

## **FISCAL YEAR END 2024 Fact Sheet**

### **Grant & Contract Accounting: State of ND Awards**

*Grants and Contracts is required to submit June invoices for State-funded awards no later than July 15, 2024. State agencies do not grant special permission to rebill or extend the July 15, 2024 deadline.*

All State-funded awards ending June 30, 2024, must be FINAL invoiced by July 15, 2024. Therefore, it is critical for departments to ensure all expenses have posted in time for G&C to complete final invoicing by the July 15 due date.

In order to meet this deadline, G&C is requiring all expenses on state grants to be **approved and posted** in PeopleSoft Finance by the end of day on **Thursday, July 11, 2024**. This includes vouchers, journal entries/imports, journal vouchers, and travel & expense reports. If you are aware of a pending expense that will not post by this date but that should be invoiced on 7/15, you must inform your grants officer via email by **4:30 PM on July 11**. The email should be flagged as high importance and the subject line should read "TIME SENSITIVE."

Please note that Central Finance may have a later deadline to submit a FY2024 transaction. If you need to process a FY2024 expense on a State-funded grant, you must ensure this expense is submitted and **posted** by the G&C deadline of **July 11**. Without prior notification, any items posting after this date become the responsibility of the department.

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- July 11**      All non-payroll expenses on state grants must be posted by Thursday, July 11, 2024.
- July 12**      G&C begins process of reviewing state grants for final invoicing.
- July 15**      Final invoices for state grants are due to the State of North Dakota.

If you need additional guidance with the fiscal year end close out of your State of North Dakota grant award, contact your [Grant & Contract Accounting Grants Officer](#).