SUBJECT MATTER EXPERT

GRANT REVIEW 201 – AWARDS MANAGEMENT I

University of Kentucky
College of Agriculture,
Food and Environment

GRANT REVIEW SERIES

- 9/17   Awards Management I
- 10/15   Awards Management II
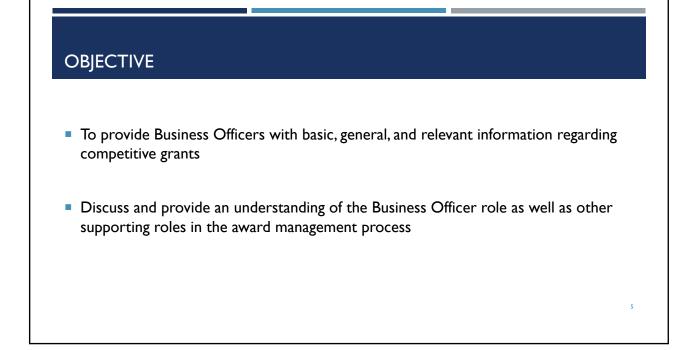- 11/19   Advanced Topics
- 12/17   CGO Topics

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BUSINESS CENTER

MISSION STATEMENT

The CAFE Business Center is a support unit dedicated to providing customer service and facilitating financial and human resources activities within the College.

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OVERVIEW

- This is the second in a series of grant trainings provided to CAFE departments.

- This class provides a general overview of the department responsibilities in award management, as well as information on the various costing principles related to competitive grants.

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OBJECTIVE

- To provide Business Officers with basic, general, and relevant information regarding competitive grants

- Discuss and provide an understanding of the Business Officer role as well as other supporting roles in the award management process

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ROLES AND RESPONSIBILITIES

- E-1-3 Fiscal Roles and Responsibilities
- Section IV.E – Fiscal Responsibilities of Administrators
  - Departmental business officer shall be knowledgeable, responsible, and accountable for the fiscal transactions of their units or projects. To ensure that strong internal controls are in place.

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ACRONYMS AND ABBREVIATIONS

- **ADR –** Associate Dean for Research; provides administrative oversight and support for a wide range of research activities
- **BO –** Business Officer; responsible for a department's financial management, business operations, and human resource administration functions
- **BUDRULE –** Budget Rules; used when addressing sponsored projects. Examples are budrule4 for federal or federal flow through funding projects, budrule5 for state, foundation, or other restrictively funded projects, and budrule9 pertaining to industry, clinical trials and other less restrictively funded projects
- **CAS Items –** Cost Accounting Standards Items; Standards to ensure uniformity and consistency in the measurement, assignment and allocation of costs; for financial and oversight purposes these are GL's that are generally unallowable on a sponsored project
- **CGO –** College Grants Officer; College Grant Officers assist with a multitude of duties from the proposal period through the grant management period and along with your departmental Business Analyst should be considered as the first contacts for any and all grant related questions and issues for your department
- **Expected Account –** Also referred to as an E-account, an expected account is created by the Office of Sponsored Projects Administration upon request for sponsored projects awaiting the receipt of a final award document.
- **eIAF –** Electronic Internal Approval Form; The eIAF is an internal approval form used by OSPA to gather various information before a proposal may be submitted to apply for a grant

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ACRONYMS AND ABBREVIATIONS

- **F&A –** Facilities and Administrative Costs; F&A costs are real expenses incurred by the university in support of sponsored projects, but which by federal regulation cannot be charged directly to a specific grant, contract, or other sponsored agreement. F&A costs stem from the institutional need to maintain a shared infrastructure that supports the research and scholarly activities of all investigators. F&A costs are divided into facilities costs (e.g. building depreciation, operation and maintenance, utilities) and administrative costs (e.g. sponsored projects administration, purchasing, accounting, legal services)
- **FA –** Financial Administrator; RFS employee that serves as a liaison between sponsors, department personnel and principal investigators and provide accurate real-time invoicing, reporting, and financial guidance
- **FES –** Faculty Effort System; Used for the entry of payroll distribution for regular and full-time faculty
- **FPR –** Fixed Price Residual; Unrestricted cost center to be used in support of the enrichment of academic and research programs. An FPR will be established under the PI. Fund Balance will automatically carry forward at the end of each fiscal year
- **IP –** Intellectual Property; Intellectual property (IP) is the tangible or intangible results of research, development, teaching, or other intellectual activity. IP is any innovation or discovery conceived or developed by faculty, staff or students using University resources
- **JV –** Journal Voucher; SAP document used to record an internal transaction between funds, cost centers, WBS elements or internal orders

