

BOOST Grant Program Year 2 Cross-Functional Monitoring Webinar

**Office of External Affairs
July 2023**



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[Georgia Insights-COVID-19 Website](#)

Alignment With Georgia's System of Continuous Improvement

BOOST Plan

Budgeting

Implementation

Monitoring ←

Examine Progress



Why is the Cross-Functional Monitoring Process Important?



To ensure the sub-recipients monitor their programs for the organization's implementation and effectiveness of funded strategies/activities. This will ensure compliance with the Uniform Grant Guidance and Federal program requirements.

Risk Assessment

What is a risk assessment?

“[A risk assessment] assesses the entity’s risks as it seeks to achieve its objectives. This assessment provides the basis for developing appropriate risk responses...assesses the risks the entity faces from external and internal sources.”

-GAO Standards for Internal Control
<https://www.gao.gov/assets/gao-14-704g.pdf>

Why do we need it?

- Self-assessment (2 CFR 200.329)
- Compliance with all requirements of federal award (2 CFR 200.300(b))
- Financial management (2 CFR 200.302(b))
- Internal controls (2 CFR 200.303)

Risk Assessment

Risk Mapping					
Impact	Extreme				
	Very High				
	Medium				
	Low				
	Small				
		Rare	Unlikely	Moderate	Likely
Likelihood					

Example Areas of Risk

- New personnel
- Lack of personnel
- Reorganization
- Rapid Growth/Changes in population
- Leadership changes
- Changes in Laws/Regulations
- New Grants
- New Technology
- High Crime Area

Year 2 Cross-Functional Monitoring Tracks

Year 2 Cross-functional Monitoring Tracks	
Self-Assessment Survey Process	CFM Document Submission Process
<ol style="list-style-type: none"> 1. Augusta Richmond County 2. Carrie Steele Pitts Home 3. Corners Outreach 4. Fugee Family Inc 5. Harvest Rain Early Learning 6. Hope for Youth Inc. 7. Horizon Atlanta 8. International Rescue Committee 9. Gents & Glam 10. Georgia Alliance of Boys and Girls Clubs 11. Girls Incorporated of Greater Atlanta 12. Lincoln County Community Partnership 13. McIntosh Trail Community Service Board 14. Men About Change 15. Next Generation Focus 16. Reach for Excellence 17. Safe Harbor Children's Shelter 18. Savannah County Day School 19. Teach O Rea Preparatory 20. Thomasville Community Resource Center 21. Together Friends Organization 22. Vox Teen Communications 	<ol style="list-style-type: none"> 1. Center of Pan Asian Community Services 2. Girls on the Run South Georgia 3. Helping Empower Youth Inc 4. Inspiring Services 5. Communities in Schools of Georgia Inc. 6. Jessye Norman School of the Arts 7. Georgia Tech Research Corp 8. Kids College Wesleyan College 9. Restoration Atlanta Mission 10. Spectrum Autism Support Group 11. Star House Foundation 12. Swem International Inc. 13. The Drake House 14. Wilkes County Community Partnership
Total: 22	Total: 14



Self-Assessment Survey Submission Process



CFM: Self-Assessment Survey Process



Notification emails with a link to the survey will be emailed out on July 31, 2023, from ARP_ESSER@doe.k12.ga.us



Survey Opens: July 31, 2023
Survey Closes: August 11, 2023



GaDOE reviews survey responses



Final reports will be sent out on August 11, 2023

Self-Assessment Survey Process

1. Augusta Richmond County
2. Carrie Steele Pitts Home
3. Corners Outreach
4. Fugee Family Inc
5. Harvest Rain Early Learning
6. Hope for Youth Inc.
7. Horizon Atlanta
8. International Rescue Committee
9. Gents & Glam
10. Georgia Alliance of Boys and Girls Clubs
11. Girls Incorporated of Greater Atlanta
12. Lincoln County Community Partnership
13. McIntosh Trail Community Service Board
14. Men About Change
15. Next Generation Focus
16. Reach for Excellence
17. Safe Harbor Children's Shelter
18. Savannah County Day School
19. Teach O Rea Preparatory
20. Thomasville Community Resource Center
21. Together Friends Organization
22. Vox Teen Communications

Total: 22

CFM: Self-Assessment Survey Process

- Internal Controls
 - Financial Management
 - Procurement Standards
 - Inventory Management
 - Cost Principles
- Scoring rubric: Factor in internal priorities, impact, and likelihood based on scale.
 - For example:
 - **Risk Factor: Oversight of Contracts**
 - 0=Process for contracts oversight in place and consistently followed
 - 3= Process for contract oversight in place but requires updates
 - 5=No process in place for contract oversight



