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**UNIVERSITY of VIRGINIA**  
*Office of Sponsored Programs*

**To:** [REDACTED]

**From:** *Vonda Durrer, Director of Award Management and Accounting*

**Date:** *September 17, 2009*

**RE:** *Sponsored Programs Deficits*

Listed below are sponsored program awards in your area that have been in deficit for 60 or more days. University procedure (<http://www.virginia.edu/finance/polproc/proc/8-30.html>) requires that this final notice be shared with the Chair, Division Head or Director. I understand that this may be the first time you have seen this information, although the appropriate administrator should have received two prior notices as well as a copy of this final notice. We wanted to make you aware that if the deficit is not corrected within 10 days, OSP will be moving the overages to Departmental F&A awards in accordance with Sponsored Programs policy, <http://www.virginia.edu/finance/polproc/pol/viic2.html>.

In the case of clinical trials, OSP will allow budget overruns to occur throughout the life of the project. However, it is the responsibility of the department to monitor these balances to insure appropriate billing and payments have been processed. OSP will take action on clinical trials under the following circumstances:

1. If the trial has ended and the award/project has reached its final notice and no action has been taken by the department to clear the deficit.
2. If the deficit balance appears excessive or unreasonable and no documentation for the balance has been produced by the department.

If you have any questions please feel free to contact me via email at [osp-deficits@virginia.edu](mailto:osp-deficits@virginia.edu).

**Note:** While reviewing this information, please bear in mind that budgets are tied to both the award and the project. While the awards listed below may have sufficient funds overall to cover the deficits shown here, re-budgeting between projects may be necessary. If re-budgeting is needed, an SP-23 form should be processed through the appropriate channels, and with reference to the appropriate Sponsored Programs Procedure, as follows: <http://www.virginia.edu/finance/polproc/proc/8-15.html> .

CC: Vonda Durrer, Director of Award Management and Accounting

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*1001 North Emmet Street, PO Box 400195, Charlottesville, VA 22904  
Phone: 434-924-4270 Fax: 434-982-3096*

*Award Org: 41200 MD-RADL Rad Research*

<i>Notice</i>	<i>Award</i>	<i>Project</i>	<i>Project PI</i>	<i>Deficit</i>	<i>Comment</i>
<b>FINAL</b>	GI10442	112403	[REDACTED]	(\$30.76)	Dept is in the process of clearing deficit per Danielle Richardson
<b>FINAL</b>	GI12600	132010	[REDACTED]	(\$19,846.22)	Payment expected soon per Danielle Richardson
<b>FINAL</b>	GI10064	111590	[REDACTED]	(\$35.71)	Active Clinical Trial
			<b>Total:</b>	(\$19,912.69)	