To: President David Wain Coon  

From: Planning and Resource Allocation Committee (PRAC)  

CC: Peggy Isozaki, Director of Fiscal Services  

Date: April 11th, 2012  

Re: Projects Funded: Closing the Feedback Loop  

An issue was raised and discussed in recent PRAC meetings concerning closing the loop regarding a previous year’s recommendations that had been put forward by the committee. The Committee recommends that disciplines or departments receiving allocations should expect a memo with language about spending limitations (see below) and verification via the following year’s program review.

PRAC also recommends that:

1) All funds allocated for a specific project may only be used for the project funded.

2) Up to 10% of a total project allocation may be moved within budgeted line items of that project only.

3) This language 1) and 2) be included on all funding notices and reports.

If this meets with your approval, PRAC will forward this to the administrative assistant in charge of sending out allocation notices.

Thank you!