

## Financial Assurances

The sub-recipient hereby assures compliance with the following conditions as part of the Notice of Grant Award:



1. If the application includes funding for one or more **salaried** positions, this will be reimbursed at a **pro-rated amount over the 12-month grant period**.
2. A Financial claim shall be submitted to the Office of Criminal Justice Assistance (OCJA) when there are expenditures no later than 30 days following the end of the month. Financial claims must be submitted on the approved form available on the OCJA web site <http://ocj.nv.gov>.
3. When submitting a financial claim, the sub-recipient understands that the claim will not be paid if it reflects activities or expenses made prior to **the project period start date or after the ending date of the grant period**.
4. Reimbursements for Financial Claims may be delayed if progress reports are delinquent.
5. Grantee/Subrecipient understands that written pre-approval must be obtained from OCJA to make any budget modifications that transfer funds between budget categories. Modification requests will be considered on a case-by-case basis and must be made prior to the last 60 days of the grant period on the Project Change Request form available on the OCJA web page. Expenditure of funds for items not previously authorized may be considered on a case by case basis.
6. Any programmatic changes that impact the budget or scope of work require pre-approval and submittal of a project change request form.
7. The **final** financial claim form must be submitted to OCJA no later than **90** days following the end of the grant period. Late reports, unless approved by OCJA, will result in non-payment of the final claim.
8. Grant revenue and expenditure records must be maintained and made available to OCJA for monitoring and audit purposes.
9. OCJA retains the right to terminate this grant for cause at any time before completion of the grant period when it has determined the grantee/sub-recipient has failed to comply with the conditions of the grant award.
10. Financial management **must comply with the requirements of 2 CFR Part 200 Subparts A through F and all appendices**, incorporated into this agreement by reference.
11. All grant expenditures are to be reasonable and allowable in accordance with **2 CFR Part 200 Subparts A through F and all appendices** incorporated into this agreement by reference.
12. Grantee/sub-recipient shall comply with the audit requirements of the Single Audit Act Amendment of 1986 and 2 CFR Part 200 Subparts A through F and all appendices, incorporated into this agreement by reference to include the required submission of the most recent annual independent audit.
13. Upon OCJA request, required documentation for the performance of internal audits must be provided within 30 days. Grant closeout is contingent upon OCJA audit and resolution of any discrepancies.



Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***This document must be signed by the Chief Financial Officer or Fiscal Manager for the organization.***

***Links to all OMB circulars referenced above are available on the OCJA web page at <http://www.ocj.nv.gov> – under Federal Resources / OMB Circulars***