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
- Expends $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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