The first quarterly reporting period for ARRA awards (start dates up to and including September 30, 2009) is rapidly approaching. To ensure that awards are set-up and data is captured for required awards, departmental administrators are reminded to use the E-RAS (Electronic Request for Authorization to Spend) mechanism to establish a fund number where circumstances permit.

The E-RAS form is available at: http://www.research.ucla.edu/ocga/forms/eras.htm. UCLA Policy 920 is available at: http://www.adminpolicies.ucla.edu/app/Default.aspx?id=920 and provides further information about the circumstances under which it is acceptable to expend funds prior to receipt of an award.

For more information or questions about use of the E-RAS, please contact your C&G Officer or Grant Analyst. For questions about ARRA quarterly reporting requirements, please contact the ARRA Help Desk at: ARRAHelpline@research.ucla.edu or x40548.

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