New Hampshire Department of Education

Bureau of Federal Compliance
July 7, 2023

Welcome to the July 2023 Newsletter!

The Bureau of Federal Compliance (BFC) oversees activities of federal grant programs to determine whether organizations are in compliance with federal fund related fiscal requirements. Additionally, we provide technical assistance, guidance documentation, and other educational opportunities to assist subrecipients in understanding how to manage federal grants and maintain compliance.

Who We Are

The BFC consists of three employees: Lindsey Labonville, Administrator; Katelyn Komisarek, Agency Audit Manager; and a third vacant position, Internal Auditor.

If your District or Charter would like to request one-on-one technical assistance, please email the BFC at **FederalCompliance@doe.nh.gov**.

Helpful Links:

Federal Fund Fact Sheets
Federal Fund Information Sheets
Education Department General Administrative Regulations (EDGAR) and Other Applicable Grant Regulations
Uniform Guidance and Training FAQ

Website: **Bureau of Federal Compliance**

Just a friendly reminder...

FY24 General Assurances were due **June 30, 2023**. Please submit to the BFC as soon as possible.

Compliance Tip of the Month: Cash Management

Non-federal entities are required to have written procedures to outline the step-by-step process used for cash management that are in compliance with federal requirements.

A non-federal entity's cash management written procedure must address cost reimbursements and include steps involved in the obligating, liquidating, and claiming of federal funds. See **Federal Fund Fact Sheets**, Cash Management for questions to consider when documenting procedures.

The **Cash Management** training video also contains additional information to identify and apply cash management regulations for payments, apply requirements of minimizing the time between the drawdown of federal funds and disbursement of grant activities, and apply the requirements for remitting earned interest.

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