

ADMINISTRATIVE READINESS QUESTIONNAIRE

The purpose of this questionnaire is to help determine if a Sponsor is adequately equipped to administer EWP funds. If an applicant is not equipped, the applicant may be asked to retain the services of a qualified organization to assist in administering EWP funds. Please complete the entire questionnaire as candidly as possible. A copy of this questionnaire must be returned to the NRCS program manager before an EWP cooperative agreement will be executed with a Sponsor .

NRCS Contact Mark Northcut	Phone Number 254-742-9824
Email Address Mark.northcut@tx.usda.gov	State Texas

Sponsor Fort Bend County	Contact Name Robert Ed Sturdivant, County Auditor
Street Address 301 Jackson Street	Phone Number 281-341-3760
City/State Richmond, TX 77469-3108	Email linda.rosenberg@fortbendcountytexas.gov

1. Have you or your staff administered grants or loans from other federal programs in the past? Yes
2. Have you or your staff previously (check all that apply):
 - Completed actions in a competitive bidding process that was funded totally or in part with federal dollars.
 - Prepared a solicitation package for a project that included federal financial assistance funds and was developed in accordance with state law?
 - Obtained performance bonds from a contractor performing work under a contract funded totally or in part with federal dollars?
 - Administered contracts funded totally or in part with federal dollars?
3. Are you or your staff experienced with federal requirements related to (check all that apply):
 - Project funds, financial management and audit requirements
 - Real property acquisition or easements
4. Does your organization have a financial management system in place that meets the requirements of 2 CFR 200.302? Yes
5. Does your organization have an active system for award management (SAM) registration? Yes
6. Does your organization have procurement standards in place that meet the requirements of 2 CFR 200.317? Yes
7. Will you require assistance from an outside organization to meet these requirements? No

Sponsor Signature/Date 4/10/2018	Name/Title Robert E. Hebert, County Judge
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