



Community Center Investment Program

Compliance Plan

The compliance plan is meant to help the applicant create and maintain a comprehensive strategy to adhere to all applicable federal and state regulations. The plan should be submitted with the application and updated if there are any changes in scope to the project.

Compliance Components	Grant Structure Subject to 2 CFR 200, SFRF Requirements
Grantee Requirements	<ul style="list-style-type: none"> • If nonprofit must be in good standing with Secretary of State and have UEI number • Must be ADA accessible
Environmental Review	<ul style="list-style-type: none"> • National Environmental Policy Act standards DO NOT apply per SLFRF guidance • Clean Air Act and Federal Water Pollution Control Act apply • Clean Air Act and Federal Water Pollution Control Act language must be drafted into construction contracts • All applicable permits must be obtained (local/state/federal) • All local/state codes must be adhered to
Financial Management	<ul style="list-style-type: none"> • Non-federal entity must have financial management system in place which includes cost center for federal funds, accurate sources and uses, tracking eligible expenditures for reimbursement, built around generally accepted accounting principles • A single audit is required if a non-federal entity expends more than \$750,000 (in federal awards) in the non-federal entity's fiscal year.
Procurement and Contracts	<ul style="list-style-type: none"> • Formal procurement through sealed bids above simplified acquisition threshold (\$250,000 - construction/bulk equipment purchases) • Informal procurement through cost reasonableness/quotes below simplified acquisition threshold – must be aggregated and costs must not exceed simplified acquisition threshold • Procured businesses must be in good standing and not debarred or suspended (must have UEI and not be excluded in federal registry)
Labor Standards	<ul style="list-style-type: none"> • 2 CFR Appendix II to Part 200 • Davis Bacon wage rates DO NOT apply per SLFRF guidance • Affirmative steps to include minority-owned and women-owned businesses/business enterprises • Minimum wage applies



Acquisition/Relocation/Property Standards	<ul style="list-style-type: none"> • Insurance must be maintained on equipment and property equivalent to insurance coverage under federal ownership • Equipment management must be documented for example maintenance manuals must be reviewed and followed, serial numbers/use of equipment/ownership of equipment must be filed, and date of acquisition must be documented • 2 CFR 200 D for reference
Reporting and Recordkeeping	<ul style="list-style-type: none"> • All records retained minimum of three (3) years starting after the submission of final expenditure report • Records for real property and equipment acquired with Federal funds must be retained for 3 years after final disposition if applicable
Monitoring and Closeout	<ul style="list-style-type: none"> • Monitoring by the non-Federal entity must cover each program, function, or activity • Progress reports submitted at least once a year • Closeout will occur when the project is completed and will include a review of compliance items listed above • Closeout letter will be provided to non-federal entity

Explanation Compliance plan and capacity to administer a grant: To completed by applicant,

Applicant should address each compliance area, including:

Compliance Components

Grantee Requirements

Environmental Review

Financial Management

Procurement and Contracts

Labor Standards

Acquisition/Relocation/Property Standards

Reporting and Recordkeeping

Monitoring and Closeout