Sponsored Projects Services
Budget Revisions, Mini-Training

DGA Meeting
October 8, 2013
Budget Revisions: Plan A

• Carefully plan your budget at the proposal stage
  • Understand the Sponsor’s rules and guidelines
  • Create a budget to support the proposed research
  • Make the budget realistic so changes are not necessary
Budget Revisions: Plan B

• If changes are needed after the award is made
  • Understand the Sponsor’s rules and guidelines
  • Read and understand the award document and referenced terms and conditions
  • Create a revised budget to support the proposed research
  • Make the budget realistic so more changes are not necessary
  • Submit a justification for the changes
Federal or Federal Flow-Through Funding

• Expanded Authorities, *Usually* granted (NIH award example)
  • Provides flexibility for grantees to make changes without Sponsor approval
    • First time no-cost extension
    • Carry-over of unobligated balances (<25% of total budget)
    • Re-budgeting funds between budget categories (<25% of total award)
    • Transfer work to a third party through sub-award*
    • Pre-award spending up to 90 days before award start date

*as long as UO retains a substantive role in the research
Federal or Federal Flow-Through Funding (continued)

• Even With Expanded Authorities, Sponsor Approval Required:
  • Change in scope
  • Re-budgeting in or out of a budget category (25% or more of total award)
  • Pre-award costs charged more than 90 days before projected start date. (Pre-award spending is always at-risk)
  • Transfer of the grant from one institution to another
  • Change of PI (or effort drops by 25% or more)
  • Change in key personnel listed on the Notice of Award
  • Carry over of unobligated balances if not authorized on the NOA
Federal or Federal Flow-Through Funding (continued)

- Even With Expanded Authorities, Sponsor Approval Required:
  - No-Cost Extension requests beyond 12-months
  - Re-budgeting more than 25% into alterations and renovation costs. Any alterations and renovations exceeding $500,000
  - Re-budgeting funds from trainee costs to other budget categories
  - Re-budgeting of salary/OPE for investigators on career development awards
  - Capital expenditures and transfer of funds between construction and non-construction work
Federal or Federal Flow-Through Funding (continued)

- Caution!!!
- Some awards do not allow any or only limited re-budgeting or changes without Sponsor approval
- All requests for changes must be approved and processed by your Post-Award SPA Team.
Budgeting or Re-Budgeting Costs

• When re-budgeting, all costs must be allowable, allocable, reasonable, and consistently applied:
  • Allowable: Check the specific Sponsor requirements, program requirements, NOA terms and conditions, and UO/OUS requirements.
  • Allocable: Cost that can be identified specifically with a particular project or activity with a high degree of accuracy and incurred solely to advance the work of under the sponsored agreement
Budgeting or Re-Budgeting Costs

• When re-budgeting, all costs must be allowable, allocable, reasonable, and consistently applied:
  • Reasonable: A cost is reasonable if the nature of the goods / services acquired, and the amount involved, are such that a prudent person would agree
  • Consistency: Costs incurred for the same purpose, in like circumstances, are treated consistently within the institution.

• When in doubt, contact your post-award SPA team.
Questions?