

**3358:11-4-28 Procurement for federal awards policy.**

- (A) Purpose. It is the rule of Owens community college to comply with the federal office of management and budget guidance for grants and agreements; specifically with the uniform administrative requirements, cost principles and audit requirements for federal awards, 2 C.F.R. 200.
- (B) Applicability. The college is responsible for the efficient and effective administration of the award of federal grant funds. Such funds shall be administered in a manner consistent with all applicable federal, state and local laws, the associated agreements/assurances, program objectives and the specific terms and conditions of a grant award. This rule applies all departments within the college.

This rule supplements and supports the Owens community college rules 3358:11-4-12 of the Administrative Code (purchasing) and 3358:11-4-24 of the Administrative Code (construction purchasing). College administration shall adhere to the contracting manual provided through the legal services office.

- (C) Implementation. The treasurer/chief financial officer has the authority to promulgate procedures and standards consistent with this rule, including but not limited to:
- (1) General procurement for supplies, materials, services and equipment acquired with federal or college matching funds.
  - (2) Management, use and disposition of equipment acquired, in whole or in part, with federal or college matching funds.
  - (3) Implement overall internal controls to provide reasonable assurance of compliance with federal, state, local statutes, regulations and the terms and conditions of the federal grant award, and in the specific areas of:
    - (a) Cash management in order to provide reasonable assurance that all assets, including federal, state and local funds are safeguarded against waste, loss, unauthorized use, or misappropriation.
    - (b) Time and effort reports in order to provide reasonable assurance that salaries and benefits are accurate, allowable and properly allocated to federal or non-federal funds.

- (c) Administration of cost principles and sound management practices in order to provide reasonable assurance of the efficient and effective administration of federal funds.

Effective: 2/16/2019

CERTIFIED ELECTRONICALLY

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Certification

02/06/2019

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Date

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Rule Amplifies:	3358.08