
PROGRAM INCOME meets new UNIFORM GUIDANCE 200.80 regulation.

I. Purpose:

To provide a policy regarding the administration of income generated by sponsored agreements.

II. Applicability:

This policy applies to all federal and non-federal sponsored agreements (sponsored projects, contracts, and other agreements). These requirements are applicable from proposal preparation/submission to award close-out.

III. Policy:

Program income generated during the life of the federal award shall be treated according to Uniform Guidance 200.307. Since many non-federal sponsors may have requirements regarding program income, principal investigators should contact the Office of Sponsored Projects for assistance.

IV. Definition:

Program Income means gross income earned by the non-Federal entity that is directly generated by a supported activity or earned as a result of the Federal award during the period of performance except as provided in UG sub section 200.307 paragraph (f). Program Income includes but is not limited to income from fees for services performed, the use or rental or real or property acquired under Federal awards, the sale of commodities or items fabricated under a federal award, license fees and royalties on patents and copyrights, and principal and interest on loans made with Federal award funds. Interest earned on advances of Federal funds is not program income. Except as otherwise provided in Federal statutes, regulations, or the terms of condition of the Federal award, Program income does not include rebates, credits, discounts, and interest earned on any of them. See also prior written approval 200.407 (prior approval).

- A. In the event that the sponsoring agency does not specify how program income is to be used in its award stipulations, please consult the Office of Sponsored Projects to determine which method applies.

V. Identification of Program Income in the Proposal:

The principal investigator must include in the proposal how program income will be generated and spent.

VI. Reporting and Accounting for Program Income:

When program income is anticipated, the principal investigator will request that the Office of Sponsored Projects create a project in grants where checks/cash will be deposited. Upon receipt of checks/cash for program income, the principal investigator must complete a university deposit slip, attach all checks, and forward them to their analyst in the Office of Sponsored Projects who will process them and forward them to the appropriate office for bank deposit. The checks/cash will be deposited in the appropriate project using the deferred revenue account code (2240). These funds will be used in accordance with the terms and condition of the award and in some instances as permitted by the sponsor when not originally determined.