



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 Prior Approvals are Required?

Sponsor Prior Approvals - Expenses for certain budget categories may require Sponsor prior-approval for allowability ****BEFORE**** they can be charged to a fund. Most common pre-approvals include:

- Change in PI or change in PI effort
- Equipment purchase, if not originally budgeted
- Foreign Travel
- Change in Scope of Work
- Budget changes affecting more than 10% of the budget
- Changes in cost share commitment
- Addition of Program Income
- Addition of a Subcontractor if not part of the original agreement

Additional information can be found at:

<https://www.uaf.edu/ogca/lifecycle/6-management/index.php>