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**[CHC]**

**Matching and Cost Sharing**

**Date Last Updated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Board Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Policy**

It is the policy of [CHC] to keep clear records of assignment of contributions and receipt of funds (including cash and third party in-kind) that may be split between federal programs to ensure only one federal program is obligated.

* [CHC]’s recipient records will show the assigned federal programs and any monetary split to other federal programs to ensure contributions are only counted once.
* Matching or Cost Sharing contributions will be limited to necessary and reasonable amounts for the proper and efficient accomplishment of the project or program objectives and allowable and provided in an approved budget.
* Not paid by the federal government under another award (except where authorized by federal statute to be used for cost sharing or matching).

1. **Accountability**

The following [CHC] staff are responsible for ensuring compliance with and overseeing the following aspects of this board approved policy:

* Chief Financial Officer

1. **Procedures**

<Insert Procedures>