Tuesday Tips is a new outreach effort by OGCA. The idea behind Tuesday Tips is to convey tips, tricks and other helpful information around the area of research administration. Our goal is to post on (almost every) Tuesdays. If there is something you would like to see covered on Tuesday Tips, email: <u>UAF-GCReATE@alaska.edu.</u> For more Tips visit OGCA website.

Awards with F&A: DO NOT manually enter F&A as a line item. Select Tools, Options: Calculate Information Now. Verify indirect amount is correct and matches approved proposal/award. Adjust amount if needed and add account code 7001 to Indirect Cost line.

Enter appropriate revenue code and amount. Revenue codes can be found at: <u>http://www.alaska.edu/controller/acct-</u> adminmanual/account-codes/Expenditure-Revenue.pdf

Budget Revisions/ Adjustments: When making changes to budgets, FRABUDP entries should always include F&A (if applicable) and Revenue. Decreases should be entered first and increases second.

For Match budgets please note: Account Code 9982, matching grant revenue did not exist prior to FY17, so Budget Begin Date in FRABUDP entry must be 7/1/16 or later for any match funds set up prior to FY17.

More information can be found on our website and in this presentation: here <u>https://www.uaf.edu/ogca/lifecycle/5-award/FRABUDP.pdf</u>