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ACRONYMS AND ABBREVIATIONS

- **OSPA** – Office of Sponsored Projects Administration; OSPA administers extramural grants and contracts awarded through the University of Kentucky Research Foundation. Services available to University faculty and staff include: advice and assistance with budget preparation and other administrative requirements of proposals; review, negotiation and acceptance of awards; information regarding sponsor policies and regulations; preparation of subcontract documents

- **PADR** – Project Account Data Record; When a PI receives an award for a sponsored project from a source outside of UK, OSPA will set up an account against which a PI and his/her department staff will post project expenses. OSPA generates a "PADR," or Project Account Data Record, for the initial account setup. Each time OSPA changes the account, the Research Administrator generates a new PADR. They are numbered sequentially. All PADRs are distributed to the Principal Investigator (PI), any co-Investigators(co-Is) and Business Officer

- **PI** – Principal Investigator; A PI is the primary individual responsible for the preparation, conduct, and administration of a research grant, cooperative agreement, training or public service project, contract, or other sponsored project in compliance with applicable laws and regulations and institutional policy governing the conduct of sponsored research. The PI has primary Stewardship of Research Data on behalf of the University and bears primary responsibility for the overall conduct of the Sponsored Research or scholarly activity

- **RA** – Research Administrator; An OSPA employee that performs various administrative, maintenance, compliance, review, and oversight tasks for a sponsored program

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ACRONYMS AND ABBREVIATIONS

- **RFS** – Research Financial Services; used to be known as SPA. Oversees the financial reporting and compliance requirements of all externally sponsored projects. The primary goal of RFS is to facilitate the management of funds provided to the university by outside entities, in compliance with relevant guidelines, for the purpose of continuing research. Serves as liaison between sponsors, department personnel and PIs and provide accurate real-time invoicing, reporting, and financial guidance.

- **SAP** – Systems, Applications and Products Software; The University's current business application software

- **UKRF** – University of Kentucky Research Foundation; UKRF serves as the university's agent in the receipt of all external grants and contracts, intellectual property income and other designated income; oversees the protection, development, and commercialization of intellectual properties; and manages special cooperative agreements

- **VPR** – Vice President of Research; The VPR provides programs and services to support UK faculty, staff and students in grant development and submission, compliance and regulatory affairs, development of intellectual property and in highlighting their research achievements. This includes oversight and guidance of 13 multidisciplinary research centers and seven service core facilities

- **WBS (element) –** Work Breakdown Structure Cost Object; These cost objects begin with "2", "3", or "4" and consist of a total of 10 digits. A WBS element reflects budgets, revenues, expenditures, recharges and transfers for land grants, grants and capital projects respectively

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GRANT REVIEW 201 - CONTENT

- Responsibilities
- Master Source Document
- Cost Accounting Standards
- Bud Rule Crosswalk
- Cost Share
- FES/0027
- ECRT

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DEPARTMENT RESPONSIBILITIES

- New Account Review
  - *Business Officer and PI Responsibilities*
    - Review the PADR and related information provided.
    - Review PADR budget compared to award budget to identify CAS Items.
    - Develop process for providing any required documentation, milestone information or cost share information to RFS for invoicing or reporting throughout the life of the award.
    - Communicate information to the appropriate personnel, including other departments with faculty cost share on the account.
    - Take action as appropriate to start charging project costs.
    - Review Budget with PI and create master source document.
    - Discuss financial reporting needs of PI to assist with their management.

