



Federal Grants Management Test

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EDGAR Resources

EDGAR Online:

<https://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html>

Guidance documents:

www.bruman.com/resources



Question 1

What does EDGAR stand for?

- A. Education Department Grant Award Rules
- B. Education Department Grantees Administrator's Rights
- C. Education Department General Administrative Regulations
- D. Every Darn Grant Administrator Rocks!

Question 2

A federal grants administrator cannot be personally liable if they are doing what their boss tells them to do.

- A. True
- B. False





Allowability

Question 3

When determining whether a cost is **necessary** a grantee should consider:

- A. Whether the purchase aligns with the goals of the program/grant
- B. Whether the entity has the capacity to use what the grantee is purchasing
- C. Whether the cost is included in the grantee's plan/grant application
- D. All of the above

Question 4

Which of the following should a grantee consider when determining whether a cost is **reasonable**:

- A. Whether the purchase deviates significantly from established prices.
- B. Arms length bargaining
- C. Market prices for comparable goods and services in the geographical area
- D. All of the above

Question 5

Which of the following is **not** a factor when determining whether a cost is **allocable** to a federal award:

- A. The cost is incurred specifically for the award
- B. The cost benefits both the award and other work, and can be distributed in proportions approximated with reasonable methods
- C. Whether other districts or states made the same purchase
- D. The cost is necessary to the overall operation of the entity and assignable to the award in accordance with the UGG

Question 6

Identification of the period of performance in a federal award commits the awarding agency to fund the award _____?

- A. Through the entire period of performance
- B. Only through the currently approved budget period
- C. Up to the currently approved budget period and any subsequent budget period
- D. Through any budget period planned by the grantee

Question 7

Drawdown refers to _____ and disbursement refers to _____.

- A. Requesting and receiving funds from the federal government; giving funds to employees, vendors, and other payees to liquidate obligations
- B. Requesting funds from the awarding agency; receiving funds from the awarding agency
- C. Receiving funds from the awarding agency; approving costs associated with a budgeted amount
- D. Liquidating obligations incurred by recipients to support a federal program; submitting all financial, performance, and other reports as required by the terms and conditions of the federal award

Question 8

A school district contracts with a company to offer virtual instruction in its schools. The contract obligates to the federal award:

- A. On the date the services begin
- B. On the first day of the grant
- C. The date of the finalized contract
- D. On the date services are completed



Question 9

On February 1, 2023, a school administrator purchases a plane ticket with federal grant funds for a conference. The flight departs on April 15, 2023. The cost of the plane ticket obligates:

- A. February 1, 2023
- B. April 15, 2023
- C. On the date the conference begins
- D. On the date the credit card was charged

Question 10

A district submitted its final performance report to the state 45 days after the end of the period of performance. The state now has _____ days to submit the final performance report to ED:

- A. 45
- B. 60
- C. 75
- D. 120

Question 11

The grant began on July 1st, but your district did not get their grant approved until August 1st. All charges prior to August 1st are therefore pre-award costs. Pre-award costs are only allowable to the extent they would have been allowable and:

- A. There is a public emergency that will not permit delay
- B. With written approval from the federal awarding agency
- C. Nothing else is required
- D. The cost does not exceed \$5,000

Question 12

Expenditures on food using ED grants are _____.

- A. Allowable because ED guidance prohibiting expenditures on food did not go through the formal rulemaking process
- B. Unallowable because expenditures on food are prohibited by ED guidance
- C. Generally unallowable because expenditures on food are usually not necessary for the performance of the award
- D. Unallowable because expenditures on food are always unreasonable

Question 13

A non-federal entity operates a computer skills program with a local college using federal funds. The non-federal entity wants to reimburse parents participating in this program for parking. This expenditure is allowable if:

- A. The non-federal entity included the expense in its internal budget for the program
- B. The non-federal entity received prior approval for the expense
- C. You cannot reimburse parents directly
- D. All of the above

Question 14

Entertainment costs (like field trips) are **not** allowable **unless**:

- A. The grantee receives prior written approval from the federal awarding agency for the cost
- B. Parents also contribute to the cost of the field trip
- C. The field trip has a clear programmatic purpose
- D. A & C

Question 15

The following costs associated with hosting a conference are generally allowable, unless restricted by the federal award:

- A. Rental of facilities
- B. Costs of meals and refreshments
- C. Childcare costs
- D. A & B

Question 16

A district uses a credit card with cash back rewards. What does the district have to do with the rewards?

- A. All rewards over \$500 must go back to the grant
- B. The cash back must be used for any district-level administrative costs
- C. All cash back must be credited back to the appropriate grant
- D. The use of such credit cards is prohibited

Financial Management



Question 17

A district that maintains an accurate budget complies with the financial management requirements of EDGAR.

