

Annual Subrecipient Monitoring Report

Completed by:

For FY:

Grant Title:

Grant Number:

Subrecipient:

If this is a new award, have pre-award qualifications for subrecipient been met?

Check for disbarment or suspension status, complete a risk assessment of organization, check for conflicts of interest.

Annually:

- 1) Have subaward goals been achieved this year?
- 2) Have subaward activities and expenses make sense given the subaward goals for the year?
- 3) Have there been any changes to subaward conditions made this year, and if so, have they been properly documented in formal agreements?
- 4) Have site visits been completed this year?
- 5) How are we assuring that the subaward is being used for authorized purposes?
- 6) Has this recipient met requirements to have an audit this year based on conditions in 2 CFR 200?
 - a. If so, do we have a copy of the audit report on file with us?
 - i. If so, are there any findings?
 1. If so, do these findings require changes to BSA financial accounts?
 2. If so, do these findings require additional monitoring and/or taking enforcement actions as described in CF200.338 Remedies for Noncompliance?

Notes: