



Business Affairs Office  
Policy and Procedures for Federal Suspension and Debarment Requirements

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When purchasing goods or services using federal funds under an active grant account, the Principal Investigator must ensure that the vendor selected for providing goods or services for the grant is not suspended or debarred from receiving federally sourced funds and must provide proof of verification.

The listing of Excluded Parties may be found at <https://www.epls.gov/>. This requirement is not optional and proof of verification consists of printing a screen shot of the web page when the search is performed before the order is placed. The verification must be submitted with the vendor invoice when requesting payment for the vendor.

It is the College's policy that all business expenses, including research grants and contracts transactions, adhere to all applicable federal, State, or other governmental regulations in effect at the time of the transaction.