



1027 Mumma Road, Wormleysburg, PA 17043
T 717.761.0211 F 717.975.9750

1423 N. Atherton Street, State College, PA 16803
T 814.238.8474 F 814.234.3523

96 S. George Street, Suite 350, York, PA 17401
T 717.843.0040 F 717.843.0075

73 E. Forrest Avenue, Shrewsbury, PA 17361
T 717.227.0004 F 717.227.0052

10 Wytntre Brooke Drive, York, PA 17403
T 717.741.0004 F 717.741.0361

Making a Case for Funding

You cannot change the amounts reported, but can show you are responsible and deserving of a grant if you can clearly and confidently tell your story – on the grant’s terms.

Use the basis they request, show your budget, and show how that budget relates to the agency as a whole. Then make sure procedures are in place to stay in compliance with the requirements of the grant.

info@sfc-cpa.com
www.sfc-cpa.com

When applying for a grant:

Know your financial statements – be completely honest and transparent

Cash basis or accrual basis/GAAP

Most grants I imagine are on the cash basis, where expenses are reported when the check is written, not when you receive the bill or have incurred the expense. Be able to quickly convert your financial statements to the basis required by the grant.

Understand the terms – project / program / Agency or entity

YMCA – Big Brothers Big Sisters – Street Works, work to get a grant for Street Works and show the budget for Street Works alone. When reporting annually or monthly, the financial statements are prepared for YMCA as a whole. Need to be able to break those amounts down into the project alone to show the funding agency where the money was spent and its success. There are different categories of expenses that include programming expenses, fundraising expenses, and management/general expenses.

Budget – In grant application, understand expectations of the granting agency

After the grant is awarded:

Be able to explain the amount you are requesting, and how you will make up the difference between that amount and the total amount needed to complete the project.

Are there matching requirements?

What are the reporting requirements?

If you later get the grant, they will compare your budget as submitted in the application, to the reports generated. You look and sound more fiscally responsible if the two are in line with one another. If your reporting is all on an entity-wide basis, you will have more work to do to show that the original budget was for a single project.

Stay in compliance – reporting, expenses, \$ spent on time

Keep a good track record

990 reporting consistent with grant

READ the grant agreement: What are the source of the funds. Even if the money came through a state agency, the money may be originally a Federal program with very different reporting requirements. Like an audited financial statement rather than internally produced reports.

Knowledge and Compliance prove responsibility.

Andra Reason – CPA with SF&Company, Key Leader with Communities that Care / Care Partnership

Nicole John – CPA with SF&Company, Treasurer for Centre Volunteers in Medicine