



# Department of the Interior Recovery Investments *Investing in America's Economic Recovery*



## BLM Oregon State Office Administrative Support -- #28

**Need:** An administrative cost fund, not to exceed five percent of the allocations has been allowed by the American Recovery and Reinvestment Act of 2009 (ARRA). Administrative costs include oversight, risk management, outreach and reporting requirements. The administrative and support costs will include costs for the overall management of the stimulus program and efforts to meet the reporting requirements at each level of the organization. These costs do not include the overall costs of facilities, utilities, information technology, records management, fixed costs, vehicle management or purchase, or other general overhead costs that should be part of the regular appropriations.



**Recovery Act Funding:** While the projects will provide funding for all direct costs associated with the project, the administrative support funding is a necessary part to manage the entire program to ensure success.

**Benefits:** The administrative and support costs includes costs for the overall management of the stimulus program and efforts to meet the reporting requirements at each level of the organization. The BLM risk management strategy addresses both ARRA accountability objectives and BLM specific risks and ensures through review and appropriate testing that internal controls are in place and working to ensure that the goals of ARRA are met. Administrative and support costs also include funding for State Program and Reporting Management, which consists of a State Program Manager, State Program Management/Reporting specialist, and regional procurement specialists.



### More Information

[BLM State Office](#)

Andy Smith, Management Services Deputy State Director

333 S.W. 1st Avenue

Portland, OR 97204

503.808.6092

<http://www.blm.gov/or/st/en.html>