



Policy: Cash Management for Federally Sponsored Programs	Policy No: S3.3
Policy Developer(s): Sponsored Research; Controller's Office	Original Date: May 18, 2018
Last Review Date:	Approval Date: October 17, 2019

- I. **POLICY:** Pursuant to [45 CFR 75 Uniform Administrative Requirements, Cost Principles and Audit Requirements for HHS Awards](#) and [2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#), John Carroll University (“the University”) limits the spending of federally funded sponsored awards, including Health and Human Services (HHS) funding, to the amounts budgeted in the grant agreement that cover allowable project costs. The drawdown of funds for HHS awards are made using the Payment Management System (PMS). Drawdowns for HHS awards occur on a reimbursement or “as needed basis” for services and operational expenses carried out for the approved project. These drawdowns are made on a monthly or quarterly basis determined by the actual immediate cash requirements of the project. Drawdowns are not made to cover future expenditures.
- II. **PURPOSE:** The purpose of this policy is to ensure sound cash management practices for federally sponsored projects.
- III. **SCOPE:** Drawdowns for HHS awards are managed through the Controller’s Office by the Manager of Endowment and Grant Accounting or his/her designee.
- IV. **CROSS REFERENCES:**
- A. [University Policies](#), including but not limited to
 - 1. Sponsored Research Policies
 - 2. Bank Account Reconciliation
 - B. Federal Regulations, Statement, and Mandates
 - 1. [45 CFR 75.302](#)
 - 2. [45 CFR 75.305](#)
 - 3. [2 CFR 200.302](#)
 - 4. [2 CFR 200.305](#)
 - 5. [HHS Grants Policy Statement](#)
 - 6. [HRSA Legislative Mandates in Grants Management for FY 2018](#)

This policy will next be reviewed five years from its date of last review.