

PROPOSITION 64 PUBLIC HEALTH & SAFETY GRANT AUDIT REQUIREMENTS

Grantees are required to provide the BSCC with a financial audit no later than the end of the contract term (October 31, 2024).

The financial audit shall be performed by a Certified Public Accountant or a participating county or city auditor that is organizationally independent from the participating county or city's project financial management functions.

Expenses for this final audit may be reimbursed for actual costs up to \$25,000.

Expenditures incurred solely for the completion of the financial audit during the period of May 1, 2024 to October 31, 2024 must be submitted during the Final Invoicing Periods (May through June 2024 and July through October 2024), with the final invoice due on December 15, 2024. Supporting fiscal documentation will be required for all expenditures claimed during the Final Invoicing Periods and must be submitted with the final invoice due no later than December 15, 2024.

The BSCC reserves the right to call for financial audit at any time between the execution of the grant agreement and three (3) years following the end of the grant period.

All Grantee records relevant to the project must be preserved a minimum of three (3) years after closeout of the grant project and shall be subject at all reasonable times to inspection, examination, monitoring, copying, excerpting, transcribing, and auditing by the BSCC or designees. If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the three-year period, the records must be retained until the completion of the action and resolution of all issues which arise from it or until the end of the regular three-year period, whichever is later.

The Grantee agrees that the BSCC, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of the Prop 64 PH&S Grant Agreement. The Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records.

The Grantee agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. All subcontractors must maintain adequate fiscal and project books, records, documents, and other evidence pertinent to the subcontractor's work on the project in accordance with generally accepted accounting principles. Adequate supporting documentation shall be maintained in such detail so as to permit tracing transactions from the invoices, to the accounting records, to the supporting documentation.