Upcoming Events

Resuming Post Award Activity Upon Resolution of the U.S. Government Shutdown

With the government shutdown resolved, GCA continues to prepare and submit financial reports and invoices through the various federal systems. All federal systems are now operational. There is a backlog of final actions to be issued. GCA will resume the backlogged final actions and forward a list of the new final actions to the department as soon as possible.

NIH Letter of Credit Awards and Why the Final Action Date is Important

NIH Final Action Date

 Final Action Date is the last day that departments may post a charge to their budgets or let GCA know about a pending charge that will post so that the charge is included in the department’s final expense report. 

What does that mean?

The final expense report is a narrative summary of budget activity for the award. Departments may post charges to their budgets up to the final action date. Charges entered in the system after the final action date will not be included in the final expense report and will be subject to IDC. Charges that post after the final action date will be subject to IDC. Charges that require sponsor approval will require a PAC to be submitted to OSP to resume activity.

Questions or Comments for GCA about our web content? Feedback is welcomed! Email us at gcahelp@uw.edu

NIH Letter of Credit Payments for NIH

NIH Letter of Credit (LOC) payments are often made at the beginning of projects. Once a project has been awarded, the LOC payment may be made. GCA will not draw on the LOC account for the LOC payment until the department submits a PAC to OSP to resume activity. The LOC payment is only used to pay for costs that are subject to IDC. Any unexpended balance on restricted sub-budgets is prohibited from being re-budgeted to the parent budget without prior sponsor approval.

What do I do if I know a charge is going to come in after the FINAL ACTION DATE?

Notify GCA by sending a Grant Tracker message on the budget on or before the Final Action Date. Include the dollar amount of the charge, the sub-object code for the charge, a brief description of the charge and whether or not the charge is subject to IDC.

What will the Final Action Date be?

GCA will not know the final action date until the NIH has issued the final action. The date will vary depending on the project. The Final Action Date is the last day the department can submit a PAC to OSP to resume activity.

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Budget Names When Restricted Funding is Involved

Occasionally, GCA will receive a Funding Action that indicates that some of the funds are restricted for a specific purpose. GCA sets up sub-budgets to enable separate accounting for these restricted funds. Effective November 1, 2013, GCA will start the sub-budget title with “R”- so that it is easily identified as funding restricted for a purpose. The new sub-budget number will be indicated on the FA notification. Any unexpended balance on restricted sub-budgets is prohibited from being re-budgeted to the parent budget without prior sponsor approval.

GCA Quarterly Brown Bag Recap

About 40 campus representatives attended the GCA quarterly Brown Bag session on October 22, 2013. A lively discussion clarified a few issues around the Final Action Date. Here are just a few of the helpful questions that came up during our brown bag:

Q: What do I do if I know a charge is going to come in after the FINAL ACTION DATE?

A: Notify GCA by sending a Grant Tracker message on the budget on or before the Final Action Date. Include the dollar amount of the charge, the sub-object code for the charge, a brief description of the charge and whether or not the charge is subject to IDC.

Q: What will the Final Action Date be?

A: GCA will not know the final action date until the NIH has issued the final action. The date will vary depending on the project. The Final Action Date is the last day the department can submit a PAC to OSP to resume activity.

GCA Web Updates

GCA is constantly reviewing our web content, striving to add clarity and make information more relevant to our campus customers. We’ve recently updated the content for the Encumbrances topic.

We have also begun to publish short video tutorials for campus starting with an introduction to GrantTracker available on our Tutorials page.

Upcoming web updates will include:

- Closing
- Reporting
- The Revenue Administration Process
- Allowability
- Cost Share

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Create a Central Department Email Account to Manage Your Awards!

GCA highly recommends that each department set up a central departmental email address. This gives us— and you—a central point of contact for your budgets. This departmental email address allows GCA to reach your current staff when we need your input in supporting your awards. Once you’ve set up a central departmental email address, submit central departmental email contact information here to let us know. Use your central departmental email when submitting or responding to GrantTracker requests on your budgets.