



ARC Infrastructure/Construction Grants

Minor v. Major Amendments

The ARC construction projects are managed by state and federal partner agencies that have experience managing federal construction grants. At the state level, these agencies are referred to as Registered State Basic Agencies (RSBAs) and at the federal level, federal Basic Agencies. ARC refers to all of these as **Basic Agencies (BA)**.

After a construction grant is awarded, you may make some changes to the project scope, budget or timeline by submitting an amendment and having it approved following these guidelines.

Minor Amendments:

- Changes to the project are within the sole discretion of the Basic Agency

Allowed:

- Up to three time extensions that together do not extend the original end date by more than three years
- Budget changes of less than 10% of the total project cost

Major Amendments:

- Submit to your State Program Manager and ARC Coordinator for approval
- Changes to the project are NOT within the sole discretion of the Basic Agency and must be approved by ARC

Allowed:

- Any time extensions after the third time extension
- Time extensions that extend the original end date by more than three years
- Any change in project scope
- Budget changes that equal greater than 10% of the original project cost
- Pro-Rata cost share waivers (approved exceptions to the match ratio based on county economic designation)

Required Documentation for minor and major amendments, depending on type:

- New timeline, explanation of delay/date change
- New scope, explanation of change and impact to performance measures or budget
- Updated budget, explanation of increase/decrease in cost and impact on scope
- Rationale for change in pro rata match rate