

## Texas A&M AgriLife Research Procedures

21.01.03.A0.01 | Disbursement of Funds

Revised: January 17, 2018

Next Scheduled Review: January 17, 2023



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### PROCEDURE STATEMENT

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This procedure establishes the guidelines for disbursement of Texas A&M AgriLife Research (AgriLife Research) funds and supplements The Texas A&M University System (A&M System) Regulation, [21.01.03](#), *Disbursement of Funds*.

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### REASON FOR PROCEDURE

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The guidelines herein or referenced for the disbursement of AgriLife Research funds are established to help ensure compliance with Texas State Statutes and A&M System Policies and Regulations.

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### PROCEDURES AND RESPONSIBILITIES

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The responsibility for administering the regulations for the disbursement of funds lies with Texas A&M AgriLife (AgriLife) Disbursements. The [Texas A&M AgriLife Guidelines for the Disbursements of Funds Manual](#) sets forth the procedures to be followed for the disbursement of funds for purchasing expenditures and travel. Additional information is provided in A&M System Policies [07.01](#), *Ethics*; [21.01](#), *Financial Policies, Systems and Procedures*; [21.01.03](#), *Disbursement of Funds*.

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### RELATED STATUTES, POLICIES, OR REQUIREMENTS

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[A&M System Policy 07.01](#), *Ethics*

[A&M System Policy 21.01](#), *Financial Policies, Systems and Procedures*

[A&M System Regulation 21.01.03](#), *Disbursement of Funds*

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### CONTACT OFFICE

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Questions concerning this procedure should be directed to AgriLife Disbursements at 979-845-7879.

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### REVISION HISTORY

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Approved: May 11, 2012

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