COURSE SYLLABUS

# Cost Principles for Grants Course

Master 2 CFR Part 200 (Subpart E) and FAR 31.2 cost rules, allowability, allocability, reasonableness, and practice decisions with real-world scenarios. Perfect for professionals who manage, oversee, or support federal assistance programs.

Group classes (Live Online) and onsite training are available for this course. For more information, email onsite@graduateschool.edu or visit: https://www.graduateschool.edu/courses/cost-principles-for-grants




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## Course Outline

### Module 1: Allowability, Allocability, and Reasonableness

- Apply the core tests for compliant costs under Subpart E.
- Differentiate direct vs. indirect costs and consistency rules.
- Document cost decisions and justifications.

### Module 2: Selected Items of Cost

- Apply 2 CFR 200 Subpart E to evaluate selected items of cost and determine whether costs are allowable, unallowable, or conditionally allowable.
- Analyze higher-risk cost categories, including travel, equipment, entertainment, meals, and training, using federal cost principles and sound compliance judgment.
- Identify the documentation, approvals, and internal controls needed to support selected cost decisions and maintain audit-ready records.
- Recommend corrective actions and stronger compliance practices when costs are improperly charged or insufficiently supported.

### Module 3: Indirect (F&A) Costs and Rate Considerations

- Understand indirect cost proposals, rates, and de minimis options.
- Coordinate with cognizant agencies and apply caps/limitations.
- Tie rate decisions to budgeting and monitoring.
- Learn and implement decision tree tool for cost assessment (reasonableness → documentation → allowability → allocability)

### Module 4: Documentation, Internal Controls, and Testing

- Establish documentation standards that satisfy auditors.
- Test internal controls for cost compliance and accuracy.
- Prepare for desk reviews and Single Audit testing.

### Module 5: Practical Scenarios and Case Exercises

- Analyze sample transactions for compliance with Subpart E.
- Resolve common edge cases and conflicting guidance.
- Draft corrective actions for improper cost findings.

- Complete four case studies:
  - Unauthorized Equipment Purchase
  - Excessive Travel Expenses
  - Inaccurate Time Charges
  - Subrecipient Unsupported Costs