

SLFRF Agreements, Reporting and Monitoring Matrix
12/29/2021

Purpose: The purpose of this sheet is to outline monitoring and reporting responsibilities, as well as identify the appropriate agreement document (SLFRF Grant Agreement, Intergovernmental Grant Agreement, etc). Each section provides a different scenario to help in determining the processes that are necessary.

Agency #1	Agency #2	Agency #3	Political Subdivision	Subrecipient	Contractor
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Scenario 1: State Agency #1 provides funding to State Agency #2
 OSPB provides funding to CDHS

Agreement	Approval by OSPB; interagency				
<i>Funding Party:</i>	Agency #1 (OSPB)				
<i>Receiving Party:</i>	Agency #2 (CDHS)				
Monitoring	Responsible to monitor Agency #2				
Indirect Cost Rate	Responsible for review of IDCR for Agency #2				
Reporting					
<i>Classification:</i>	Pass through entity	NA			
<i>Gravity:</i>	NA	Gravity for reporting *			
<i>Exhibit F Workbook:</i>	NA	NA			
Other	NA	Submits documentation to Agency #1 for reimbursement			

Scenario 2: State Agency #1 passes funds to State Agency #2, who further passes funds through to State Agency #3
 OSPB passed funds to CDPHE who further passes funds to the University of Colorado

Agreement	Approval by OSPB; interagency	SLFRF Grant Agreement - Interagency			
<i>Funding Party:</i>	Agency #1 (OSPB)	Agency #2 (CDPHE)			
<i>Receiving Party:</i>	Agency #2 (CDPHE)	Agency #3 (CU)			
Monitoring	Responsible to monitor Agency #2	Responsible to monitor Agency #3			
Indirect Cost Rate	Responsible for review of IDCR for Agency #2	Responsible for review of IDCR for Agency #3			
Reporting					
<i>Classification:</i>	Pass through entity	Pass through entity	NA		
<i>Gravity:</i>	NA	NA	Gravity for reporting *		
<i>Exhibit F Workbook:</i>	NA	NA	NA		
Other	NA	Submits documentation to Agency #1 for reimbursement	Submits documentation to Agency #2 for reimbursement		

Scenario 3: State Agency #1 passes funds to State Agency #2, who further passes to State Agency #3, who further passes to Political Subdivision**
 OSPB passes funds to CDPHE, who further passes funds to CDPS, who further passes funds to City and County of Denver

Agreement	Approval by OSPB; interagency	SLFRF Grant Agreement - Interagency	SLFRF Grant Agreement - Intergovernmental		
<i>Funding Party:</i>	Agency #1 (OSPB)	Agency #2 (CDPHE)	Agency #2 (CDPS)		
<i>Receiving Party:</i>	Agency #2 (CDPHE)	Agency #3 (CDPS)	Political Subdivision (Denver)		
Monitoring	Responsible for monitoring Agency #2	Responsible for monitoring Agency #3	Responsible to monitor Political Subdivision		
Indirect Cost Rate	Responsible for review of IDCR for Agency #2	Responsible for review of IDCR for Agency #3	Responsible for review of IDCR for Political Subdivision		
Reporting					
<i>Classification:</i>	Pass through entity	Pass through entity	Pass through entity	NA	
<i>Gravity:</i>	NA	NA	Gravity for reporting*	NA	
<i>Exhibit F Workbook:</i>	NA	NA	NA	Exhibit F Workbook for reporting sent to Agency #3	

Other	NA	Submits documentation to Agency #1 for reimbursement	Submits documentation to Agency #2 for reimbursement	Submits documentation to Agency #3 for reimbursement		
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Scenario 4: State Agency #1 passes funds to State Agency #2 and State Agency #2 passes funds to Subrecipient
CDPHE passes funds to University of Colorado and University of Colorado passes funds to Children's Hospital of Colorado

Agreement	SLFRF Grant Agreement - Interagency	SLFRF Grant Agreement				
<i>Funding Party:</i>	Agency #1 (CDPHE)	Agency #2 (CU)				
<i>Receiving Party:</i>	Agency #2 (CU)	Subrecipient (Children's Hospital)				
Monitoring	Responsible for monitoring Agency #2	Responsible for monitoring Subrecipient				
Indirect Cost Rate	Responsible for review of IDCR for Agency #2	Responsible for review of IDCR for Subrecipient				
Reporting						
<i>Classification:</i>	Pass through entity	Pass through entity				
<i>Gravity:</i>	NA	Gravity for reporting*			NA	
<i>Exhibit F Workbook:</i>	NA	NA			Exhibit F Workbook for reporting sent to Agency #2	
Other	NA	Submits documentation to Agency #1 for reimbursement			Submits documentation to Agency #2 for reimbursement	

Scenario 5: State Agency #1 passes funds to State Agency #2, who further passed to State Agency #3 that contracts with Contractor
OSPB passes funds to CDPHE, who further passes funds to CDHS who contracts with ABC Consulting

Agreement	Approval by OSPB; may include interagency	SLFRF Grant Agreement - Interagency	Personal Services Contract or PO			
<i>Funding Party:</i>	Agency #1 (OSPB)	Agency #2 (CDPHE)	Agency #3 (CDHS)			
<i>Receiving Party:</i>	Agency #2 (CDPHE)	Agency #3 (CDHS)	Contractor (ABC Consulting)			
Monitoring	Responsible for monitoring Agency #2	Responsible for monitoring Agency #3	Responsible for approving invoices and compliance with contract			
Indirect Cost Rate	Responsible for review of IDCR for Agency #2	Responsible for review of IDCR for Agency #3	NA			
Reporting						
<i>Classification:</i>	Pass through entity	Pass through entity	Purchase of Goods & Services			NA
<i>Gravity:</i>	NA	NA	Gravity for reporting*			NA
<i>Exhibit F Workbook:</i>	NA	NA	NA			NA
Other	NA	Submits documentation to Agency #1 for reimbursement	Submits documentation to Agency #2 for reimbursement			Invoices to Agency #3

Scenario 6: State Agency #1 passes funds to State Agency #2 and State Agency #2 purchases services (not the usual situation)****
DOC purchases IT services from OIT

Agreement	Interagency Agreement					
<i>Funding Party:</i>	Agency #1 (DOC)					
<i>Receiving Party:</i>	Agency #2 (OIT)					
Monitoring	Responsible for approving invoices and compliance with the interagency					
Indirect Cost Rate	NA					
Reporting						
<i>Classification:</i>	Purchase of Goods & Services	NA				
<i>Gravity:</i>	Gravity for reporting*	NA				
<i>Exhibit F Workbook:</i>	NA	NA				
Other	NA	Invoices to Agency #1				

* Gravity or manual reporting until Gravity is implemented

** Political Subdivisions Include cities, counties, State of Colorado schools, and special districts

*** Subrecipients include entities with program responsibilities - See Uniform Guidance, Section 200.93. Subrecipients include: non-State of Colorado schools such as Colorado Mountain College, Emily Griffith, and Ames Community College

**** This scenario occurs when a State Agency purchases goods or services from an Agency that supplies these services as part of their regular ongoing activities. Such a State Agency is usually an internal service fund.