Grants & Contracts Accounting
Managing Cost Share Projects in the New G & C Accounting System

The new Grants Management (GM) System reports Cost Share Obligation on the "Fund" Demographics Panel. The amount of the budget to be reflected in the cost share projects is to represent the funded amount available to spend (plus amounts already expended). A comparison of the total amount budget (including State funded cost sharing and GTRC funded projects) to the obligation will indicate the amount of additional funding required.

Adjustments have been made to existing Cost Share Projects to recognize these new budget and reporting procedures.

The new Grants Management (GM) System obtains contract information directly from the OSP Data base. Since all projects with Cost Sharing requirements must be managed by OSP, the GM System receives all authorized Cost Share/Matching information at the time of the award or any subsequent amendment. Upon completion of an agreement by OSP, Project Numbers are assigned. If there is a contractual Cost Sharing requirement a Cost Sharing Project number will be assigned.

The amount of the Cost Sharing requirement is entered into the Project Demographic section of the GM Project files. Cost Share budgets are added to the GM System project files as they are entered into the PeopleSoft General Ledger System. The budgets will only reflect the amount of funds budgeted. Exception reports will be prepared to compare the Cost Share Obligation to the Cost Share budget amounts to identify instances where additional funding needs to be provided.

All cost share projects, including projects funded by GTRC, will be linked to the main project for reporting purposes. The GM System is designed to prepare Cost Share reports on a regular basis.

Initiating Cost Share Budgets

Upon initiation of a new award with a Cost Share obligation, the responsible unit financial manager should identify the source of the cost share funding and complete arrangements to secure the funding and establish the budget in the General Ledger system. If funding will to provided by State funds, the budget would be established with your unit Budget Office Analyst. If funding is to be provided by a GTRC grant, appropriate notification should be prepared by OARS and a separate GTRC funded sponsored project will be established. G&C Accounting will take this action to initiate the project upon receipt of notification by OARS and link the project to the main project.

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Other Institutional Support for Sponsored Projects

Occasionally, OARS provides funding that is related to a sponsored project that does not have a Cost Sharing obligation identified in the agreement by OSP. This type of funding is not recognized by OSP, and therefore will not be accounted for in the Grants Management System, which derives data from OSP. If such funding is to be provided by State funds, the Project and budget would be established with the unit Budget Office Analyst. These projects will not be recognized in the GM System.

If funding is to be provided by a GTRC grant, appropriate notification should be prepared by OARS and a separate GTRC funded sponsored project will be established. Upon receipt of notification of the award by OARS, G&C Accounting will assign a Project number and budget based on the award document. These Projects will be reported in the GM System as GTRC awards, but they will not be linked to the main project as cost sharing.

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