

Following the prompts in this checklist will improve your chances of successfully funding your IT project with ARPA.

**My government/agency will receive this much from ARPA:**

**The specific ARPA funds my government/agency will receive:**

- Coronavirus State Fiscal Relief Recovery Funds
- Coronavirus Local Fiscal Relief Recovery Funds
- Elementary and Secondary Emergency Relief (K-12)
- Higher Education Emergency Relief

**Who are the decision-makers in my government/agency?**

Person 1 \_\_\_\_\_  
Person 2 \_\_\_\_\_  
Person 3 \_\_\_\_\_

**What are the priorities and challenges of those decision-makers?**

Priority / Challenge 1 \_\_\_\_\_  
Priority / Challenge 2 \_\_\_\_\_  
Priority / Challenge 3 \_\_\_\_\_

**What project do you want to fund?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**How does your project respond to your leadership's priorities and challenges?**

---

---

---

**What benefits will your project provide your government/agency and the citizens it serves?**

---

---

---

**Will this project result in cost savings or avoidance?**

Yes

No

**Will this project make your government/agency more secure and/or more resilient?**

Yes

No

**Will this project enable remote work or distance learning in any way?**

Yes

No

**Connect your project to language in ARPA. Which best describes how your project responds to COVID-19?**

• Enabling telework or distance learning

• Providing citizens and businesses expanded digital services

• Investments to improve government's efficiency, serve citizens, and promote long-term economic growth