Chapter Title	Section #		Subject #
Fiscal	F		256
Subject Title	Adopted	Last Revised	Reviewed
Advance Payments	9/27/18	9/27/18	9/27/18; 10/28/19; 10/19/20; 10/18/21; 10/17/22; 10/30/23; 10/28/24; 10/20/25; 10/19/26

POLICY

Application

This policy shall apply to The Right Door for Hope, Recovery and Wellness.

1. Intent

1.1. The Right Door for Hope, Recovery, and Wellness receives grant funds in multiple ways. Some grant programs provide all of the funds up-front via a lump sum check or wire transfer, some grants are disbursed in regularly scheduled payments, and some grants require the Agency to request reimbursement after program expenses have been incurred through the use of invoices or cash draw downs. Most funding agencies, federal and non-federal, specify the particular method required for requesting grant funds. In order to avoid funding delays (or potential penalties or funding withdrawal), the Agency must abide by the grantor's rules and regulations.

1.2. Federal grants awarded on or after 12/26/14 must adhere to 2 C.F.R 200.305 which requires that an entity's payment methods minimize the time elapsing between the transfer of funds and the disbursement of these funds.

2. Policy

2.1. The Right Door for Hope, Recovery, and Wellness shall request funds from funding agencies only for immediate needs, minimizing the time between receipt of funds and disbursement. Similarly, the Agency will disburse funds to subgrantees in such a manner as to

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minimize the time between receipt of the funds by the subgrantee and use of the funds by the subgrantee for program needs.

2.2. For all funding methods, the Agency will follow the grantor's preferred method of requesting funds while attempting to minimize the time between fund receipt and the disbursement of grant funds for program related expenditures.

2.3. Regardless of the method of grant fund receipt, all program expenditures that will be paid for with grant funds must be allowable and meet any applicable cost restrictions.

References:

2 CFR 200 Uniform Grant Guidance

Deborah McPeek-McFadden, Board Chairperson	Date		