

Preaward Spending or Temporary Spending

The release of funds prior to receiving the official notice of award from the agency is referred to in PeopleSoft as a temporary project type. This process is managed in the same manner as a regular award set up using the 4.0 Award Set Up script. The difference in the temporary spending setup and a normal award setup is the contract and billing plan will not be processed at this time. Once the official notice of award is received from the agency the grants officer will return to the contract and complete the set up process.

The basic steps for establishing a temporary project are:

1. Establish the F version of the proposal
2. Submit and approve the F version of the proposal
3. Generate the award. (NOTE: **DO NOT** CLICK THE PREAWARD SPENDING CHECKBOX)
4. Establish the project as a TEMP project type.
5. Establish the project budget for the amount of temporary spending you want to allow. Be sure to include the correct chartfields for release of the temporary budget. This would include releasing FACADM correctly for the amount of direct budget you are releasing.
6. If the award will be non cost reimbursable, navigate to the contract rate template field (Customer Contracts > Create and Amend > General Information > Contract Lines tab > Projects subtab > Projects hyperlink). Click the correct history button in the lower right hand side of the page; select the rate template of NOBIL. Save the page.
7. Once the official notice of award is received from the sponsor, return to the award, contract, project and project budget and complete the necessary information according to the terms of the award. Be sure to complete the bill plan and the revenue recognition plan for the contract.
8. Weekly run the temp project query for your business unit to track and manage the temporary project spending. NDU_GM_TEMP_STATUS

A temp project will spend exactly like a regular project. It will load transactions to the KK tables (ledgers), the GL and to the project resource. A principal investigator could run a PI report on a temporary project.