



Tuesday Tips is a new outreach effort by OGCA. The idea behind *Tuesday Tips* is to convey tips, tricks and other helpful information around the area of research administration. Our goal is to post on (almost every) Tuesdays. If there is something you would like to see covered on *Tuesday Tips*, email: UAF-GCReATE@alaska.edu. For more Tips visit [OGCA website](#).

What is a Supplement, Supplemental Proposal or Supplemental Funding?

Supplements are mechanisms to continue a project with more time and money awarded. The provisions of the award agreement determine whether a new Banner G# is required for the continuation period, or if the same Banner G# can be extended throughout the project or competing segment.

Supplement (sometimes called incremental award): An increase in the amount of funding by the sponsor to an existing award. Supplemental funding increases the award and extends the award period. The grant/contract award number remains the same and separate cash accountability is not required.

Supplemental (budgeting or modification) Proposal - A request to the sponsor for the additional funds for an ongoing project during the previously approved performance period. A supplemental proposal may result from increased costs due to modifications in design or a desire to add a closely related component to the ongoing project.

Supplemental Funding - Increased costs, modifications in design, or a desire to add a closely related component to the ongoing project - all within the previously approved performance period - may result in a request for supplemental funds from the sponsor. A supplement may be subject to a

different F&A cost rate than the parent award. If so, determine any specifications or restrictions are identified and if a new Banner G# must establish and assigned.

How do specific agencies handle *Supplemental Funding*?

Principal investigators (PIs) with existing National Science Foundation or National Institutes of Health funded projects may request supplemental funding from these organizations.

National Science Foundation (NSF)

NSF program officers may approve up to 20% of the award amount of an existing NSF grant without a request for outside review (only internal NSF review is needed). A PI should discuss supplemental funding with their NSF program officer prior to submitting a request. Requests may be submitted anytime during the fiscal year.

- NSF Supplemental Funding - Supplements can be made under an existing NSF award or within a proposal for a new or renewal NSF award. The Principal Investigator should consult with the Program Director of his/her particular NSF award.
 - Research Experiences for Undergraduates (REU) Supplements
 - Research Experiences for Teachers (RET) Supplements
 - Veterans Research Supplement (VRS) Program
 - Career-Life Balance Initiative

National Institutes of Health (NIH)

Administrative supplemental funds are available to cover the cost of necessary items unanticipated at the time an original application was submitted. The requested award budget cannot exceed \$150,000 in direct costs, must be completed within the approved project period of the parent award, and stay within the original Council-approved scope of the parent award. PIs are encouraged to discuss eligibility for administrative supplemental funds with their NIH program officer.

- NIH Administrative Supplement Information
- NIH NIAID Supplements to Grants Q&A

How does OGCA handle *Supplemental Funding*?

Information regarding Supplemental Funding can be found at: <https://www.uaf.edu/ogca/lifecycle/4-submission/fraprop/> (see section on *Data entry procedures for FRAPROP*). Requests for additional funding on an existing project are processed through OGCA. Typically, the following information is required.

- Budget
- Statement/Scope of Work for the additional effort
- updated certification for all compliance issues (if necessary)

If there is additional information requested by the sponsor/agency, OGCA will work with you.