Year 2 BOOST CFM Self-Assessment Survey

1. Written procedures for internal controls: **Allowability Procedures**

- 0=Allowability procedures are written, in place and consistently followed
- 3=Allowability procedures are written, in place but requires updates
- 5= No allowability procedures are written

2. Written procedures for managing equipment: **Physical Inventory**

- 0=Maintenance of property records are in place and include item description, cost, source of funding (BOOST), date of purchase, serial number, location, use, condition of property, disposition date
- 3=Maintenance of property records are in place, but requires updates
- 5= No maintenance of property records are in place

Survey Sample





CFM Document Submission Process



What's Next?

1 Approved BOOST Budget

Audit Trail
 District Name: 21st Century Leaders, Inc. District Code: 11547
 Fiscal Year: 2022 Program: ESSER III- ARP- BOOST GRANT - Original
 Status: Approved (Date: 06/16/2022 13:15:44) Superintendent Sign off date: 06/16/2022 10:25:18

Old Status	New Status	Changed By	Changed Date
Program Manager Signed Off	Approved	Areezo Oujary	6/16/2022 1:15:44 PM
Program Manager Signed Off	Program Manager Signed Off	Krystal Horford	6/16/2022 11:53:59 AM

- Budget has been submitted in the Con App and approved by the program specialist
- Grants Accounting has approved the budget.

2 Submitted Invoice

Grant Details
 Status: Approved State Project Number: 100
 Fiscal Year: 2022 LEA Fund Code: 448
 System: Agape Community Center, Inc - 11521 LEA Program Code: 9999
 Grant: ESSER III- ARP- BOOST GRANT - 810 Approved Budget: \$107,100.00
 Grant Period: July - 2021 to June - 2022 Funds Received: \$80,325.00
 Request of Fund for Period: January - 2022 Available Budget: \$26,775.00
 Local ID: Bond Series:

School ID	Invoice No.	Vendor Name	Date Item Received	Invoice Total	Other Sources	Amount Reimbursed	Amount Approved	Function Code	Object Code	Fiscal Year	Attach.	Comm.
Agape Community Center, Inc-11521	100	Agape Community Center Inc	01/01/2022	\$1,080.00	\$0.00	\$1,080.00	\$1,080.00	2200 - STUDENT TRANSPORTATION SERVICE	180 - BUS DRIVERS	2022		
Agape Community Center, Inc-11521	100	Agape Community Center Inc	01/01/2022	\$3,000.00	\$0.00	\$3,000.00	\$3,000.00	2210 - IMPROVEMENT OF INSTRUCTIONAL SERVICES	190 - OTHER MANAGEMENT PERSONNEL	2022		
Agape Community	100	Agape Community	01/01/2022	\$2,630.00	\$0.00	\$2,630.00	\$2,630.00	2400 - SCHOOL ADMINISTRATION	162 - PLANNING &	2022		

- Subgrantee entered all expenses for reimbursement in the invoice application
- Appropriate documentation to support the expense is uploaded for each line item (ex. expenditure reports, receipts, etc.)

3 Approved Invoice/Expenditure Report

GRAINGER INVOICE
 GRAINGER ACCOUNT NUMBER: 10000000000000000000
 INVOICE NUMBER: 10000000000000000000
 NO AMOUNT DUE

Title	Function-Object	Total	Drawdown (3/27) Remaining Balance	Actual Expenditure	Drawdown	Remaining Balance
Paraprofessional Teachers	10000-140	\$ 43,891.00	\$ 27,188.75	\$ 16,692.25	\$ 9862.5	\$ 7,329.75
Physical supplies (paper, cleaning, operating)	10000-610	\$ 4,150.00	\$ 1,156.53	\$ 2,993.47	\$ 566.16	\$ 2,427.31
Field Trip Admission Fees	10000-810	\$ 858.00	\$ -	\$ 858.00	\$ -	\$ 858.00
Parent Workshops	21000-177	\$ 1,081.00	\$ -	\$ 1,081.00	\$ -	\$ 1,081.00
Curriculum design, ELI specialist	22100-162	\$ 35,559.00	\$ 15,289.50	\$ 20,269.50	\$ 3097.5	\$ 17,172.00
Staff certification and professional development	22100-810	\$ 1,802.00	\$ -	\$ 1,802.00	\$ 495	\$ 1,307.00
Indirect expenses (afterschool programming)	23000-880	\$ 6,734.00	\$ -	\$ 6,734.00	\$ 5914.1	\$ 819.90
On-site Program Directors (management for quality and safety)	24000-190	\$ 100,000.00	\$ 93,445.00	\$ 6,555.00	\$ 6555	\$ -
Rental Space (Instructional)	16000-441	\$ 14,000.00	\$ -	\$ 14,000.00	\$ -	\$ -
Driver pay for afterschool programming	27000-180	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	\$ -
Vehicle Maintenance for afterschool fleet	27000-430	\$ 1,000.00	\$ 299.02	\$ 700.98	\$ -	\$ 700.98
Gas for transporting students afterschool	27000-620	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 414.36	\$ 1,585.64
Total Allocation		\$ 213,079.00	\$ 153,388.80	\$ 59,686.20	\$ 26,404.62	\$ 33,281.58

