

## Grant Payments

**Payment Process.** OJA processes grant payments on a reimbursement basis. The general turnaround for grant payments is 30 days upon the date of OJA's receipt of a G-2 fund request form.

**Withholding of Funds.** In some instances, payment from OJA may be held for a number of administrative reasons. Possible reasons for OJA withholding funds include:

- Failure to submit timely progress reports
- Un-cleared special conditions on the grant
- Improper/missing original signatures
- Incorrect budget information on the G-2 form

OJA will work with the grantee to correct any of these issues to ensure payment as soon as possible. Please review your grant award carefully in order to meet all requirements and ensure prompt payment.

**Advance Payments.** Advance payments are approved on a case-by-case basis. Contact OJA for more information.