I. General

A. The financial management system and the participant data system of each Displaced Homemaker Program Grantee shall:
   1. Provide State-required records and reports that are uniform in definition, accessible to authorized State staff and representatives, and verifiable for monitoring, reporting, audit, program management, and evaluation purposes (NRS 388.655).
   2. The State may review the adequacy of the financial management system and participant data system of Grantees as part of a pre-award review or at any time subsequent to award.

II. Financial Systems

A. Grantees shall ensure that their financial systems, as well as those of any subcontractors, provide fiscal control and accounting procedures that are in accordance with generally accepted accounting principles.

B. Systems shall include:
   1. Information pertaining to grant and subcontract awards, obligations, unobligated balances, assets, expenditures, and income;
   2. Effective internal controls to safeguard assets and assure their proper use;
   3. A comparison of actual expenditures with budgeted amounts for each grant and subcontract;
   4. Source documentation to support accounting records;
   5. Proper charging of costs and cost allocation to benefited activities. If there are any indirect charges, they are capped at 10%.

C. System shall be sufficient to:
   1. Permit preparation of required reports;
   2. Permit the tracing of funds to a level of expenditure adequate to establish that funds have been used in compliance with the Nevada Revised Statutes (NRS) and agreements.

III. Applicant and Participant Data Systems

A. Each Grantee shall ensure that records are maintained for:
   1. Each individual that has completed an application;
   2. Each participant enrolled in a Displaced Homemaker Program activity;
   3. Participation information as outlined in NRS and to measure and evaluate program performance, per state compliance policy DH007.