

Fiscal Onsite Monitoring & Performance Review Tool



Iowa Department on Aging
 510 E 12th Street, Ste. 2
 Des Moines, IA 50319
 515.725.3333 | 800.532.3213
www.iowaaging.gov

Area Agency on Aging:		IDA Monitor:	
AAA Program Staff: (Name & Title)		Review Period:	
Attachment(s):		Date(s) of Onsite:	

Section I: Requirement Compliance Review

References Federal, State and/or contractual requirements with which the AAA must be in compliance. Deficiencies noted in this section are findings which will require corrective action.

#	Authority	Review Question	Complaint		Comments (Identify document used to verify compliance)
			Yes	No	
1	45 CFR §75.302(a) IAC 17-5.9	Does the financial management system provide accurate, current and complete disclosure of the financial results of each IDA-sponsored project or program in accordance with the reporting requirements set forth in the IDA Reporting Manual?	<input type="checkbox"/>	<input type="checkbox"/>	

Fiscal Onsite Monitoring & Performance Review Tool



Iowa Department on Aging
510 E 12th Street, Ste. 2
Des Moines, IA 50319
515.725.3333 | 800.532.3213
www.iowaaging.gov

2	45 CFR §75.302(b)(3)	Do accounting records identify adequately the source & application of funds for IDA-sponsored activities?	<input type="checkbox"/>	<input type="checkbox"/>	
3	45 CFR §75.302(b)(5)	Is a comparison of expenditures with budget amounts made for each award?	<input type="checkbox"/>	<input type="checkbox"/>	
4	45 CFR §75.302(b)(7)	Are there written procedures for determining the allow ability of costs in accordance with subpart E of this part and the terms and conditions of the award?	<input type="checkbox"/>	<input type="checkbox"/>	
5	45 CFR §75.302(b)(3)	Are accounting records supported by source documentation?	<input type="checkbox"/>	<input type="checkbox"/>	
6	45 CFR §75.306(b)(1)	Are matching funds verifiable from the recipient's records?	<input type="checkbox"/>	<input type="checkbox"/>	
7	45 CFR §75.306(b)(2)	Are matching funds not included as contributions for any other federally-assisted project or program?	<input type="checkbox"/>	<input type="checkbox"/>	
8	45 CFR §75.306(b)(3)	Are matching funds necessary and reasonable for proper and efficient accomplishment of project or program objectives?	<input type="checkbox"/>	<input type="checkbox"/>	
9	45 CFR §75.306(b)(4)	Are matching funds allowable under subpart E of this part?	<input type="checkbox"/>	<input type="checkbox"/>	
10	45 CFR §75.306(b)(5)	Are matching funds not paid by the Federal Government under another award, except where the Federal statute authorizing a	<input type="checkbox"/>	<input type="checkbox"/>	

Fiscal Onsite Monitoring & Performance Review Tool



Iowa Department on Aging
 510 E 12th Street, Ste. 2
 Des Moines, IA 50319
 515.725.3333 | 800.532.3213
www.iowaaging.gov

		program specifically provides that funds made available for such a program can be applied?			
11	45 CFR §75.306(d)	Are values for recipient contributions of services and property in accordance with the cost principles in subpart E?	<input type="checkbox"/>	<input type="checkbox"/>	
12	45 CFR §75.309	Are charges to an IDA-sponsored project or program only for allowable costs resulting from obligations incurred during the funding period?	<input type="checkbox"/>	<input type="checkbox"/>	
13	45 CFR §75.320	Are appropriate records of all property purchases, to include real property or equipment maintained?	<input type="checkbox"/>	<input type="checkbox"/>	
14	45 CFR §75.361	Are fiscal records retained for three years after the filing of expenditure reports?	<input type="checkbox"/>	<input type="checkbox"/>	

**Fiscal Onsite Monitoring &
Performance Review Tool**



Iowa Department on Aging
510 E 12th Street, Ste. 2
Des Moines, IA 50319
515.725.3333 | 800.532.3213
www.iowaaging.gov

Additional Comments

Section #	Question #	Comments