# Operations Center Memo FY2025-16

**To:** DDS Qualified Providers

**From:** Sean Bannon, Operations Center Director

**CC:** Jordan Scheff, Commissioner, Elisa Velardo, Deputy Commissioner, Katie Rock-Burns, Chief of Staff, Nicholas Jerard, CFO, Regional Directors, Private ARDs, Resource Administrators, The Alliance, The Arc CT

**Date:** April 28, 2025

**RE:** ARPA Opportunity for Vehicles and Infrastructure Maintenance Update

As outlined in Operation Center Memo FY 2025-08, providers had the opportunity to "opt in" to receive American Rescue Plan Act (ARPA) funding for Vehicles and Infrastructure Maintenance.

In the coming days, providers who opted in for either initiative will receive an email from their Provider Specialist. This message will include an Excel file summarizing the total amount of funding awarded for both Vehicles and Infrastructure Maintenance.

Providers who opted in to both initiatives will have the opportunity to designate how much of their total award they would like to allocate to each initiative. To do so, they must complete the Excel file and return it to their Provider Specialist by May 7, 2025. If the file is not submitted by this date, the total award will be split evenly between the two initiatives. Please note: this is a one-time selection and cannot be changed at a later date. Any funding not used in accordance with the selected initiative(s) will be subject to recoupment.

All awarded funds must be expended by March 31, 2026, and final reporting (in a format to be determined) will be due by April 30, 2026.

Provider Specialists will check in with providers in July 2025 to assess the status of expenditures. If a provider determines they will not be able to fully expend their awarded funds by the March 31, 2026 deadline, they may choose to return some or all of the funding at that time. This will allow DDS to reallocate funds to other eligible providers. Responses should be submitted by July 31, 2025.

**Frequently Asked Questions (FAQs)**
*Please direct any additional questions to your Provider Specialist.*

**Q: Can I use this funding for vehicles already purchased?**
**A:** No. Any vehicle purchased or received prior to February 1, 2025 is not eligible under this initiative.

**Q: Can I use this funding toward a vehicle lease?**
**A:** No, vehicles must be purchased in order to use these ARPA funds.

**Q: Can I use this funding to modify a vehicle?**
**A:** Only if the vehicle was purchased 2/1/2025 or later. All modifications must align with the intent of the funding as described in Memo FY 2025-08.

**Q: Are unused funds subject to Revenue Retention rules?**
**A:** No. All unspent funds will be recouped in full (100%).

**Q: How will this funding be reported in the Annual Report? Will there be additional reporting?**
**A:** Reporting will follow the process used for other ARPA-funded programs (e.g., Temporary Provider Stabilization, Workforce Stability, Infrastructure Improvements through Technology). An Expenditure Report with detailed instructions will be provided before the reporting deadline.

**Q: Do Infrastructure Maintenance expenditures for CLAs need to follow the usual Capital Improvement process?**
**A:** Providers must follow all applicable rules and verification requirements. However, documentation will be retained by providers and does not need to be submitted to DDS or DSS unless specifically requested.

**Q: Can this funding be used for Vehicles or Infrastructure Maintenance in ICF homes?**
**A:** No. This funding cannot be used for any expenses related to ICF homes.