What are the definitions of the Reasons listed in the drop-down list when I select ‘Issue Identified’?

Backup Needed: Receipt or backup documentation needed; working to obtain from appropriate person and/or vendor.

Unallowable on Cost Object: Transaction is not allowed on cost object due to sponsor restrictions, MIT policy, etc. See http://osp.mit.edu/grant-and-contract-administration/sponsored-programs-basics/omb-circulars-and-cost-principles/unallo and http://vpf.mit.edu/check-for-unallowed-costs for more information on unallowables.

Incorrect G/L: Transaction was classified using the incorrect general ledger (G/L) account / cost element. See: http://vpf.mit.edu/site/financial_accounting_reporting/policies_procedures/general_accounting/general_ledger_accounts_and_cost_elements for more information on General Ledger Accounts.

Incorrect Amount: Dollar amount of the transaction is incorrect or did not post as expected; or does not match the supporting documentation or receipt.

Personal Charge: A charge that is personal in nature was posted to a cost object in error and needs to be removed or payment must be received to clear the charge from the cost object.

Credit Issues: All or part of the transaction will be credited at a future time (item exchange, product return due to damage, sales tax to be credited, etc).

Incorrect Cost Object: Transaction was posted to the incorrect cost object and a journal voucher needs to be processed to transfer to the correct account.

Unrecognized – researching: The reviewer is unfamiliar with the transaction at first glance and needs to investigate further to determine whether it belongs on this particular cost object or GL.

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