

Application for BIL 40101(d) Formula Grants

Guidance for ALRD Response/Application Information Sections IV.B.7- 8 - Cost Match Information

DE-FOA-0002736 / ALRD for Section 40101(d) Formula Grants

The ALRD Sections IV.B.7 requires that each Applicant provide the following information in support of its proposed cost match:

- Cost Match Value
- Identify the source/organization of the proposed cost match.
- Type of Cost Match (cash or in-kind)
- Description of the proposed cost match.

There is no specific form or format required for the Cost Match Information. A simple written statement, memo or letter will suffice. The information should be saved in a PDF file named "APPLICANT NAME COST MATCH INFO.pdf" and submitted with the application.

If the State or Indian Tribe is providing the 15 percent cost match using its own resources, the statement must include the type of cost match (cash or in-kind) and a description of cost match items (see ALRD Section III.B.3 cited below).

If the 15 percent cost match is being provided by an entity other than the Applicant, the Applicant must provide a cost match commitment letter from the other entity (refer to Section IV.B.8 of the ALRD). The letter should state that 1) the other entity is committed to providing a specific minimum dollar amount of cost match, 2) identify the type of proposed cost match (e.g., cash, services, and/or property) to be contributed, and 3) be signed by the person authorized to commit the expenditure of funds by the entity. The information should be saved in a PDF file named "CMCL.pdf" and submitted with the application.

If the Applicant is proposing to require eligible entities provide both the eligible entity cost match (100% or 1/3 match) and the State's or Indian Tribe's 15 percent cost match for their respective total allocation amount, the Applicant must state that in the Cost Match Information. The State or Indian Tribe is required to provide cost match commitment letters from the eligible entities with the Resilience Project and SubAward/Subcontract Notification package in accordance with *ALRD Section V.G Resilience Project and Subaward/Subcontract Notification* term.

The following information is found in *ALRD Section III.B.3 - Cost Match Types and Allowability*:

Every cost match contribution must be allowable under the applicable Federal cost principles, as described in Section IV Funding Restrictions. In addition, cost match must be verifiable upon submission of the Full Application.

Project Teams may provide cost match in the form of cash or in-kind contributions. Cost match may be provided by the Prime Recipient, Subrecipients, or third parties (entities that do not have a role in performing the scope of work). Any partial donation of goods or services is considered a discount and is not allowable.

Cash contributions include, but are not limited to: personnel costs, fringe costs, supply and equipment costs, indirect costs and other direct costs.

In-kind contributions are those where a value of the contribution can be readily determined, verified and justified but where no actual cash is transacted in securing the good or service comprising the contribution. Allowable in-kind contributions include but are not limited to: the donation of volunteer time or the donation of space or use of equipment.

Project teams may use funding or property received from state or local governments to meet the cost match requirement, so long as the funding was not provided to the state or local government by the Federal Government, unless otherwise authorized by law.

The Prime Recipient may not use the following sources to meet its cost match obligations including, but not limited to:

- Revenues or royalties from the prospective operation of an activity beyond the project period;*
- Proceeds from the prospective sale of an asset of an activity;*
- Federal funding or property (e.g., Federal grants, equipment owned by the Federal Government); or*
- Expenditures that were reimbursed under a separate Federal Program.*

Project Teams may not use the same cash or in-kind contributions to meet cost match requirements for more than one project or program.

Cost match contributions must be verifiable from the Prime Recipient's records, and necessary and reasonable for proper and efficient accomplishment of the project. As all sources of cost match are considered part of total project cost, the cost share dollars will be scrutinized under the same Federal regulations as Federal dollars to the project.

Applicants are encouraged to refer to 2 CFR 200.306 as amended by 2 CFR 910.130 for additional cost matching requirements.