



POLICY

Certified Proposal Budgets

Topic: Sponsored Awards Admin	Department: Grants	Policy No: 5.30.02	Effective Date: 12/26/14	Page No: 1 of 1
---	------------------------------	------------------------------	------------------------------------	---------------------------

Purpose: To provide guidance regarding the instances when budget proposals for certain federal sponsored awards must be certified.

Policy:

1. It is the policy of Boyce Thompson Institute for Plant Research (BTI) that when a sponsor requires further certification of the proposed budget the Vice President of Finance and Operations must review and verify that the budget information is accurate, complete, and current as of the date of submission.
2. When this certification is required, the Grants Manager will confirm the following items:
 - The cost estimates in the proposal conform with established BTI guidelines (see 50.20, Proposal Budgets Policy) and also in accordance with OMB Circular A-122, A-110 (prior to 12/26/14), and 2 C.F.R. 200 Uniform Administrative Requirements for Federal Awards (effective 12/26/14), as well as the specific proposal solicitation.
 - The documentation of costs submitted to the government is accurate, complete, and current.
3. When BTI must submit the certification as the prime contractor, then similar certifications must be obtained from any pass-through entity sub-recipient.