



## **Budgeting Policy for Sponsored Program Awards**

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### **Policy Statement**

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It is the policy of Adelphi University that all costs proposed or incurred on sponsored projects comply with sponsor terms and conditions, Adelphi policies and procedures and applicable Federal, state and local regulations. At Adelphi, the Office of Research and Sponsored Programs works closely with Principal Investigators (PI's) and their staff to develop sponsored program budgets.

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### **Reason for Policy**

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The purpose of this policy is to provide basic guidance to PI's and their staff in development of sponsored program budgets that are in compliance with sponsor requirements and University policy.

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### **Who is Governed by this Policy**

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Faculty, Staff

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### **Policy**

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Refer to Budget and Expenditure Monitoring Policy, in the Financial and Administrative Reference Guide (page 24)

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### **Definitions**

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### **Procedures**

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This policy does not have procedures associated with it at this time. Upon periodic policy review this area will be evaluated to determine if additional information is needed to supplement the policy.

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## Forms

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This policy does not have forms associated with it at this time. Upon periodic policy review this area will be evaluated to determine if additional information is needed to supplement the policy.

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## Related Information

[Grant Administration](#)

## Policy Owner

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## Secondary Contacts

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## Document History

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- Last Reviewed Date: 12/14/17
  - Last Revised Date: 12/14/17
  - Policy Origination Date: Not known
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## Who Approved This Policy

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Michael J. McLeod, Assistant Vice President & Budget Director

## Tags

Research, Faculty, Staff