

ENTITY 2017 ICQs

**SINGLE AUDIT**  
**PERIOD OF PERFORMANCE**  
**OF FEDERAL FUNDS**

June 30, 2017

QUESTION	YES	NO	N/A	REMARKS
<p><b>CONTROL OBJECTIVES: To provide reasonable assurance federal funds are used only during the authorized period of performance.</b></p> <p><b><u>Control Environment</u></b></p> <ol style="list-style-type: none"> <li>1. Does management understand and is management committed to complying with period of performance requirements?</li> <li>2. Are the entity’s operations such that it is unlikely there will be federal funds remaining at the end of the period of performance?</li> </ol> <p><b><u>Risk Assessment</u></b></p> <ol style="list-style-type: none"> <li>1. Does the budgetary process consider period of performance of federal funds as to both obligation and disbursement?</li> <li>2. Is there identification and communication of the period of performance cut-off requirements as to both obligation and disbursement?</li> </ol> <p><b><u>Control Activities</u></b></p> <ol style="list-style-type: none"> <li>1. Does the accounting system prevent obligations or expenditures of federal funds outside of the period of performance?</li> <li>2. Are disbursements reviewed by persons knowledgeable of period of performance of funds?</li> <li>3. Are end of grant period cut-offs met by such mechanisms as advising program managers of impending cut-off dates and review of expenditures just before and after cut-off date?</li> <li>4. Are unliquidated commitments canceled at the end of the period of performance?</li> </ol> <p><b><u>Information and Communication</u></b></p> <ol style="list-style-type: none"> <li>1. Is there timely communication of period of performance requirements and expenditure deadlines to individuals responsible for program expenditure, including automated notifications of pending deadlines?</li> <li>2. Is there periodic reporting of unliquidated balances to appropriate levels of management and follow up?</li> </ol> <p><b><u>Monitoring</u></b></p> <ol style="list-style-type: none"> <li>1. Is there a periodic review of expenditures before and after cut-off date to ensure compliance with period of performance requirements?</li> <li>2. Does management review reports showing budget and actual for period?</li> </ol>				