

UAS GM 19: UA Foundation Awards

Awards received from the UA Foundation with a funding level of \$10,000 or less will be administered at the department level, without need of approval or oversight by the UAS Grant Office.

Expenditures will be collected in funds 105010 for the Juneau Campus, 106310 for the Ketchikan Campus, and Fund 107010 for the Sitka Campus, within an org and program code structure that describes the activity the funds are being utilized for.

At the end of the activity, or no more than twice annually, the department will bill for reimbursement with the following attachments as evidence of accrued expenditures: a copy of the original award letter and a banner print screen that clearly shows the transaction detail. Per UA Foundation directions, the invoice request must be signed by the PI noted in the award, and when the reimbursement is received from the Foundation, it will be deposited to the org where the expenditures were accrued.

For reimbursement of UA Foundation funds and related forms, go to the University of Alaska Foundation website.

All standard processes, procedures, policies and regulations apply to all awards that exceed \$10,000.