Changes to GCA Help Phone Line
Beginning October 1st, campus will now have the option to wait on hold when all of the Grant Analysts are on other calls. If you pre-
fer, you will have the option to leave us a voicemail and we will return your call promptly.

What Can Your Department Do to Help Prevent Financial Losses?

- Begin planning for close out when a budget is established.
- Look up the Final Action Date on GrantTracker and identify it prominently on your award management calendar.
- Manage awards on a monthly basis to help identify potential challenges early!
- Communicate with your PI(s) regularly.
- Communicate with subcontractors regularly.
- Identify early on when a no-cost extension will be needed to complete the work.
- Including work being done by a sub-contractor.
- Charges incurred prior to the budget end date MUST post to the budget within that 90 day window.
- Most common late posting charges include incoming travel, ProCard charges and subcontract invoices.

Upcoming Learning Opportunities
Register for one of these introductory courses offered via the Research Administration Learning Program.
- Grant and Contract Fiscal Administration Compliance Class
- Post Award Processes, Procedures & Best Practices

GrantTracker Deficit Transfer Tool Enhancement
The Deficit Transfer tool was recently enhanced to look solely at the receiving budget Type/Class to determine if the transfer is al-
lowable. It was also enhanced to allow departments to process up to 3 deficit transfers during the life of a budget. Previously the tool
only allowed departments to process one deficit transfer per budget and would not allow a deficit transfer onto any sub-budget even
if their budget Type/Class was allowable to receive a deficit transfer. If you are unable to complete a transfer using the Deficit Transfer tool, please use GrantTracker’s “Ask a Question or Submit a File” button to contact GCA for assistance or call GCA at 206.616.9995.

GCA Quarterly Brown Bag Wrap
Topics discussed: Reporting to sponsors, TRANSPASU/Rebudgeting, Reverse Expenditures, the Final Action Date and the NIH
deadline enforcement.

Post Award Training Grant Information on the Office of Research Webpage
GCA, Office of Research and campus partners have collaborated to update the Post Award section of the Office of Research Trai-
ned Grant webpage: https://www.washington.edu/research/topics/training-grants/topic/?/topics/training-grants/topic/ Your UWNetID is required to login.

Are there any topics you’d like to see discussed?? Please e-mail gcahelp@uw.edu

Upcoming Events
Monthly Research Administrators Meeting (MRAM)
http://f2.washington.edu/fm/gca/mram

Questions or Comments?
Website: http://f2.washington.edu/fm/gca
Email: gcahelp@uw.edu
Phone: 206.616.9995

THIS NEWSLETTER WAS SENT BY:
The Office of Grant and Contract Accounting, Box 351122, Seattle WA 98105-1122