(Date)

TO: The Honorable David Y. Ige

Governor, State of Hawaii

FROM: (Name, Title)

(Department OR State Agency)

SUBJECT: Request for Use of Coronavirus State Fiscal Recovery Funds (CSFRF)

Consistent with the requirements of the American Rescue Plan (ARP) Act, (Department OR State Agency) requests a $ (AMOUNT) sub-award from the Coronavirus State Fiscal Recovery Funds (CSFRF).

This request qualifies as an allowable use of CSFRF as determined by a review of the requirements of the Interim Final Rule adopted by the U.S. Treasury on May 10, 2021 The eligible use and expenditure category are identified in the attached "Attestation of Qualifying Coronavirus State Fiscal Recovery Fund Expenditures" (Form CSFRF-2).

This request is an appropriate use of CSFRF because the proposed use of the funds does not qualify for other sources of federal funding.

This request is for:

1. **Appropriated or Non-appropriated request:**

Appropriated in Act 88 (HB200 CD1)

Appropriated in Act \_\_\_\_\_\_

Non-appropriated request

1. **Project name:**
2. **Project description (50 to 250 words)**

Request for Coronavirus State Fiscal Recovery Funds (CSFRF)

(Department OR State Agency)

(Date)

1. **Describe and indicate purpose:**
2. **Describe the intended outcome:**
3. **What key performance indicators will be used to measure the intended outcome?**
4. **Provide a cost breakdown for the request.**

Request for Coronavirus State Fiscal Recovery Funds (CSFRF)

(Department OR State Agency)

(Date)

1. **If applicable, indicate if special project authorization and approval to establish and fill exempt temporary special project positions is requested.**

We will comply with the CSFRF reporting requirements issued by the Department of the U.S. Treasury.

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Name Date

Department OR State Agency Head

RECOMMENDATION:

APPROVAL  DISAPPROVAL

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Craig. K. Hirai Date

Authorized State Representative

** APPROVED  DISAPPROVED**

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DAVID Y. IGE, Governor Date

Attachment (Form CSFRF-2)

c: Craig K. Hirai, Director of Finance

Curt Otaguro, Comptroller