

OFFICE OF CONTRACTS AND GRANTS

Regulatory Checklist - Federal Sponsors

Z 140340

Adm Code OUC

Account No.: 5 -25478 Principal Investigator(s): Rizkalla
 Sponsor: NSF Cost-Sharing Required?: Yes No

Questions regarding these regulations and prior approval procedures can be addressed to your Contract Manager or the College Business Officer.

All post award prior approval requests must be routed through the Office of Contracts and Grants. The agency should not be contacted directly.

C&G Ref.# FDP-IV University (U) or Agency (A) Approval NSF * Fastlane Code

Prior Approvals Requirements & Other Restrictions:

Salaries & Wages	Change in "Key Person" (PI or Project Director)	25.b(2)	A	R
	Continuation of work for a consecutive period > 3 mos. without participation of PI OR a 25% reduction in time on project	25.b(2)	A	R
	Short term Absence of the PI (up to 3 months)	312.3**	U	N
	2/9 limit on summer pay per 12-month period for senior investigator(s)	611.1**		
Domestic Travel	Lowest available commercial discount airfare must be obtained	A21		
Foreign Travel	Lowest available commercial discount airfare must be obtained	A21		
	U.S. flag air carriers must be used if available	Appendix B		
	Any change to foreign travel budget	AD	A	R
Equipment	Any special/general purpose equipment (\$5K or greater) NOT used PRIMARILY in the actual conduct of research IS UNALLOWABLE	27.a.iii		
	SCREENING: Departmental - \$5K to \$10K ; University - \$10K or more	UAP		
	Equipment title vests with NCSU	34		
	Title to federally owned property remains vested in the Federal government	A110		
	Agency retains the right to transfer title of equipment	34		
	General purpose equipment, such as a personal computer, is not eligible for support unless primarily or exclusively used in the actual conduct of scientific research	GPG		
Subcontracts	Subcontracting a significant portion of the work to a third party not listed in award document	25.b(4)	A	R
Other	Special rearrangements/alterations or capital expenditures for facilities under \$25,000	621(b)**	U	
Direct Costs <small>if not specifically identified in approved budget)</small>	Special rearrangements/alterations or capital expenditures for facilities \$25,000 or more	621(b)**	A	R
	Scholarships and student aid	A21	U	
	Property insurance costs	A21	U	
	Termination costs on sponsored agreements	A21	U	
F&A Cost	Rebudgeting to/from equipment and tuition affects F&A cost recovery			

Other Prior Approvals Required by Agency:

Changes in scope or objectives of project	25.b(1)	A	R
First no-cost extension of final budget period with at least 10 days notification prior to expiration of the award (if greater than 12 months, Agency approval is required)	25.c(2)	U	N
Second & subsequent no-cost extensions must be requested at least 45 days prior to expiration of award	253.3(b)**	A	R
Transfer of funds budgeted for training allowances or participant support to other budget categories	Article 13	A	R
Any change to participant support costs budget	AD	A	R
Must notify NSF when grant funds are expected to exceed project requirements by the greater of 5% or \$5,000	322**	U	N
Significant changes in Methods/Procedures	311.2**	U	N
Changes to amount of cost sharing listed in approved grant budget	Article 2	A	R
Pre-award costs incurred more than 90 days prior to the project begin date	25.c(1)	A	R

Other Restrictions & Requirements:

All costs must be reasonable, allocable, allowable and applied consistently in like circumstances	A21		
Consultant Services should not exceed the Executive Schedule Level IV Federal employee salary	616.1(c)**		
Carry-forward of unobligated balances (except the final budget period) is automatic	25.c(4)		
Transfers of non-salary expenses must be completed within 120 days of date initially incurred	UAP		
Transfers of salary expenses must be completed within 120 days of academic period	UAP		
Effective date of grant will not be changed unless justified by exceptional circumstances	253.1**		
Retain all supporting documentation for three (3) years after final Federal Cash Transaction Report is submitted	53		

IT IS RECOMMENDED THAT THIS CHECKLIST BE PLACED IN THE ACCOUNT FILE

nicles - Agency Specific Regulations (10/04) C&G Review: 9/13/05 Date Mailed: 9/14/05 Special
 AP - University Administrative Procedures ** - Grants Policy Manual 8/02
 PG - Grants Proposal Guide
 D - Award Documentation
 DP - Federal Demonstration Partnership Agreement (04/05) http://www.nsf.gov/home/grants/grants_fdp.htm/

Note: The format of this regulatory checklist has been modified to ensure consistency with the terminology used by NSF FastLane. The modification consists of the addition of a new column (NSF FastLane) which identifies notification to NSF with an "N" and a request of NSF with an "R"