UTAH grants

EQUIPMENT SUMMARY

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VAWA FUNDED EQUIPMENT SUMMARY

Have you purchased VAWA-funded equipment in the last three years? If yes, complete the VAWA funded equipment summary else skip.
checked

This section requires all subgrantees, requesting funding, to list all VAWA purchased equipment received within the last 3 years. It includes purchased equipment that has been fully or partially funded through VAWA. **DO NOT INCLUDE MATCH AMOUNTS. (1)** List all equipment paid fully or partially by VAWA. **(2)** Specify the program year the equipment was puchased (example: 2014); **(3)** Include the total amount that VAWA paid; **(4)** List the Total Cost of the Equipment. **ALL APPLICANTS ARE REQUIRED TO SIGN THIS SUMMARY DOCUMENT, REGARDLESS OF ANY REQUEST FOR EQUIPMENT**

VAWA FUNDED EQUIPMENT SUMMARY

TYPE OF EQUIPMENT	Program Year Purchased	Cost Funded By VAWA	Total Cost of Equipment
Surface Pro	2019	$1,192.26	$1,192.26

EQUIPMENT INVENTORY REQUIREMENTS

Subgrantees are required to maintain, as part of the financial records of the grant, the following types of equipment management records for all equipment acquired in whole or part with grantor agency funds. **At a minimum, management records must meet the following requirements:**

1 Records must contain copies of purchase orders and invoices.

2 The records must include an inventory control listing for nonexpendable equipment, which must be kept current, and the records must contain:

- **a.** Item description;
- **b.** Source of equipment;
- **c.** Manufacturer's serial number and, if applicable, control number;
- **d.** Grantor agency funded cost equity at time of acquisition;
- **e.** Acquisition date and cost;
- **f.** Location, use and condition of property; and
- **g.** Ultimate disposition data including sale price or the method used to determine current fair market value.

3 A physical inventory of **all equipment costing more than $300 per item** shall be taken and the results reconciled with the equipment record to verify the existence, current utilization and continued need for the equipment. The result of the inventory must be forwarded to the state for review and concurrence, and shall become part of the official grant file.

4 A control system shall be in effect to ensure adequate safeguards to prevent loss, damage or theft to nonexpendable equipment. Any loss, damage or theft of nonexpendable equipment shall be investigated, fully documented and made part of the official grant file.

5 Adequate maintenance procedures shall be established to keep the nonexpendable equipment in good condition.

6 Proper sales procedures which would provide for competition to the maximum extent practical and result in the highest possible return shall be established for unneeded nonexpendable equipment.

7 Records for nonexpendable equipment which has been acquired in whole or in part with federal grant funds must be retained for three years after final disposition of the nonexpendable equipment.

8 A copy of your agency's equipment inventory requirements **shall be submitted to UOVC with the final Quarterly Progress Report**.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

By entering your name, you are hereby declaring that you agree to the terms and conditions of the preceding document and assure that all information provided herein is accurate.
Robert Flowers

Date
10/17/2019