

GLOSSARY OF TERMS

Administrative Costs

Costs that do not directly contribute to grant objectives or direct costs and expenses.

Allowable Costs

Expenditures which are deemed allowable by the Foundation (CCIRF) in accordance with the terms and condition contained in the Request for Grant Award (RFGA) or grant proposal.

Budget Categories

Major groupings of line item expenditures which comprise a Grantee's budget for a grant.

Budget Period

The time interval for which the grant period is divided for budgetary and funding purposes.

Closeout

The period and related processes in which the Foundation (CCIRF) determines that all applicable administrative actions and required work related to the grant has been completed by the Grantee and the Foundation.

Conflict of Interest

Situations defined in the Foundation (CCIRF) Ethics Policy for which financial or other personal considerations may compromise, or have the appearance of compromising, an employee's professional judgment in the administration, management, instruction, research and/or other professional activities.

Direct Costs

Costs that are specifically related to a particular cost objective for the grant.

Disallowable Costs

Costs that are not allowed by the Foundation (CCIRF) in accordance with the terms and conditions contained in the Request for Grant Award (RFGA) or proposal.

Evaluation Committee

A committee of not less than three (3) members, who have been appointed by the Foundation trustees to review, evaluate, score, and to make recommendations to fund grant proposals.

Grant Budget

A detailed financial plan that outlines how the objectives of the project will be obtained and the associated costs to do so.

Grant Officer

The individual responsible for technical oversight and administration of the grant. The Program Officer will communicate with Grantees, members of the evaluation committee, and trustees to monitor the project's progress and ensure deliverables are being met.

Grant Payment

All payments of grant funds by CCIRF to the Grantee in accordance with the conditions of the grant award.

Grantee

The individual to whom a grant is awarded and who is responsible and accountable both for the use of the funds provided and for the performance of the grant-supported project.

Indirect Costs

Costs not specifically associated with a particular grant objective.

Monitoring

The process by which the performance aspects of a grant are reviewed. Information is gathered and assessed from various reports, audits, and other sources.

Notice of Award (NOA)

A document signed by an authorized party of the Foundation (CCIRF) which serves as the official notification to the Grantee of the grant award. The NOA constitutes a formal agreement between the Foundation and the Grantee.

Project Period

The total timeframe for which support of a funded project is approved, and which shall not exceed the Budget Period.

Suspension

A temporary withdrawal of the Grantee's authority to obligate funding of the grant, pending corrective action by the Grantee or by the Foundation (CCIRF) to terminate the grant.