

GENERAL INFORMATION	
1. How is your organization classified?	
2. How many employees does your organization have? A. Full-time Employees: _____ B. Part-Time Employees: _____	
INTERNAL CONTROLS	
5. Are duties separated so that no one individual has complete authority over an entire financial transaction?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. Does your organization's procedure ensure that costs deemed unallowable per US Federal guidelines are excluded from the amount billed to the University under this subaward?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. Does your organization have controls to prevent the spending of funds in excess of approved budgeted amounts?	<input type="checkbox"/> Yes <input type="checkbox"/> No
8. Are all sponsored project disbursements properly documented with evidence of receipt of goods or performance of service that can be provided as backup with invoice submissions if requested?	<input type="checkbox"/> Yes <input type="checkbox"/> No
AUDIT STATUS	
9. Does your organization have a negotiated US Federal rate agreement including: A. Approved eTds [() 500.16 264 39.12 24.72 re W n BT -0.05 Tc 0.05 Tw 9.12 0 0 9.12 BT c 0 00.16 214.56.3 (ave q 59.76 237.602	<input type="checkbox"/>
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>