- Each expense in which reimbursement is requested is accompanied by appropriate forms of documentation.

GaDOE's Federal Programs monitoring process consists of five major components:

4 Cross Functional Monitoring

My files > Active BOOST Files > BOOST Monitoring Documents

Name	Modified	Modified By	File size	Sharing
Kennesaw State University Research and Se...	1 hrs ago	Courtney Reid	3 items	Shared

BOOST Monitoring Documents > Kennesaw State University Research and Service Foundation, Inc

Name	Modified	Modified By	File size	Sharing
Indicator 2	July 5	Courtney Reid	0 items	Shared
Indicator 3	July 5	Courtney Reid	0 items	Shared

- Program Requirements
- Monitoring of Expenditures
- Single Audit
- Physical Inventory Monitoring
- Desktop Monitoring of Approved LEA Budgets (CFM)

CFM Document Submission Track



Notification emails with the link to the folder will be emailed out on August 21, 2023



The organization will submit documents to GaDOE from August 22, 2023, through September 8, 2023



Specialists may call/email requesting clarification regarding the submitted documents




The final reports will be emailed to subgrantees on September 15, 2023


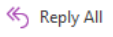



CFM Document Submission Process

1. Center of Pan Asian Community Services
2. Girls on the Run South Georgia
3. Helping Empower Youth Inc
4. Inspiring Services
5. Communities in Schools of Georgia Inc.
6. Jessye Norman School of the Arts
7. Georgia Tech Research Corp
8. Kids College Wesleyan College
9. Restoration Atlanta Mission
10. Spectrum Autism Support Group
11. Star House Foundation
12. Swem International Inc.
13. The Drake House
14. Wilkes County Community Partnership


Total: 14


[REDACTED] Year 1 CFM Initial Email


 **Krystal Horsford**
To: [REDACTED]
Cc: [REDACTED], ARP_ESSER, BOOST


 Reply  Reply All  Forward  

Fri 8/19/2022 9:15 AM

 This message was sent with High importance.

 BOOST CFM Checklist.pdf
275 KB

 BOOST Cross Functional Monitoring Packet.pdf
2 MB

 Year 1 East Atlanta Kids Club Sample CFM Request.pdf
572 KB

Good morning,

The Georgia Department of Education (GaDOE) is required by federal law to monitor the implementation of federal programs at the subgrantee level. The GaDOE fulfills this requirement through cross-functional monitoring of subgrantees on a cyclical and risk-based basis.

Monitoring will be conducted by a cross-functional monitoring team comprised of GaDOE and Georgia Statewide Afterschool Network (GSAN) personnel for the following federal programs:


1. Elementary & Secondary School Emergency Relief (ESSER) – American Rescue Plan (ARP) Act
 - a. Approved as the BOOST- Building Opportunities in Out-of-School Time Grant

The monitoring teams (GaDOE & GSAN) will adhere to program-specific requirements outlined in the monitoring document attached to this email for your reference.

The [REDACTED] organization has been selected for monitoring expenditures for year one funds on [REDACTED]. The subgrantee has submitted detailed expenditure reports. Thus, a copy of detailed source documentation is requested for further review to monitor the subgrantee's internal controls, expenditures, inventory, drawdowns, and cost principles. The BOOST-Cross Functional Monitoring Source Documentation Checklist document attached to this email will provide a guide and recommendation on the documents that may be uploaded for review.

The GaDOE BOOST team will review a sample of the expenditures submitted by the subgrantee that were previously approved for drawdown in the Consolidated Invoice Application. Please find the attached document highlighting the selection of spending, where a copy of detailed source documentation is requested for further review. We ask the subgrantee to upload the source documents in the correct indicator folders by accessing the link below.

