

July 1, 2009

Associate Chancellor

*Cindy Jorgio*

According to UC Business and Finance Bulletin BUS-79, Expenditures for Business Meetings, Entertainment, and Other Occasions, revised September 12, 2007, entertainment exceptions must be approved by the Chancellor. Any re-delegation of the authority must be made in writing.

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With this letter I re-delegate to your position the authority to grant exceptions to the regulations for entertainment pertaining to the Intercollegiate Athletics organization according to the limitations established by the Office of the President, including exceptions to meal rates up to 200% of the allowable rates; exceptions exceeding 200% must be approved by the Chancellor. Individuals with delegated authority shall not approve their own entertainment exceptions. This authority is effective immediately and supersedes any prior delegations on this subject. This authority cannot be re-delegated further.

Requests for exceptions must include a written justification for the expenditure(s). Exceptions to the "per person" maximum rates must also include a statement as to why the higher costs were unavoidable and necessary to achieve a University business purpose. It is your responsibility to ensure the required written justification is adequate; expenditures serve a clear and necessary business purpose of benefit to the University; expenditures are reasonable, cost effective and in accordance with the best use of University funds; expenditures are allowable and do not create taxable income for an employee or student; funds are available and the expenditure is allowable under the specified fund source; and any alternatives that would have been equally effective in accomplishing the desired objective were considered.

Additional information on entertainment related policy is available on the following web pages:

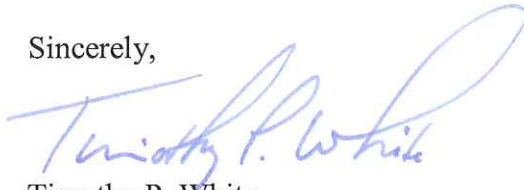
UCR Policy & Procedures 200-44:

<http://www.vca.ucr.edu/index.php?content=policies/policies.php>

Business and Finance Bulletin BUS-79:

<http://www.ucop.edu/ucophome/policies/bfb/bfbbus.html>

Sincerely,



Timothy P. White  
Chancellor

cc: AVC-Financial Services, Bobbi McCracken  
Athletics Director, Stan Morrison  
Executive Officer, Chancellor & EVC/Provost's Organization