Home Welcome to the Open Georgia Help Screens

The image below displays Open Georgia's homepage.



Navigation Bar:

From the homepage, you can use the navigation bar to visit the following. Salary and Travel Reimbursement Application, Other Expenditure Information, Financial Reports and Other Reports. The navigational bar will be visible on each screen within the Open Georgia website should you need to return to the home page at any time during your visit.



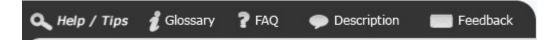
- 1. Home: Will direct you back to Open Georgia's homepage
- 2. Search Applications:
 - Salaries and Travel Reimbursements
 - Other Expenditure Information

3. Reports:

- Financial Reports
- Other Reports
- 4. Contact:

- For general Open Georgia questions, or questions about money spent at an entity, please contact 1-800-georgia, or the local number 678-436-7442 and you will be forwarded to that entity's contact.
- State Financial Reports:
 - o For the budget in brief please contact the Office of Planning and Budget at 404-656-3820.
 - For financial reports including: Comprehensive Annual Financial Report, Budgetary Compliance, and Single Audit, please contact the State Accounting Office at 404-651-7802 or by Email at sao_reporting@sao.ga.gov.
- For questions regarding program reviews from the past five years including Performance Audits, Program Evaluations, and Special Examinations please contact the Department of Audits and Accounts at 404-657-5220 or by Email at paoinfo@audits,ga.gov.
- If you are having trouble with the Open Georgia website and need technical assistance please visit https://www.audits.ga.gov/contact-us/
- 5. Help:
 - Help/Tips
 - Glossary of Terms
 - FAQ
 - Site Description
 - Give Us Your Feedback

Help Menu:

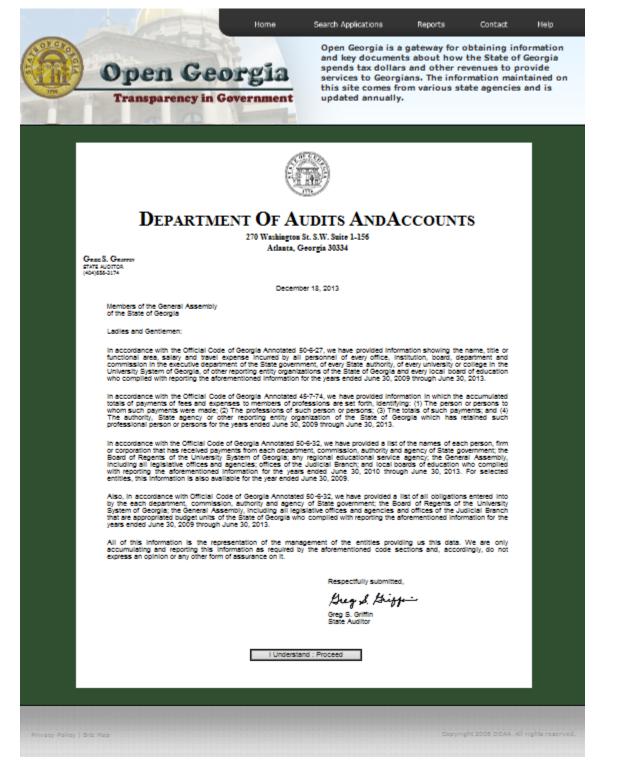


The help menu provides search help/tips, a glossary of terms, frequently asked questions, a site description, and a place for you to provide your feedback about the website and its contents. The help menu will be visible on each screen within the Open Georgia website.

Salaries and Travel Reimbursements

Salaries & Travel Reimbursements

The first time you click on Salaries & Travel Reimbursement you will be taken to a letter from the State Auditor. This letter will be presented to the user once per browser session. This letter is a disclaimer letter to let the user know that this information is unaudited information. To be taken to the application, the user needs to read the letter, scroll to the bottom of the letter and click on **I understand: Proceed.**



Basic Search:

To begin a basic search, use the drop down box in order to select the fiscal year in which you would like to search.



