



OFFICE OF SPONSORED RESEARCH

BROWN BAG

Small-Group Participation
Open-Forum Discussions
Get Your Questions Answered!

Summary of Discussion Point Takeaways from March 11, 2014 Brown Bag

What You Need to Do Differently During Closeout Due to Changes With How Federal Agencies* Pay Stanford (*Such as NIH, NSF, Dept of Education)

What is a “drawdown”?

- It is when Stanford accesses a particular Federal system to “draw” the funds and transfer to Stanford.

What is the “drawdown” amount based on?

- The drawdown amount is based only on what has been invoiced. Invoices are based on posted expenses/transactions.

What do these changes made by the Federal agencies mean?

If expenses and transactions are not posted in a timely manner, then you run the risk that you will not get the funding.

- If expenses/transactions are not posted, then Stanford cannot “draw down” the funds.
- If expenses/transactions are posted after the closeout deadline (typically 60-90 days after the project end date), then Stanford may not get those funds.
- If the award is in overdraft, then invoices cannot be processed and no funds will be drawn.
- Departments will need to have all transactions (including removal of overdraft) posted at least 30 days prior to the closeout deadline to ensure the final drawdown is processed 📅

• What are examples of Letter of Credit Sponsors who follow this process?

DEPT OF AGRICULTURE	DEPT OF INTERIOR	NEH
DEPT OF COMMERCE	EPA	NIH
DEPT OF EDUCATION	NASA	NSF
DEPT OF ENERGY		

It’s Your Forum! Bring any questions you may have about your proposals or contract and grants that you are currently working on.

- If the PI is cost-sharing salary, which box should be checked in SeRA (cost share-in kind or cost share-cash)? Answer: cost share-in kind.
- Other discussions were about specific proposals and awards