

**Office of Operations and Safety Bureau
State Highway Safety Office**

Agency of Transportation

Dill Building, Unit A
2178 Airport Road
Berlin, VT 05641
www.ghsp.vermont.gov

Liquidation Date: Wednesday, December 08, 2021

Sub-recipient: **VERMONT HIGHWAY SAFETY ALLIANCE**
Sub-award EA/Subjob: **NH21402-410 & NH21405D-019**
Sub-award Number: **GR1508**
Sub-award Description: **402 Community Education & 405D Impaired Driving**
Performance Period End Date: 09/30/2021

Dear Highway Safety Partner,

This is to notify you that the above referenced sub-grant between **VERMONT HIGHWAY SAFETY ALLIANCE** and the State of Vermont Agency of Transportation, is closed as the close out date noted above.

The total amount paid on this sub-award **NH21402** is : **\$26,800.59**
The total amount paid on this sub-award **NH21405D** is : **\$ 26,800.58**
The total match amount reported on this sub-award **NH21402** is: **\$11,362.41**
The total match amount reported on this sub-award **NH21405D** is: **\$ 11,362.42**

The State Highway Safety Office will not pay any more reimbursements under this sub-grant and considers the State of Vermont Agency of Transportation's obligation complete.

Further, we direct that all documents be retained and made available for inspection in accordance with 2 CRF 200 and State of Vermont Bulletin 5, and in accordance with your organization's policy, whichever is longer.

This sub-award will be considered closed.

Thank you.

Susan McAvoy
Highway Safety Program Coordinator
Susan.McAvoy@vermont.gov

CC: Fiscal Agent
CC: SHSO Finance

FY21 GRANT CLOSEOUT MEMORANDUM

I wanted to inform you of important information before your agency's 2021 Highway Safety Office Grant(s) Closeout.

- This year's closeout will be 90 days after the end of the fiscal year (December 29, 2021).
- Subrecipient claims must be submitted prior to closing out the fiscal year, as federal reimbursement will no longer be provided after the December 29 closeout.

Per 23 CFR 1300.40

(a) The State's Highway Safety Plan for a fiscal year and the State's authority to incur costs under that HSP shall expire on the last day of the fiscal year (December 29, 2021).

(b) Each State shall submit a final voucher which satisfies the requirements of § 1300.33(b) within 90 days after the expiration of the HSP (December 29, 2021). The final voucher constitutes the final financial reconciliation for each fiscal year.

- Please note this applies to prior-year reimbursement requests that may come to your attention after submitting your final invoice.