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Sarah Clark, Interim Secretary

To: Extended Cabinet Members and Financial Staff
From: Sarah Clark, Interim Secretary of Administration
Date: July 1, 2024
Subject: Update of Agency of Administration Bulletin No. 5, Policy for Grant Issuance and Monitoring

**Please Forward a Copy of This Addendum to Staff Members
Involved in the Issuance and/or Monitoring of Grants**

The Agency of Administration's Bulletin No. 5, Policy for Grant Issuance and Monitoring has been revised and updated to include policy and technical revisions and to align with [Uniform Guidance, 2 CFR Part 200](#). These revisions are effective July 1, 2024.

The updated version of the Bulletin is available online at <https://aoa.vermont.gov/bulletins>.

The [Grant Guidelines and Procedures](#) and the [Finance and Management Policies](#) webpages and documents have been updated to reflect the changes to Bulletin 5.

In addition, the Department of Finance and Management has created Finance and Management Policy #11: Indirect Cost Rate Review and Approval, to assist in reviewing and approving indirect cost rate proposals for grantees or subrecipients.

Agencies and Departments should review their Granting Plans to determine if they follow the updated Bulletin 5. For additional information, refer to the Bulletin 5 Supplement (Granting Plan Guidelines).

The Department of Finance and Management Statewide Reporting Team will be developing trainings to assist Agencies and Departments with understanding the updated Bulletin No. 5. More information will be forthcoming.

Please provide this communication as broadly as possible within your organization.

You may reach out to the Statewide Reporting Team at fin.subrecipient@vermont.gov if you have any questions.

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