

**Module 7: Grant Reporting and Oversight Part II Knowledge Check  
ANSWER KEY**

1. What components are NOT included in the Budget or Activities Change Amendment Package?
  - a. Statement of the original purpose of the grant
  - b. Justification for the change
  - c. Action plan with new milestones
  - d. **Copies of SF-270's with backup documentation**
  
2. Amendment requests must begin in the following manner:
  - a. **A full amendment package submitted to the FMCSA Grant Manager, be reviewed and approved by the Service Center SPM and then be submitted to the Program Manager prior to initiation of the amendment.**
  - b. Sent from the grantee to the Service Center SPM.
  - c. Completed in GrantSolutions by the grantee and then sent to the Program Manager
  
3. Of the following categories, which one is **NOT allowed** to the Amendment process? (circle all those that apply)
  - a. **Scope change after the year of obligation**
  - b. Approve a budget change over 10% of the total approved budget without an amendment
  - c. Process any amendment following the GS workflow and approval process
  - d. **Process a period of performance amendment after the period of performance has expired**
  
4. Enforcement and compliance actions (any efforts to improve grantee performance) can include: (circle all that apply)
  - a. Threatening to take away a grant if the grantee doesn't spend all of their money within the year
  - b. **Requesting revisions to project plans if grantee is behind schedule**
  - c. **Withholding voucher payment until quarterly reports are submitted**
  - d. **Inclusion of special conditions on a grant agreement regarding performance issues**
  
5. The definition of scope change is:
  - a. A budget change from one budget category to another (such as from personnel to equipment)
  - b. **A change to the purpose of the grant as stated in the original application statements of purpose, goals, strategies and activities**
  - c. A change from commissioned officers to non-commissioned officers or from in-house staff to contractor staff.
  - d. Move from enforcement personnel to enforcement vehicles.

6. The objectives of on-site monitoring are: (Circle all that apply)
- a. Check to make sure the Grant Agreement was signed by the Authorizing Official
  - b. Evaluate grantee administration,**
  - c. Review the grantee's annual single audit results
  - d. Evaluate program performance,**
  - e. Verify statutory, regulatory and grant agreement compliance**
7. How frequently do on-site monitoring visits occur?
- a. Annually for all grants
  - b. At minimum, every two years for some, if not all grants
  - c. Every three years, at a minimum for some, if not all grants**
8. A Program Review is a detailed examination of a limited area of the grant.
- a. True
  - b. False**
9. Which of the following are considered part of FMCSA's on-site monitoring reviews?  
(Circle all that apply)
- a. Program Reviews (for specific programs)**
  - b. A-133 Audits
  - c. Process Reviews**
  - d. GAO Accountability Reviews
10. FMCSA Program Reviews consist of what primary components?
- a. Ad Hoc
  - b. Regulatory**
  - c. Financial**
  - d. Management/Administrative
11. Who is primarily responsible to prepare a Corrective Action Plan (CAP)?
- a. FMCSA (Grantor)
  - b. Grantee**
  - c. Auditor
  - d. FAA/ESC
12. Basic CAPs should, at a minimum, include:
- a. Specific actions planned or taken to correct deficiency, Dates actions are implemented and completed, Policies, procedures or forms or requirements that must be completed**
  - b. Schedule of findings and questioned costs, Audited entity's financial statements, Schedule of expenditure of federal funds, Auditor opinions and reports on the financial statements, internal controls, and compliance
  - c. Summary schedule of prior audit findings, and Corrective Action Plans

13. FMCSA Grantee responsibilities include: (Circle all that apply)

- a. **Monitoring sub-grantees**
- b. Submitting all timesheets to FMCSA with every invoice
- c. **Filing FFATA sub-award data at the end of the month following the month of award (following any sub-awards of \$25,000 or greater)**
- d. **Ensuring federal funds are used in accordance with federal cost principles**
- e. **Complete compliance with all aspects of the FMCSA grant agreement provisions and assurances**

14. FMCSA Grantee sub-grantees are held to the following: (Circle all that apply)

- a. **Federal cost principles and validation thereof**
- b. Requirements completely different from those of FMCSA
- c. **Performance and financial reporting**
- d. **All the requirements found for grantees in 49 CFR 18 or 10**