All documents are due for final review by the close of business on Friday, September 9, 2022.

 [REDACTED] [CLUB INC](#)

If you have any questions, please do not hesitate to contact our offices.

Kindest regards,

Krystal M. Horsford
BOOST Grant Program Specialist (ESSER)

Sample Initial Notification Email

Monitoring Expenditures

Submitted During Invoice Approval

- The subgrantee has submitted an invoice with a detailed expenditure report
- Additional supporting documents were not previously uploaded

CFM Request

- The subgrantee has submitted an invoice with uploaded receipts
- Evidence of examples include Payroll reports, paid invoices, proof of payment

Corners Outreach				AUG 21-Feb 22		22-Mar	
ESSER III-BOOST Grants Community Grants budget				Previous Expenditure		Actual Expenditure	
Title	Function-Object	Total	Drawdown (3/27)	Remaining Balance	Drawdown	Remaining Balance	
Paraprofessional Teachers	1000-140	\$ 43,891.00	\$ 27,198.75	\$ 16,692.25	9362.5	\$ 7,329.75	
Physical supplies (paper, cleaning, operating)	1000-610	\$ 4,150.00	\$ 1,156.53	\$ 2,993.47	566.16	\$ 2,427.31	
Field Trip Admission Fees	1000-810	\$ 858.00	\$ -	\$ 858.00	\$	\$ 858.00	
Parent Workshops	2100-177	\$ 1,081.00	\$ -	\$ 1,081.00	\$	\$ 1,081.00	
Curriculum design, ELI specialist	2210-162	\$ 35,559.00	\$ 15,289.50	\$ 20,269.50	3097.5	\$ 17,172.00	
Staff certification and professional development	2213-810	\$ 1,802.00	\$ -	\$ 1,802.00	495	\$ 1,307.00	
Indirect expenses (afterschool programming)	2300-880	\$ 6,734.00	\$ -	\$ 6,734.00	5914.1	\$ 819.90	
On-site Program Directors (management for quality and SB88207)	2400-190	\$ 100,000.00	\$ 93,445.00	\$ 6,555.00	6555	\$ -	
Rental Space (Instructional)	2600-441	\$ 14,000.00	\$ 14,000.00	\$ -	\$	\$ -	
Driver pay for afterschool programming	2700-180	\$ 2,000.00	\$ 2,000.00	\$ -	\$	\$ -	
Vehicle Maintenance for afterschool fleet	2700-430	\$ 1,000.00	\$ 299.02	\$ 700.98	\$	\$ 700.98	
Gas for transporting students afterschool	2700-620	\$ 2,000.00	\$ -	\$ 2,000.00	414.36	\$ 1,585.64	
Total Allocation		\$ 213,075.00	\$ 153,388.80	\$ 59,686.20	\$ 26,404.62	\$ 33,281.58	
				Percentage Remaining 28%	16%		
				Percentage Drawdown 72%	12%		

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements, and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award.

X *KC Sorenson* _____ Date: 4/22/2022

GRAINGER INVOICE

GRAINGER ACCOUNT NUMBER: 88738787
 INVOICE NUMBER: 01031034
 INVOICE DATE: 03/14/2022
 NO AMOUNT DUE

SHIP TO: ELTON LEADERSHIP ACADEMY, 2311 PORT OAK, 30344-8837

ITEM # 45R-080, DESCRIPTION: HAND SANITIZER DISPENSER WHITE, 1200ML, QUANTITY 1, UNIT PRICE \$ 120.00, TOTAL \$ 120.00

INVOICE TOTAL: 120.00
 TAX: 0.71
 TOTAL: 120.71

NO PAYMENT DUE - THIS INVOICE FOR YOUR RECORDS

Monitoring Expenditures

CFM Request

- The subgrantee has submitted an invoice with a detailed expenditure report
- Additional supporting documents were not previously uploaded

- **A copy of Source Documentation for all requested expenditures** (purchase orders, invoices, contracts/ contract deliverables, agendas, receipts, travel authorizations, pre-approval, federally funded instructors/ tutors, including part-time, full-time, and additional compensation, and administrative costs), all capital expenditures, all competitive procurement
- **Time and Effort Records (time logs, periodic certifications, fixed schedules, etc.)**
 - Please upload time and effort records aligning with the BOOST's payroll for **the requested personal compensation expenditures**. As part of the requested expenditures, these must include all periodic certifications for salary, afterschool, summer school, retention/incentive pay, vaccination pay, etc.
- **Suspension and Debarment**
 - Please include a copy of time-stamped documentation verifying vendors that exceed \$25,000 in expenditures against suspension and debarment for the expenditures highlighted as a part of the selected sample.
- **Inventory records with all required components in CFR 200.313(d)**
 - Please upload ESSER inventory records and inventory monitoring for the expenditures highlighted as a part of the selected sample.

