

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

Electronic Correspondence:

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Mail:

Ohio EPA – DMWM

Attn. Leanne Greenlee

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Questions

MCG Program Contacts

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Jeff Montavon: (614) 728-5357

Kelly Crawford: (614) 644-3570 Fiscal Questions