

UNIVERSITY OF CALIFORNIA

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SANTA BARBARA • SANTA CRUZ

VICE PRESIDENT—FINANCIAL MANAGEMENT

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June 4, 2004

VICE CHANCELLORS – ADMINISTRATION
BUDGET AND PLANNING DIRECTORS
VICE CHANCELLORS – RESEARCH

Subject: Implementation Plan – Changing the University's Definition of Equipment

In my letter dated April 7, 2004, I promised to provide additional guidelines and procedures for the implementation of the change in the University's definition of equipment. The attached Questions and Answers (Q&A) document was developed by members of my staff in consultation with personnel from various campus and Office of the President functional offices, and addresses the questions most likely to be asked in implementing this change. Please distribute the document as appropriate. The document is also available on-line at: http://www.ucop.edu/irc/campus_specs/efa/final_qa_june2004.doc

I believe that the document provides a very comprehensive and detailed roadmap for implementation; however if you have any additional questions, please direct your inquiry to one of the people listed at the end of the Q&A document, or call me at 510-987-0931.

A handwritten signature in cursive script that reads 'Anne C. Broome'.

Anne C. Broome
Vice President
Financial Management

Enclosure

cc: without enclosure
Vice Provost Coleman
Associate Vice President Plotts
Campus Controllers
Campus Contracts and Grants Officers
Campus Equipment Managers
Campus Extramural Fund Managers
Campus Indirect Cost Managers
Campus Materiel Managers
Campus Plant Accountants