

## **Research Services**

### **Policy 09.002**

Area: Equipment Purchases on Contracts and Grants

Authority: Dean of Graduate School and Research

History: Placed into effect March 2009, revised October,2011

Responsible Office: Office of Sponsored Programs

All purchases of equipment from contract and grant funds shall have prior approval from the Office of Sponsored Programs. Equipment purchases will be reviewed for consistency with sponsor requirements, University guidelines and other appropriate policies and procedures. Normally a grant officer from the Office of Sponsored Programs assigned to the grant can issue the approval.

Equipment purchases, including computers, during the final ninety (90) days of any project are normally unallowable. Equipment considered essential to the project and budgeted appropriately should be purchased in a timely manner and in a fashion consistent with the award document. Requests to purchase equipment within ninety (90) days of the termination date of a project will only be approved in unusual circumstances.

Contact: Director of Sponsored Programs, 910.962.3810, [www.uncw.edu/policies](http://www.uncw.edu/policies)