|  |
| --- |
| **Guide for Review of RCB Leverage Contributions**  |
| **Name of Recipient:**  |
| **Name of Subrecipient (if applicable):** |
| **Name of Program(s) Monitored:** |
| **Grant Number(s) Reviewed:** |
| **Staff Consulted:** |
| **Name(s) of Reviewer(s)** |       | **Date** |       |

**NOTE:** All questions that address requirements contain the citation for the source of the requirement (statute, regulation, NOFA, or grant agreement). If the requirement is not met, HUD must make a finding of noncompliance. All other questions (questions that do not contain the citation for the requirement) do not address requirements, but are included to assist the reviewer in understanding the participant's program more fully and/or to identify issues that, if not properly addressed, could result in deficient performance. Negative conclusions to these questions may result in a "concern" being raised, but not a "**finding.**" [24 CFR 570.900(b)(3)]

**Instructions:** This Exhibit is designed to assist the HUD reviewer in determining the recipient’s compliance with the leverage commitments outlined in the awarded application and executed grant agreement and compliance with the requirements as described in 24 CFR part 84 for grant agreements signed before December 19, 2014, or in 2 CFR part 200 for grant agreements signed after December 19, 2014. RCB recipients make commitments to provide leverage contributions as outlined in the leverage section of their program year awarded application. One Exhibit is to be completed for each grant under review. This Exhibit is broken out by monitoring covered under the requirements of 24 CFR part 84 and monitoring covered under the uniform requirements of 2 CFR part 200. Each part has been divided into two sections: Leverage Sample; and Leverage Contribution Documentation and Reporting. Note that, in this Exhibit, the following terms are used interchangeably when referring to RCB grant awardees: program participant, recipient, non-Federal entity.

**For Monitoring Covered by 24 CFR part 84**

A. LEVERAGE SAMPLE

1.

|  |
| --- |
| Provide information on the leverage contributions provide in the sampled grant award or grant award work plan(s). If additional rows are needed, please attach an additional sheet.[NOFA Rating Factor 4; Grant Agreement, Leverage Commitment Section (paragraph number varies by the grant award year)] |
| **Grant Number**:       | Capacity Grant: $       |
| **Additional fund sources:**List each source of leverage separately | **Amount** **Pledged** | **Verification of Leverage Funds provided?** | **Final Documented Leverage** |
| CASH/GOVERNMENT MONIES  |  |  |  |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
| IN-KIND |  |  |  |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
| OTHER  |  |  |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
| **TOTAL MATCH** | $      |       | $      |

B. LEVERAGE CONTRIBUTION DOCUMENTATION AND REPORTING

2.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Is the documented leverage shown in question 1 above consistent with the amount shown in the Annual Report submissions?[24 CFR 84.51] |

|  |  |  |
| --- | --- | --- |
| [ ]  | [ ]  | [ ]  |
| **Yes** | **No** | **N/A** |

 |
| **Describe Basis for Conclusion:**      |
|  |

3.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Did the recipient maintain supporting documentation to verify all leverage contributions with a specific program year award? [24 CFR 84.23; 24 CFR 84.53] |

|  |  |  |
| --- | --- | --- |
| [ ]  | [ ]  | [ ]  |
| **Yes** | **No** | **N/A** |

 |
| **Describe Basis for Conclusion:** |
|       |

4.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Did the recipient ensure that leverage contributions recorded for this award were not included as contributions on any other Federally-assisted project or program? [24 CFR 84.23(a)(2)] |

|  |  |  |
| --- | --- | --- |
| [ ]  | [ ]  | [ ]  |
| **Yes** | **No** | **N/A** |

 |
| **Describe Basis for Conclusion:** |
|       |

5.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Did the Participant achieve the leverage commitment stated in its awarded application? [NOFA Rating Factor 4; Grant Agreement, Leverage Commitment Section (paragraph number varies by the grant award year)] |

|  |  |  |
| --- | --- | --- |
| [ ]  | [ ]  | [ ]  |
| **Yes** | **No** | **N/A** |

 |
| **Describe Basis for Conclusion:** |
|       |

**For Monitoring Covered by 2 CFR part 200**

C. LEVERAGE SAMPLE

6.

|  |
| --- |
| Provide information on the leverage contributions provide in the sampled grant award or grant award DRGR Action Plan. If additional rows are needed, please attach an additional sheet.[NOFA Rating Factor 4; Grant Agreement, Leverage Commitment Section (paragraph number varies by the grant award year)] |
| **Grant Number**:       | Capacity Grant: $      |
| **Additional fund sources:**List each source of leverage separately | **Amount** **Pledged** | **Verification of Leverage Funds provided?** | **Final Documented Leverage** |
| CASH/GOVERNMENT MONIES |  |  |  |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
| IN-KIND |  |  |  |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
| OTHER  |  |  |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
|       | $      |       | $      |
| **TOTAL MATCH** | $      |       | $      |

D. MATCH AND LEVERAGE CONTRIBUTION DOCUMENTATION AND REPORTING

7.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Is the documented leverage shown in question 6 above consistent with the amount shown in the Annual Report submissions?[2 CFR 200.228]  |

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| --- | --- | --- |
| [ ]  | [ ]  | [ ]  |
| **Yes** | **No** | **N/A** |

 |
| **Describe Basis for Conclusion:**      |
|  |

8.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Did the recipient maintain supporting documentation to verify all leverage contributions with a specific program year award? [2 CFR 200.306] |

|  |  |  |
| --- | --- | --- |
| [ ]  | [ ]  | [ ]  |
| **Yes** | **No** | **N/A** |

 |
| **Describe Basis for Conclusion:** |
|       |

9.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Did the recipient ensure that leverage contributions recorded for this award were not included as contributions on any other Federally-assisted project or program? [2 CFR 200.306] |

|  |  |  |
| --- | --- | --- |
| [ ]  | [ ]  | [ ]  |
| **Yes** | **No** | **N/A** |

 |
| **Describe Basis for Conclusion:** |
|       |

10.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Did the participant achieve the leverage commitment stated in its awarded application? [NOFA Rating Factor 4; Grant Agreement, Leverage Commitment Section (paragraph number varies by the grant award year)] |

|  |  |  |
| --- | --- | --- |
| [ ]  | [ ]  | [ ]  |
| **Yes** | **No** | **N/A** |

 |
| **Describe Basis for Conclusion:** |
|       |