



PCC/SBA Closeout Process Webinar
July 18, 2012 1-2 PM EDT

Speakers

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Q&A

Q: Will recipients have an opportunity to respond to any issues that arise during the National Telecommunications and Information Administration (NTIA) or National Institute of Standards and Technology (NIST) review of a project's closeout documentation?

A: Yes. NIST or NTIA will contact recipients during closeout review, if any issues arise with performance or financial data prior to NIST officially closing out an award.

Q: Can the closeout period be extended if issues require more time to resolve?

A: NIST has the authority to extend closeout if necessary, but this decision is at its discretion.

Q: What are some examples of allowable costs that may be incurred during the closeout period?

A: To be allowable, costs incurred during the closeout period must have a nexus to closeout activities. As a result, administrative costs (related to closing the award) such as costs related to accounting and reporting are examples of allowable costs. Recipients may also pay final invoices from the project during the closeout period, but they may not incur any new costs for project activities. Contact your Federal Program Officer (FPO) and NOAA Grants Specialist with specific questions.

Q: When will the BTOP Award Closeout Notification Package be released?

A: The PCC/SBA specific version of the Award Closeout Notification Package is available on the BTOP website. The Award Closeout Notification Package can be found [here](#).

Q: How does a recipient account for the cost of an A-133 single audit if the audit is not completed until after NIST has closed out the award?

A: Recipients will have to anticipate these costs and draw down the funds needed to conduct any remaining audit activities during the 90-day closeout period. After NIST closes out an award, recipients will no longer have access to their Automated Standard Application for Payments (ASAP) account.

Q: If a for-profit recipient is closing out its award prior to the third year of its project, does it still need to conduct a "year 3" project-specific audit?

A: Yes. The recipient must complete an additional program-specific audit during closeout to ensure that federal funds were used appropriately throughout the award term. The For-Profit Recipient Audit Requirement Special Award Condition states that for 2- or 3- year awards, an audit is required within 90 days after the end of award year 1, and within 90 days following the project expiration date and close out period. This policy is consistent with the Department of Commerce Financial Assistance Standard Award Terms and Conditions, which are incorporated into all BTOP awards.



Q: Can a recipient submit final documentation prior to the closeout period?

A: Yes. Recipients are allowed the 90-day closeout period to finalize submissions subsequent to completing all project activity. However, completion and submission of all required closeout documentation may occur prior to the completion of the 90-day closeout period.

Q: What are the federal interest or property requirements for a computer that a partnership organization received after the award is closed out?

A: Recipients with specific questions about real or personal property disposition should contact their FPO and NIST Grants Specialist.

Q: Can a recipient use the same firm to conduct the second program-specific audit?

A: A recipient has the discretion to use the same firm or contract the services of another firm, in compliance with the recipient's written procurement guidelines.

Q: Are state agencies required to submit a single-audit after NIST closes out their award?

A: If a governmental recipient meets the A-133 audit threshold, it must file its annual A-133 audit within nine months after its fiscal year. State agencies can meet their audit requirements through a state-wide single audit submission.

Q: Will the final performance progress report (PPR) differ from those that recipients have previously submitted quarterly or annually?

A: Yes. Recipients are required to check the box marked "final" on the different reports to indicate that this is the final report.