Q: Which policy requires that I receive notification?
A: The most specific guidance from the federal government on cost transfers is in the NIH Grants Policy Manual under section 7.C. Post Award Financials, which states: Receivers must maintain documentation of cost transfers, pursuant to 45 CFR 75.364, and must make it available for audit or other review (see section 3 of this policy). Costs transferred to NIH grants by recipient, convener-participants, or contractors, under a grant, that do not result in correction of errors or misappropriation entitling the grantee to cost recovery may not be charged to a government grant unless the recipient has systems in place to detect such errors within a reasonable time frame; such systems must be in place before the project is awarded to the recipient. The recipient must have systems in place to detect such errors within a reasonable time frame; such systems must be in place before the project is awarded to the recipient. The recipient should explain to the awarding agency how the error occurred and a certification of the correctness of the new accounting may be required. Awards must be made “to correct error” or “to transfer to correct project” is not sufficient. The transfers must be supported by documentation that fully explains how the error occurred and a certification of the correctness of the new accounting may be required. The recipients are encouraged to evaluate the need for improvements and to make whatever improvements are deemed necessary to prevent recurrence. Frequent errors in recording costs may indicate the need for accounting system changes, training, or policy revisions. The recipients are encouraged to evaluate the need for improvements and to make whatever improvements are deemed necessary to prevent recurrence. Frequent errors in recording costs may indicate the need for accounting system changes, training, or policy revisions. The recipients are encouraged to evaluate the need for improvements and to make whatever improvements are deemed necessary to prevent recurrence.

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