Federal Funding Compliance: Payroll Certification

Instructions: Where employees are expected to work solely on a single Federal award or cost objective, charges for their salaries and wages will be supported by periodic certifications that the employee worked solely on that program for the period covered by the certification. The certifications will be prepared at least monthly and will be signed by the employee and supervisor having first-hand knowledge of the work performed by the employee (OMB Circular A-122 Appendix B.8.m for Non-profit LEAs-most charters).

Charter:	USOE Charter School	
Employee Name:	Jane Doe	
Employee Title:	Special Education Teacher	
Fiscal Year:	2012	
I,	Jane Doe (Employee Name)	_, certify that
100% of my work time from	August 1, 2012 (Beginning Date ex. Month/Date/Year)	_to
August 31, 2 (Ending Date ex. Mon	was spent on orth/Date/Year)	
	School Age duties and responsibilities. ling Source/Grant)	
Employee Signature: Date:	9/6/2012 De	
Supervisor's Signature: Date:	Mory Thamas	