Sharing Documents with GaDOE

The screenshot shows a three-step navigation process in Google Drive:

- Step 1:** The path is "My files > Active BOOST Files > BOOST Monitoring Documents". A blue arrow points to the "Kennesaw State University Research and Se..." folder.
- Step 2:** The path is "> BOOST Monitoring Documents > Kennesaw State University Research and Service Foundation, Inc". A blue arrow points to the "Indicator 2" folder.
- Step 3:** The path is "Kennesaw State University Research and Service Foundation, Inc > Indicator 2". A blue arrow points to the "Indicator 2.1.B" folder.

Name	Modified	Modified By	File size	Sharing
Kennesaw State University Research and Se...	onds ago	Courtney Reid	3 items	Shared
Indicator 2	July 5	Courtney Reid	0 items	Shared
Indicator 2.1.A	About a minute ago	Courtney Reid	0 items	
Indicator 2.1.B	About a minute ago	Courtney Reid	0 items	

1. Click on your organization folder under the BOOST Monitoring documents tab.

2. Select the corresponding indicator tab.

3. Upload documents for each indicator in the subfolder.

GaDOE BOOST CFM Review

- Internal Controls,
- Expenditures to Support Drawdowns
- Personal Compensation (Time & Effort)
 - Equipment & Inventory
 - Cash Management



Internal Controls

- **Code of Federal Regulations**

Recipients must operate their federal grants in accordance with the [Code of Federal Regulations](#).

- Recipients must establish and maintain effective fiscal control and fund accounting procedures (internal controls) over the Federal award that provide reasonable assurance that the recipient is compliantly managing the federal award. **Internal controls can be defined as a process, implemented by recipients designed to provide reasonable assurance regarding the achievement of objectives in the following categories: effectiveness and efficiency in operations, reliability of reporting for internal and external use, and compliance with applicable laws and regulations (2 CFR §200.61).** Internal controls aim to reduce fraud, waste, and abuse in using Federal funds. Recipients must adequately safeguard all assets and ensure they are used solely for authorized purposes.
 - Source documentation may be the organization's operational handbook.

Expenditures to Support Drawdowns

- Examples of Supporting Documentation

The list of documents may include but are not limited to:

1. Purchase orders
2. Invoices
3. Contracts/Contract deliverables
4. Agendas
5. Receipts
6. Travel authorizations
7. Pre-approval
8. Federally funded instructors/tutors
9. Administrative costs
10. Other forms of documentation

Afterschool			Actual Expenditure	
Title	Function-Object	Total	Drawdown (3/31/2022)	Remaining Balance
Afterschool Transportation Costs - Gas	2700-620	\$ 6,000.00	\$ 2,091.36	\$ 3,908.64
Afterschool Program Contractors	1000-300	\$ 7,550.00	\$ -	\$ 7,550.00
Afterschool Bus Driver - Salary	2700-180	\$ 10,000.00	\$ 8,438.33	\$ 1,561.67
Afterschool FT Program Staff - Salary	2100-190	\$ 30,000.00	\$ 30,000.00	\$ -
Total Allocation		\$ 53,550.00	\$ 40,529.69	\$ 13,020.31
Percentage Drawdown			75.7%	

Summer			Actual Expenditure	
Title	Function-Object	Total	Drawdown (3/31/2022)	Remaining Balance
Summer Camp Counselors - Salary	1000-140	\$ 20,000.00	\$ -	\$ 20,000.00
Summer Camp Program Contractors	1000-300	\$ 10,000.00	\$ -	\$ 10,000.00
Summer Camp - General Instructional Supplies	1000-610	\$ 3,550.00	\$ -	\$ 3,550.00
Summer Camp FT Program Staff - Salary	2400-190	\$ 17,000.00	\$ -	\$ 17,000.00
Summer Camp Bus Driver - Salary	2700-180	\$ 3,000.00	\$ -	\$ 3,000.00
Total Allocation		\$ 53,550.00	\$ -	\$ 53,550.00
Percentage Drawdown			0.0%	

