**Section 217.140 Maintenance of Records and Audit**

a) The grantee must keep records of all activities undertaken in connection with implementation of the grant proposal. The books, records, documents, and accounting procedures and practices of the grantee related to the grant are subject to review by the Department. The grantee must give the Department designee access during normal business hours to all business records related to the project.

b) All financial documents, books, receipts, orders, expenditures, electronic data and accounting procedures and practices of the grantee are subject to examination by or for the Department at any time for 3 years following the completion of the grant.

c) The grantee shall not assess any costs of complying with this Section against the Department.