



WASHOE COUNTY SUBAWARD AGREEMENT CHECKLIST

Project/Program Title: AHN Transportation
Sub-Grantee Entity: Access to Healthcare Network
Amount of Award: \$50,000

2 CFR 200.331 Requirements for pass-through entities. All pass-through entities must: Ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the following information at the time of the subaward and if any of these data elements change, include the changes in subsequent subaward modification. When some of this information is not available, the pass-through entity must provide the best information available to describe the Federal award and subaward.

The agreement must include the following required information:

- ☒ Subrecipient Name (must match DUNS number)
- ☒ Subrecipient DUNS number
- ☐ Federal Award Identification Number (FAIN)
- ☐ Federal Award Date¹
- ☒ Sub-Award Period of Performance (Start and End date)
- ☐ Amount of Federal Funds obligated by this action by County to Subrecipient
- ☐ Total amount of the Federal Funds obligated to subrecipient by County including current obligation.
- ☐ Total amount of the Federal Award committed to subrecipient by County
- ☐ Federal award project description, (purpose and intended outcomes)
- ☐ Name of federal awarding agency, pass-through entity
- ☒ Contact information for the awarding official at County
- ☐ CFDA number and name
- ☐ Identification of whether the award is for research and development
- ☐ Indirect cost rate for the federal award (including if the de minimis rate is charged)
- ☒ Eligible expenses covered by the grant
- ☐ Special terms and conditions

¹ Federal award date means the date when the Federal award is signed by the authorized official of the Federal awarding agency.

- ☒ Reporting requirements (financial reports, and performance reports)
- ☒ Define how parties can make amendments to the agreement
- ☒ Requirement that subrecipient permit County and auditors to have access to subrecipient's records and financial statements
- ☒ Provision that authorizes monitoring the performance of the subrecipient
- ☐ Terms and Conditions concerning closeout of subawards
- ☒ Termination for cause or convenience
- ☐ Requirement that the subrecipient notify Washoe County if they become debarred or suspended
- ☒ Termination for cause or convenience
- ☐ Additional provisions imposed by County or granting department

The agreement must also advise the subrecipient of any requirements imposed on them by Federal laws, regulations, and the provisions of contracts or grant agreements.

Preparer Signature: _____ Date: 12/27/2018
Name/Title: Cora Carroll / Fiscal Compliance Officer