**Subrecipient Monitoring Questionnaire**

To expedite the monitoring process, please complete this questionnaire electronically and save it in the Syncplicity folder titled General Submissions. Your responses and the information you provide are used either to complete monitoring risk assessments or monitoring testwork (see applicable fiscal indicators listed below).

1. For the period under monitoring, check the boxes below for all categories in which you spent funds being monitored (e.g., ESSER I, ESSER II, ESSER III, and/or ESEA) (FR 9.7, FR 9.8, FR 9.10, FR 9.13, FR 9.19, and FR 9.20):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Categories** | **ESSER I** | **ESSER II** | **ESSER III** | **ESEA** |
| Employee compensation/payroll (including salaries, wages, bonuses, stipends, incentives, and benefits) |  |  |  |  |
| Capital equipment |  |  |  |  |
| Noncapital equipment |  |  |  |  |
| Supplies |  |  |  |  |
| Travel/travel related expenditures |  |  |  |  |
| Indirect costs |  |  |  |  |
| Other – if selected, please describe below |  |  |  |  |
|  |

1. Provide the names and titles of employees who are responsible for administering the ESSER funds if different than the individual(s) listed in the ESSER application (FR 9.8 and FR 9.17).
2. Please indicate how many federal grants and/or subawards (and award totals) you have received in the last 3 years that were not distributed by CDE. (e.g. - we received XX awards for a total amount of $XX)
3. Has the LEA received any comments or findings from any federal audit or monitoring in the past three years apart from Single Audits? If so, please describe the comments/findings or provide the audit/monitoring report in the Syncplicity folder titled General Submissions.
4. Have you had a change in accounting systems, procurement policies or systems, or HR systems in the last 3 years? If so, provide a brief description and/or the policies that have changed.
5. Have there been any noted violations involving fraud, bribery, or gratuity in the last 3 years (FR 9.16)? If so, please provide the relevant report or supporting documentation for these with your document submission in the Syncplicity folder titled General Submissions.
6. Have there been any noted conflicts of interest in the last 3 years (FR 9.16)? If so, please provide the relevant supporting documentation for these with your document submission in the Syncplicity folder titled General Submissions.
7. Have there been any noted complaints pertaining to Personally Identifiable Information (PII) in the last 3 years (FR 9.15)? If so, please provide a brief narrative describing the complaint and resulting corrective action, if any, in the Syncplicity folder titled General Submissions.
8. Did your LEA reimburse individual schools (via cash transfers of grant funds) for any grant activities or did the LEA manage all grant funds (cash) centrally (FR 9.17 and Cash Management Improvement Act)? If so, please provide in the Syncplicity folder titled General Submissions, a report listing these cash transfers if not already included in the provided general ledger.
9. For the individual completing this questionnaire, please sign (including title) and date below.