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August 15, 2022

**DEPARTMENT OF ADMINISTRATION ORGANIZATIONAL CIRCULAR NO. 2022-027**

To: All Line Agency and Department Heads  
From: Director of Administration  
Subject: **ARPA & MAYORS' ARPA Funds**

***Buenas yan Håfa Adai!***

In order to ensure smooth transitions at year-end, purchase orders for the following funds **will not expire at September 30, 2022**, as long as funding remains available on the purchase order.


5682 – ARPA Fund  
5688 – Mayors' ARPA Fund

**DOA/Accounting** should record expiration date for the subject purchase order as September 30, 2023.

**DOA/GSA** should advise vendors regarding the extension of the purchase order obligation.

**MCOG and DPW** are advised to follow this process.

***Si Yu'os Ma'ase.***

  
EDWARD M. BIRN