



# University of Connecticut Health Center

**POLICY NUMBER 2002-38**

**February 25, 2002**

**POLICY: BUDGETS  
(RESEARCH/SPONSORED PROGRAMS)**

**PURPOSE:** To establish budget responsibility for the sponsored project budgets.

**POLICY STATEMENT:**

1. ORSP will transmit the Notice of Grant Award (NOGA) and appropriate backup documentation.
2. The budget is entered into the financial accounting system by the Office of Grants and Contracts and maintained by the responsible department administrator.
3. The Principal Investigator is responsible for managing the budget within the amount of the award as indicated in the Notice of Grant Award and in accordance with any budgetary constraints imposed by the sponsor.
4. Project funds may not be obligated until the budget has been entered into the financial accounting system. Pre-award funds may be requested.
5. Budgets must be revised based on the sponsoring agencies' adjustment of an award. The Principal Investigator is responsible for preparing a revised budget upon adjustment of an award.
6. The Principal Investigator or designee is responsible for revising budgets as per UCHC policies.

Dan Upton (signed)  
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**Chief Financial Officer**

4/10/02  
\_\_\_\_\_  
**Date**

Richard Berlin, MD (signed)  
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**Associate Dean for Research/Planning & Coordination**

4/8/02  
\_\_\_\_\_  
**Date**

Peter Deckers, MD (signed)  
\_\_\_\_\_  
**Executive Vice President for Health Affairs**

4/10/02  
\_\_\_\_\_  
**Date**

**Replaces: NEW POLICY**