You have the option to search Salaries & Travel data by the **Person, Title,** or **Organization**. Select the category in which you would like to search.

NOTE: Organization type will be required for each search in order to display any information.

If you choose to search by **Person**, you will be taken to the following screen:



Select the organization type and then start typing the last name of the person you would like to search. A minimum of 1 letter is required. You cannot leave this field blank. In addition, special characters are not accepted except for a comma.

NOTE: To receive an exact match, type: last name, first name. Do not use a space between the first and last name.

When searching by **Title**, the following page will display:



Select the organization type and then start typing a minimum of one letter to get a listing for titles. The more letters you type, the closer a match you will receive.

When searching by **Organization**, the following page will display:



Choose Organization type and then use the drop down menu to choose the Organization.

To display the data, please click Search.

Salaries & Travel Reimbursements				
Back to Search				Advanced Search
174 total record(s).				1 2 3 4 5 6 7 8 9 Next
Name	▲ Title	Salary	Travel Organization	Fiscal Year

NOTE: By clicking the Back to Search button you will be directed back to the main search page for Salaries and Travel Reimbursement and all of your search criteria will be cleared.

Sorting Columns:

- **1.** Click the title of the column in which you would like to sort the information.
- 2. Once the arrow is displayed at the top of the column, you can sort from ascending to descending order.
 - \ast You can export your data by CSV (Excel format). .

NOTE: If you would like to filter data for a specific job title and name combination within a specific organization, please use the **Advanced Search** feature.

Advanced Search:

- 1. To begin in advanced search, use the drop down box to filter the year in which you would like to search.
- 2. Choose the type of organization in which you want to search data. (This is required to begin search.)



3. Next, the **Organization, Title,** and **Name** fields can be used interchangeably to obtain search data related to the specific organization, title, and name that is needed to search.

When searching for a specific Title, enter in the first letter of the name and a drop down box will display a list of valid titles within the organization. The more letters you type the closer match you will receive. NOTE: If you only type one letter it only displays the first 15 matches.

Title :	D	
	Dean AC	
Name :	Bayannast Charlmant AC	
Contract of Contra	Deputy/Resociate Administrator	
	Development/Fundraleing Professional	
	Director, College/Division/School AC	
	Director, Division/Department AD	
	Prestor, Subdivision/Unit 40	

If you know a name, you can also type the first letters of the person you are searching for.

NOTE: To receive an exact match, type: last name, first name. Do not use a space between the last and first name.

Then to display the data, please click Search.

4. The results of all of your search criteria will resemble the following:

Salaries & Travel Reimbursements					
Back to Search					Advanced Search
174 total record(s).				1 2 :	3456789Next
Name	▲ Title	Salary	Travel	Organization	Fiscal Year
ADAMS, HENRIETTA DUNN	INFORMATION SYS WORKER	\$	60.00	ACCOUNTING OFFICE, STATE	2017
ADAMS,KRISTEN	HELP DESK ANALYST 1			ACCOUNTING OFFICE, STATE	2017

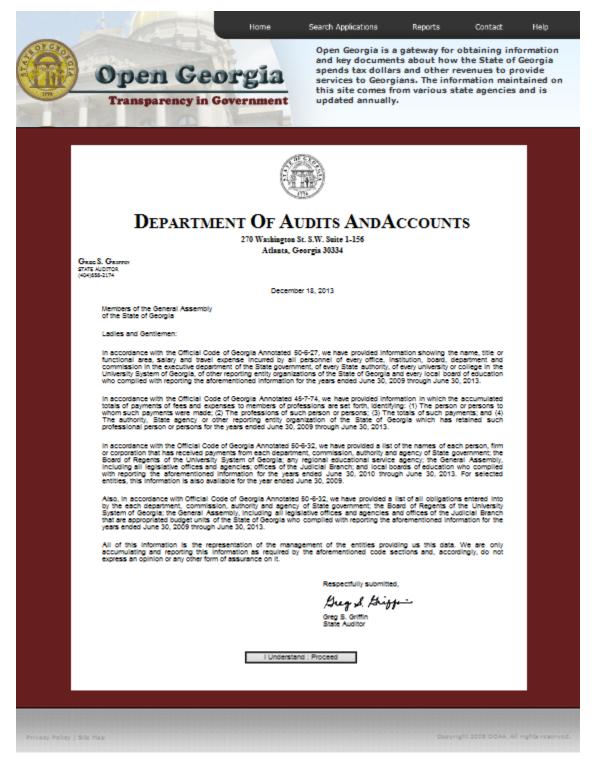
Sorting Columns:

