

Appendix C

Instructions

- 1 Use Tab 2 to show calculations of total cost of project **materials** (exclude labor) or provide separate sheet(s).
Preparer and County shall sign & date the sheet to certify data.
- 2 Use Tab 3 to list the de minimus items, quantity, and cost of each type of item.
Enter project name.
Enter total cost of materials.
Calculate de minimus maximum of 5%.
List each de minimus item type, quantity, cost per item.
Calculate actual de minimis total. Make sure it is less than 5% limit.
Preparer and County shall sign & date the sheet to certify data.

ARRA Project's Total Cost of Materials

Prepared by (name & title):

Signature & date: _____

County review by (name & title):

Signature & date: _____

Project Name:

ABC Project

Total Cost of MATERIALS:

614,350

Item	Quantity	Cost per Item	Item's Total Cost
Pumps	5	100,000.00	500,000.00
CIPP, 24" LF	370	305.00	112,850.00
Tires	10	100.00	1,000.00
Nails	10,000	0.05	500.00
	Total =		614,350.00

ARRA Projects Materials Covered by De Minimus Waiver

Prepared by (name & title):

Signature & date:

County review by (name & title):

Signature & date:

Project Name:

ABC Project

Total Cost of MATERIALS:

100,000

De Minimus 5% Limit

5,000

Actual Cost of De minimus Items

1,500

Actual De minimus cost less than 5% Limit?

yes

De Minimis Item Type	Quantity	Cost per Item	Item's Total Cost
Tires	10	100.00	1,000.00
Nails	10,000	0.05	500.00