

MISSISSIPPI INTERGOVERNMENTAL REVIEW SYSTEM

The Mississippi Intergovernmental Review System (MIRS) is the state clearinghouse system established pursuant to Presidential Executive Order 12372. MIRS is a unit within the Mississippi Department of Finance and Administration, Office of Budget and Fund Management.

MIRS was established to provide an opportunity for state agencies, councils of government, local governments and other interested parties to comment on grant applications for federal funds and environmental assessments and impact statements before they are funded or approved. MIRS serves as an information exchange system and helps in the determination of consistency with regional plans. **MIRS does not award grants or any other financial assistance.**

Form 424

The standard Form 424 cover page for grant applications contains a question about whether the grant application is subject to review under Executive Order 12372. A number of federal programs are eligible for review. To determine if your application requires review, please go to www.cfda.gov and search the Catalog of Federal Domestic Assistance (CFDA).

Single Point of Contact (SPOC)

Upon determination that the grant application is subject to review under Executive Order 12372, the applicant notifies the state clearinghouse. If the project is of local impact, the applicant must also notify the areawide/regional clearinghouse. The following documents are submitted to the state Single Point of Contact:

- (1) Standard Form 424;
- (2) A brief abstract explaining the project or one copy of the proposal/grant application;
- (3) A map (if the project involves construction).

Submissions to the state clearinghouse should be mailed or faxed as follows:

Janet Riddell, Single Point of Contact
Department of Finance & Administration
1301 Woolfolk Building, Suite E
501 North West Street
Jackson, Mississippi 39201
Telephone (601)359-6762
Facsimile (601)359-6758

Process

After receipt of the required documents, the SPOC will assign a State Application Identifier number. **Please note that, effective October 1, 2003, all applications were required to include a DUNS number, pursuant to regulations promulgated by the Federal Office of Management and Budget.**

The SPOC compiles and distributes the weekly Intergovernmental Review Log, thereby notifying state agencies and other interested parties of the proposed activity and giving them the opportunity to review and comment. If additional information is requested by an interested party, the interested party is instructed to contact the applicant contact person directly.

The areawide/regional clearinghouses notify local governments and agencies whose interests might be affected by the proposed project. More specific information regarding the local review process may be obtained from each of the ten Mississippi Planning and Development Districts.

State agencies and other interested parties inform the state and areawide/regional clearinghouses of any comments on the proposed project. Comments from the areawide/regional clearinghouses are sent to the SPOC.

State agency reviews are generally completed within fifteen (15) working days; however, up to sixty (60) days for review and comment is allowable. Noncompeting continuation applications can expect clearance within thirty (30) days of receipt. The SPOC will complete the evaluation of other proposals within forty-five (45) days of receipt unless a conflict arises.

After all required information is received and any conflicts are resolved, the SPOC will issue a final comment letter to the applicant which should be submitted by the applicant to the applicable funding agency.

State Agency Reviews

Certain proposals must be reviewed by state agencies prior to receiving MIRS clearance. These agencies complete their reviews and return comments to the Single Point of Contact in a timely manner. Other agencies may comment as they deem necessary.

- The **Mississippi Department of Archives and History** reviews any proposal involving construction for compliance with cultural resources and historic preservation.
- The **Mississippi Department of Environmental Quality, Office of Pollution Control**, reviews applications in accordance with the Federal Water Pollution Control Act.
- The **Mississippi Department of Marine Resources** reviews applications for consistency with the coastal program.

Responsibility for submission of necessary documentation to the appropriate state agencies rests solely with the applicant. It is recommended that applicants submit information to the above agencies at the same time of submission to the SPOC in order to expedite final clearance.

Frequently Asked Questions

- ***How long is the review period?*** Generally, the SPOC and the areawide/regional clearinghouses have up to sixty (60) days in which to conduct reviews. However, the process can usually be completed in forty-five (45) days or less.
- ***Does the state clearinghouse review have to be completed before I submit my grant application to the Federal or state funding agency?*** No, if you do not have the grant application ready before the submission date to the funding agency, you may obtain a concurrent review. You should send all necessary documents to the SPOC and/or the appropriate areawide/regional clearinghouse at about the same time you submit it to the funding agency. The intergovernmental review then occurs concurrently with the funding agency's internal review.
- ***How may I obtain answers to other questions?*** Please submit any questions to the SPOC by email: riddelj@dfa.state.ms.us