Welcome to the First Sponsored Programs Administrators Meeting of

February 17, 2021
AGENDA

• Trish Casey – new initiatives
• Cost Transfers
• NRSA
• Salary Cap
• Summer 2021 Effort
• Pcard Transactions
• SPS Personnel Update
• Preaward Update/Presidential Group
Cost Transfers remain one of the top five findings for institutions of Higher Education. Considered high risk transactions as they may be an indication of a weakness in internal controls. Timely submission, proper documentation/justification of cost transfers and evaluation of processes is an area where UConn can improve that can substantially minimize our risk.
Cost Transfers – Federal Regulation Basics

2 CFR 200 requires charges to Federal award to be:
• An allowable cost (200.403);
• Reasonable – prudent person test (200.404);
• Allocable to the sponsored award proportionate to the benefit received (200.405).

When an error has been identified, the transfer should be:
• Performed timely and;
• Properly documented.
Cost Transfers – Areas of Concern

• Transfers made over 90 days;
• Transfers with limited/weak explanations;
• Frequent cost transfers within in the same unit;
• High volume of transfers on a specific award, especially near the end of the project period;
• Corrections to corrections;
• Repeating the same mistake multiple times.
Cost Transfers – Best Practices

• Frequent Cost Transfers indicate an opportunity for improvement in business processes;
• Determine the root cause and take corrective action to reduce cost transfers
• Request preaward accounts;
• Adjust payroll timely (67% of cost transfers >90 days are payroll adjustments!);
  • Submit Cost Transfer at the SAME time as the CORE transaction
• Communicate with recharge centers and other units that bill expenses to sponsored awards;
• Review accounts prior to the end date so adjustments can be made timely (proactive rather than reactive).
Cost Transfer – Additional Resources

- **NCURA – Cost Transfers Webinar** (1 hour 33 mins)
- Uniform Guidance 200.403-405
- Cost Transfers on Sponsored Projects Policy
- Guidance for General Ledger Transfers
- Sponsored Project Expenditures: Approval and Monitoring
DHHS/NIH Updates

- **NOT-OD-21-049** establishes stipend levels for FY21 Kirchstein-NRSA awards for trainees and fellows
  - Updates Stipend Rates, Tuition and Fees, reimbursement rates and Institutional Allowances;
  - Only applies to NRSA awards made with FY21 funds;
  - Appointments awarded in FY21 should be amended to reflect updated stipend levels once the grant award budget has been adjusted by NIH;
  - Amended appointments must be submitted through xTrain;
  - Current stipend levels are to be used in the preparation of future competing and non-competing NRSA institutional grant and individual fellowship applications. They will be administratively applied to all applications currently in the review process.
• DHHS Salary Cap has been raised to $199,300 effective January 3, 2021
  • NOT-OD-21-057
  • Salary Cap Calculator

• SPS website: Budgeting & Costing Guide has been updated
• OVPR will continue to fund one week of summer salary for 9 and 10 month faculty who plan to be supported 100% on sponsored projects to account for activities that cannot be charged:
  • Advising students (outside the scope of sponsored research);
  • Un-sponsored research;
  • Administrative committees;
  • Preparing new or renewal proposals;
  • Teaching;
  • Curriculum development;
  • Peer reviews, and/or writing other scholarly publications.
9 and 10-Month Faculty Summer Salary - continued

• 9 and 10 month faculty who are not 100% committed to a sponsored project for the entire summer are not eligible as time is available for non-sponsored activities

• **Summer Salary Calculator**

• Form should be filled out using 4645460 for the one week and sent to [researchfinance@uconn.edu](mailto:researchfinance@uconn.edu)
Expense Types: ensure appropriate designation

- Memberships should not be coded as Registration Fees
- Publication costs should not be coded as General Fees
- Software licenses should NOT be coded as Subscriptions (periodicals & magazines)
- General Supplies may be an indication that charge is not a direct cost
Additional Topics

- SPS Personnel Update
- Preaward Update/Presidential Group
All SPA meetings will be held at 10:30 am and will be online until further notice.

- March 17, 2021
- April 21, 2021
- May 19, 2021
- June 16, 2021