

MEMORANDUM

TO: North Carolina State University Associated Entities

FROM: Warwick A. Arden, Executive Vice Chancellor and Provost 
Mladen Vouk, Vice Chancellor for Research and Innovation 
Brian C. Sischo, Vice Chancellor for University Advancement 

SUBJECT: University Non-Specific Grant Reporting Responsibility

DATE: October 10, 2022

The Associated Entities (Entity/Entities) of North Carolina State University (NC State), exist for the purpose of aiding and promoting educational and charitable purposes and lawful activities of NC State. Among other things, these entities support NC State by soliciting and receiving funds used by NC State to promote its mission, educational, research and outreach purposes.

As detailed in each Entities' Operating Agreement, all Entities agree to adhere to NC State's gift acceptance policy as outlined in NC State's Standard Operating Procedures for Acceptance of Gifts. These Operating Procedures apply to both gifts and non-specific grants.

NC State acknowledges that some non-specific grants (as defined by the "Definition of Gifts, Grants and Contracts" 3-D Memo) require the donee to provide the donor with reporting obligations that inherently do not impact the charitability of the award. Such reporting requirements may be, but are not limited to, annual reports on usage of funds, formal budgets and program milestones and highlights. NC State also acknowledges that the Entities do not have the employees, knowledge or functional ability to provide such reporting.

This memo will serve as confirmation that while the Entities accept such non-specific grant transactions, NC State will assume all responsibility for reporting requirements. It is the assumed responsibility of the NC State responsible party assigned to the funds to assure that all reporting obligations are met and that the Entity remains in compliance with the terms of fund acceptance.

This memo is not meant to apply to specific grants/sponsored projects, for which the terms and conditions that accompany the acceptance of funds require that they be directed to NC State and not the Entities.

Questions regarding this memo may be directed to University Advancement's Assistant Vice Chancellor for University Development, Carrie Bhada, at (919) 515-4932.

cc: Charles A. Maimone, Vice Chancellor for Finance and Administration
Carrie Bhada, Assistant Vice Chancellor for University Development