



RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM

RESOLUTION NO. 17-05

RELATIVE TO AMENDING THE RCUOG POLICY AND PROCEDURES FOR TIME AND EFFORT REPORTING

WHEREAS, the Research Corporation of the University of Guam (RCUOG) was established by Public Law 32-114 as a public corporation; and

WHEREAS, the purpose of the RCUOG includes the promotion of assigned educational, scientific and literary pursuits of the University of Guam's grants and contracts through aiding in the development of study, training, and research and to furnish the means and methods to do so; and

WHEREAS, The Federal Office of Management and Budget Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, CFR 200.430 (I), Standards for Documentation of Personnel Expenses, requires that charges to Federal awards must be based on records that accurately reflect work performed; and

WHEREAS, the RCUOG Policy and Procedures for Time and Effort Reporting and related work flow has been amended to align with the University of Guam's newly implemented Web Time Entry process and work flow; and

WHEREAS, the amended RCUOG Policy and Procedures for Time and Effort Reporting provides a process that accurately captures employee Time and Effort and complies with Federal regulation CFR 200.430 (I).

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors hereby adopts the attached RCUOG Time and Effort Policy, as amended.

Adopted this 30 day of June, 2017.

Dr. Robert A. Underwood, Chairperson

ATTESTED:

Dr. Kate Moots, Secretary