

NOTIFICATION OF SUBGRANT

(To be used when transferring/subgranting federal funds between executive agencies)

NOTIFICATION DATE: CFDA NUMBER:

TO: SECONDARY AGENCY FROM: LEAD AGENCY

FEDERAL GRANT TITLE(S)

FEDERAL GRANT NUMBER(S)

AUTHORIZATION (FEDERAL LEGISLATION/REGULATION)

FUNDS AWARDED TO SECONDARY AGENCY

EFFECTIVE DATE

TERMINATION DATE

LEAD AGENCY GRANT NUMBER

FUNDS AWARDED TO SECONDARY AGENCY

EFFECTIVE DATE

TERMINATION DATE

LEAD AGENCY GRANT NUMBER

FUNDS AWARDED TO SECONDARY AGENCY

EFFECTIVE DATE

TERMINATION DATE

LEAD AGENCY GRANT NUMBER

LEAD AGENCY

SAP FUNDING SOURCE NUMBER:

SAP INTERNAL ORDER GROUP ATTRIBUTE NUMBER:

SECONDARY AGENCY

SAP INTERNAL ORDER NUMBER: SAP REVENUE INTERNAL ORDER NO:

SAP FUND NUMBER:

The Office of Comptroller Operations, Bureau of Accounting and Financial Management (BAFM), General Accounting Division will perform drawdown functions based upon the needs of the secondary agency, as recorded in SAP. Cumulative expenditures may not exceed the grant award which is the maximum amount payable to the secondary agency. Funds are to be expended in accordance with guidelines established under the *Cash Management Improvement Act of 1990* and any documentation attached to this notification.

The lead agency's obligation to make payments during any fiscal year succeeding the current fiscal year shall be subject to the availability and appropriation of funds. If funds (state or federal) are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal year, the lead agency shall have the right to terminate the agreement.

SECRETARY OF LEAD AGENCY
(OR DESIGNEE)

DATE

SECRETARY OF SECONDARY AGENCY
(OR DESIGNEE)

DATE

BAFM ACCOUNTING DIV. MANAGER LEAD
AGENCY

DATE

BAFM ACCOUNTING DIV. MANAGER
SECONDARY AGENCY

DATE