

# UC Irvine Uniform Guidance Use & Disposition of Federally Funded Equipment Quick Guide

Use and disposition of federally-funded equipment must conform to the Office of Management and Budget (OMB) Uniform Guidance or 2 CFR 200 (UG) requirements. These regulations became effective December 26, 2014. Please consult with SPA regarding questions about the use of federally-funded equipment and **UCI Equipment Management** if you have any questions about transfer, sale or other disposal of equipment.

<p><b>TITLE, USE &amp; DISPOSITION</b></p> <p>Applicable Uniform Guidance (UG) Section: 200.313 (a) &amp; (c) - (e)</p>	<p><b>TITLE, USE &amp; DISPOSITION</b></p> <p>Title to equipment acquired under a federal award vests with UCI. However, UCI's title is conditional and subject to certain use, management and disposition requirements, including the following:</p> <ul style="list-style-type: none"> <li>• Use - Equipment purchased under a federal award must be used in the program or project supported by the award as long as needed, even when the project or program is no longer supported by the award. When the equipment is no longer needed by the original program or project, it may be used in other activities supported by the federal government in the following priority order:             <ol style="list-style-type: none"> <li>1. Activities under an award from the same agency that funded the original program or project; then</li> <li>2. Activities under an award from other federal awarding agencies.</li> </ol> </li> <li>• Disposition – UCI must request disposition instructions from the awarding agency if required by the award terms and conditions or follow the agency's disposition instructions proscribed by the award terms and conditions prior to transferring, selling or otherwise disposing of federally-funded equipment.</li> </ul>
<p><b>DISPOSITION PROCEDURE</b></p>	<p><b>TO INITIATE THE PROCESS:</b></p> <p>Provide Equipment Manager Helen Chang at <a href="mailto:hmchang@uci.edu">hmchang@uci.edu</a> with an equipment list that includes the UCI Property ID Tag Number, Description, Manufacturer name, Model number, Serial number and federal funding award number for each item. UCI Equipment Management will conduct a fair market value analysis and request disposition instructions from the Federal Agency. If the PI wishes to use the equipment on another non-federally funded project, this information, including sponsor and award number, should also be provided.</p>
<p>Applicable Uniform Guidance (UG) Section: 200.313 (e)</p>	<p><b>DISPOSITION OF SURPLUS EQUIPMENT</b></p> <p>Depending upon the fair market value of the equipment (usually at the time the award terminates) and the federal awarding agency's instructions, disposition must occur following specific rules:</p> <ol style="list-style-type: none"> <li>1. If the equipment has a unit fair market value of \$5,000 or less, it may be retained, sold or otherwise disposed with no further obligation to the Federal awarding agency.</li> <li>2. If the equipment has a unit fair market value of more than \$5,000, the University must obtain disposition instructions from the agency. The University may be permitted to retain the equipment for use under other non-federally sponsored projects, but it may also be instructed to sell or transfer the equipment back to the agency or another entity.             <ul style="list-style-type: none"> <li>• If instructed to sell the equipment, Equipment Management will conduct the sale. The University must remit to the Federal Agency its pro-rated share of the proceeds.</li> </ul> </li> </ol>
<p>Applicable Uniform Guidance (UG) Section: 200.313 (e)</p>	<p><b>DISPOSITION – PI TRANSFER</b></p> <p>Open Awards: If a PI moves to another institution with an open award there is no change in policy; all equipment acquired under those awards will be transferred at no cost to the new institution, as instructed by the Agency.</p> <p>Closed Awards: If a PI moves to another university and wishes to transfer equipment acquired under closed awards to the new institution, the sale process will vary according to the fair market value of the equipment:</p> <ul style="list-style-type: none"> <li>• If the equipment has a unit fair market value of \$5,000 or less, the sale to the new institution can proceed with no further obligation to the agency.</li> <li>• If the equipment has a unit fair market value greater than \$5,000, the sale can occur only if approved by the awarding agency.</li> <li>• If a sale to the new institution is approved, UC will need to return the proceeds (possibly minus handling costs) to the awarding agency.</li> </ul> <p>If a sale is not approved, UCI may be required to return the equipment to the awarding agency or sell it and return the proceeds to the Agency.</p>