



ADMINISTRATIVE POLICY
STATEMENT

Policy Title: Sponsored Project Revenues

APS Number: 1005

APS Functional Area: FISCAL

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| Brief Description: | Sets forth the authority and responsibility for identifying external funding that is required to be accounted for as sponsored project revenues. |
| Effective Date: | January 17, 2013 |
| Approved by: | President Bruce D. Benson |
| Responsible University Officer: | Vice President and Chief Financial Officer |
| Responsible Office: | Office of University Controller |
| Policy Contact: | The appropriate campus Controller, who will consult with the University Controller as appropriate, will respond to questions and provide guidance regarding interpretation of this policy. Any exceptions to this policy must be approved by the University Controller. |
| Supersedes: | APS Sponsored Project Revenues dated February 1, 2008 |
| Last Reviewed/Updated: | January 17, 2013 |
| Applies to: | All campuses |

Reason for Policy: This policy sets forth the authority and responsibility for identifying external funding that is required to be accounted for as sponsored project revenues.

I. INTRODUCTION

This policy sets forth the authority and responsibility for identifying external funding that is required to be accounted for as sponsored project revenues.

This policy applies to all employees, associates, affiliates, and other individuals.

II. POLICY STATEMENT

Sponsored Project revenues arise from *awards* from an external sponsor that both restricts the use of funds or property and stipulates conditions with which the university must comply. All *sponsored project* revenues are required to be recognized in accordance with this policy and related procedures.

If an *award* meets the criteria specified in the Revenue Definition and Recognition procedures, then it is likely a *sponsored project* and the organizational unit/CU Foundation/supporting foundation will forward the document to the campus sponsored projects office. The campus sponsored projects office makes the final determination, in consultation with external sponsors, as applicable/needed.

If the campus sponsored projects office determines that the *award* is not a *sponsored project*, then they will direct the *organizational unit* to the campus accounting office to establish the appropriate non-sponsored project fund.

III. PROCEDURES, FORMS, GUIDELINES, AND RESOURCES

A. Related Procedures

Procedures for defining qualities of sponsored project revenues, for deposit and fund accounting, and for accounting recognition are all found in the relevant procedural statements in the University of Colorado Accounting Handbook:

- Revenue Definition and Recognition procedures

B. Resources

- Educational resources including guides, training notifications, and newsletters are announced and available on the Office of University Controller (OUC) [website](#).

IV. DEFINITIONS

Italicized terms used in this Administrative Policy Statement are defined in the [policy glossary](#).

V. HISTORY

Supersedes: APS Sponsored Project Revenues dated February 1, 2008

Revision: APS Sponsored Project Revenues dated November 1, 2005

Original: Accounting for and Deposit of Funds for Non-Government Gifts, Grants and Contracts dated April 1, 1986

VI. KEY WORDS

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| Sponsored, project, revenues, external funding, foundation, research |
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