

Consolidated Claim Form Training

Kai Monast, ITRE

kcmonast@ncsu.edu

Need for the Consolidated Claim Form

- IMD's traditional processes were built to consider each claim as distinct and without overlap
- CARES and ARPA funding have caused overlap between eligible expenses and grants
 - Ex. Administrative salaries may be reimbursable by 5307, 5311, CARES, and/or ARPA

Benefits of the Consolidated Claim Form

- Speed up claim processing because the expenses will be reviewed in total, not for each claim
- Improve compliance and reduce audit risk by ensuring the same expense is not reimbursed by multiple grants

Consolidated Claim Form Overview

- Complete one Consolidated Claim Form for
 - 5307 Traditional and CARES
 - 5311 Traditional, CARES, and ARPA
 - 5310 Traditional and ARPA
- Enter all eligible and documented expenses by G-code
- Indicate how much you wish to allocate to each grant
 - Only enter data in columns with grants that apply to your system
 - Enter the full amount, not the Federal share
 - Enter Fares in row 141 by grant
 - Check for negative numbers
- Attach identical Consolidated Claim Forms with each claim

Consolidated Claim Form Demonstration