agency
California Department of Public Health



ARNOLD SCHWARZENEGGER
Governor

May 11, 2010

Dear ARRA Funding Recipient,

UPDATE: QUARTER 2, 2010 REPORTING DEADLINES AND REPORTING CLOSEOUT PROCEDURES

The submittal deadlines for the Quarter 2, 2010 reporting period are quickly approaching. Please submit your ARRA project's quarterly report no later than **June 10, 2010**. Also, please submit your supplemental report no later than **July 5, 2010**. Please insure that the data included in your quarterly and supplemental reports accurately captures all information to be reported for the quarter. The ARRA quarterly reporting guidance can also be found at the following website:

<http://www.cdph.ca.gov/services/funding/Pages/ARRAProjectReporting.aspx>

As a reminder, all ARRA recipients are required to report quarterly until their ARRA project's last financial claim has been submitted. To terminate your reporting obligations, please submit your final quarterly report and a copy of the completed Final Release Form that was submitted with your final claim. Upon receipt of your final quarterly report as well as the Final Release Form, CDPH-DDWEM will acknowledge the fulfillment of your ARRA project's quarterly reporting obligations.

Thank you for your efforts in helping to ensure your project's continual compliance with the ARRA project reporting requirements. If you are missing any information or have any additional questions, please contact Josh Ziese by phone at (916) 445-5284 or email at Joshua.Ziese@cdph.ca.gov.

Sincerely,

Addie Aguirre, Staff Services Manager II
Infrastructure Administration and Finance Section

Enclosures