

**State Budget Agency – Federal Assistance Request Form**  
Deliberative and Confidential

State Agency Information					
State Agency				Business Unit	
Agency POC		Email		Phone	
Principle Investigator		Email		Phone	

Federal Assistance Information			
Federal Funding Agency		CFDA	
Funding Opportunity Title			
Funding Opportunity Number		Link	
Federal Statutory Authority			

Grant Program is	<input type="checkbox"/> New to Agency	<input type="checkbox"/> Continuation of a previous grant	
Funding Type	<input type="checkbox"/> Project Reimbursement	<input type="checkbox"/> Formula	<input type="checkbox"/> Apportionment
	<input type="checkbox"/> Advanced Payment	<input type="checkbox"/> Pass-Through	

Deadlines		Project/Budget Period	
Application/Form/Report		Project Period	
Letter of Intent		Budget Period	
Governor's Signature		Year of Project	

Financial Information			
Funding Amount	Proposed Budget Period	%	Previous Budget Period %
Budget Period Estimate			
<ul style="list-style-type: none"> <li>• Cash Match</li> <li>• Operational Match</li> <li>• In-Kind Match</li> <li>• Third Party Match</li> </ul> <p align="center">Total Match</p>			
Maintenance of Effort			
Project Period Estimate			

Staff Needed	<input type="checkbox"/> Current FTE/Contractor	<input type="checkbox"/> New FTE	<input type="checkbox"/> New Contractor
Number of Staff		Staff Salary %	
Funding for Staff		Funding for Program	

Compliance			
Compliance Manager			Email
Title			Phone

MOU <input type="checkbox"/> Please attach or link	
Previous Audit Findings <input type="checkbox"/> Please attach or link	
SEFA Report (Optional) File #, attach, or link	

<b>Besides the Uniform Grant Guidance (UGG), are there any notable compliance requirements?</b>

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**Program Information**

**Program & Project Synopsis**

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**Program Performance Measures**

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**Policy and Planning**

**How does this grant assist Governor Holcomb's [2019 Next Level Agenda](#)?**

Next Level Agency	Program Contributions

**What, if any, agencies are collaborating on this federal program?**

**List state and federal programs administered by Indiana that are broadly, programmatically similar.**

<u>Agency</u>	<u>Program</u>	<u>Duplicate?</u>	<u>Collaborates with this grant?</u>

<b>Does your agency plan to continue this program after the grant agreement ends?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>If yes, it will be funded with...</b>	<input type="checkbox"/> State Funds	<input type="checkbox"/> New federal grant
<b>If yes, is this program sustainable without federal funding?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**What is your agency's plan if it lost 10% of this funding?**

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**Economic Impact Analysis**

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**Are there any federal laws/regulations or program activities that potentially conflict with any Indiana laws or policies?**

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**Were there any findings or recommendations for this grant in the agency's previous Comprehensive Federal Assistance Review plan? If, so please attach, link, or explain below.**

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**Cost/Benefit Analysis**

**Use this section to make the best case for Indiana to pursue or accept this federal assistance.**

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**Budget Agency Review of Federal Grant Requests**

\*This section is to be filled out by the State Budget Agency.

<b>Agency:</b>		<b>Analyst:</b>	
<b>Recommendation:</b>	<b>Approve</b>	<b>Disapprove</b>	<b>Date:</b>

Will any of the following factors have a negative fiscal impact, should we accept this federal award?

Increased federal award amount		Decreased federal award amount	
Increased state match req.		Continued operational match req.	
Increased MOE req.		More Sub-Recipients	
Previous reimbursement delays		Collateral costs	

What fiscal impact will these factors have, should we accept this federal grant opportunity?

If you recommended disapproval, explain why:

If you recommended approval, are there any other concerns with this federal award from the past or in the future?

<b>SBA Federal Grant Approval Number</b>		<b>Date</b>	
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