SERVE IDAHO
SITE VISIT TESTING GRID

Match income and in-kind donations

Document	A	B	C	D	E

Test Legend:

A = In-kind reports are certified by contributor and program official

B = In-kind form delineates the method of calculation for value of donation

C = Matching funds and in-kind donations can be directly correlated to FFR

D = Matching funds and in-kind donations are allowable expenses for this grant

E = Matching funds and in-kind donations are documented as federal or non-federal funds

Tickmark Legend:

___ Met testing criteria
___ Reports not signed by contributor and/or program official
___ In-kind documentation does not specify calculation of value
___ Item does not correlate to line item in budget expense report
___ Records are incomplete or inaccurate
___ Income and/or donation is not an allowable expense
___ Incorrect documentation

Sampling Plan:

The universe for this sample is cash and in-kind donations made to the _____ _____ AmeriCorps program.

We are including FFR expenses from the period ending _____.

_____ Transactions will be sampled at random for testing.

Programs are required to submit Federal Financial Reports (FFR's) quarterly.