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DEPARTMENT RESPONSIBILITIES

- Life of Grant
  - *Business Officer Responsibilities*
    - Account Reconciliation
      - Review project accounts monthly to ensure accuracy.
      - Verify expenses posted to the account are accurate and approved by the PI.
      - Investigate any expenses that should have posted to the account, but are missing.
      - Communicate with PI on any issues/corrections you feel need to be made.
    - Ensure all Procard charges are edited in a timely manner.
    - Record all goods receipts and invoices timely for purchase orders.
    - Follow guidelines as established by the department to ensure monthly activity is made available for review by the PI.
    - Process required corrections according to the cost transfer policy.
    - Pre-Review Payroll confirmation statements quarterly; or designated staff person

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DEPARTMENT RESPONSIBILITIES

- Life of Grant
  - *PI and Business Officer Responsibilities*
    - Account Reconciliation (Subrecipient Awards)
      - Principal Investigator/Department- Reviews subrecipient financial and technical reports for accuracy, timeliness, and other aspects as they relate to the scope of work and progress of the project.
      - Principal Investigator-Approves all invoices prior to releasing payment.
      - Any issues should be emailed to the contact listed on the invoice with a copy to subawards@uky.edu.
      - If issues are identified, a hold should be placed on the payment.

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DEPARTMENT RESPONSIBILITIES

- Life of Grant
  - *PI Responsibilities*
    - Notify the FA in RFS regarding any progress milestones identified during the new account create process that have been met and require invoicing.
    - Review the PI Reports and departmental reports to ensure accuracy of expenses. Notify department's business office if error is noticed.
    - Review/Confirm all payroll confirmation statements on Federal or Federal Flow Through funds.

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DEPARTMENT RESPONSIBILITIES

- Closeout
  - *PI and Business Officer Responsibilities*
    - Review expenses to ensure personnel and other items have charged correctly
    - Finalize any open subawards

  - *Business Officer Responsibilities*
    - Verify expenses on AVC are within budget
    - Finalize and closeout any open purchase orders and subawards
    - Verify cost distributions for personnel end by budget end date
    - Resolve any open/encumbered transactions

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DEPARTMENT RESPONSIBILITIES

New Award	Life of Grant	Closeout

• PI and Business Officer
  • Review PADR
  • Ensure Budget is correct
  • Create a master source document
  • Develop process to review expenditures
  • Take action to start charging project costs
	• Business Officer
	  • Reconcile monthly
	  • Provide Reports to PI
	  • Assist with sub-award monitoring
	  • Assist or pre-review ecrt payroll confirmation quarterly
	  • Process corrections timely
	• PI
	  • Review sub-awards
	  • Fulfill programmatic requirements
	  • Confirm ecrt payroll confirmation quarterly
	  • Review reports to ensure accuracy of expenses
		• PI and Business Officer
		  • Review expenses to ensure accuracy
		  • Finalize open sub-awards
		• Business Officer
		  • Review to ensure expenses are within budget
		  • Finalize any open POs
		  • Verify cost distributions
		  • Resolve any open items

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MASTER SOURCE DOCUMENT

- Master Source Document
  - A guide to stay within the budget
  - An opportunity to define critical expenditures during the life of the grant; i.e. names and duties of personnel, equipment to be purchased, travel dates/places, etc.

- Should be created by PI after reviewing PADR1 for duration of grant – anything outside of PADR1 and Master Source Document should be discussed prior to entering into SAP.

Grant #	Name of Employee	Position Type	Grant category where charges will post (eg, E511000)	Annual salary	% Effort charging	Time period for charges to post	$$ available in grant category	$$ spent in category	% funds remaining	Specify what tasks person is performing in relation to funding source & any relevant notes
304XXXXXXX	XTZ	Postdoc	E511000	$ 48,000.00	100%	7/1/20 - 6/30/22	$ 100,000.00	$ -	100%	Will be performing majority of the field and lab work, analyzing data, and writing up manuscripts.
304XXXXXXX	ABC	Grad student	E513000	$ 18,000.00	50%	1/1/20 - 12/31/20	$ 9,000.00	$25,000.00	36%	Will be performing field work, analyzing data, and writing up for thesis.
304XXXXXXX	HHH	Temp worker								
304XXXXXXX	GGG	Temp worker								
304XXXXXXX	III	Temp worker								
304XXXXXXX	ABC	Grad student	E513000	$ 18,000.00	50%	1/1/20 - 12/31/20	$ 9,000.00	$ -	100%	Will be conducting the lab work, analyzing data, and writing up for thesis.

