

721.1 – Budget and Programs Revision Policy

I. Purpose

The purpose of this policy is to ensure compliance with the requirements of the federal Uniform Grant Guidance regulations by establishing uniform administrative requirements, cost principles, and audit requirements for federal grant awards received by the school district.

II. General Statement of Policy

In accordance with 2 CFR Part §200.308, it is the policy of Park Rapids Area Schools to report deviations from budget or project scope or objective. It is also the policy of Park Rapids Area Schools to request prior approval from Federal awarding agencies for any of the following program or budget revisions:

1. Change in the scope or the objective of the project or program (even if there is no associated budget revision requiring prior written approval).
2. Change in a key person specified in the application or the Federal award.
3. The disengagement from the project for more than three months, or a 25 percent reduction in time devoted to the project, by the approved project director or principal investigator.
4. The inclusion, unless waived by the Federal awarding agency, of costs that require prior approval in accordance with Subpart E—Cost Principles.
5. The transfer of funds budgeted for participant support costs to other categories of expense.
6. Unless described in the application and funded in the approved Federal awards, the sub awarding, transferring or contracting out of any work under a Federal award. This does not apply to the acquisition of supplies, material, equipment or general support services.
7. Changes in the amount of approved cost-sharing or matching provided by Park Rapids Area Schools. No other prior approval requirements for specific items may be imposed unless a deviation has been approved by OMB.
8. For construction, Federal awards, prior written approval will be requested promptly from the Federal awarding agency for budget revisions whenever:
 - a. The revision results from changes in the scope or the objective of the project or program.
 - b. The need arises for additional Federal funds to complete the project.
 - c. A revision is desired which involves specific costs for which prior written approval requirements may be imposed consistent with applicable OMB cost principles listed in Subpart E—Cost Principles.

Adopted: 2/17

Revised: 2/17

Reviewed: 5/24

Legal References: 2 C.F.R. § 200.12 (Capital Assets)
2 C.F.R. § 200.112 (Conflict of Interest)
2 C.F.R. § 200.113 (Mandatory Disclosures)
2 C.F.R. § 200.205(d) (Federal Awarding Agency Review of Risk Posed by

Applicants)

2 C.F.R. § 200.212 (Suspension and Debament)
2 C.F.R. § 200.300(b) (Statutory and National Policy Requirements)
2 C.F.R. § 200.302 (Financial Management)
2 C.F.R. § 200.303 (Internal Controls)
2 C.F.R. § 200.305(b)(1) (Payment)
2 C.F.R. § 200.310 (Insurance Coverage)
2 C.F.R. § 200.311 (Real Property)
2 C.F.R. § 200.313(d) (Equipment)
2 C.F.R. § 200.314 (Supplies)
2 C.F.R. § 200.315 (Intangible Property)
2 C.F.R. § 200.318 (General Procurement Standards)
2 C.F.R. § 200.319(c) (Competition)
2 C.F.R. § 200.320 (Methods of Procurement to be Followed)
2 C.F.R. § 200.321 (Contracting with Small and Minority Businesses, Women's

Business Enterprises, and Labor Surplus Area Firms)

2 C.F.R. § 200.328 (Monitoring and Reporting Program Performance)
2 C.F.R. § 200.338 (Remedies for Noncompliance)
2 C.F.R. § 200.403(c) (Factors Affecting Allowability of Costs)
2 C.F.R. § 200.430 (Compensation — Personal Services)
2 C.F.R. § 200.431 (Compensation Fringe Benefits)
2 C.F.R. § 200.447 (Insurance and Indemnification)
2 C.F.R. § 200.463 (Recruiting Costs)
2 C.F.R. § 200.464 (Relocation Costs of Employees)
2 C.F.R. § 200.473 (Transportation Costs)
2 C.F.R. § 200.474 (Travel Costs)

Cross References: MSBA/MASA Model Policy 208 (Development, Adoption, and Implementation of Policies)
MSBA/MASA Model Policy 210 (Conflict of Interest — School Board Members)
MSBA/MASA Model Policy 210.1 (Conflict of Interest — Charter School Board Members)
MSBA/MASA Model Policy 412 (Expense Reimbursement) MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)
MSBA/MASA Model Policy 701.1 (Modification of School District Budget)
MSBA/MASA Model Policy 702 (Accounting)
MSBA/MASA Model Policy 703 (Annual Audit)