

Idaho Office of Species Conservation

Subaward Property Closeout Form - Equipment and Real Property

SUBAWARD INFORMATION (this section to be completed by Idaho OSC)								
Federal Fiscal Award Year:					Award Number:			
CFDA Number:				CFDA Project Title:				
Subrecipient:					Project Number:			
Project Title:				Contract dates:			to	

Please use the following definitions to complete the form below and once complete, scan and email this document and any required attachments to Species.Conservation@osc.idaho.gov within 90 days of the contract end date.

- **Equipment** – tangible personal property (including information technology systems) having a useful life of more than one year and a *per-unit* acquisition cost greater than or equal to \$5,000.
- **Real property** – land, including land improvements, structures and appurtenances thereto (excluding moveable machinery and equipment).

Equipment and Real Property must be used for the purpose and project it was purchased for. When it is no longer needed, a ‘request for disposition’ approval from OSC is needed prior to transferring or disposing of the Equipment or Real Property (see [2 CFR 200.311 Real Property](#) and [2 CFR 200.313 Equipment](#)).

Please select as applicable:

Option 1: We did NOT purchase any Equipment or Real Property with Federal funds made available by Idaho Office of Species Conservation through the Subaward referenced above.

Option 2: We DID purchase **Equipment** with Federal funds made available by Idaho Office of Species Conservation through the Subaward referenced above.

Option 3: We DID purchase **Real Property** with Federal funds made available by Idaho Office of Species Conservation through the Subaward referenced above.

If Option 2 is selected, please complete the attached Equipment form.

If Option 3 is selected, please complete the attached Real Property form.

I certify that the information provided above and any attachments hereto are true and correct for the organization of which I am a representative.

Printed name and title of subrecipient representative

Signature

Date

Idaho Office of Species Conservation

List of Equipment

Description of Item	Quantity	Purchase Date	Total Purchase Price	% of Federal Ownership*	Source of Equipment (Vendor)	Identification Number (Make, Model, Serial Number)	Estimated Useful Life	Current location and condition of item	Description of Future Use

* How much of the total cost of the equipment was purchased with Federal funds? For example, enter 50% if half of the equipment costs were paid by a non-federal entity (such as your own organization) and half of the costs were charged to the Federal grant.

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Real Property – Please fill out a separate form for each parcel of real property being reported

Description of Real Property:

Address of Real Property:

Street 1: _____ Street 2: _____

City: _____ County: _____

State: _____ Zip Code: _____

Land Acreage or Square Units:

Enter Amount: _____

Select units: Acres Square Kilometers Square Feet Square Meters

Real Property Cost:

	Amount (\$)	Share Percentage (%)
Federal Share:		
Non-Federal Share:		
Total (<i>sum of Federal and Non-Federal Share</i>):		

Are there any environmental compliance requirements related to the real property?

Yes No

If yes, describe them below and include additional attachments if necessary.

Has a significant change occurred with the real property, or is there an anticipated change expected during the next year?

Real Property Disposition Status:

Sold Transferred to a different award Used in other Federally sponsored project/program

Transferred title Retained title N/A