

Grants and Contracts Administration Newsletter

December 2013



Guidance



Communication



Announcements

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ALSO OF INTEREST



1/10/2014 - December Error Clearing Deadline

2/2014 - PAWS Meeting; Date, Time, Location To Be Determined

2/6/2014 - January Error Clearing Deadline

3/5/2014 - February Error Clearing Deadline



Cost Share

Cost Share			
	Required By Sponsor?	Language in Proposal?	Documented?
Mandatory	Y	Y	Y
Voluntary Committed	N	Y	Y
Voluntary Uncommitted	N	N	N

Cost share is defined in the OMB

IN OTHER NEWS

Multi-Disciplinary & Collaborative Projects



Projects involving more than one department require coordination between the primary PI and any collaborating departments. The primary PI's department will be relied upon to provide any required expenditure, cost share, etc. information.

Primary and secondary departments are encouraged to share



Research Division offices will be closed beginning 12/23/2013 through 1/1/2014.

Offices will re-open on 1/2/2014.

Fall CLEAR reports will be made available during January/February 2014. Check the [GCA website](#) for dates

GCA Fun Fact

Which GCA staff member did this sweet little girl grow up to be?



GCA Fun Fact

Clarification Memorandum as follows:

Mandatory - required by sponsor (may be referenced in the award document); included in the proposal budget narrative; included in the F&A cost base; must be effort reported

Voluntary Committed - included in the proposal budget narrative; included in the F&A cost base; must be effort reported

Voluntary Uncommitted - not included in the proposal budget narrative; not included in the F&A cost base; not effort reported

Procurement Certifications



In order to qualify for the Procurement Certification (SPAA 44) exemption, the vendor must be specifically

named in the proposal. If the vendor is not named, the Procurement Certification form should not be used. The purchase is then subject to normal Procurement procedures.

When submitting the requisition using the Procurement Certification, only the relevant pages from the proposal/budget narrative should be included as an internal attachment. Invoices should NEVER be included as attachments at the time the requisition is submitted.

If use of the Procurement Certification form is not allowed, attaching the invoice may indicate that goods/services were procured prior to obtaining the necessary approvals (procurement violation). Should the purchase not be allowable using the Procurement Certification form, GCA will return the requisition for resubmission.

information as necessary.



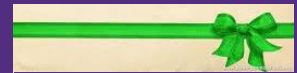
A-133 Audit Information Requests

Any requests for information related to the A-133 audit should be forwarded to Cindy Seaborn in the Grants & Contracts Administration office (864-656-6150; cseborn@clemson.edu).

Disbursement Corrections, Other Than Payroll

Disbursement corrections, other than payroll corrections, require signature approval by the PI and Department Chair.

See the September 2013 edition of the GCA Newsletter for information concerning approval of payroll corrections.



If you know of someone who may benefit from the information contained in the GCA newsletter, please feel free to share!

Contact name and e-mail address should be

Answer:

Karen Lantgios!!!

provided to Stephanie
Duncan at
sduncan@clermson.edu
for addition to the
recipient list.

You are receiving this newsletter because you are a member of the
GCA listserv.

The GCA Post-Award
Newsletter
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