



APPENDIX B
TECHNICAL COLLEGE SYSTEM OF GEORGIA OFFICE OF ADULT EDUCATION

SEMI-ANNUAL CERTIFICATION FORM
ONE EMPLOYEE, ONE COST OBJECTIVE, MULTIPLE FUNDING SOURCES

This certification form is to be used by employees whose salary is charged to multiple funding sources, but whose work supports one cost objective.

Grant Title: Adult Education & Family Literacy Act

Program Name

Grant Number: 84.002A

Funding Source 1:	
Funding Source 2:	
Funding Source 3:	
Other, please note:	

All employees who are paid in full or in part with federal funds must keep specific documents to demonstrate the amount of time they spent on grant activities. (2 C.F.R. § 200.430(i)(1)) Charges to federal awards for salaries and wages must be based on records that accurately reflect the work performed.

This document is to certify that I worked 100% of my time for the period of _____ to _____ on **one cost objective** that supported allowable activities under the Adult Education & Family Literacy Act (AEFLA).

The information recorded on this form is true and correct to the best of my knowledge.

Printed Name of Employee

Signature of Employee

Date

Printed Name of Supervisor

Signature of Supervisor

Date