

### **How long must states keep programmatic and fiscal records?**

Records must be retained for three years. When grant support is continued or renewed, the retention period for each funding period starts on the date the grantee or sub-grantee submits to the awarding agency its single or last expenditure report for that period. If any litigation, claim, negotiation, audit or other action involving the records has been started before the expiration of the three-year period, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular three-year period, whichever is later. (34 CFR Part 80.42)