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Financial Policy Navigation [1]

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Policy Name	Description	Campus Policy	System Form	Cam Form
Business Expenses [2]	Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. • Here is a bullet • This is another example of a bullet • Third example of a bullet including a link [3]	Boulder [1]	Example 1, Example 2	UCC [1]
Business Expense Substantiation & Tax Implications [4]	Under the University's accountable plan for commercial credit card use, cash advance, and employee reimbursement, employees are required to substantiate the business purpose of the expense, provide any required receipts/other documentation, and reimburse the University (if appropriate) within specified timeframes.	Anschutz, UCCS [5]		
Complimentary Tickets & Related Expenses for Employees & Non-Employees [6]	The University or its affiliated student organizations may give out complimentary tickets according to the situations discussed below. This Procedural Statement sets forth university requirements for reporting such complimentary tickets and related expenses for employees and non-employees.	Anschutz, Boulder,		

Gift Cards [7]	Gift cards are cash-like instruments used in lieu of cash or check. Since gift cards are cash equivalents, it is important that organizational units handle and account for them appropriately. The purpose of these procedures is to set forth the requirements for use, approval, purchase, accounting, tax reporting, and safeguarding of gift cards.	Anschutz [8], Boulder [9], UCCS [10]	UCC [11]
Personal Technology & Telecommunications [12]	This Procedural Statement sets forth the rules and requirements under which the University may provide wireless telecommunications to employees and non-employees (including associates, affiliate fiscal staff, and other individuals) in support of official university business.		
Petty Cash & Change Funds [13]	This Procedural Statement sets forth the rules and requirements for processing petty cash funds and change funds. It further outlines restrictions on the use of such funds.	Anschutz [14]	
Recognition [15]	This Procedural Statement (a) sets forth university rules and requirements for using university funds to pay for recognition and training for employees, associates, and other individuals (including students); and, (b) is designed to provide reasonable assurance that recognition awards, rewards, and prizes distributed by the University are properly captured and subject to appropriate tax reporting.		

Groups audience:
Controller

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