



---

DEPARTMENT OF ECONOMIC SECURITY

---

*Your Partner For A Stronger Arizona*

## DIVISION OF DEVELOPMENTAL DISABILITIES

Sent on Behalf of DES/DDD

# 2023 ARPA QUARTERLY REPORTING REMINDER

Target Audience - Qualified Vendors and Providers

Transmittal Date - 03/12/2024

As communicated previously, AHCCCS received federal approval to allocate one-time funding to recruit and retain a knowledgeable and well-trained workforce as part of its American Rescue Plan Act (ARPA) spending plan. Maintaining and strengthening the direct care workforce through time-limited payments to providers is the most straightforward strategy to incentivize workers to enter or remain in the workforce. This funding is intended to assist Qualified Vendors in retaining and recruiting direct care staff.

Qualified Vendors receiving this funding are REQUIRED to complete and submit quarterly ARPA Workforce Development Directed Payment reports as outlined on the [Division's ARPA webpage](#) as well as in their attestations. The [report for the quarter ending](#) December 31, 2023, is available online.

The Division has noted several vendors submitted inconsistent reports by either not completing all quarterly reports or inputting "0s" for all questions asked. As a reminder, thoroughly completed quarterly reports are due 45 days after the end of the reporting quarter. The information included in the reports will be used by DDD's auditing unit to ensure Qualified Vendors are in compliance with the requirements outlined on the [Division's ARPA webpage](#).

Qualified Vendors are encouraged to make a copy of this [Google Sheet](#) and use it to track their submissions. The first tab includes instructions.

Please submit questions about these reports to [dddbusinessoperationscomments@azdes.gov](mailto:dddbusinessoperationscomments@azdes.gov).