

JV Workflow Approval Guidelines



College of Agriculture,
Food and Environment
Business Center

All Funding Sources – Excluding Grants

- ❖ Approvals Required:
 - College Business Analyst
- ❖ Optional Approvals:
 - Department Chair/Director
 - Include the Chair/Director if that was previously the standard practice for your department/unit
 - Principal Investigator/Faculty Member
 - Include the PI or Faculty member if that was previously the standard practice for your department/unit
 - Other – Same as above
- ❖ If a cost transfer includes a cost object that is outside of your unit, include the business officer (and college business analyst if within our college) of the other unit.

Grant JVs under 90 Days

- ❖ Approvals Required:
 - College Business Analyst

Grant JVs over 90 days up to 120 Days

- ❖ Approvals Required:
 - Principal Investigator
 - Department Chair/Director
 - College Business Analyst

Grant JVs over 120 Days

- ❖ Approvals Required:
 - Principal Investigator
 - Department Chair/Director
 - JV processor/Business Officer
 - College Business Analyst
 - Dean of CAFE