



Department of Health
and Human Services
*Maine People Living
Safe, Healthy and Productive Lives*

**RIDER F-1
PROFORMA**

(see instructions and MAAP IV)

FEE FOR SERVICE PROFORMA

AGENCY NAME:	
FISCAL YEAR END:	
FUNDING DEPARTMENT:	
DHHS AGREEMENT#:	
AGREEMENT START DATE:	
AGREEMENT END DATE:	
AGREEMENT AMOUNT:	
PROGRAM NAME:	

24 MONTHLY PAYMENTS PER AGREEMENT:	MONTH	AMOUNT
STATE FISCAL YEAR 2012		
	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	
	12	
STATE FISCAL YEAR 2013		
	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	
	12	

TOTAL PAYMENTS	
-----------------------	--

TOTAL PAYMENTS WILL NOT EXCEED THE AGREEMENT AMOUNT



AGREEMENT COMPLIANCE FORM

AGENCY NAME:	
PROGRAM NAME:	
AGREEMENT START DATE:	
AGREEMENT END DATE:	
DHHS AGREEMENT#:	

This section identifies compliance requirements that must be considered in audits of agreements between the Department and a Community Agency. Below is a summary of required compliance tests as well as sections within the agreement award relevant to such testing. Failure to comply with any of these areas could lead to material deficiencies.

Review the **Federal** compliance requirements specific to the following CFDA identifiers:

CFDA # _____ CFDA # _____
CFDA # _____ CFDA # _____

and review all the State compliance requirements listed below that apply to Federal Funds.

Review the **State** compliance requirements in applicable areas specified below:

1 INTERNAL CONTROL

2 STANDARD ADMINISTRATIVE PRACTICES

a. **OMB A-110/Common Rule**

- General
- Pre-award Requirements
- Financial and Program Management
- Property Standards
- Procurement Standards
- Reports and Records
- Termination and Enforcement
- After the Award Requirements

b. **Department Additions**

- Standards for Bonding
- Program Budget

3 ACTIVITIES ALLOWED OR UNALLOWED

_____ Rider A Section III

4 ALLOWABLE COSTS/COST PRINCIPLES

OMB A-122

OMB A-87

OMB A-21

5 CASH MANAGEMENT

6 ELIGIBILITY

_____ Rider E

7 EQUIPMENT AND REAL PROPERTY MANAGEMENT

8 MATCHING, LEVEL OF EFFORT, EARMARKING

9 PERIOD OF AVAILABILITY OF FUNDS

10 PROCUREMENT AND SUSPENSION AND DEBARMENT

_____ Rider D Section 6

11 PROGRAM INCOME

12 REPORTING

_____ Rider A Section II

13 SUB-RECIPIENT MONITORING

_____ Rider D Section 17

14 SPECIAL TESTS AND PROVISIONS

15 AGREEMENT SETTLEMENT METHOD

(Check all that are applicable)

COST SHARED

LINE ITEM EXPENSE

NON-COST SHARED

FEE FOR SERVICE