

(b) *Advisory committee staff.* The pay of each member of the staff of an advisory committee shall be fixed at a rate of the general salary schedule in which the staff member's position would be appropriately compensated for in the FEMA evaluation system applicable to the position. Pay of the member of the staff of an advisory committee shall not be fixed at a rate higher than the daily equivalent of the maximum rate for a GS-15 unless the Director or his designee has determined that, under its evaluation system, the staff member's position would appropriately be placed in the General Salary Schedule at a grade higher than GS-15. Such a determination will be reviewed by the Director annually.

(c) *Consultants.* The rate of pay of a consultant to an advisory committee shall not exceed the maximum rate of pay which FEMA may pay experts and consultants under 5 U.S.C. 3109. Consideration shall be given to the qualifications required of the consultant and the significance, scope, and technical complexity of the work in fixing the rate of pay for the consultants.

(d) *Voluntary services.* The provisions of this section shall not prevent FEMA from accepting the voluntary services of a member of an advisory committee, or a member of the staff of an advisory committee, provided that FEMA has the authority to accept such services without compensation.

(e) *Reimbursable travel expenses.* The members of an advisory committee and the staff thereof, while engaged in the performance of their duties away from their home or regular places of business, may be allowed travel expenses, including per diem and in lieu of subsistences, as authorized by 5 U.S.C. 5703 for persons employed intermittently in the government service.

#### **§12.19 Fiscal and administrative responsibilities.**

(a) The Comptroller, FEMA, shall keep such records as will fully disclose the disposition of any funds which may be at the disposal of any FEMA advisory committee.

(b) The FEMA Advisory Committee management officer or designee shall keep such records as are necessary to fully disclose the nature and extent of

the activities of the FEMA advisory committees.

(c) Support services shall be provided by FEMA for each advisory committee established by or reporting to it, unless the establishing authority provides otherwise. Where such advisory committee reports to more than one agency, only one agency or component thereof shall be responsible for support services at any one time, and the establishing authority shall designate the agency responsible for providing such services.

[45 FR 64180, Sept. 29, 1980, as amended at 48 FR 44543, Sept. 29, 1983]

## **PART 13—UNIFORM ADMINISTRATIVE REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS TO STATE AND LOCAL GOVERNMENTS**

### **Subpart A—General**

Sec.

- 13.1 Purpose and scope of this part.
- 13.2 Scope of subpart.
- 13.3 Definitions.
- 13.4 Applicability.
- 13.5 Effect on other issuances.
- 13.6 Additions and exceptions.

### **Subpart B—Pre-Award Requirements**

- 13.10 Forms for applying for grants.
- 13.11 State plans.
- 13.12 Special grant or subgrant conditions for "high-risk" grantees.

### **Subpart C—Post-Award Requirements**

#### **FINANCIAL ADMINISTRATION**

- 13.20 Standards for financial management systems.
- 13.21 Payment.
- 13.22 Allowable costs.
- 13.23 Period of availability of funds.
- 13.24 Matching or cost sharing.
- 13.25 Program income.
- 13.26 Non-Federal audit.

#### **CHANGES, PROPERTY, AND SUBAWARDS**

- 13.30 Changes.
- 13.31 Real property.
- 13.32 Equipment.
- 13.33 Supplies.
- 13.34 Copyrights.
- 13.35 Subawards to debarred and suspended parties.
- 13.36 Procurement.
- 13.37 Subgrants.

## § 13.1

### REPORTS, RECORDS RETENTION, AND ENFORCEMENT

- 13.40 Monitoring and reporting program performance.
- 13.41 Financial reporting.
- 13.42 Retention and access requirements for records.
- 13.43 Enforcement.
- 13.44 Termination for convenience.

#### Subpart D—After-the-Grant Requirements

- 13.50 Closeout.
- 13.51 Later disallowances and adjustments.
- 13.52 Collection of amounts due.

#### Subpart E—Entitlement [Reserved]

AUTHORITY: Reorganization Plan No. 3 of 1978; 43 FR 41943, 3 CFR, 1978 Comp., p. 329; E.O. 12148, 44 FR 43239, 3 CFR, 1979 Comp., p. 412.

SOURCE: 53 FR 8078, 8087, Mar. 11, 1988, unless otherwise noted.

EDITORIAL NOTE: For additional information, see related documents published at 49 FR 24958, June 18, 1984; 52 FR 20178, May 29, 1987; and 53 FR 8028, Mar. 11, 1988.

### Subpart A—General

#### § 13.1 Purpose and scope of this part.

This part establishes uniform administrative rules for Federal grants and cooperative agreements and subawards to State, local and Indian tribal governments.

#### § 13.2 Scope of subpart.

This subpart contains general rules pertaining to this part and procedures for control of exceptions from this part.

#### § 13.3 Definitions.

As used in this part:

*Accrued expenditures* mean the charges incurred by the grantee during a given period requiring the provision of funds for:

- (1) Goods and other tangible property received;
- (2) Services performed by employees, contractors, subgrantees, subcontractors, and other payees; and
- (3) Other amounts becoming owed under programs for which no current services or performance is required, such as annuities, insurance claims, and other benefit payments.

## 44 CFR Ch. I (10–1–04 Edition)

*Accrued income* means the sum of: (1) Earnings during a given period from services performed by the grantee and goods and other tangible property delivered to purchasers, and (2) amounts becoming owed to the grantee for which no current services or performance is required by the grantee.

*Acquisition cost* of an item of purchased equipment means the net invoice unit price of the property including the cost of modifications, attachments, accessories, or auxiliary apparatus necessary to make the property usable for the purpose for which it was acquired. Other charges such as the cost of installation, transportation, taxes, duty or protective in-transit insurance, shall be included or excluded from the unit acquisition cost in accordance with the grantee's regular accounting practices.

*Administrative* requirements mean those matters common to grants in general, such as financial management, kinds and frequency of reports, and retention of records. These are distinguished from "programmatic" requirements, which concern matters that can be treated only on a program-by-program or grant-by-grant basis, such as kinds of activities that can be supported by grants under a particular program.

*Awarding agency* means (1) with respect to a grant, the Federal agency, and (2) with respect to a subgrant, the party that awarded the subgrant.

*Cash contributions* means the grantee's cash outlay, including the outlay of money contributed to the grantee or subgrantee by other public agencies and institutions, and private organizations and individuals. When authorized by Federal legislation, Federal funds received from other assistance agreements may be considered as grantee or subgrantee cash contributions.

*Contract* means (except as used in the definitions for *grant* and *subgrant* in this section and except where qualified by *Federal*) a procurement contract under a grant or subgrant, and means a procurement subcontract under a contract.

*Cost sharing or matching* means the value of the third party in-kind contributions and the portion of the costs