

Updated 8/31/2021

## Coronavirus Response and Relief Supplemental Appropriations Act Questions and Answers for Greater Minnesota Local Agencies

### **How do I request these funds?**

Once the city or county determines and reports to State Aid how they are going to use their funds, State Aid finance will process payment in the appropriate amount associated with the city or county share of CRRSAA funds.

### **When do I request my CRRSAA funds?**

CRRSAA funds can be requested now! Reply back to the email and state the decision of your agency. The funds will be made available shortly after that.

### **Is there a deadline?**

Please reply with your decision by September 30<sup>th</sup> 2021.

## Construction Projects

### **Can I use these funds on a strictly locally funded project?**

Yes

### **How do I report the usage of the funds on a locally funded construction project?**

Enter the amount used on the CRRSAA certification form on the local road construction line. A CRRSAA certification form must be completed for each year if funds are spent in more than 1 year.

### **Can I use these funds on a state aid project?**

Yes

### **How do I report the usage of the funds on a state aid construction project?**

After the funds have been used on the project, submit a State Aid Payment Request with the CRRSAA federal funds on the federal line. Enter the amount used on the CRRSAA certification form on the construction from state aid pay request, include SAP or SP number. A CRRSAA certification form must be completed for each year if funds are spent in more than 1 year.

### **Can I use these funds on a federal aid project?**

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Yes, use these funds to make up the 80% (90% on HSIP) of the federal funds on a construction project. Do not use these funds as a match to the federal funds, the funds should supplement any unfunded federally eligible amount.

**How do I report the usage of the funds on a federal aid construction project?**

After the funds have been used on the project, submit a State Aid Payment Request with the CRRSAA federal funds on the federal line. Enter the amount used on the CRRSAA certification form on the construction from state aid pay request, include SAP or SP number. A CRRSAA certification form must be completed for each year if funds are spent in more than 1 year.

**Can I use these funds on an existing federal project already underway?**

Yes, use these funds to supplement existing federal funds to make up to the 80% (90% on HSIP) of the federal cap on a construction project. Do not use these funds as a match to the federal funds, the funds should supplement any unfunded federally eligible amount.

**Does the STIP / authorization or other preliminary project documents have to be amended by adding these funds?**

No change to STIP or authorization or other document is required for federal projects.

**Do federal regulations apply?**

If you are adding CRRSAA funds to an existing federal aid project, all of the usual federal regulations apply, Buy America, Davis Bacon, Competitive Bidding, DBE, OJT etc.

If you are adding to a State Aid project, only the State Aid rules apply.

**Can I create a new federal project?**

No, there will be no new projects initiated using the CRRSAA funds.

**Can I use these funds on multiple projects?**

Yes, however, for tracking and auditing purposes, we recommend using on as few projects as possible, ideally one project.

**Can I use these funds on a future state aid or federal aid project.**

Yes, you may use these funds for future projects, however, it is encouraged to use as soon as possible so that closeout can be completed as soon as possible. Please spend funds on selected expenditures dated before September 30<sup>th</sup> 2024.

[Operations/Maintenance](#)

**Can I use these funds for maintenance on any local route?**

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You may use these funds for maintenance on any local road under your jurisdiction

**How do I request funds for maintenance or operations on my local route?**

Once the city or county determines and reports to State Aid how they are going to use their funds, State Aid finance will process payment in the appropriate amount associated with the city or county share of CRRSAA funds.

**How do I report the usage of the funds for maintenance or operations?**

If used on local roads enter amount on CRRSAA certification form on the local maintenance line.

If used on state aid roads, enter the amount on the CRRSAA certification form on the MSAS Maintenance, CSAH Regular Maintenance or CSAH Municipal Maintenance line.

Counties must also report their CRRSAA usage on the Annual summary tab of the reporting form.

A CRRSAA certification form must be completed for each year if funds are spent in more than 1 year.

Cities that normally report their maintenance costs on an Annual Summary of Highway Information form must include a deduction for the CRRSAA funds if used for MSAS maintenance.

**Can I buy a vehicle with these funds?**

Yes, if you are confident the purchase of vehicle can be 100% (ie. No cars or pickups) tied to work on the road system under your jurisdiction and withstand public scrutiny. For cost accounting purposes you will not be able to depreciate the cost of the equipment purchased with CRRSAA funds. If only partially funded with CRRSAA, the portion funded with local funds may be depreciated.

**How do I report usage for a vehicle purchase?**

Enter the type and cost of vehicle purchased on the vehicle line of the CRRSAA certification form.

**Can I use these funds for previously incurred maintenance costs.**

Yes, you can use these funds to cover costs retroactive to January 27th 2020.

**Can these funds be used on future maintenance costs?**

Yes, you can use these funds on future maintenance costs. Please spend funds on selected expenditures dated before September 30<sup>th</sup> 2024.