

Section 6: Process for Close Out of the Cooperative Agreement

6.0 OVERVIEW

To closeout the CA, it is necessary for States receiving reimbursements to submit a final SF 270 to HQUSACE. States receiving advance payments, must submit a final SF 270 and a final SF 269 or 269A. The final forms are due to HQUSACE no later than 90 days from last day of the CA period. If this timeframe cannot be accommodated, please contact HQUSACE for an extension. Clearly indicate on each form that this is a final request by marking the appropriate box. At the time of the final request, ensure that it includes all allowable expenditures before closing the account. When HQUSACE closes the State's CA financial account, HQUSACE cannot accept any future requests for payments against the closed CA