

# Appendix H

## Organization Compliance Report

(Submitted by grantee at the end of the grant period)



I certify that the grant expenditure documentation provided by: \_\_\_\_\_ (organization name) for the Minnesota Department of Veterans Affairs (MDVA) grant, \$ \_\_\_\_\_, (original grant amount), SWIFT P.O. # \_\_\_\_\_ (Ref: executed grant agreement) is accurate and was expended solely for products and services as reported and approved by MDVA.

As verification of the proper expenditure of these funds, I have provided grant expenditure documentation as required by the MDVA grant agreement for a total amount of \$ \_\_\_\_\_.

*All original grant documentation (e.g. invoices, receipts and proof of payment documentation) must be retained on-file by the grantee for no less than six years for audit purposes.*

### Refunds - Advanced Payment Grants Only

Organizations awarded **Advanced Payment Grants** must refund unexpended grant funds greater than \$25.00.

Note: Submit grant refund to the State after the final grant closeout documentation (Ref: Section VI. – Final Grant Closeout Requirements) has been reviewed and the refund amount has been verified by the MDVA Grants Specialist.

\$ \_\_\_\_\_ (amount), \_\_\_\_\_ (warrant/check number), \_\_\_\_\_ (warrant/check date)

Organizations awarded **Advanced Payment Grants** must refund unexpended grant funds greater than \$25.00 prior to MDVA certification of the Organization Grant Compliance Report.

**Mail refunds to MDVA Grant Specialist made payable to: Minnesota Department of Veterans Affairs.**

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\_\_\_\_\_  
Grantee Authorized Representative Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Phone number

\*\*\*\*\*

### MDVA Grant Compliance Certification

\_\_\_\_\_  
MDVA Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title