- A. Yes
- B. Yes, because budget control is the key to grants management requirement
- C. No, because grantees must also compare budgeted amounts to actual expenditures
- D. No, because the budget is just a guideline

Question 18

A non-federal entity's internal controls must do all of the following **except**:

- A. Comply with the U.S. Constitution, federal statutes, regulations, and the terms and conditions of the federal awards
- B. Be updated annually
- C. Evaluate and monitor compliance and take prompt action to correct noncompliance
- D. Safeguard personally identifiable information (PII)

Question 19

These policies and procedures **must** be in writing:

- A. Cash management procedures
- B. Record retention procedures
- C. Allowability procedures
- D. A & C

Time and Effort



Question 20

The UGG requires that time and effort records must:

- A. Reasonably reflect the total activity for which an employee is compensated
- B. Be completed, signed, and submitted monthly
- C. Be supported by a system of internal controls
- D. A & C only

Question 21

Which individuals paid with federal funds need to keep time and effort records?

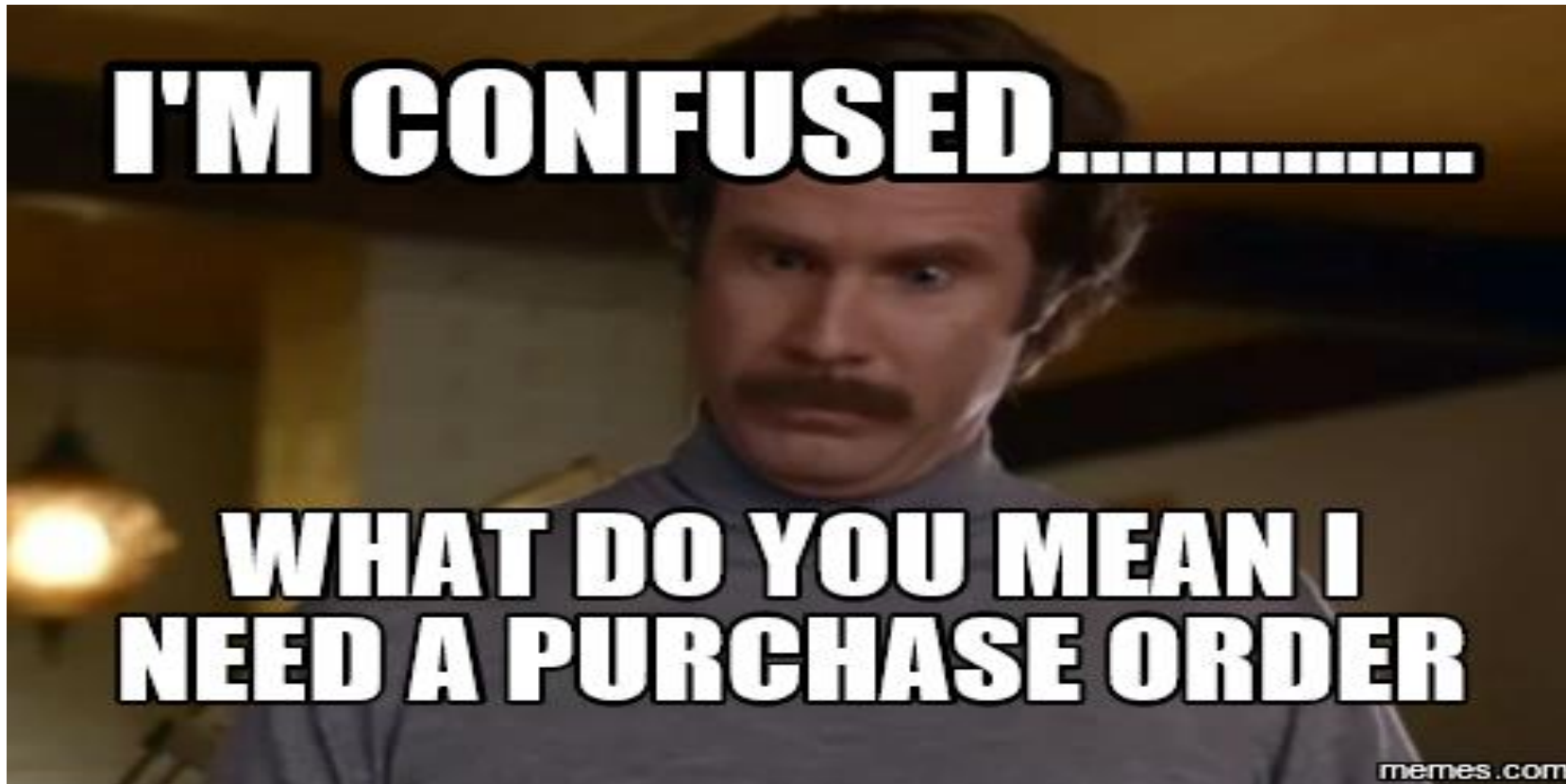
- A. A part time employee spending 50% of her time working on federal grants
- B. A contractor spending 50% of her time working on federal grants
- C. A full-time employee spending 50% of her time on federal grants
- D. A and C only
- E. None of the above. Only employees who spend 100% of their time on federal grants must keep time and effort records.

