

3191

CASH MANAGEMENT

The Grants Department, in conjunction with the Finance Department, will monitor each grant monthly. Reports will be prepared comparing actual expenditures with budgeted amounts for each grant to assure funds are being used for authorized purposes. The reports will include information pertaining to obligations, unobligated balances, assets, liabilities and expenditures. Based on these reports, drawdowns will be done for the actual expended amounts.

During the final 30 to 60 days of the grant period, cash advances may be requested for funds that have been obligated and are expected to be carried out during the current grant period. The District will return any excess funds that exist at the end of the grant period to the granting agency. In the event interest is earned with grant funds, interest will be returned to the granting agency.

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