Ohio EPA
2019 Mosquito Control Grant
Administrative Meeting

April 17, 2019
AGENDA

1) Welcome
2) Introductions of Staff and Attendees
3) Grant Agreement
4) Final Report
5) Questions & Comments
6) Adjourn
Grant Agreement: Scope of Work

Article 2.1 (page 3)

• Proposed activities outlined in 2019 MCG Application
• “Exhibit A” of Grant Agreement

Article 2.2 (page 3)

• Proposed budget of costs
Grant Agreement: Effective Date & Project Period

Article 3.1 (page 3)
• Contract becomes effective the date the Director of Ohio EPA signs the grant agreement

Article 3.2 (page 3)
• Project period begins on effective date of grant agreement and ends April 30, 2020
Grant Agreement:
Project Period Extension

NEW: For the 2019 MCG we will not be doing extensions as in previous grant cycles.
Grant Agreement:
Award Payment & Expenditures

Article 4.1 (page 4)
• Ohio EPA award amount

Article 4.3 (page 4)
• Notify Ohio EPA of unspent funds within 90 days of April 30, 2020
• May propose to use unspent funds in a manner consistent with the purpose of the grant as long as by deadline
Grant Agreement:
Award Payment & Expenditures

Article 4.4 (page 4)
• Fuel & Mileage
  – Direct cost of fuel for control activities
  – IRS standard mileage rate for mosquito surveillance

Article 1.9 (page 3)
• Salaries
  – Grant funds may be used for salaries for seasonal or part-time employees.
  – Grant funds **may not be used** for permanent staff salaries or benefits.
Grant Agreement: Record Keeping

Article VII (page 6)

• Records Retention
  – fiscal accounting maintained for five (5) years

• Separate Accounting
  – Separate records for management of grant funds

• Supporting Records
  – Invoices, proof of payments, etc.

• Access and Audit
Grant Agreement: Budget Modifications

Article XVIII (page 11)

• No prior approval required if:
  – Line item modification is needed
  – No change in project activities

• Keep documentation in fiscal records
  – Submit revised budget proposal form to Ohio EPA
Grant Agreement: Budget Modifications

• Prior approval required if:
  – Modification in **project activities** are expected

• A revised budget proposal must be submitted and approved prior to any changes in project activities and expenditures
Grant Agreement: Final Report

Article 8.2 (page 6)

• Hard copy provided in Grant Agreement
• Electronic copy sent via email
• Attach all supporting documentation including invoices, proof of payments, etc.
• Deadline is April 30, 2020
  – Submit electronic copy (form and attachments) by April 30 and hard copy via mail (no attachments)
MCG Payment

Electronic Transfer of Funds

• EFT is the default payment method
• Ohio EPA will provide email notification to Authorized Official and Fiscal Officer upon dispersion of MCG monies
• Expect funds late May to mid June
Submission of All Requests, Questions, and Final Reports

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