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COST ACCOUNTING STANDARDS

- Per Uniform Guidance (previously OMB A-21)
  - Costs must be reasonable, allocable, allowable, and treated <u>consistently.</u>

  - Direct Costs
    - "those costs that can be identified specifically with a particular final cost objective, such as a Federal award, or other internally or externally funded activity or that can be directly assigned to such activities relatively easily with a high degree of accuracy." (200.413)

  - Facilities & Administrative Costs (Indirect Costs)
    - "those costs that are incurred for common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved." (200.56)

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COST ACCOUNTING STANDARDS - DEFINITIONS

- **Reasonable:** A cost may be considered reasonable if the nature of the goods or services, and the price paid for the goods or services, reflects the action that a prudent person would have taken given the prevailing circumstances at the time the direction to incur the expense was made.
- **Allocable:** A cost is allocable to a project if the goods or services involved can be directly assigned to the project based on the benefit provided and necessity of the expense.
- **Consistently treated:** All costs incurred for the same purpose, under the same circumstances, must be treated uniformly either as direct costs, or as indirect (F&A) costs.
- **Allowable:** Costs are considered allowable when they are permitted as a cost by federal regulation and/or by the terms of the award. Any costs expressly unallowable or mutually agreed to be unallowable shall be identified and excluded from any billing, claim, application, or proposal related to a sponsored project.

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COST ACCOUNTING STANDARDS - DEPARTMENTAL COST EXAMPLES

- Normally charged as direct costs
  - Salaries of PI, technician, research assistant
  - Scientific Equipment
  - Animal Care
  - Printing/Duplicating
  - Lab Supplies
  - Subcontracts
  - Travel
  - Lab Analysis
  - Service Center Charges

- Not Normally charged as direct costs (CAS Items)
  - Clerical or department administrator salary
  - Farm Techs (Service/Maintenance)
  - General purpose equipment
  - Farm Equipment over 5k
  - Postage
  - Basic telephone
  - Office Supplies
  - Cell phones/data plans

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COST ACCOUNTING STANDARDS - UNACCEPTABLE COST PRACTICES

- Rotation among sponsored projects
- Charging to account with largest balance or soonest ending
- Charging budgeted rather than actual cost
- Assigning a charge in advance of actual cost incurred (ex. subscriptions)
- Identifying a cost as something other than what it actually is ("g/l shopping")
- Charging expense entirely to sponsored projects when it supports other activities
- Charging cost of normal administrative support for projects that are basic research
- Stockpiling-large supply purchases at end of project

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COST ACCOUNTING STANDARDS - DISALLOWED COSTS

- Will be the responsibility of the unit. RFS will transfer these charges to the appropriate account within the sector (i.e. "Department overrun" account) at the end of the project. Can be caused by:
  - Over-expended WBS element
    - RFS will move over-expenditures to the department's direct overrun account to be reported as cost share. Cannot be moved
  - Costs incurred outside of the budget dates of the project
  - Unallowed expenses moved to Indirect Overrun Account. Can be removed via JV to an appropriate cost object.
  - Costs posted after the final invoice or financial report has been submitted to the sponsor
  - Disallowed by internal or external auditors
  - Expenditures of CAS items without budget revisions or appropriate approval (lightning bolts on GMAVCOVRW in SAP)

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COST ACCOUNTING STANDARDS - DIRECT VS INDIRECT OVERRUN

- Direct Overrun
  - Is used when a department has overspent the grant's budget.
  - The expenses have been identified as relevant to the grant and have been moved to the Direct Overrun account to be tracked as cost share.
  - Expenses moved to the Direct Overrun account **CAN NOT** be moved.

- Indirect Overrun
  - Is used when unallowable expenses are identified on a grant.
  - These expenses are unallowable and cannot be recorded as cost share.
  - Expenses moved to the Indirect Overrun account **CAN** be moved to another cost center.

