

GRANT CLOSEOUT

RESOURCES

CONSULT THE CoC RULE

CoC Program Interim Rule

– 578.109 Grant closeout:

<https://www.govinfo.gov/content/pkg/CFR-2017-title24-vol3/xml/CFR-2017-title24-vol3-part578.xml#seqnum578>

RESOURCES AT A GLANCE

Code of Federal Regulations

– Closeout Requirements

– 2 CFR 200.343:

<https://www.govinfo.gov/app/details/CFR-2014-title2-vol1/CFR-2014-title2-vol1-sec200-343>

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SUMMARY

HUD formally closes out grants when a project is completed. HUD uses the same process when projects are terminated (no longer funded by HUD) or when recipients discontinue a project. The closeout process requires that HUD notify the recipient in writing or by telephone.

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HUD's grant closeout requirements are described in 2 CFR 200 (which supersedes 24 CFR parts 84 & 85) and in closeout procedures established by HUD. [See sidebar.](#)

Recipients must submit all reports required by HUD no later than 90 days from the date of the end of the project's grant term.

Recipients may request an extension of up to 30 days by submitting a written request to HUD prior to the 90 day due date. The extension is limited to satisfactory completion of the final report. Obligations remaining at closeout must be covered by the terms of the closeout agreement.

The closeout agreement is automatically generated by HUD. The HUD Field Office's role is to have it signed by the Field Office Director and then forwarded to the recipient for their signature. The closeout must include the following information:

- Identification of closeout costs or contingent liabilities subject to payment with CoC Program funds after the closeout agreement is signed;
- Identification of unused grant funds to be deobligated by HUD;
- Identification of any program income on deposit in financial institutions;
- Description of the recipient's responsibility after closeout for compliance with all program requirements related to the use of program income and remaining CoC Program funds; use of real property; use of personal property purchased with CoC Program funds; and compliance with requirements governing project income received subsequent to grant closeout; and
- Other provisions appropriate to any special circumstances of the grant closeout.