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12. Describe your organization's procedures to ensure that costs deemed unallowable, per Federal guidelines (OMB Circular A-21 and 2 CFR 200), are excluded from the amount billed to the University of South Alabama funded by a grant or contract:

13. Please provide a list of recent grants or contracts your organization has received from The University of South Alabama:

Procurement

14. Are there procedures to ensure procurement at competitive prices?

Yes.

No. Please explain below:

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Yes.

No. Please explain below:

16. Is there an effective system of authorization and approval of:

Capital Equipment Expenditures    Y    N

Travel Expenditures                                    Y    N

Property Management

17. Are detailed records of individual capital assets kept and periodically balanced with the general ledger accounts?

Yes.

No. Please explain below:

18. Are there effective procedures for authorizing and accounting for the disposal of property and equipment?

Yes.

No. Please explain below:

19. Are detailed property records periodically checked by physical inventory?

Yes.

No. Please explain below:

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Cost Transfers

20. How does the organization ensure that all cost transfers are legitimate and appropriate?

\_\_\_\_\_  
Completed by

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date