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POP QUIZ

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POP QUIZ

- Per Uniform Guidance, costs need to be reasonable, allocable, allowable, and _____
  - A. Cumulative
  - B. Historic
  - C. Treated Consistent
  - D. Inflated
- Answer: **C. Treated Consistent**

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POP QUIZ

- Which of these expenses would not be considered a "direct cost".
  - A. Animal Care
  - B. Travel
  - C. Lab Supplies
  - D. Office Supplies
- Answer: **D. Office Supplies**

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POP QUIZ

- True or False: Charging to grants based on the largest balance or soonest ending is an acceptable cost practice.
- Answer: **False**

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BUDRULE CROSSWALK

- Three different Bud Rules based on funding type.
  - Bud Rule 4 – Federal or federal flow through funded projects
  - Bud Rule 5 – State, Foundation, or other restrictive projects
  - Bud Rule 9 – Industry, clinical trials or less restrictively funded projects.

- Relationship of the sponsored class to the budget is dependent upon the Budget Rule assigned to the grant
- The budget for the grant account must have available dollars in the Sponsored Class which contains the GL account

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BUDRULE CROSSWALK

- The PADR, box 16, contains the BudRule (Budget Rule) which indicates how the budget is controlled in the system

NEW		10.309		
10. Resp. Unit 81080 Entomology			17. Co-I John Entom
16. Budget Information	Prime Account			
BudRule: 4				S-225
Sponsor Class		Revision	Amount	P - 85
E511000 Direct Salary & Benefits		-3318	103149	John.
E530011 Travel-Domestic		0	15000	
E530300 Direct Current Expenses		0	77820	
E537110 Graduate RA tuition		3318	24818	Raul
E590020 F&A Costs		0	62271	Entom
Total Direct (R415000)		$0	$220,787	1205
Total Indirect (R475000)		$0	$62,271	P -
Total		$0	$283,058	raul.vi
				18. Sou

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BUDRULE CROSSWALK

- The award tab contains the BudRule (Budget Rule) which indicates how the budget is controlled in the system.

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BUDRULE CROSSWALK

- To find this Sponsored Class you need to use the BudRule Crosswalk. That Crosswalk is available on https://cafebusinesscenter.ca.uky.edu/grant-resources.
- The Crosswalk gives you the g/l account roll up into Sponsored Class.
- The first three columns show the Sponsored Class by budget rule.

A	B	C	D	E	F	G	H
Budgeted Sponsored Class for Budget Rule	Budgeted Sponsored Class for Budget Rule	Budgeted Sponsored Class for Budget Rule	Sponsored Class	Sponsored Class Description	Direct Expense allowed on grant	G/L Account	G/L Account Description
N/A	N/A	N/A	E511000	Direct Salary & Benefits	Yes	510000	Direct Salary & Benefits
N/A	N/A	N/A	E512010	Exec/Mgrl/Admin Sal & Benefits		510000	Exec/Mgrl/Admin Sal & Benefits
E512030	N/A	N/A	E512030	Secret/Clerical Sal & Benefits		510000	Secret/Clerical Sal & Benefits
N/A	E510000	N/A	E510000	All Salary & Benefits (Budget)		510000	Personnel
E511000	E510000	E500000	E511011	Faculty Salary	Yes	511010	Faculty MidYr Salary
E511000	E510000	E500000	E511011	Faculty Salary	Yes	511011	Faculty-FT Regular
E511000	E510000	E500000	E511011	Faculty Salary	Yes	511012	Faculty- FT Nonprodu
E511099	E510000	E500000	E511099	Faculty CAS Salary		511013	Faculty- FT Prem/Bon

*Note: BudRule 4 grant(s) have federal or federal flow thru money. If a GL account is not noted in Direct expense column with "Yes" it would be considered as a CAS item.

