

UAS GM 03: Awards & Pre-Award Costs

Awards

Notification of awards should be sent to the Grants Office by the awarding agency. If, however, the award notification is sent directly to the PI, that PI must send any original hard-copy paperwork to the Grants Office, or forward any electronic awards. The Director of Budget, Grants and Contracts has been delegated authority by the Vice Chancellor for Administrative Services to accept awards on behalf of UAS. Modifications to awards should follow the same procedure.

When the Grants Office receives the proposed award document from the agency, a copy of the proposed award will be sent to the unit prior to acceptance for comment on the terms and conditions regarding the principal investigator's responsibilities.

The Grants Office reviews all clauses of the document and calls to the attention of the unit any unusual limitations or changes to the proposal that may cause problems. The Grants Office will negotiate on questionable clauses with the funding agency prior to acceptance of the award.

After acceptance of the award by the University of Alaska Southeast, The Grants Office will return the required documents to the funding agency.

Pre-award Costs – Federal Awards

Under Uniform Guidance Subpart C, 200.209, and Subpart E, 200.458, recipients of awards may incur expenses associated with start-up of the project with prior approval:

- “Pre-award costs are those incurred prior to the effective date of the Federal award directly pursuant to the negotiation and in anticipation of the Federal award where such costs are necessary for efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the Federal award and only with the written approval of the Federal awarding agency.”

All pre-award costs are incurred at the recipient's risk (i.e., the Federal awarding agency is under no obligation to reimburse such costs if for any reason the recipient does not receive an award or if the award is less than anticipated and inadequate to cover such costs).

Assumption of Liability

The school/department may opt to assume financial liability for project expenses for up to 90 calendar days prior to receiving the actual award. The sponsoring agency will have communicated in writing a notice of intent to award. The school/department may submit set-up documentation accompanied by the Assumption of Liability Request form (available online) and provide proof of the “intent to award” by the sponsoring agency.