

Updates

Signed Grant Agreements

When submitting a partially signed grant agreement, we are no longer accepting just the signature page (sometimes titled Page 8). The signature page must accompany the complete grant agreement in a single PDF. This allows for the document to maintain integrity and reduce human error. We will return applications that do not submit the agreement intact.

Electronic Signatures

Sponsors are now able to sign grant agreements with any electronic signature (DocuSign, Adobe, etc). We will accept any sort of electronic signature because the PINNING of the grant agreement serves as the official certification in the online grants system. (This will save you time and get your agreements completed faster!)

Quarterly Claims Compliance

The quarterly Claims Compliance audit for Q3 is still being completed. Noncompliant notifications will be sent upon completion. All payment verifications have been received and Q4 compliance audit will begin immediately following.

Risk Assessment/Financial Compliance

THANK YOU. We received 100% of the completed Risk Assessment surveys and are scoring those now. You will receive your score by the end of August. Just as we did last year, any moderate or high risks will receive a desk audit for verification.

Reminders

Financial System (SAP) Shutdown

Due to end of the State Fiscal Year, SAP will be shutdown effective July 2nd. It will remain offline until the new SFY 2021 Budget is loaded into the system. This will cause delays in processing payments as well as budget revisions to add funds for a change request, so please be patient while this necessary action is completed.

Annual Customer Survey

We will be sending out our Annual Division of Aviation Customer Survey via Survey Monkey in July. Last year's feedback truly helped with implementing process changes, improvements, and communications. A link will be sent to your email address.

Reimbursement vs Advanced Claims

Any claim marked as a Reimbursement requires full payment verification to be submitted with the claim; otherwise, it will be returned to be marked as an Advance request. Advanced claims require additional certification (via checkbox in the software) that the invoice has NOT been paid.

Addresses Must Match

An audit requirement for the financial division requires that all addresses on invoice(s) must match the Remittance Address on the claim form. If you need to update the address on file, please request a blank W-9 form from:

dotaviationgrants@ncdot.gov

Fun Fact Stats (January 1, 2020 – June 30, 2020)

	Federal	State	STIP	Total
# of Agreements	83	17	2	102
\$ of Agreements	\$8,834,760.00	\$63,052,014.00	\$4,378,030.00	\$76,264,804.00
# of Claims	185	231	48	464
\$ of Claims	\$17,557,959.70	\$51,644,248.27	\$8,554,320.00	\$77,756,527.97
# of CARES Claims	17			17
\$ of CARES Claims	\$934,553.60			\$934,553.60

*CARES Claims not included in Federal Claims totals.