



# Becoming a Subrecipient on a Federal Grant

## Federal Funding Recipient Compliance

- Obtain a Unique Entity Identifier (UEI) at Sam.gov
  - Full registration is NOT required. Click [here](#) to obtain a UEI number
- Understand and be able to attest to compliance with [Code of Federal Regulations Title 2](#), including [Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#)

### ***Organization policies and procedures need to be documented and implemented***

- Key provisions include, but are not limited to:
  - Conflict of Interest, [2 CFR 200.112](#)
  - Lobbying, [2 CFR 200.450](#)
  - Whistleblower Protection, [2 CFR 200.217](#)
  - Procurement and Purchasing, [2 CFR 200.318-327](#)
  - Records Retention, [2 CFR 200.334](#)
  - Statutory and national policy requirements, [2 CFR 200.300](#)
  - Audit Requirements [2 CFR 200.501](#)
  - Financial management and internal control policies, [2 CFR 200.302-303](#)
    - Separation of duties
    - Travel
    - Time and Effort
    - Cash Management
    - Budget reconciliation
    - Expense tracking and ability to comply with invoice documentation requirements (i.e. expense receipt, payroll detail, etc.)
    - Fringe benefit calculation and tracking
    - Vendor verification process [Searching Exclusions on Sam.gov](#)
    - Others as identified
- Comply with award terms and conditions as outlined in the Notice of Award

## Resources and References for assistance

- [Grant Policies - Grants.gov](#)
- [Federal grant management: 8 key compliance areas for post-award success - Baker Tilly](#)
- [Federal Grant Requirements Guide for Nonprofit Leaders - Velu LLC](#)
- [6 Operating Policies Your Nonprofit Must Have - Foundation Group®](#)
- [2CFR-FrequentlyAskedQuestions\\_2021050321.pdf](#)
- [How To Ensure Grant Compliance After You Win Funding - Instrumentl](#)

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***This document provided by IAMP, as Prime Recipient under the grant, is purely informational and not inclusive of all requirements of Federal subaward, including those imposed by Federal statutes, regulations, terms and conditions of the Federal award, and any additional requirements of the subaward.***