- **1.** Click the title of the column in which you would like to sort the information.
- 2. Once the arrow is displayed at the top of the column, you can sort from ascending to descending order.
 - * You can export your data by CSV (Excel format) .

NOTE: By clicking the **Back to Search** button you will be directed back to the main search page for Salaries and Travel Reimbursement.

Other Expenditure Information

The first time you click on Other Expenditure Information you will be taken to a letter from the State Auditor. This letter will be presented to the user once per browser session. This letter is a disclaimer to let the user know that this information is unaudited information. To be taken into the application, the user needs to read the letter, scroll to the bottom of the letter and click on **I understand: Proceed.**



Basic Search:



If you want to begin a basic search, first choose either Payment, Obligation or Professional Services. Then you will need to use the drop down box to select the fiscal year in which you would like to search. There is currently 2 years of Payments and Obligations and 3 years of Professional Services data available.

Payments

• If you choose to search by **Payments**, you will be taken to the following screen.

1274	Home en Georgia sparency in Government	Search Applications Open Georgia is a and key documen spends tax dollar services to Georg this site comes fr updated annually	its about how s and other re jians. The info om various st	the State of (evenues to pro rmation main	Georgia ovide tained o
Payments Back To Main					
Fiscal Vear : [July 1 - June 30]	2013 🗸				
Organization Type : [Clear Selection]	 State Agencies, Boards, Authorities a Units of the University System Regional Educational Service Agenci Technical Colleges Local Boards of Education(LEA) 				
Organization :	- Please Select -		~		
Vendor Name :	(minimum of one letter is required to pr	ovide a suggestion)			
Account Description :	(minimum of one letter is required to p	rovide a suggestion)			
	Please Select V				

Next, you can click search if you want to see all payments. If you want to refine your search, you can first choose an Organization type. At this point you can click search if you want to see all payments across all organization types or you can then either choose an organization or type a letter to start searching for a vendor. Once you start typing a letter in the vendor box, suggestions will start appearing that match the letter or letters you have typed.

NOTE: For 2013 data, you will see summary payments with a detail drill down function.



In order to view the individual payments that make up the total Payment Amount,

click the **second** icon or **#** of the record to get the drill down. All payments made by an agency to a vendor within the fiscal year 2013 will be displayed on your screen:



To search purchase card information, type "PURCHASE CARD TRANSACTION" in the vendor field like the following screen.

Payments	
Back to Main	
Fiscal Year: [July 1 - June 30]	2017
Organization Type:	• State Agencies, Boards, Authorities and Commissions
	Units of the University System and Georgia Military College
	Regional Educational Service Agencies
	Technical Colleges
	Local Boards of Education
Organization:	Please select
Vendor Name:	PURCHASE CARD TRANSACTION
	(minimum of one letter is required to provide a suggestion)
Account Description:	
	(minimum of one letter is required to provide a suggestion)
Funding Source:	Please select V
	en e

Click search and you will be taken to the following screen.

