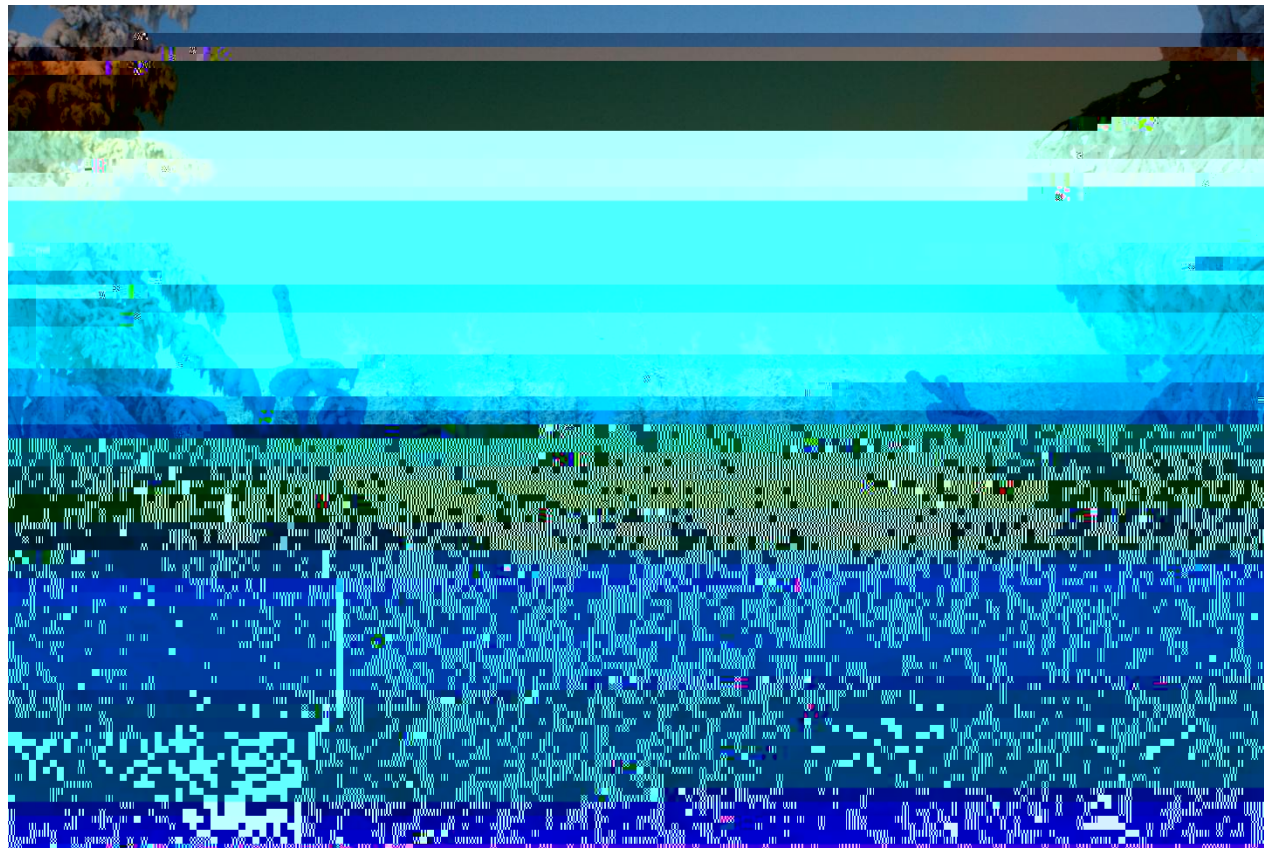




28 February 2012



ALASKA'S FIRST UNIVERSITY

AMERICA'S ARCTIC RESEARCH UNIVERSITY



- **Safety Minute**
 - In case of evacuation we will meet at the Museum's South-West Entrance
 - Beware of slippery surfaces. Ice grippers are available to UAF employees – Contact EHS&RM 474-5413
- **F&A Functional Use Survey Tanya Hollis**
 - Training Schedule - March 14th, 15th and 26th
- **Account Code Usage Dawn Wall**
 - Post Office – 3448 & 3444
 - Fellowship/Stipend
 - Others?



• February Management Report

- Month closes March 7th
- February reports are due March 15th
- Spring Break is March 16th
-



- **Proposed Changes to NSF Override Process**
 - Unrestricted Funds – Delegated to Unit Financial Managers
 - Restricted Funds – OGCA would approve & process
- **FY13 Recharge Rate Proposals**
 - Due to Finance & Accounting on April 13th
 - Please send to Matt Seymour
- **Training**
 - Travel - Fast Track Training



- **Budget Revisions**
 - Revisions to Form
 - Any other issues with BR Process?
- **PCN Numbering Convention**
- **Non**



1. Name of Reporting Unit
2. Date non-cash benefit, prize or award was granted
3. Brief description of benefit, prize or award
4. Fair market value of benefit, prize or award
5. Recipient's contribution (if the award is due to the purchase of a raffle ticket) – the value of a single ticket
6. Recipient's LEGAL name (as provided to the IRS and/or SSA)
- 7.



ALASKA'



FY12 Financial

Meeting Schedule

- March 27th
- April 24th
- May 29th