

# November/December 2016

SPONSORED PROGRAMS ADMINISTRATION



## SPA WORKSHOPS

Sponsored Programs Administration (SPA) will offer two (2) workshops during the upcoming winter break. Workshops will be held in the UEI Board Room on the third floor of the Hornet Bookstore. A light lunch will be provided, or you are welcome to bring your own.

### UEI & SPA Overview - Thursday, January 12, 12:00 p.m. – 1:00 p.m.

This workshop will provide an overview of the services, policies and procedures of UEI and Sponsored Programs, including fiscal administration, report tracking, grant and contract lifecycle management from award to closeout and more.

### Expenditure Processing - Tuesday, January 24, 12:00 p.m. – 1:00 p.m.

This workshop will focus on expenditure processing, including check requests, purchase orders, release time, consultants, performers/speakers, travel requests and claims, and advances.

To register for workshops, please email [sponsoredprograms@uei.csus.edu](mailto:sponsoredprograms@uei.csus.edu). Space is limited. For more information about these workshops, please contact your administrator or call 916-278-7565.

## STATE SALES AND USE TAX RATE DECREASE

From the California Board of Equalization's website:

Voter-approved [Proposition 30](#), *The Schools and Local Public Safety Protection Act of 2012*, which imposed the one quarter of one percent (0.25 percent) temporary statewide sales and use tax rate expires on December 31, 2016. As a result, effective January 1, 2017, the California statewide sales and use tax rate will decrease by 0.25 percent from the current rate of 7.50 percent to the new rate of 7.25 percent. However, the total tax rate in many cities and counties will remain higher than the statewide rate because of local voter-approved district taxes in those areas. The California sales tax rate will be decreased by 0.25 percent effective January 1, 2017. The decrease in sales tax rate is due to the expiration of Proposition 30 which was approved by voters in November 2012 to temporarily increase sales and use tax by 0.25 percent. Proposition 30 will end on December 31, 2016.

### Effective January 1, 2017

- 1) 8.25% sales tax rate for any walk-in customers or ship to address within the city of Sacramento. Sacramento State is within city limits.
- 2) 7.75% sales tax rate for ship to address with any city in Sacramento County other than City of Sacramento.
- 3) 7.25% sales tax rate for ship to address outside Sacramento County but within California.
- 4) No sales tax for ship to address outside of California.

## UEI HOLIDAY SCHEDULE

UEI will be closed from Monday, December 26 to Monday, January 2 with the expectation of closure on Friday, December 23. UEI offices will reopen at 8:00 a.m. on Tuesday, January 3.

Happy Holidays from Sponsored Programs Administration!