Fiscal Year 2017 Summary Payments Back to Search		Click "# of Reco view detailed re	
55 total record(s).			1 2 3 Next
Organization	Vendor Name	Payment Amount	# of Records
ACCOUNTING OFFICE, STATE	PURCHASE CARD TRANSACTION	\$132,332.92	<u>733</u>
ADMINISTRATIVE SERVICES, DEPARTMENT OF	PURCHASE CARD TRANSACTION	\$430,414.07	<u>1,413</u>
AGRICULTURAL EXPOSITION AUTHORITY, GE	PURCHASE CARD TRANSACTION	\$345,029.67	<u>1,484</u>
AGRICULTURE, DEPARTMENT OF	PURCHASE CARD TRANSACTION	\$787,649.20	2,993
AUDITS AND ACCOUNTS, DEPARTMENT OF	PURCHASE CARD TRANSACTION	\$308,648.51	<u>683</u>
BANKING AND FINANCE, DEPARTMENT OF	PURCHASE CARD TRANSACTION	\$29,905.16	<u>187</u>
BEHAVIORAL HEALTH AND DEVELOPMENTAL D	PURCHASE CARD TRANSACTION	\$1,681,716.42	<u>7,204</u>
BUILDING AUTHORITY, GEORGIA	PURCHASE CARD TRANSACTION	\$814,283.54	<u>2,719</u> 🔍
COMMUNITY AFFAIRS, DEPARTMENT OF	PURCHASE CARD TRANSACTION	\$277,656.76	<u>1,077</u>
COMMUNITY HEALTH, DEPARTMENT OF	PURCHASE CARD TRANSACTION	\$392,428.46	<u>1,350 </u>
COMMUNITY SUPERVISION, DEPARTMENT OF	PURCHASE CARD TRANSACTION	\$520,597.41	<u>2,636 </u>
CORRECTIONAL INDUSTRIES ADMINISTRATIO	PURCHASE CARD TRANSACTION	\$129,677.61	<u>498 </u>
CORRECTIONS, DEPARTMENT OF	PURCHASE CARD TRANSACTION	\$9,411,084.28	<u>31,269 </u>
COURT OF APPEALS	PURCHASE CARD TRANSACTION	\$19,103.58	<u>147 </u>
DRIVER SERVICES, DEPARTMENT OF	PURCHASE CARD TRANSACTION	\$416,853.91	<u>2,487 </u>
EARLY CARE AND LEARNING, DEPARTMENT OF	PURCHASE CARD TRANSACTION	\$256,974.66	<u>748 </u>
EDUCATION, DEPARTMENT OF	PURCHASE CARD TRANSACTION	\$1,132,156.82	<u>4,223 </u>
EMPLOYEES' RETIREMENT SYSTEM OF GEORGIA	PURCHASE CARD TRANSACTION	\$3,751.19	<u>32</u> 🔍
ENVIRONMENTAL FINANCE AUTHORITY, GEORGIA	PURCHASE CARD TRANSACTION	\$336,123.23	<u>1,479</u> 🔍
FAMILY & CHILDREN SERVICES, DEPARTMEN	PURCHASE CARD TRANSACTION	\$462,650.69	<u>3,957 </u>
	Download: CSV		

Click on the "# of records" to see the detailed information.

Fiscal Year 2017 Det	ail Payments			
Back to Summary				
733 total record(s).				1 2 3 4 5 6 7 8 9 1037 Next
Organization	Vendor Name	Payment Amount	Description	Transaction Date
ACCOUNTING OFFICE, STATE	ADOBE CAPTIVATE SUBS	\$29.99		04-22-2017
ACCOUNTING OFFICE, STATE	ADOBE CAPTIVATE SUBS	\$29.99		11-22-2016
ACCOUNTING OFFICE, STATE	ADOBE CAPTIVATE SUBS	\$29.99		08-22-2016
ACCOUNTING OFFICE, STATE	ADOBE CAPTIVATE SUBS	\$29.99		02-22-2017
ACCOUNTING OFFICE, STATE	ADOBE CAPTIVATE SUBS	\$29.99		05-22-2017
ACCOUNTING OFFICE, STATE	ADOBE CAPTIVATE SUBS	\$29.99		09-22-2016
ACCOUNTING OFFICE, STATE	ADOBE CAPTIVATE SUBS	\$29.99		07-22-2016
ACCOUNTING OFFICE, STATE	ADOBE CAPTIVATE SUBS	\$29.99		01-22-2017
ACCOUNTING OFFICE, STATE	ADOBE CAPTIVATE SUBS	\$29.99		12-22-2016
ACCOUNTING OFFICE, STATE	ADOBE CAPTIVATE SUBS	\$29.99		03-22-2017
ACCOUNTING OFFICE, STATE	ADOBE CAPTIVATE SUBS	\$29.99		06-22-2017
ACCOUNTING OFFICE, STATE	ADOBE CAPTIVATE SUBS	\$29.99		10-22-2016
ACCOUNTING OFFICE, STATE	AJC	\$179.88		02-24-2017
ACCOUNTING OFFICE, STATE	AJC	\$20.29		02-08-2017
ACCOUNTING OFFICE, STATE	AJC	\$20.29		02-28-2017
ACCOUNTING OFFICE, STATE	AJC	\$14.99		09-01-2016
ACCOUNTING OFFICE, STATE	AJC	\$20.29		01-08-2017
ACCOUNTING OFFICE, STATE	AJC	\$20.29		11-10-2016
ACCOUNTING OFFICE, STATE	AJC	\$14.99		07-01-2016
ACCOUNTING OFFICE, STATE	AJC	\$14.99		01-29-2017
		Download: CSV		