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BUDRULE CROSSWALK – AVC ROLL UP

https://cafebusinesscenter.ca.uky.edu/files/gmavcovrw_guidelines_-_revised_2.11.18_tmn.pdf

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BUDRULE CROSSWALK - GMAVCOVRW

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BUDRULE CROSSWALK - GMAVCOVRW

GM AVC Overview Report for Ledger 9K

Company Code	UK00
Grant	0000000000320000
Fund	Multiple V

Grant/Fund/Sp. Prog./Sp. C	Consumable Bdgt	Consumed Amt.	Available Amt	Deficit Ind.
▽ ☐ 0000000000320000718	1,910,482.00	1,863,130.36	47,351.64	
▽ ☐ 0226000000	1,910,482.00	1,863,130.36	47,351.64	
▽ ☐ Overall Programs	1,910,482.00	1,863,130.36	47,351.64	
☐ E510000	1,233,101.00	1,222,280.38	10,820.62	
☐ E512049	0.00	0.00	0.00	
☐ E536120	33,131.00	33,130.87	0.13	
☐ E537010	0.00	0.00	0.00	
☐ E537110	21,534.00	21,332.34	201.66	
☐ E590020	622,716.00	586,386.77	36,329.23	

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COST SHARE

- Cost Share Definition

  - Defined as project costs not borne by the sponsor. Cost sharing is also known as matching or in-kind contributions.
  - Will discuss in depth during the Advanced topics class.

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COST SHARE - TYPES AND METHODS

- Faculty Effort System
- NIH/NSF Salary Cap & Restrictions
- Department Cost Sharing
- Unrecovered or Waived F&A
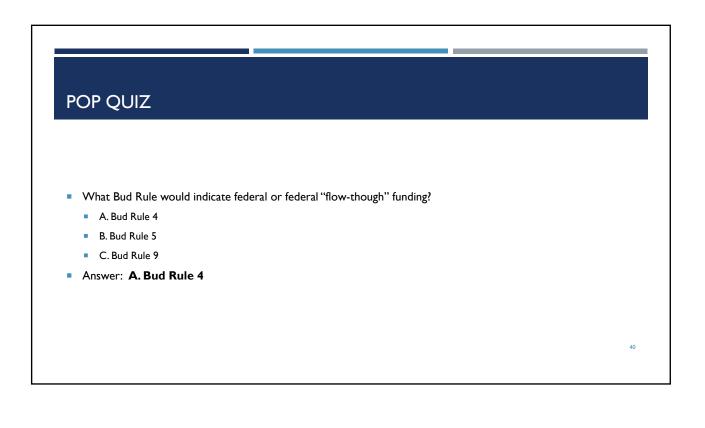- Third Party Contribution

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COST SHARE - FUND

- A combination of the WBS element and Cost Share Fund "0011890300" are used to charge cost share expenses.
- This relationship is required to allow reporting by grant that shows both sponsor and cost share charges.

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COST SHARE - FUND

- Found in t-code GMGRANTD under the Dimensions tab

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POP QUIZ

- What Bud Rule would indicate federal or federal "flow-though" funding?
  - A. Bud Rule 4
  - B. Bud Rule 5
  - C. Bud Rule 9
- Answer: **A. Bud Rule 4**

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POP QUIZ

- Which tab in GMGRANTD displays the cost share fund?
  - A. General Data
  - B. Dimensions
  - C. Cost Share
  - D. Reporting
- Answer: **B. Dimensions**

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FES OVERVIEW

- FESClient – Is the application that allows the data entry of payroll distribution in the Faculy Effort System (FES).
  - Payroll distribution for all full-time faculty, including regular and temporary, is entered into FES, along with the distribution of all phased retirees.
  - While FES is used solely for the entry of payroll distribution, EPS (Effort Planning System) is used for the collection of mission area effort percentages and payroll distribution cost objects and percentages that make up the Distribution of Effort (DOE) Agreement.

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FES/0027

- Faculty Effort System (FES) - https://www.uky.edu/ufs/payroll-confirmation-service-centers#Faculty%20Effort%20System
- Effort Planning (DOE) - https://www.uky.edu/ofa/effort-planning-doe
- Distribution of Effort - https://administration.ca.uky.edu/doe
- CAFE contact **Chris Fensin** and your analyst -
    - https://cafebusinesscenter.ca.uky.edu/content/hr-administrator-resources
  - FES FAQs - https://cafebusinesscenter.ca.uky.edu/files/fes_faqs1.pdf
  - FES QRC - https://cafebusinesscenter.ca.uky.edu/files/qrg_-_fes.pdf
  - FES Manual - https://cafebusinesscenter.ca.uky.edu/files/fes_manual.pdf

