

# PERIOD OF AVAILABILITY

## Control Objectives

To provide reasonable assurance that federal funds are used only during the authorized period of availability.

## Control Environment

- Management understands and is committed to complying with period of availability requirements.
- Entity's operations are such that it is unlikely there will be federal funds remaining at the end of the period of availability.

## Risk Assessment

- The budgetary process considers period of availability of federal funds as to both obligation and disbursement.
- Identification and communication of period of availability cut-off requirements as to both obligation and disbursement.

## Control Activities

- Accounting system prevents obligation or expenditure of federal funds outside of the period of availability.
- Review of disbursements by person knowledgeable of period of availability of funds.
- End of grant period cut-offs are met by such mechanisms as advising program managers of impending cut-off dates and review of expenditures just before and after cut-off date.
- Cancellation of unliquidated commitments at the end of the period of availability.

## Information and Communication

- Timely communication of period of availability requirements and expenditure deadlines to individuals responsible

for program expenditure, including automated notifications of pending deadlines.

- Periodic reporting of unliquidated balances to appropriate levels of management and follow-up.

## Monitoring

- Periodic review of expenditures before and after cut-off date to ensure compliance with period of availability requirements.
- Review by management of reports showing budget and actual for period.