Obligations

• If you choose to search by **Obligations**, you will be taken to the following screen.

		Home	Search Applications	Reports	Contact	Help
11976	en Georg parency in Govern		Open Georgia is a and key document spends tax dollars services to Georgia this site comes frou updated annually.	s about how t and other rev ans. The infor	the State of (venues to pro mation main	Georgia ovide tained on
Obligations Back To Main						
Fiscal Year : [July 1 - June 30]	13 🗸					
[Clear Selection]	State Agencies,Boards,Autho Jnits of the University Syste Fechnical Colleges		nmissions			
Organization :	Please Select		~	1		
Vendor Name : (mi	nimum of one letter is requi	red to provide	a suggestion)			
		Search	h			

The Obligations screen works exactly like the Payments screen.

Professional Services



Vendor

To search for a particular vendor, you must type a minimum of 1 letter to start your search. The more letters you type, the closer match to that particular vendor will be displayed.



• When searching by **Description**, the following page will display:



If you want to narrow your search, choose an organization type first. The descriptions will then be specific to the organization type that you choose.

You do not have to select an organization type if you want to search across all organizations for a certain description. Under Description, use the drop down box to choose the description that you would like to view. Then press the search button.

• When searching by **Organization**, the following page will display:



Use the drop down box to choose the organization that you would like to view.

3. Click Search to display data

Professional Services		
Back to Search		Advanced Search
13844 total record(s).	1 2	3 4 5 6 7 8 9 10693 Next
Organization	Vendor Name	Amount Description
AGRICULTURE, DEPARTMENT OF	PET VET CLINIC	\$5,985.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	SOUTH HALL VETERINARY HOSPITAL	\$1,150.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	HARMONY CROSSING AMINAL HOSPITAL	\$2,730.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	ECKIS, GREGORY K DR	\$9,400.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	OCONEE REGIONAL HUMANE SOCIETY	\$4,000.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	LAWRECEVILLE SUWANEE ANIMAL HOSP	\$305.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	SOUTHSIDE ANIMAL CARE INC	\$3,175.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	SANDERSVILLE VETERINARY CLINIC INC	\$14,900.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	WESTMORELAND & SLAPPEY ANIMAL HO	\$6,801.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	SMALLEY, ROBERT E DR	\$1,800.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	CARE MORE ANIMAL HOSPITAL	\$1,415.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	LEFTOVER PETS	\$1,605.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	NEW SOUTH EQUINE MEDICINE	\$2,260.73 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	DAHLONEGA LUMPKIN CO HUMANE SOCIETY	\$7,500.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	SHANNON PARKWAY ANIMAL HOSPITAL	\$1,275.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	SOUTHLAND VETERINARY SERVICES	\$4,700.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	ANIMAL MEDICAL CLINIC	\$65.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	COLUMBIA BELVEDERE ANIMAL HOSPITAL	\$555.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	POUND PUPPIES N KITTENS INC	\$7,500.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	CHATHAM ANIMAL HOSPITAL	\$1,145.00 VETERINARIAN
	Download: CSV	

Sorting Columns:

- 1. Click any of the column headings to sort the information.
- 2. Once the arrow is displayed at the top of the column, you can sort from ascending to descending order.
- *You can export your data by CSV (Excel format).

