

March 23, 2004

BP

TO: Distribution
FROM: BP/ Acting Director of Financial Policy Division
SUBJECT: Grantee Financial Reporting

In response to the closeout of an Office of Inspector General audit report recommendation on the management of research grants and cooperative agreements, this memorandum provides interim guidance for grantee financial reporting. This guidance will be reflected in the new Financial Management Regulation (FMR) for grant management.

Centers are required to submit a report semiannually that shows the timely receipt of financial reports by grant recipients and suspension of grantee accounts as appropriate. The data call for the report will be issued on the 30th day following the end of the first and third quarters of the fiscal year. This report will assess the Center's compliance with NASA's grant management requirements. Findings and recommendations will be sent to the Deputy Chief Financial Officer for Financial Management at Headquarters and to the Center Deputy Chief Financial Officer for Finance. In cases of repeated non-compliance, appropriate action will be taken to suspend the grantee's account(s).

Questions concerning this policy should be directed to Melvin DenWiddie on (202) 358-0983.

Original Signed By

Lloyd A. Blanchard Ph.D

Distribution:

Center's Deputy Chief Financial Officers (Finance)

ARC/Mr. P. Fluegemann
DFRC/Ms. V. Zellmer
GRC/Ms. C. Root
GSFC/Mr. J. Wolz
JSC/Ms. G. Hammond
KSC/Mr. S. Lenck
LaRC/Mr. J. Ogiba
MSFC/Mr. J. Alexander
SSC/Ms. C. Epperson