

For...	A recipient must...	When...
Government Furnished Property	Submit an inventory listing.(Use: Cover Page and Attachment A)	Annually, with information accurate as of September 30, unless the award specifies a different date.
	Report the property to the Federal awarding agency. (Use: Cover Page and Attachment A)	The property is no longer needed. Upon completion of the award or at the point Federal interest in the property ceases.
	Notify the Federal awarding agency (Use: Cover Page and Attachment A)	Immediately upon finding property damaged, significantly altered, or when there is an anticipated change expected during the next reporting period.
	Request authority to furnish real property. (Use: Cover Page and Attachment B)	The recipient is authorized, via the assistance award, to request to furnish real property for the purposes of the project or program.
	Request disposition instructions (Use: Cover Page and Attachment C)	The property is no longer needed. Upon completion of the award or at the point Federal interest in the property ceases.
	Report the final disposition of the property. (Use: Cover Page and Attachment A)	After the recipient has completed the final disposition of the property in accordance with agency instructions.
Real property improved, donated or acquired in whole or in part under an assistance award.	Request authority to acquire or improve real property. (Use: Cover Page and Attachment B)	The recipient is authorized, via the assistance award, to request authorization from the awarding agency, during the post-award phase, to acquire or improve real property for the purposes of the project or program.
	Request disposition instructions. (Use: Cover Page and Attachment C)	The recipient no longer needs the property for any purpose.
	Report that the property has been sold and reimburse the Federal awarding agency for the Federal share. (Use: Cover Page and Attachment A)	The recipient is directed to sell the property under guidelines provided by the Federal awarding agency.

	<p>Report the Transfer of title to the property to the Federal Government or to an eligible third party. Compensate the original Federal awarding agency or its successor. (Use: Cover Page and Attachment A)</p>	<p>The recipient is directed to transfer title by the Federal awarding agency or its successor; or, The recipient wants to retain title without further obligation to the Federal Government.</p>
	<p>Obtain the approval of the Federal awarding agency. (Use: Cover Page and Attachment B)</p>	<p>Before making capital expenditures for improvements to property that materially increase its value or useful life.</p>
	<p>Obtain the approval of the Federal awarding agency. (Use: Cover Page and Attachment B)</p>	<p>The recipient wants to use the real property in other Federally-sponsored projects or programs that have purposes consistent with those authorized for support by the Federal awarding agency when the recipient determines that the property is no longer needed for the purposes of the original project.</p>
	<p>Report the final disposition of the property. (Use: Cover Page and Attachment A)</p>	<p>After the recipient has completed the final disposition of the property in accordance with agency instructions.</p>
	<p>Request release from the obligation to report on real property. (Use: Cover Page and Attachment C)</p>	<p>The Federal interest in the property expires, or the real property has been disposed of in accordance with agency instructions.</p>