

## GUIDELINES FOR APPLICATION OF FACILITIES AND ADMINISTRATIVE (F&A) RATES TO SPONSORED AGREEMENTS AND/OR PROPOSALS

The CSULB has a negotiated Facilities and Administrative Costs (F&A) rate agreement with the US Department of Health and Human Services, Division of Cost Allocation. This agreement authorizes the "on" and "off" campus F&A rates for three different sponsored programs activities.

The current rates agreement for CSULB are as follows: (Current F&A Rates Agreement is extended while under negotiation with US Department of Health and Human Services).

### ON-CAMPUS RATES:

47.5% Organized Research  
47.5% Other Sponsored Activities  
50.5% Instruction

### OFF-CAMPUS RATES:

26.0% Organized Research  
26.0% Other Sponsored Activities  
26.0% Instruction

***NOTE:** In accordance with 2 CFR 200 Appendix III, (C) (7) Fixed Rates for the Life of a Sponsored Agreement the negotiated rates for F&A costs in effect at the time of the initial award shall be used throughout the life of the sponsored agreement. "Life" is interpreted as each competitive segment of a project. A competitive segment is a period of years approved by the Federal funding agency at the time of the award. If negotiated rate agreements do not extend through the life of the sponsored agreement at the time of the initial award, then the negotiated rate for the last year of the sponsored agreement shall be extended through the end of the life of the sponsored agreement. Award levels for sponsored agreements may not be adjusted in future years as a result of changes in negotiated rates. **PUBLISHED***

the CSULB negotiated rate. \_\_\_\_\_

- Under very well supported/justified situations/circumstances, the Associate Vice President for Research and External Support may negotiate F & A rates outside of these guidelines. (Under **NO CIRCUMSTANCES** is anyone, other than the AVP for Research and External Support, authorized to negotiate F&A rates for CSULB.)

Note that F&A rates affect indirect return. Please refer to the effective campus policy on F&A rate distribution for the threshold F&A rate required to accrue indirect return.

## DETERMINING YOUR F&A (INDIRECT COST) RATE:

Below are some preliminary questions and some guidelines to assist in determining the applicable F&A rate for different sponsored programs activities.

Are there deliverables?

Is this grant/contract for a service?

Will the majority of work (>50%) be required to be performed off campus?

Will the majority of budget (>50%) be expended on activities required to be performed off campus?

Will there be any professional / curriculum development?

Will you or your group be providing instruction to other individuals?

Is the project for professional development?

Does this sponsor cap F&A?

## APPLICATION OF ON/OFF-CAMPUS F&A RATES:

### Definition of "Off Campus"

A project, or part of a project, is considered to be performed off-campus if the majority of work is **required** to be conducted at a location other than CSULB's academic lands. If a project is located in leased space and the lease is a direct charge to the project, then the project is considered off-campus; if the project is not charged directly for the lease cost and the lease is a part of the University's Facilities & Administrative (indirect cost) rate, then the project is considered on-campus. The on- or off-campus campus designation is solely for the purpose of applying the correct Facilities & Administrative (F & A) rate.

In order for the off-campus rate to be a consideration, the project must be designed in such a way that "substantive" programmatic work **must** take place on non-CSULB property. A project will NOT be considered off campus simply to circumvent the proper recovery of applicable F and A costs.

### Projects conducted partially off-campus

0dT 0 675 . 0Tthe on- or off-campus determination shall be based on the CSULB portion of project costs and will not

## Rate application Examples

The following examples have been developed to help illustrate the concept. These examples are not all inclusive. Please contact CSULB Office of Research and Sponsored Programs (ORSP) staff with particular examples which might not be clear as to whether the on or off campus rate should be utilized.

### **Example 1:**

*CSULB PI Brandeis is the recipient of a \$300,000 (TDC) research award from the National Science Foundation. Part of the project is a \$155,000 sub-award to her collaborator, Professor Tufts, at the University of Oklahoma at Norman. Only the first \$25,000 of a subaward contributes to MTDC; thus, MTDC for this project is \$170,000 (\$300,000 – (\$155,000 - \$25,000))*

*Professor Brandeis's work will take place in her laboratory in the Hall of Science on the CSULB campus. Even though Professor Brandeis will periodically travel (\$20,000 – total cost of multiple collaboration trips) to Norman to ~~work~~ in the laboratory of Professor Tufts*





research project may be described in a proposal for research training grant