

Quiz

1. Personal Activity Reports are NOT required for split-funded employees.
True or False
2. Photocopier paper was purchased with a credit card. Which of the following supporting documentation is required to support the expenditure?
 - a. Credit card statement
 - b. Receipt
 - c. Cancelled check
 - d. A and B
 - e. All of the above
3. Bethany Griswold is a case worker who traveled all day (8:00 a.m. to 5:30 p.m.) providing services to consumers in her personal car. Which expenses can she be reimbursed for?
 - a. Breakfast
 - b. mileage and parking
 - c. Lunch
 - d. All of the above
4. Per Circular A-110, which of the following is/are true about policies and procedures?
 - a. Are an internal control
 - b. Should be periodically reviewed and updated
 - c. Are oral
 - d. Are required by A-110
 - e. All of the above
5. Dell Griffith deposits cash and checks, completes journal entries, writes checks, has access to an agency credit card, and reconciles the agency's bank statements. This is an example of:
 - a. Sound fiscal management
 - b. Due diligence
 - c. Lack of segregation of duties
 - d. Fraud
6. The Agency for Differently-Abled People has a Federal grant through the Ohio Dept. of Health, three Federal contracts through RSC, and a non-federal grant through the United Way. According to Circular A-110, how many extractable general ledgers are they required to have?
 - a. Four
 - b. One
 - c. Three
 - d. Five
7. A phone bill is received on November 15, 2012 for a service period of September 21, 2012 thru October 20, 2012, in the amount of \$60.00. How much should be invoiced to the 2013 contract commenced on October 1, 2012?
 - a. \$20.00
 - b. \$30.00
 - c. \$60.00
 - d. \$40.00
8. Which of the following expenditures are unallowable:
 - a. Credit card interest
 - b. Lobbying
 - c. Alcohol
 - d. Meat tray for holiday party
 - e. Late fee
 - f. All of the above

Quiz

9. Supplies and materials costing more than \$300 are considered “equipment.”

True or False

10. Cost allocation plans (CAPs) should be used for shared costs and:

- a. Be the same for all types of expenditures
- b. Have written methodologies
- c. A and B
- d. None of the Above

11. Please indicate which of the following are true or false:

- a. Purchases for non-budgeted items are allowable costs. T F
- b. An inventory log for equipment costing more than \$300 must be maintained. T F
- c. All single audits must be received by RSC no later than nine months after the auditee receives the report. T F
- d. Circular A-87 is applicable to non-profit organizations. T F
- e. Yellow Pages advertising is an allowable cost. T F
- f. A physical inventory must be performed every two years. T F
- g. The Board of Directors is required to have a quorum and document meeting minutes. T F
- h. Semi-annual certifications for employees funded 100% to the RSC contracts must be after-the-fact determinations, dated, and signed by the employee and his/her supervisor. T F

12. MaryAnn Brandt is split-funded and budgeted 50% to a RSC contract and 50% elsewhere.

For pay period 1/1/13 to 1/14/13, she was reimbursed \$2,000.00 for 80 hours of work. Her personal activity report (PAR) indicated 32 hours (40%) worked on the RSC contract and 48 hours (60%) for elsewhere. Her agency invoiced RSC \$1,000.00. Which of the following is/are true?

- a. A PAR was not required
- b. Her agency charged RSC the budgeted amount
- c. Invoicing based on budgeted costs is allowable as long as PARs track actual time.
- d. Questioned costs are \$200.00