

CONTROL SELF-ASSESSMENT

ADMINISTRATION OF GIFTS, GRANTS, AND CONTRACTS

1. Do procedures exist to ensure that differences between gifts, grants, and contracts are recognized and that the appropriate accounts are established in Banner?

Yes No Not Applicable

2. Are all expenditures, including payroll expenses, incurred under a grant agreement or contract reviewed for allowability by the principal investigator or another individual with suitable means of verification?

Yes No Not Applicable

3. Are there procedures to ensure compliance with all terms of the grant or contract agreement (e.g., technical and progress reports, sponsorship acknowledgment and disclaimers in publications)?

Yes No Not Applicable

4. Do procedures require the monitoring of subgrantees/subcontractees to ensure that: a) subgrants/subcontracts are awarded to other organizations only on the basis of properly completed and approved sub-award proposals filed in a timely manner; b) disbursements to subgrantees/subcontractees are approved by management and based only on properly completed reports or billings submitted in a timely manner; and c) appropriate corrective action is taken to address material problems and abuses prior to the final payment of subgrant/subcontract funds?

Yes No Not Applicable

5. Do procedures ensure that expenditures from restricted gift accounts comply with the donor's intent?

Yes No Not Applicable