TN Department of
Finance &
Administration

Grants Workgroup
Quarterly Newsletter

JUNE 03, 2016   VOLUME 1, NUMBER 2

Grants Workgroup Contact Information

Finance and Administration – Division of Accounts

*312 Rosa L Parks Ave.,
21st Floor
Nashville, TN 37243*

*Carrie Dawson
Phone: 615-741-9562
carrie.dawson@tn.gov*

*Jeong Robinson
Phone: 615-770-3978
jeong.robinson@tn.gov*

*Mary (Lou) Goins
Phone: 615-253-8502
mary.goins@tn.gov*

Thank you again for attending the April 7th ICR Tool Workshop. We hope you have found the featured tool helpful as you perform your daily work. The feedback you provided was very informative and has given us a clear direction as we determine our next steps. The workgroup has taken into consideration expressed topics of interest and is exploring ways to address these topics in future newsletters, workshops, and interactive tools.

New and Improved "Inventory of Compliance Requirements" Tool (ICR Tool)

The ICR Tool has been updated with an expanded Index. The added topics should allow users to more efficiently and effectively research grant topics. The updated tool can be found at:

Website to ICR Tool:
F&A website under Grants Accounting:
http://www.tn.gov/finance/article/fa-accfin-swa

Using Allowable vs. Unallowable Costs (AUC) Tool

Have you ever had difficulty determining if a cost is allowable to be charged to your Federal grant? Have you ever charged a cost to a grant later to discover that cost is unallowable? The workgroup has developed the AUC Tool to help the grants community with the following:

1) Determine if costs are allowable or unallowable under Federal grants compliance requirements.

2) Provide a tool to efficiently access actual Federal regulation related to allowability of cost.

3) Provide a side-by-side comparison of previous guidance (OMB Circular A-87) to Uniform Guidance Subpart E.

This tool summarizes the general provisions for selected items of cost in such a way that it can quickly and easily be determined if the cost in question is allowable. The AUC Tool can be found at:

Website to AUC Tool:
F&A website under Grants Accounting:
http://www.tn.gov/finance/article/fa-accfin-swa

Summary Schedule of Prior Audit Findings

Summary Schedule of Prior Audit Findings Template (SSPAF Template):

With year-end quickly approaching, we will soon be collecting information on the status of prior year audit findings. When this task is only performed once a year, it can be difficult to remember all the required components detailed in Uniform Guidance Subpart F section 200.511 (b).

This year, the workgroup has developed a "Summary schedule of prior audit findings" template to help gather this information. The SSPAF template will guide you through the requirements of your response by:

1) Breaking down Uniform Guidance section 200.511 (b) line by line so it is easy to follow.

2) Provide step by step instructions to ensure all required components are included in the original submission.

Through the use of this template, our hope is to eliminate any confusion surrounding your response on the Summary Schedule of Prior Audit Findings as well as reduce the need for follow-up communication. We will further explain the format of this template at our June workshop.

Training Opportunities

A workshop will be held on **Tuesday, June 28th** covering the following topics: updated ICR Tool, AUC Tool and Summary Schedule of Prior Audit Findings. Space is limited so be sure to register early. Depending on enrollment in the initial session, additional sessions will be added. The course can be found through ELM in Edison by searching the course code **GWAU2016**. Please contact a member of the workgroup if you have difficulty registering.

Year-end Grants Training is scheduled for the following times:

- **Friday, June 17th** Noon to 3:30.
- **Tuesday, June 21st** 8:30 to Noon.

The course can be found through ELM in Edison by searching the course code **GROC2016**. Materials will be available on the Division of Accounts Job Aids website by June 15th. The link to this site is below.

http://www.tn.gov/finance/article/fa-accfin-swa