

Equipment and Real Property

BACKGROUND:

For federal grants, equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost of more than \$5,000.

POLICY

The subrecipient will use, track and report equipment purchased with federal funds and will follow federal requirements outlined in 45 CFR 75.316-323 and 302 b 4.

DOCUMENTATION:

Acquisition, depreciation, disposition and maintenance policies and procedures for equipment purchase with federal funding that comply with federal requirements. On site and desk top monitoring will ascertain subrecipient policies, procedures and equipment tagging are all in compliance.

GUIDANCE:

Equipment bought with federal funds will be tracked in accordance with the following policies and concepts:

1. Will follow the federal definition of tangible personal property (including information technology systems) of having a useful life of more than one year and a per-unit acquisition cost of more than \$5,000.
2. Will not sell or dispose of equipment worth \$5,000 or more purchased with federal grant funds without the approval of the funding organization.
3. Develop and maintain property records compliant with 45 CFR 75.320(d).
4. Inventory federal tangible property at least once every two years.
5. Maintain a depreciation schedule that can be used to determine when federal reversionary interest has expired.
6. Monitors the subrecipient to ensure proper use and management of equipment purchased under the subaward.

EXCEPTIONS:

None

REFERENCES:

eCFR: https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75#_top

Implemented: May 22,2019