

Sponsored Projects Accounting News

Sponsored Projects Accounting

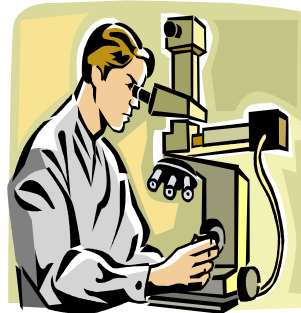
March 31, 2008

Please contact us with comments and suggestions concerning this newsletter at spa@utk.edu

Equipment Should be Charged to One Federal Sponsor Only

The cost of a piece of equipment should be included in only one federally-funded proposal. Splitting the cost of a piece of equipment between several federally-funded proposals could cause UT problems during the life of the project and during closeout. This potential problem is due to federal rules regarding equipment title and cost sharing.

Most federal sponsors normally give UT title to equipment, but some agencies such as the US Department of Energy may retain title. Or, any specific award document may give equipment title to the federal sponsor. If any other federally-funded project is paying a portion of the equipment cost, then that federal sponsor is, in effect, providing cost sharing to another federal agency. This is a problem because federal agencies generally refuse to provide cost sharing funds to other Federal agency projects without prior written approval.



To avoid these problems, include the full cost of a piece of equipment on a single federally-funded proposal. If any cost sharing is going to be provided, it should be UT funds or gift funds with donor stipulations that allow the funds to be used in this way. If other federal funds must be used to buy the equipment, then this should be disclosed in the proposals to all federal sponsors involved.

If you have any questions, please call the Office of Research (974-5066) or Sponsored Projects Accounting (974-2591).



Important Deadlines:
Effort must be certified before May 31st for Spring Semester

FAQ

(Frequently Asked Questions)

Q Who do I contact if the budget is not correct on my sponsored project WBS element account?

A Mayet Davenport in Sponsored Projects Accounting is the person to contact concerning budget errors. Email address : mdavenp1@utk.edu. Phone : 974-2538

Did you know?

Sponsored Projects Accounting has a website that provides forms and documents, links to important websites, and contact information for your Sponsored Projects. Please visit us at: <http://web.utk.edu/~spa/index.html>.

Training

Opportunities

- April 10th, Advanced Topics and Subcontract Monitoring, 1:30-4:30, Gail White
- Contact Alice Bradley for further Sponsored Projects training opportunities (abradle4@utk.edu)

Retro Pay Funding Changes and JV Support Documents

Retro Pay Funding Changes

Effective immediately, pay funding changes affecting payroll more than 5 months retroactively will not be processed against WBS elements requiring effort certification. The electronic pay funding change will be rejected and the comment below will appear as the reason for rejection.

"Pay funding changes older than 5 months cannot be processed against WBS elements requiring effort certification. Please contact Lee Rideout, lrideout@utk.edu, 974-8960, to complete the paperwork for a reset of effort".

Any corrections needing to be made to these WBS elements should be done through our effort reset and re-certification process.

JV Support Documents

Currently, the form "Journal Voucher Support Document for Salary Transfers After Retro Period" is being used to correct salary postings from one WBS element to another WBS element/cost center when the correction is for periods before the payroll retro date (current retro date is 1/1/2007).

This is a reminder that Sponsored Projects Accounting and the Controller's Office will no longer accept this form for moving salary from one WBS element to another WBS element after April 30, 2008.

Effective May 1, 2008, this form cannot be used to add salary charges to another grant or contract. The JV Support Document will only be used to correct retro WBS element salary postings that

must be removed because the charges are not allowable on a specific project. The debit side of the entry will only be chargeable to a departmental cost center or enrichment-type WBS element.



"Effective immediately, pay funding changes affecting payroll more than 5 months will not be processed against WBS elements requiring effort certification"

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