

Governor's Office
Subgrant Number 9-92-001-EF-01

A. Closeout schedule reflecting the start and/or completion dates for the following activities:

Audit schedule unknown at this time.

B. Estimated cost for closeout activities itemized by activity, line item, and cost category.

<u>COST</u>	<u>LINE ITEM</u>	<u>ADMINISTRATIVE/ PROGRAM</u>
\$ 0	Late Claims	
\$ 0	Unfunded Liability	
\$ 0	Uncharged Accrued Leave	
\$ 0	Possible Severance Pay	
\$ 0	Possible Unemployment Insurance Cost	
\$ 0	Record Retention/Storage Cost	
\$ 0	Cost of Audit	
\$ 0	Other Costs to Closeout JTPA	

C. Administrative closeout staffing needs for the period of July 1 – August 14, 2000. (Include the percentage of time the staff will need to charge to JTPA closeout)

No Indirect Cost is assessed to this grant and Administrative staff in the Governor's Office will complete the paperwork.

D. Estimated PY 1999 funds that will be unexpended on June 30, 2000. (This is a crucial step because there are no more JTPA funds available after June 30, 2000.)

Actual expenditures as of April 30, 2000 -----\$75,488.17
 Projected expenditures May 1, 2000 through June 30, 2000 ---\$15,128.54

E. Procedures to ensure adequate record retention.

All records will be on file in the Governor's Office and will be maintained for the required period of which is three years from the closeout date.