

Completing the Project Period Process



- **Closeout**
- **Final Report**
- **Carryover**

Payment of F&A (indirect costs)



- **Awards where funding is in a fixed amount, the recipient is not required to account for the funds on an actual cost basis.**
- **Single grant-supported project – administrative costs may be charged as direct costs.**
- **Accounting system that identifies and segregates costs and assigns them based upon benefits provided to the grant and entity's other activities**

Payment of F&A (cont.)



- **Indirect costs on training grants to organizations shall be reimbursed at 8 percent of modified total direct costs exclusive of tuition and related fees, direct expenditures for equipment, and subgrants and contracts under the grant in excess of \$25,000. This amount is not subject to upward or downward adjustment.**

Payment of F&A (cont.)



- **Rebudgeting may affect the amount of eligible indirect cost reimbursement. Such changes must be handled within the ceiling amount of the award**
- **Recipients may rebudget between direct and indirect costs (in either direction) to accommodate the rebudgeting.**

Closeout – Funding of Competitive Application Anticipated



Financial Status Report

- **Due 90 days after the end of the budget period**
- **Program requires grantees to use the long form (SF 269)**
- **Transmitted electronically – see <http://commons.era.nih.gov/commons>**
- **Filing a false claim may result in imposition of civil or criminal penalties.**

Closeout – Funding of Competitive Application Anticipated (cont.)



Disposition of Unobligated Balances

- **Determined in accordance with terms and conditions of award.**
- **Carryover provided in response to a written request.**
- **May be used as an offset to a subsequent award.**
- **Amended FSRs due no later than 1 year from the due date of the original report.**

Closeout – Funding of Competitive Application Anticipated (cont.)



Audits

- **OMB Circular A-133**
- **Expend \$500,000 or more per year under Federal grants, cooperative agreement and contracts**
- **Imperative that audits submitted within the time limits specified in the Circular.**
- **Sanctions may result in loss of Federal funds. No audit costs allowed if not completed or conducted in accordance with the Circular.**

Closeout – No Funding of Competitive Application Anticipated



- **Monitoring of project or activity will continue for as long as NIH retains a financial interest in the project or activity as a result of property accountability, audit, and other requirements that may continue for a period of time after the grant is administratively closed out and NIH is no longer providing active grant support.**

Closeout – No Funding of Competitive Application Anticipated (cont.)



- **NIH will close out a grant as soon as possible after expiration if the grant is not extended.**
 - Ensuring timely submission of required reports
 - Does not automatically cancel any requirements for property accountability, record retention, or financial accountability.
 - Grantee remains obligated to return funds from later refunds, corrections, or audit for any part of the grant period.

Closeout – No Funding of Competitive Application Anticipated (cont.)



- **Final Reports due within 90 days of the end of the grant support.**
 - Final FSR – no unliquidated obligations and must indicate the exact balance of unobligated funds. Revised FSR must be received within 15 months of the original due date.
 - Final Progress Report – include a summary of progress (comprehensive)

Closeout – No Funding of Competitive Application Anticipated (cont.)



Record Retention and Access

- **3-year retention period calculated from the date the FSR for the entire competitive segment is submitted**
- **Must retain financial and programmatic records, supporting documents, and all other records that are required by terms of award or reasonable considered pertinent to the grant**

Extension of Project Period



- **Terms of ES permits grantees to authorize a one-time extension of up to 12 months.**
- **Additional extensions require written prior approval of the awarding component**
- **No single extension may exceed 12 months**
- **Generally granted when additional time needed to assure completion or permit orderly phaseout of the project.**
- **When budget period extended, subsequent award will not be made until extended budget period is terminated.**

Questions?



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