

GENERAL INFORMATION	
1. How is your organization classified?	
2. How many employees does your organization have? A. Full-time Employees: _____ B. Part-Time Employees: _____	
INTERNAL CONTROLS	
5. Are duties separated so that no one individual has complete authority over an entire financial transaction?	
6. Does your organization's procedure ensure that costs deemed unallowable per US Federal guidelines are excluded from the amount billed to the University under this subaward?	
Does your organization have controls to prevent the spending of funds in excess of approved budgeted amounts?	
Are all sponsored project disbursements properly documented with evidence of receipt of goods less than \$750,000 per year in US Federal or sub-Federal performance of service that can be provided as backup with invoices or receipts if requested Federal or sub-Federal funds and has a DCA	
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> For-profit entity that does not expend US Federal funds or have <input type="checkbox"/>	

<p>11. Is your organization subject to 2 CFR Part 200, Subpart Single Audit (formerly A133)? If not uploaded to the Federal Audit Clearinghouse, attach a complete copy of your most recent Single Audit Report, Internet URL link to a complete copy: _____</p> <p>Fiscal Year End (MM/DD/YYYY): _____  Date of most recently completed audit (MM/DD/YYYY): _____</p> <p>Were any audit findings reported?    Yes    No  If "yes", please explain</p>	<p>Yes    No</p>
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Completion of the following sections are required for

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**COST SHARING**

26. How does your organization determine that it has met cost-sharing goals? Please explain:

**COMPLIANCE**

27. Has your organization received grants, contracts, or cooperative agreements from American University in the past?	Yes	No
28. If yes, were any of those agreements terminated early for fiscal negligence or discrepancies or due to lack of technical progress or misrepresentation of outcomes?	Yes	No
29. Has your organization or any employees, students, or agents who may serve as key personnel on a subaward		

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