### Restricted Fund Accounting

### Restricted Budget Control (5.11.11)

**POLICY**

The Grants Accounting Office shall review the internal forms detailed below in the procedures section for accuracy and fund availability. The Financial Analyst III in Grants Accounting will review certain personnel documents for correct fund, organization, account and program (FOAP) numbers, fund availability, period of availability (transaction will occur during the grand period) and adherence to the awarding agency’s guidelines when the documents indicate that any portion of the salaries will be paid from restricted funds.

**REFERENCES**

University Position Requisition Form  
Personnel Action Request Form (PARF)   
Appointment Recommendation Form  
Notice of Summer Appointment Form  
Overtime Authorization Form  
Extra Service Pay Form  
Request for Work-Aid Student Services Form  
Authorization to Credit Student Account Form  
Transfer Voucher Form  
Travel Requisition Form  
2.11 - Budget Control

Revised 1/10