The course provides an overview of UC San Diego travel policy and procedure, Thursday, July 29, 2021 @ 9:00am - 11:00am. Our instructors will review these topics, provide a live tutorial, and host Q&A.

For more information, please visit the UC San Diego Travel site or contact your Travel Coordinator. If you have any questions or need assistance, please contact us at

- Travel Coordinator: plans@concur.com
- Program Graduate Coordinator: Graduate Student Fellowship Stipends

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Central Campus Assessments in the General Ledger

For FY21, the following central campus assessments were transacted in the General Ledger:

- Central Admin DI Assessment
- Supporting Activities (ASSA) Administrative Overhead
- Central Administration Differential Income (DI) Assessment

The restricted balance in the Financial Resources may not be expended until prior approval is obtained from the NIH Grants Management Specialist (GMS). The condition will state whether the grantee has automatic carryover authority, or if approval is required by the NIH awarding Institutes and Centers. Note the project will state whether the grantee has automatic carryover authority, or if approval is required by the NIH awarding Institutes and Centers. Note the project.

In the event that additional time is needed to fulfill the closeout requirements, a no-cost extension should be requested with the Office of Contracts and Grants Administration (OCGA). In the event that additional time is needed to fulfill the closeout requirements, a no-cost extension should be requested with the Office of Contracts and Grants Administration (OCGA).

It is crucial that UCSD submits final financial reports in a timely manner. Please submit your final financial reports to the NIH grantee office as soon as possible. We can request draw down for any pending expenses reported on the Financial Expense Reports.

Changes / Backlog

As OFC stabilization continues in FY22 and beyond, work groups will explore options in this area. In the meantime, work groups will explore options in this area. In the meantime,

However, the basis for ASSA Administrative Overhead and Central Administration Differential Income (DI) Assessment in FY21 is adequate, will notify the recipient of the approval. The recipient must also describe what action is being taken by the recipient to preclude future late payments. Recipients are required to submit documentation of the approved no-cost extension request to the NIH awarding Institutes and Centers.

The Office of Contracts and Grants Administration (OCGA) is responsible for tracking and reporting directly to the NIH awarding Institutes and Centers. The Office of Contracts and Grants Administration (OCGA) is responsible for tracking and reporting directly to the NIH awarding Institutes and Centers.

In the event that additional time is needed to fulfill the closeout requirements, a no-cost extension should be requested with the Office of Contracts and Grants Administration (OCGA). In the event that the NIH awarding Institutes and Centers requires further information, please contact your OCGA Representative.

To submit your final financial reports, please follow these instructions:
1. Download the Final Expense Report (FER) from the NIH grants management system.
2. Review the FER for accuracy and completeness.
3. Submit the FER to the NIH awarding Institutes and Centers.
4. Contact your OCGA Representative for guidance on submitting the FER.

If you have any questions or concerns, please contact your OCGA Representative. The OCGA Representative will work with you to ensure your final financial reports are submitted in a timely manner.

In accordance with NIH policies, any unobligated funds must be returned to the NIH grantee office. If unobligated funds are not returned, the NIH awarding Institutes and Centers may assess penalties or other actions.

Unobligated Funds

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