

## DGCA

### ***Grant and Contract Accounting***

#### Award Acceptance

Once the ORSP sends the DGCA the award documents, the Grant & Contract Accounting section is responsible for reviewing the terms and conditions of the award, assigning an account number, entering approved award budget for the investigator's use in the University's systems. The staff is ready to work with investigators who have questions with their budget / financial records and assist the investigator in making the necessary adjustments.

#### Fiscal Reporting

The staff is responsible for the preparation of billings on sponsor projects, analysis of fringe benefits, F&A costs, processing journal entries, and other expenditure documents submitted for review, verification & collection of cost sharing documentation, preparation of final fiscal reports and submission of all additional data other than technical reports, required to close-out an account

#### Audits

The staff coordinates all audits of sponsored program accounts. Any contact made by an auditor directly with a principal investigator should be referred to the DGCA.

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For questions or comments about this site, contact [dgca1@rci.rutgers.edu](mailto:dgca1@rci.rutgers.edu)

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