

UGA Reduces Paperwork for Federally Funded Projects with Automatic Carryover

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Federal agencies are allowed to waive certain cost-related and administrative prior approvals; these provisions are known as “expanded authorities”. One expanded authority involves “automatic carryover of unobligated balances”. Historically, UGA has opened sponsored accounts using yearly budget periods instead of the full period of performance under the awarded project. To access budget beyond the yearly amount for federal projects with automatic carryover, a process was established whereby an administrative action request form (AARF) was completed to provide budget beyond the yearly amount pending arrival of the next increment of funds. This is a cumbersome and labor intensive process.

Effective October 2014, the Office for Sponsored Programs and the Contracts & Grants Division have revised the process to facilitate continued spending for federal projects with automatic carryover. An AARF will no longer be required to access federally funded projects with automatic carryover beyond the yearly budget period while waiting for the next increment of funds to arrive. This eliminates the need for pending award requests to keep an account open while waiting for additional funds from the sponsor.

This change assists in reducing administrative steps and ensures that Principal Investigators can continue to access award funds on these projects. The change will be accomplished by using the same budget and project end dates when processing awards. The change only applies to projects funded directly by federal agencies; UGA does not have the expanded authority on projects funded by federal flow-through from other entities (indirect federal funding).

Federal projects with automatic carryover that were awarded prior to October 1, 2014, will need to be manually adjusted. Please contact your OSP representative if you have any questions about this change or if you have accounts that need to be adjusted. Please use the following link to find the appropriate grants administrator:
<http://research.uga.edu/osp/find-grants-administrator/>.