

Time and Effort Requirements

As a federal award sub-recipient DHH-funded provider, the AIDS Law Project is committed to meeting its requirements to maintain adequate documentation to ensure that the time spent working on a federal award is captured and documented appropriately.

Effective August 1, 2024, we have created an “after the fact process” that:

- Documents the allocation of salaries and wages to a federal program.
- Defines significant changes in the corresponding work activity.
- Contains allocations that are reasonable over the long term.
- Makes timely and necessary adjustments to the budget and payroll allocations to assure the amount charged to the federal award is accurate, allowable, and properly allocated.