



Discretionary Expenses



Gatton College of
Business and Economics

Discretionary Expenses

- Certain types of expenditures require caution.
- These expenses have been categorized and entitled discretionary expenditures.
- Most academic units have discretionary funding. Please contact your chair for approval of these funds.
- For non-academic units, please submit a proposal to Christy Anderson for review.
- Please contact your financial specialist if you have questions regarding funding.
- [Discretionary Expenditure Policy](#)



Discretionary Expenses

- These items must be on discretionary accounts.
 - Alcoholic beverages
 - Holiday parties
 - Social activities
 - Employee Memorial/Serious Illness or Immediate Family
 - Limited to flowers, fruit or monetary gift to family-designated charity or memorial fund.
 - Total, including delivery fee, not to exceed \$150.
 - Friends or Donor Appreciation/Congratulatory or Special Occasions
 - Sporting event tickets/admission is limited to a single event only and may include a ticket/admission for a University host and partner/spouse/adult guest



Discretionary Expenses

- These items must be on discretionary accounts.
 - Friends or Donor Memorial/Serious Illness
 - Limited to flowers, fruit or monetary gift to family-designated charity or memorial fund.
 - Total, including delivery fee, not to exceed \$150.
 - Private Office Decorations
 - Events and Celebrations to Raise Funds for Other Entities
 - Refreshments for Department Use
 - Official Retirement from the University Retirement Dinners for Employees



Discretionary Expenses

- These items must be on discretionary accounts.
 - Cards for Holidays, Birthdays, Congratulatory, etc.
Includes Greeting and Holiday
 - Sponsorships
 - Providing financial assistance or co-sponsoring an external activity or event



Questions?

Any questions reach out to the business office.

- Susannah Aulds
 - 859-257-1790
 - susannah.crouch17@uky.edu
- Katie Carter
 - 859-562-0989
 - kcarter.966@uky.edu
- Vicki Pendleton
 - 859-257-1251
 - vpnd2@uky.edu
- Amanda Henderson
 - 859-323-7278
 - amhe236@uky.edu
- Shana Hall
 - 859-257-8937
 - shall1@uky.edu
- Christy Anderson
 - 859-257-7654
 - clhamm3@uky.edu

