Policy Manual

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4. Residual Funds

After research study closeout or completion of an educational activity, residual funds may remain. Some accounts may have funds remaining from gifts or other unrestricted grants not associated with a specific project.

Use of residual funds is contingent upon an investigator maintaining a VA paid appointment or a Without Compensation (WOC) appointment.

Active Projects are defined as:

- VA approved research or education
- Managed by CARES
- Contractual terms and conditions as defined by the period of performance and/or financial obligations are not expired

VA PAID INVESTIGATORS

Investigators who hold a paid VA appointment and have active projects may continue to use their residual funds in support of their research and education activities.

Investigators who hold a paid VA appointment but do not have active projects may utilize their residual funds for a period of two years after active research activities have ceased. At that time and at the end of every two year period thereafter investigators will be asked to submit to the CARES Board of Directors a plan for use of the remaining residual funds. The board will review the plan and approve or disapprove the requested use of the funds.

WOC INVESTIGATORS

Investigators who hold a WOC appointment and have active projects may continue to use their residual funds in support of their research and education activities.

Investigators who hold a WOC appointment but do not have active projects must submit to the CARES Board of Directors a plan for use of the residual funds. The board will review the plan and approve or disapprove the requested use of the funds for a period of two years.

ALL INVESTIGATORS

Investigators who have not utilized their residual account funds for a period of more than two years must submit to the CARES Board of Directors a plan for continued use of the residual funds. The board will review the plan and approve or disapprove the requested use of the funds for a period of two years.

All requests for use of residual funds must include a statement related to the benefit to VA. Additionally, all expenditures must be related to research or education activities.

Should an investigator not respond to a request to submit a plan within 60 days the funds will be swept into a separate account and used for general research or education support as designated by the Board of Directors. Additionally, If CARES has a gap in the residual account, a fee of 25% will be assessed on any residual account balance.

DEPARTURE OF AN INVESTIGATOR

When an investigator retires or departs from the VA, any residual funds remaining will be held in the investigator account for a period of six months to assure that all debts have been covered. Departing PI's may write to the board of directors with their wishes for how the residual funds may be allocated. The board may consider request to transfer funds to another VA-affiliated NPC established under 38 U.S.C §§7361-7368. The board will review their request and either approve or move the funds into another board designated account. Any residual funds and equipment attributable to completed research projects or educational activities may only be used in support of activities which benefit VA research or education. If CARES has a gap in the residual account, a fee of 25% will be assessed on any residual account balance prior to transferring.

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