

CORPORATE CONTRACTS & GRANTS DATA ELEMENT EDITS

6/14/2001

<u>Data Element</u>	<u>Applies To</u>	<u>Condition</u>	<u>Level</u>	<u>Message</u>
Account Number	Award/Prop	a) blank	W	ACCOUNT NUMBER MISSING
		b) not found in AFP	W	ACCOUNT NUMBER INVALID
Award Action Code	Award	a) blank	E	AWARD ACTION CODE MISSING
		b) must be '1' or '2'	E	AWARD ACTION CODE INVALID
Award Amount	Award	a) blank	E	AWARD AMOUNT MISSING
		b) not numeric	E	AWARD AMOUNT NOT NUMERIC
		c) not in range:	W	AWARD AMOUNT EXCEEDS 5 MILL OR
		-5M thru +5M for BK, SF, LA, SD -2M thru +2M for others		AWARD AMOUNT EXCEEDS 2 MILL
Award Form Preparation Date	Award	a) blank	E	AWARD FORM DATE MISSING
		b) not a valid date (yymmdd)	E	AWARD FORM DATE INVALID
		c) same date as another transaction	W	AWARD ALREADY PREP THIS DAY
		d) fewer than 15 days between transactions	W	NOT 2 WEEKS SINCE AWARD PREP
Award Number	Award	a) blank	E	AWARD NUMBER MISSING
Award Transaction Period Begin Date	Award	a) blank	E	START DATE MISSING
		b) not a valid date (YYMMDD)	E	START DATE INVALID
		c) Begin Date after End Date	W	START DATE AFTER END DATE
Award Transaction Period End Date	Award	a) blank	E	END DATE MISSING
		b) not a valid date (YYMMDD)	E	END DATE INVALID
		c) End Date is more than 7 years beyond Begin Date	W	AWARD PERIOD GREATER 84 MOS
Award / Proposal Code	Award / Prop	a) blank	S	AWARD/PROPOSAL CODE MISSING
		b) must be 'A' or 'P'	S	AWARD/PROPOSAL CODE INVALID
Contract & Grant Code	Award / Prop	a) blank	E	CONTRACT/GRANT CODE MISSING
		b) must be 'A', 'G' or 'K'	E	CONTRACT/GRANT CODE INVALID

E = Error message, transaction will not be processed.

W = Warning message, transaction processed.

S = Severe error, file cannot be processed.

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<u>Data Element</u>	<u>Applies To</u>	<u>Condition</u>	<u>Level</u>	<u>Message</u>
Fund Number	Award	a) blank	W	FUND NUMBER MISSING
		b) not numeric	W	FUND NUMBER NOT NUMERIC
		c) not found in AFP	W	FUND NUMBER INVALID
Indirect Cost-Applicable Rate	Award	a) not numeric	E	INDIRECT COST RATE NOT NUMERIC
		b) greater than 75%	W	INDIRECT COST RATE OVER 75%
Matching Funds	Award / Prop	a) not numeric	E	MATCHING FUNDS NOT NUMERIC
		b) greater than \$100,000	W	MATCHING FUNDS OVER 100 THOU
Name-Principal Investigator	Award / Prop	a) blank	E	PRIN. INVESTIGATOR MISSING
Project Cost-Proposed	Proposal	a) blank	E	PROJECT COST MISSING
		b) not numeric	E	PROJECT COST NOT NUMERIC
		c) not in range: -2M thru +5M	W	PROJECT COST EXCESSIVE
		d) sum is less than 0	W	SUM OF PROJ COST LESS THAN 0
		e) sum of transactions is more than 25K AND second transaction greater than 60 % increase over first trans.	W	PROJECT > \$25K: INCR EXCEEDS 60 %
Project Duration	Proposal	a) blank	E	DURATION MISSING
		b) not numeric	E	DURATION NOT NUMERIC
		c) greater than 7 years	W	DURATION GREATER 84 MONTHS
Project Title	Award / Prop	a) blank	E	PROJECT NAME MISSING
Project Type Code	Award / Prop	a) blank	E	PROJECT TYPE CODE MISSING
		b) must be '1' thru '9' or 'A' or 'B'	E	PROJECT TYPE CODE INVALID
Proposal Identifying Number	Proposal	a) blank	E	PROPOSAL NUMBER MISSING
		b) appears on file more than once	W	DUPLICATE PROPOSAL TRANS

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<u>Data Element</u>	<u>Applies To</u>	<u>Condition</u>	<u>Level</u>	<u>Message</u>
Sponsor Code	Award / Prop	a) blank	E	SPONSOR CODE MISSING
		b) not valid	E	SPONSOR CODE INVALID
		c) changes within quarter	W	SPONSOR CODE CHANGE AWARD/PROP
	Award	d) category is '99'	E	SPONSOR CODE HAS CATEGORY 99
	Proposal	e) category is '99'	W	SPONSOR CODE HAS CATEGORY 99
Sponsor Name(Miscellaneous) -- Non-Federal/Non-State	Award / Prop	a) field is blank AND sponsor category is '99'	E	NONFED / STATE SPONSOR BLANK
UC Location Code	Award /Prop	a) must be 01-09, 20-23, or 52	S	INVALID LOCATION

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