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FES/0027 – OTHER CAFE LINKS

- Labor Report for Clearing Cost Centers - https://cafebusinesscenter.ca.uky.edu/files/clearing_cost_centers_running_bw_ldr.pdf
- BW Labor Distribution Reports - http://cafebusinesscenter.ca.uky.edu/files/bw_-_labor_distribution_report.pdf
- SAP T-Codes BW Reports/View - https://cafebusinesscenter.ca.uky.edu/files/sap_t-codes.pdf
- Payroll Preliminary Posting Report - https://cafebusinesscenter.ca.uky.edu/files/qrg_-_payroll_results_preliminary_report.pdf

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FES/0027

- New Cost Distribution Entry Module (CDEM) – coming this Fall
    - CDEM will be used to maintain the Infotype 27 screens for <u>all</u> monthly employees (including faculty). BW employees will be phased in at a later date
    - The 27 screen will be disabled in PA30, but you will still be able to view the 27 screen in PA20.
    - 14, 15 and 1018 screens will still be active in PA30
    - For faculty, you will now be able to do effective <u>periods</u> that span months
    - Will be in real time in SAP, no more overnight wait
    - Will automatically delimit cost distributions when employee transfers to new department or separates from the University!
    - Users will enter the cost distribution and submit to workflow for approval.
    - Any monthly employee with a 27 screen will load in CDEM. 1018 cost distributions will <u>not</u> load
    - You will receive high priority alerts via email (new employee, grant ended, etc.)!

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FES/0027 - ZCOSOBJ

- ZCOSOBJ –
    - Other Period
    - Fund and/or WBS
    - Display Output in ALV Grid

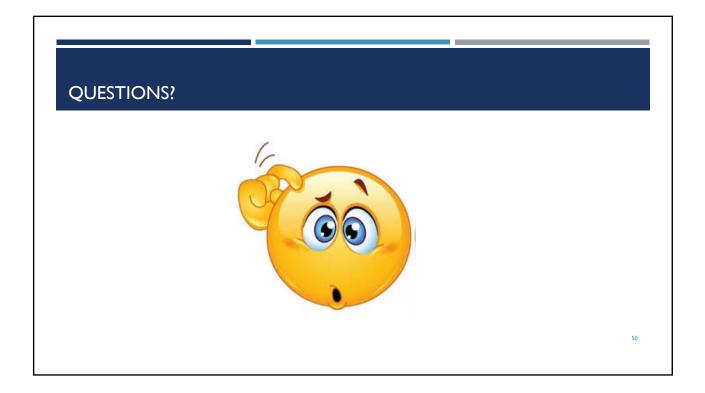If not on 0027, contact your analyst to help get 1018 updated.

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FES/0027

- Reminders
  - Run ZCOSOBJ
  - Check the start and end dates on 27 screen against PADR and/or gmgrantd
  - AVC check
  - If -1.00's appear in some months creating an error, the grant has either been extended to include the months with the -1.00's or has been shortened to eliminate those months, requiring replacement of the negative numbers with appropriate effort values.
  - Grants with multi-years will encumber effort for the life of the grant. Review grants often especially if there are no-cost extensions.
  - For land grants note separate line for each fund. Be careful when the fund is extended to ensure you are charging the appropriate line.
  - Don't copy a 27 always create a new line for any grant.
  - Don't delete a 27!

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ECRT PAYROLL CONFIRMATION

- ECRT is the mechanism to be used for the review and confirmation of the payroll expenses posted to externally sponsored projects. The process is only required for externally sponsored projects and will be performed by department personnel and principal investigators.
- Project statements must be pre reviewed and/or confirmed on a quarterly basis.
- Confirmation is only required on federal or federal flow through funds.
- Uniform Guidance outlines required standards for documentation of personnel expenses.

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ECRT RESOURCES

- https://www.uky.edu/ufs/payroll-confirmation-service-centers#ECRt

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QUESTIONS?

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RESOURCES

- VPR Office
  - https://www.research.uky.edu/vice-president-research

- OSPA
  - https://www.research.uky.edu/office-sponsored-projects-administration

- RFS
  - https://www.uky.edu/ufs/research-financial-services

- College Grant Resources
  - https://cafebusinesscenter.ca.uky.edu/grant-resources

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