



Temporary Release of Sponsored Project Funds or Temporary Extension # 2320.100

INITIAL EFFECTIVE DATE: February 11, 2004	LAST REVISION DATE: March 29, 2021	RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT Office of Research and Economic Development
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POLICY STATEMENT

For projects funded under expanded authorities, temporary release of funds will be approved for the 90 day period immediately preceding the award’s effective start (or continuation) date. For projects not funded under expanded authorities, a temporary release of sponsored project funds where the award documentation is not fully executed (or where a continuation from the sponsor for an existing project has not been received) shall be allowed only where there is a high degree of certainty that a sponsored project award will be executed (or that the project continuation will be received) and only those funds necessary for the commencement (or continuation) of the project so that project deadlines may be met will be released. If, for any reason, an award (or continuation) is not later executed for the project, the PI’s department, center or college must reimburse the University for all expended funds.

SCOPE

University Community (faculty, staff and students)

REASON FOR POLICY

N/A

DEFINITIONS	
TERM	DEFINITIONS
Expanded Authorities	Certain federal grants and cooperative agreement awards provide the University Expanded Authorities. These awards allow the University to authorize certain administrative changes to a sponsored award without advanced sponsor approval required. These authorizations may include allowances for 90-day pre-award costs, minor re-budgeting between cost categories, and a single no-cost extension.



ORED	“ORED” is the Florida International University Office of Research and Economic Development.
PI	“PI” is the principal investigator.

ROLES AND RESPONSIBILITIES

N/A

RELATED RESOURCES

ORED Policy - Negotiation and Execution of Sponsored Project Awards.

CONTACTS

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Miami, Florida 33199
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HISTORY

Initial Effective Date: February 11, 2004; Office of Sponsored Research Administration Faculty/Staff Guide for the Administration of Externally Funded Projects, INTERIM VERSION
Review Dates (*review performed, no updates*): N/A
Revision Dates (*updates made to document*): March 18, 2009; March 29, 2021



Temporary Release of Sponsored Project Funds or Temporary Extension #2320.100a

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PROCEDURE STATEMENT

PIs may experience difficulties in starting or continuing a project, particularly personnel appointments needed for the project, when an award or continuation is assured by the sponsor but the arrival of the documentation from the sponsor is delayed. ORED may approve a temporary release of funds or extension in those situations.

For Expanded Authority awards or continuations: Federal awards that will be awarded under Expanded Authority Terms and Conditions allow pre-award spending within the 90 day period immediately preceding the award’s effective date. Any period greater than 90-days would require the Federal agency’s prior approval. Any awards that will not be awarded under Expanded Authority Terms and Conditions will require sponsor approval prior to pre-award.

In all instances, whether for an Expanded Authorities award or otherwise, the PI may request pre-award spending by submitting to ORED the Pre-Award Release of Funds Form explaining why the funds are needed early, a pre-award budget for the amounts anticipated to be needed up to the estimated date of receipt of the award from the sponsor, the pre-award start date, and a guarantee statement that the department, center or college will cover all expended funds if for any reason the award is not made to the University, specifying which University College or Department ID will be used to cover those funds. The Pre-Award Release of Funds Form must be signed by the Principal Investigator and Dean’s Office representative. Pre-award costs are only approved when it is clear that pre-award spending is necessary for the effective and economical conduct of the project and the costs requested are no more than 20% of the expected award amount or the amount necessary to carry essential project costs for ninety days.

Investigators should include as an attachment to the request any relative correspondence they may have from the awarding agency indicating that an award or continuation is going to be made to the University.