

SECTION A Internal Control Certification			
Subrecipient Name			
My organization is not subject to the provisions of Uniform Guidance, Subpart F, Audit Requirements (See §200.501) because my organization:			
Expends less than \$750,000 in federal awards annually In a non-U.S. entity Is a for-profit entity Other:			
Please answer all questions below. Do not leave any question blank. Indicate if a question is "Not Applicable" (N/A)			
Yes	No	N/A	External independent audits of my organization have been completed accurately for my organization's most current fiscal year ending
Yes	No	N/A	Is your organization's financial system in accordance with U.S. generally accepted accounting principles, and <ul style="list-style-type: none"> a. Does it have the capability to identify, in its accounts, all external awards received and expended and the external programs under which they were received? b. Do you maintain internal controls to assure that you are managing external awards in compliance with applicable laws, regulations and the provision of contracts or grants?
Yes	No	N/A	Does your organization have policies and procedures in place to ensure that awarded funds are expended only for allowable activities and that the cost of goods and services are allowable, in accordance with applicable cost principles and authorized by the approved award budget?
Yes	No	N/A	Does your organization have procedures which provide assurance that consistent treatment is applied in the distribution of charges to all grants, contracts, and cooperative agreements?
Yes	No	N/A	Does your organization have policies and procedures in place to ensure that funds are requested in accordance with the award payment schedule if a fixed price award, or as reimbursement for expenditures only after the costs have been incurred if a cost reimbursable award?
Yes	No	N/A	Does your organization have policies and procedures in place to ensure that subawards are issued only to eligible subrecipients and that amounts provided to or on behalf of eligible individuals or groups of individuals are calculated in accordance with award requirements?
Yes	No	N/A	Does your organization have policies and procedures in place to ensure that proper records are maintained for equipment acquisitions, equipment is adequately safeguarded and maintained, dispositions or encumbrances of any equipment or real property are in accordance with applicable requirements, and the prime sponsor is appropriately compensated for its share of any property sold or converted to an alternate use?
Yes	No	N/A	Does your organization have policies and procedures in place to ensure that matching or level of effort requirements are met using only allowable funds or costs which are properly calculated and valued?
Yes	No	N/A	Does your organization have policies and procedures in place to ensure that awarded funds are used only during the authorized period of performance?
Yes	No	N/A	Does your organization have policies and procedures in place to ensure that the procurement of goods and services is made in compliance with applicable regulations governing competitive pricing, proper authorization and approval of expenditures for goods and services, and prevention or procurement from suspended or debarred parties?
Yes	No	N/A	Are all disbursements properly documented with evidence of receipt of goods or performance of services?
Yes	No	N/A	Does your organization have policies and procedures in place to ensure that program income is correctly earned, recorded, and used in accordance with program requirements?
Yes	No	N/A	Does your organization have policies and procedures in place to ensure compliance with applicable requirements for real property acquisition, appraisal, negotiation and relocation?

Yes	No	N/A	Does your organization have policies and procedures in place to ensure that submitted reports include all activity of the reporting period, are supported by underlying accounting or performance records, and are fairly presented in accordance with award requirements?
Yes	No	N/A	Does your organization have policies and procedures in place to ensure that your subrecipients are provided with flow-through award information and compliance requirements, that subrecipient activities are monitored, that subrecipient audit findings are resolved (including appropriate corrective action), and that the impact of any subrecipient noncompliance is evaluated and addressed?

SECTION B Subrecipient Authorized Official Approval/Certification

I have completed this Internal Control Certification in its entirety. True and correct information concerning my organization's finances and fiscal policies have been provided in this Audit Certification and in any attached financial statements and/or external audit reports covering the fiscal year noted above.

Institutional Official's Signature:

Date:

Print Name:

Title:

Email:

Phone: