



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



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SUPERINTENDENT OF  
PUBLIC INSTRUCTION

September 22, 2009

**MEMORANDUM**

TO: Intermediate and Local School District Superintendents, Public School Academy Administrators, and Other Non-School Recipients

FROM: Carol Wolenberg, Deputy Superintendent *cw*

SUBJECT: Section 1512 Reporting Requirements for ARRA Grants

Section 1512 reporting must be completed quarterly in MEGS for each American Recovery and Reinvestment Act (ARRA) grant award received. All ARRA 1512 reporting will be completed within a single MEGS reporting application.

The Section 1512 Reporting application will be available beginning September 25, 2009, in MEGS at: <https://megs.mde.state.mi.us/megs/>. Note: Only a MEGS Authorized Official (Level 5) may initiate the Section 1512 Report in MEGS.

**The first quarterly report is due October 5, 2009 and the reporting period for the report is 2/17/2009 through 9/30/2009.** Future reports will be due in January, April, and July 2010.

Specific help documents for the 1512 Reporting Requirement and how to enter DUNS numbers in the EEM are on the MDE Grants website at <http://Michigan.gov/mde-grants>.

The following information is required for **each** ARRA grant received and will be entered in MEGS:

1. The number of jobs created and/or retained due to the grant
2. A description such as a job title or job category for the jobs created and/or retained
3. The DUNS number OR name and zip code of all vendors paid with ARRA funds
4. An internal identifying number assigned by your organization to any sub-award given to a vendor
5. The total grant dollars expended on infrastructure investments for ARRA Education Stabilization Funds and IDEA grants only

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6. A description of how any infrastructure investments contributed to the purposes of the ARRA, if any money was expended on infrastructure

A Data Universal Numbering System (DUNS) number and Central Contractor Registration (CCR) information entered into the Education Entity Master (EEM) is also a requirement for all ARRA grant recipients. All ARRA award recipients **must** have DUNS and CCR information entered into EEM **no later than September 30, 2009**.

In keeping with the increased transparency and accountability requirements of the ARRA, reports submitted pursuant to Section 1512 of the Recovery Act will be made available on [www.Recovery.gov](http://www.Recovery.gov) and on individual Federal agency recovery websites.

Questions regarding the content of this memo may be directed to the Grants Administration and Coordination Unit at 517.373.1806.

cc: William Mayes, MASA  
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