PLEASE REFERENCE THE BOOST CFM CHECKLIST ATTACHED TO THE EMAIL FOR MORE INFORMATION




Time & Effort

• Type 1: Periodic Certification

- Single Cost Objective
- May be completed twice a year OR once a year as detailed in subgrantee's written procedures
- Supporting documentation is still required
- Signed after the fact by employee or supervisor with knowledge of the work performed
- May be completed by for an individual or group (both forms available on GaDOE Website)

• Type 2: Personnel Activity Report (PAR) also known as time logs

- Multiple Cost Objectives
- Can be submitted to the supervisor quarterly or monthly as detailed in subgrantee's written procedures



Georgia Department of Education

Sample Periodic Certification – Multiple Employees
(Multiple employees working solely on one Federal cost objective)

Time period: _____ through _____
(Date) (Date)


I certify that the employees listed below have performed work solely in accordance with the job responsibilities outlined in the attached job description(s) for the time period indicated above.

Name of Employee	Position

Supervisor (Print Name)	Supervisor (Print Position)
Supervisor Signature	Date Signed

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Unless otherwise noted, all references to ESSA in this document refer to the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the Every Student Succeeds Act (ESSA).



Georgia Department of Education

Appendix E: Time and Effort

Sample Periodic Certification – Single Employee
(One employee working solely on one Federal cost objective)

Time period: _____ through _____
(Date) (Date)

This is to certify that _____ worked solely on _____ (name of single Federal Program) allowable activities in the job role of _____ during the time period indicated above.

OR

This is to certify that _____ performed work solely in accordance with the job responsibilities outlined in the attached job description for the time period indicated above.

Signature of employee _____ Printed name of supervisor _____

Date _____ Signature of supervisor _____

Date _____

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Unless otherwise noted, all references to ESSA in this document refer to the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the Every Student Succeeds Act (ESSA).

Flexibility for time and effort must be addressed in the subgrantee internal controls

Equipment & Inventory

- Evidence that all subgrantee inventory internal controls required to be in writing by 2 CFR Part 200 are present and meet requirement for internal controls:
 - Funds, property, and other assets are safeguarded against loss from unauthorized use or disposition.
 - Maintenance procedures to keep the property in good condition. **2 C.F.R. Sec. 200.62(c); 2 C.F.R. Sec. 200.313**
 - Records/logs of dates (at least once every two years) that physical inventories were conducted at locations with date, and signatures of person conducting inventory

Equipment & Inventory

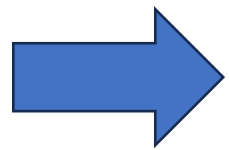
- Maintenance of property records to include person responsible for maintaining documentation.
- Purchase Orders and Inventory Records showing:
 - Item description
 - Cost
 - Source of funding for equipment including the Federal Award Identification Number (FAIN)
 - (BOOST Grant FAIN: S425U210012)
 - Date of purchase
 - Serial number or other identification number,
 - Location
 - Use
 - Condition of property
 - Disposition data including date of disposal.

PO Number	Item Description	Serial Number or Serial Number	FAIN Number	Condition	Funding Source	Vendor	Cost	Acquisition Date	Use of Equipment	Disposition	Location
2033	HP Designjet T650 24" Printer	CN17V3M0DZ	S425D210013	NEW	ARP-ESSER III	Nisewonger Audio Visual Center	2800	1/5/2022	A		Central Office
2033	Ultimate 27" Roll Laminator	BGM21121075PRO	S425D210014	NEW	ARP-ESSER III	Nisewonger Audio Visual Center	2351	1/5/2022	A		Central Office

Cash Management

Develop and implement proper procurement procedures and cash management procedures that are well defined. Please note that, per 2 C.F.R. § 200.302(b)(6), every agency must have cash management procedures, even if they do not handle cash.

(b) The financial management system of each [non-Federal entity](#) must provide for the following (see also [§§ 200.334](#), 200.335, 200.336, and 200.337):



(6) Written procedures to implement the requirements of [§ 200.305](#).

Receiving CFM Results



Receiving Cross-Functional Monitoring Results

Each subgrantee will receive an official results letter detailing the monitoring outcome. Subgrantees receiving a corrective action plan will receive further instructions on addressing the requested action.

Cross-Functional Monitoring Results	
Met	The subgrantee is following federal regulations.
Met with Recommendations	The subgrantee is following federal regulations. However, simple recommendations are made to improve the effectiveness of the BOOST grant program.
Did not Meet	Corrective action is required for the subgrantee to comply with federal regulations.



Questions



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 youtube.com/georgiadeptofed