NOTE: If you would like to filter data for specific vendor or description within an organization, please use the **Advanced Search** Feature.

Advanced Search:

- 1. To begin an advanced search, use the drop down box to select the year in which you would like to search for Professional Services information.
- 2. You must choose at least one of the categories to start your search.

	MEET	Home	Search Applications	Reports	Contact	Help
11016	pen Geory ansparency in Gover		Open Georgia is and key docume spends tax dolla services to Geor this site comes fi updated annually	nts about how rs and other r gians. The info rom various s	v the State of (evenues to pro ormation maint	Georgia ovide tained o
Professional Serv	ices					
Back To Main					Advanc	e Search
Fiscal Year : [July 1 - June 30]	2013 🗸					
Organization Type :	State Agencies, Boards, Auth	norities and Co	mmissions			
	OUnits of the University System	em				
	Regional Educational Servic	e Agencies				
	Technical Colleges					
Organization :	Please Select			∨		
Vendor Name :						
Vendor Name :	(minimum of 1 letter is require	ed to provide a	suggestion)			

- 3. You can choose multiple categories together but please note that Vendor Name and Description are not linked together so if you choose a vendor and then try to choose a description, you have to know what descriptions are tied to that vendor and you may not make a match.
- When searching for vendors, enter the first letter of the name and a drop down box will display a list of valid vendors for that organization. The more letters you type, the closer match you will receive.



4. To display the data, click **Search**.

D			l Servi	
Pro	1111	(*) ***	serv	(a(

Back to Search



Advanced Search

13844 total record(s).	1 2	3 4 5 6 7 8 9 10693 Next
Organization	Vendor Name	Amount Description
AGRICULTURE, DEPARTMENT OF	PET VET CLINIC	\$5,985.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	SOUTH HALL VETERINARY HOSPITAL	\$1,150.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	HARMONY CROSSING AMINAL HOSPITAL	\$2,730.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	ECKIS, GREGORY K DR	\$9,400.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	OCONEE REGIONAL HUMANE SOCIETY	\$4,000.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	LAWRECEVILLE SUWANEE ANIMAL HOSP	\$305.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	SOUTHSIDE ANIMAL CARE INC	\$3,175.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	SANDERSVILLE VETERINARY CLINIC INC	\$14,900.00 VETERINARIAN
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AGRICULTURE, DEPARTMENT OF	LEFTOVER PETS	\$1,605.00 VETERINARIAN
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AGRICULTURE, DEPARTMENT OF	POUND PUPPIES N KITTENS INC	\$7,500.00 VETERINARIAN
AGRICULTURE, DEPARTMENT OF	CHATHAM ANIMAL HOSPITAL	\$1,145.00 VETERINARIAN
	Download: CSV	

Financial Reports

In the Financial Reports section you can obtain key reports related to the State of Georgia's budget and finances. The image below displays the Financial Reports main page.



- 1. Hover over each report for a description of the contents of each document.
- 2. Click the link to either open or save the document.

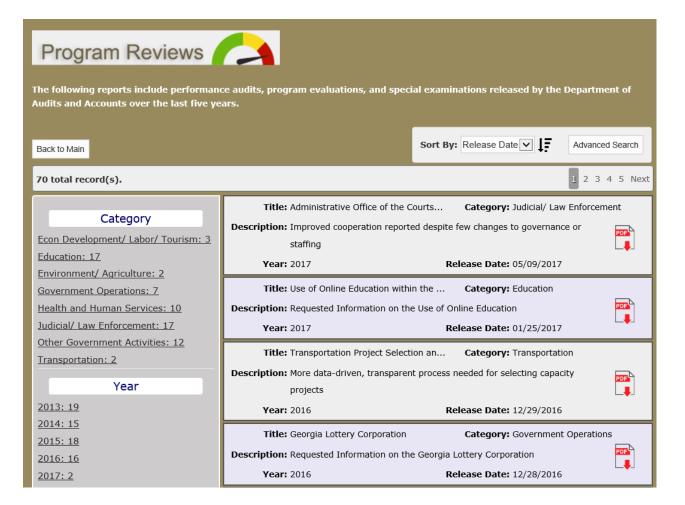
NOTE: Some of the financial reports files are large. Depending on your internet connection it could take a substantial amount of time to open or save the documents.

