



Addison Northwest

SCHOOL DISTRICT

ADDISON | FERRISBURGH | PANTON | VERGENNES | WALTHAM

Procedure Name: Federal Grant Cash Management

Related to which policy: [F20](#)

Date Last Updated: May 11, 2021

Specific Procedures Outline:

Addison Northwest School District will maintain financial management systems that separately account for the receipt, obligation, and expenditure of each individual federal grant.

Advance payments must be limited to the minimum amounts needed and be in accordance with the actual, immediate cash requirements. Quarterly financial reports will accurately report:

- Total revenue received through the reporting period
- Total expenditures (net of available program income) made through the reporting period
- Total expected expenditures (net of projected program income) for the next upcoming three month period estimated by month

Citation

2 CFR §200.302(b)(6)

Written procedures to implement payment per 2 CFR §200.305 minimize the time between transfer of funds and disbursement

Clarification: This most recent procedure is the one that is to be used. All prior drafts are null and void.