

Notable changes to our closeout practices are as follows:

1- At 90 days prior to the award end date, the PI and the Departmental Research Administrator will receive a notification announcing the upcoming closeout which will include a link to the new Award Ending Notice.

2- At 30 days prior to the award end date, the PI and Departmental Research Administrator will receive a reminder notification which will include a link to the new Departmental Closeout Checklist. This checklist will need to be submitted to OSP with the PI's signature no later than 60 days after the award end date. Please begin using this checklist going forward for all closeouts.

3- On the actual award end date, the PI and Departmental Research Administrator will receive another reminder that the award has ended.

4- We have a new general mailbox, [OSPCloseouts@bc.edu](mailto:OSPCloseouts@bc.edu) where you may receive follow-up notices periodically as we work to reconcile late closeouts.

5- All final non-financial reports must have an official Proof of Submission emailed to your OSP Pre-Award Representative at time of closeout for filing and auditing purposes. Final Proof of Submission should be either a copy of an email from the sponsor notifying of the acceptance of your submission, or a screenshot of the final non-financial report submitted through the sponsor's portal.

Please note, we are working with FMS on the system generated emails for the 90-30-end date notices. This will most likely go-live early in the new year.

**These changes are being implemented as a result of new federal regulations:**

Federal regulations (specifically the Uniform Guidance 2 CFR § 200.344) require recipients of federal awards to submit all reports within 120 days of the award end date. Late reports not submitted within one year of the award end date are now required to be reported by the federal sponsor as a material failure to comply to the OMB-designated integrity and performance system. ***Any reporting to FAPIIS will negatively impact awards made to Boston College.*** It is important that all awards at BC get closed properly and that all reports are submitted timely. If a Principal Investigator departs from the university, reports must be submitted prior to his/her departure in order to comply with the regulations.

***The full text of the regulation:***

2 CFR § 200.344:

*“If the [non-Federal entity](#) does not submit all reports in accordance with this section within one year of the [period of performance](#) end date, the [Federal awarding agency](#) must report the [non-Federal entity](#)'s material failure to comply with the terms and conditions of the award with the [OMB](#)-designated integrity and performance system (currently FAPIIS). Federal awarding agencies may also pursue other enforcement actions per [§ 200.339](#).”*