Other Reports



Performance Reviews

The reports in this section include performance audits, program evaluations, and special examinations released by the Department of Audits over the last five years.



Sorting Columns

You can sort columns by release date, category, fiscal year, or title.

Downloading or Saving a File:



Click on the 🛄 icon in order to download file or save to a PDF document.

Advanced Search:

Program Reviews		
Back to Home		
Fiscal Year:	ALL 🔽	
Category:	Please Selected	
Key Words:		
	Search Search	

- Use the category drop down, key words to choose which category what you would like to search.
- Type in a keyword to find reports based on key word selection.

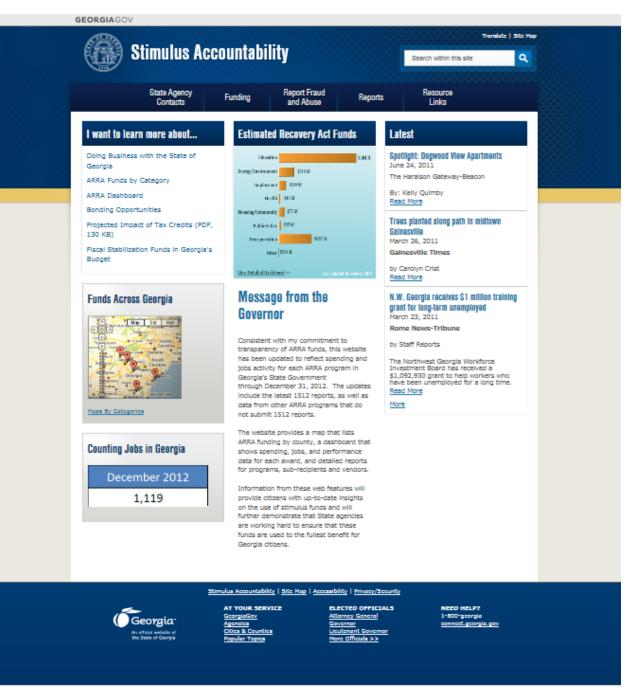
<u>Splost</u>

Search for special local option sales tax reports.

SPLOST 🕵			
A nontechnical report identifying each project or purpose in the resolution that shows the original estimated cost, the current estimated cost if it is not the original estimated cost, amounts expended in prior years and amounts expended in the current year.			
Back to Main	Sort By: Release Date V F Advanced Search		
1073 total record(s).	1 2 3 4 5 6 7 8 9 1072 Next		
Category SPLOST Schedule: 1068 SPLOST Schedule - Not Submitted: 5	Title: Baker County School District (6041) Category: SPLOST Schedule - Not Submi Description: SPLOST Schedule not Submitted in accordance with Official Code of Georgia Image: Comparison of Georgia Annotated Section 48-8-141 Image: Comparison of Georgia Year: 2016 Release Date: 01/09/2017		
Year 2011: 179 2012: 179 2013: 179 2014: 178	Title: Randolph County School District (72 Category: SPLOST Schedule - Not Submi Description: SPLOST Schedule not Submitted in accordance with Official Code of Georgia Image: Comparison of Georgia Annotated Section 48-8-141 Image: Comparison of Georgia Year: 2016 Release Date: 01/09/2017		
<u>2015: 179</u> 2016: 179	Title: City of Carrollton School District Category: SPLOST Schedule Description: Schedule of Expenditures of Local Option Sales Tax Projects Image: Comparison of the second schedule Year: 2016 Release Date: 01/03/2017		

Splost works exactly like the performance review screen.

AARA



The American Recovery and Reinvestment Act (2011) website shows where state of Georgia ARRA funds are being spent.