Question 22

An administrator paid with federal funds spent 40% of their time working on IDEA administration and 60% on non-federal activities. The administrator must:

- A. Maintain time and effort documentation reflecting that he worked on one cost objective if the administrator is paid with federal funds
- B. Maintain time and effort documentation reflecting that he worked on at least two cost objectives
- C. Does not need to maintain time and effort documentation
- D. Only needs to maintain time and effort documentation if his work is being used to match a federal contribution

Procurement



Question 23

Your state law requires competitive proposals for all purchases over \$50,000. For your federal grant purchases, you must:

- A. Only submit competitive proposals for all purchases over \$250,000 because that is what EDGAR requires
- B. Submit competitive proposals for all purchases
- C. Submit competitive proposals for purchases over \$50,000
- D. Submit competitive proposals for purchases over \$10,000, the micro-purchase threshold

Question 24

The former spouse of a district employee runs a hardware company that the district plans to use for its next large purchase of maintenance supplies. The district's policy on conflicts addresses former spouses. May the district continue with the purchase?

- A. Yes, because former spouses automatically do not create a conflict
- B. Yes, but only if the policy allows for it and the district should screen the employee from the procurement if necessary
- C. Yes, but only if the interest is not detrimental to the district
- D. No, because there is an apparent conflict that could potentially affect the award

Question 25

Grantees and subgrantees may always use the COVID-19 pandemic as justification for non-competitive procurements (sole sourcing):

- A. True
- B. False



Question 26

You entered into a contract with Accel History, LLC a year ago. Last month after checking SAM.gov, you discovered they had been debarred for fraud. What must you do with your contract?

- A. Terminate the contract immediately
- B. Continue with the contract, their services are great
- C. Terminate it and enter into a new agreement as long as the vendor has a plan to get off the debarred list
- D. Write a nasty Yelp review...
- E. A or B

Question 27

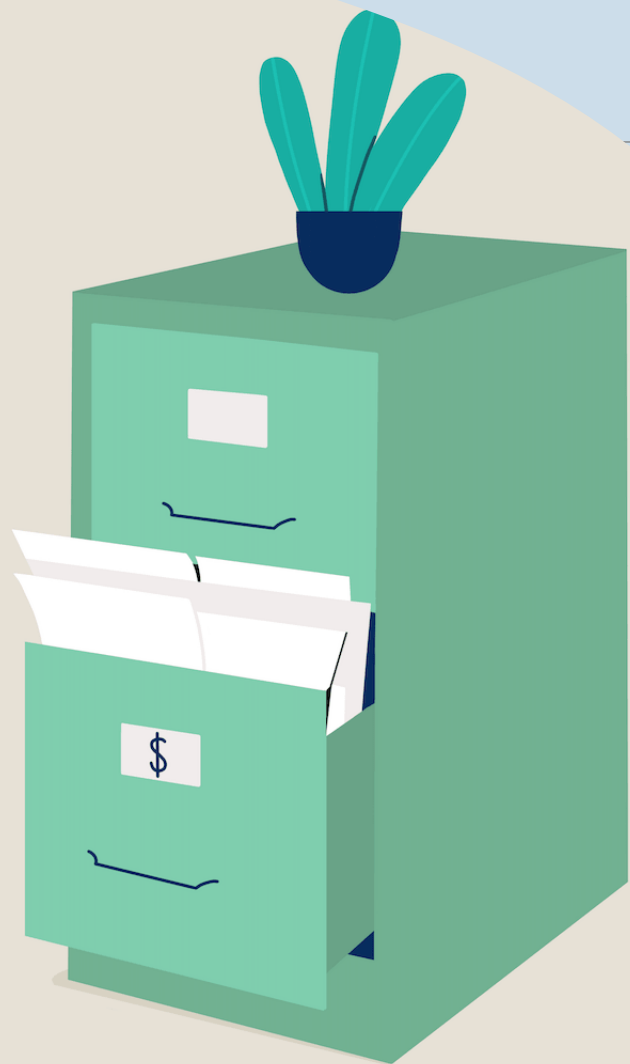
During the procurement process, districts are required to give preference to goods made in America **and** to companies located within its state geographical borders.

- A. True
- B. False

Question 28

A school purchased several iPads using federal funds for a digital only design school. The school has closed and the iPads are no longer needed in the program for which they were purchased. The school should:

- A. Use the iPads in another federal education program
- B. Sell the iPads and if valued over \$5,000 pay federal share
- C. Give the iPads to the staff as a going away gift
- D. A or B
- E. None of the above. You should never buy iPads with federal funds.



Inventory & Records

Question 29

To meet equipment management requirements, a nonfederal entity must:

- A. Take physical inventory every two years.
- B. Investigate all incidents of loss, damage, or theft.
- C. Maintain property records that include a description of the property, a serial or other identification number, the source of funding, acquisition date and cost.
- D. All of the above
- E. None of the above. Equipment management is left to the discretion of the nonfederal entity through its policies and procedures.

Question 30

The UGG mandates that records be kept for 3 years subject to certain exceptions. However, we should ignore the UGG and maintain records for ____ years.

- A. 1
- B. 3
- C. 5
- D. 7



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