

FEDERAL GRANT COMPENSATION POLICY

Purpose

This policy establishes standards for compensation charged to federal grant awards in accordance with Uniform Grant Guidance (2 CFR Part 200), including §200.430.

Scope

This policy applies to all Town departments and employees whose wages, salaries, or benefits are charged in whole or in part to a federal award.

Policy

1. Allowability and Reasonableness

Compensation charged to federal awards must be reasonable, necessary, and consistent with compensation paid for similar work performed with non-federal funds and established pay schedules.

2. Payroll Documentation

All compensation costs must be supported by payroll records and documentation of actual work performed.

3. Time and Effort Reporting

Employees whose time is charged to federal awards shall maintain accurate time records. Supervisors will review and approve records.

4. Internal Controls

The Town will maintain internal controls to ensure compensation is properly authorized, recorded, and allocable to the benefiting program.


5. Consistency with Other Policies


This policy supplements the Town's Personnel and Financial Management Policies.

Adopted by the Hardwick Select Board on April 2, 2026.


Ceilidh Galloway-Kane, Chair


Larry Fliegelman, Member


Shari Cornish, Vice Chair


Derek Richardson, Member

Tim Ricciardello, Member