

**University of Illinois at Springfield  
Grants and Contracts Office  
FY16 Facilities & Administrative (F&A) and Fringe Benefit Rates**

UIS FACILITIES AND ADMINISTRATION (F&A) RATES	On-Campus	Off-Campus
Instruction, Organized Research and Other Sponsored Activities	<b>47.0%</b>	<b>20.6%</b>

*Base is Modified Total Direct Costs (MTDC) which excludes equipment costing \$5,000 or more, subcontract expenditures in excess of \$25,000, fellowships, scholarships, traineeships, and rental/lease of capital items.*

FRINGE BENEFIT RATES							
Employee Group	Total Fringe Benefit Rate	Retirement <sup>1</sup>	Health, Life, & Dental	Workers' Compensation	Termination	Medicare <sup>4</sup>	OASDI
Academic and Non-Academic Employees Eligible for SURS and Insurance <sup>3</sup>	<b>51.87</b>	12.69	37.07	0.17	0.49	1.45	
Academic and Non-Academic Employees Eligible for SURS, but Ineligible for Insurance	<b>14.80</b>	12.69		0.17	0.49	1.45	
Academic and Non-Academic Employees Ineligible for SURS and Insurance	<b>7.82</b>			0.17		1.45	6.20
Graduate Assistants	<b>0.17</b>			0.17			
Students Enrolled > Half Time <sup>2</sup>	<b>0.17</b>			0.17			
Students Enrolled < Half Time <sup>2</sup>	<b>7.82</b>			0.17		1.45	6.20

<sup>1</sup>For employees who have elected the self-managed plan the actual rate of 7.6% will be charged.

<sup>2</sup>IRS regulations require FICA (OASDI plus Medicare) withholding on assistantship salaries when a student is registered for fewer than six credit hours during the fall and spring semesters, and fewer than three hours in the summer, except if registering for this many credits would result in taking more credits than required for the degree.

<sup>3</sup>This chart includes a Medicare charge for employees hired after 4/1/86. There are no Medicare charges for employees hired before that date.

## Rate Application Guidelines

### I FY14-FY17 FACILITIES AND ADMINISTRATIVE (F&A) COST RATES

The FY14-FY17 Facilities and Administrative (F&A) Cost Rates are established by negotiation with the Federal Government. The current University of Illinois at Springfield Facilities and Administrative Rates negotiated with the Federal Government are effective July 1, 2013 through June 30, 2017.

There is one rate for Instruction, Organized Research, and Other Sponsored Activities, and separate rates for on-campus and off-campus projects (see section on On/Off-Campus Rate Application, below).

Current sponsored projects will operate according to the provisions under which they were negotiated and awarded.

#### A MTDC Base

The Modified Total Direct Cost (MTDC) base against which the facilities and administrative cost rate is assessed *includes*:

- salaries and wages
- fringe benefits
- materials and supplies
- travel
- services
- the first \$25,000 of those subawards (subgrants or subcontracts) where a portion of the scope of work is subcontracted to a party external to the University (account codes 156000-156149)

Note: A subaward for an amount greater than \$25,000 would be assessed F&A on the first \$25,000 only over the lifetime of the award.

For assessment and budgeting purposes, MTDC *excludes* the following direct costs:

- Subaward expenditures in excess of \$25,000 in 156000-156149 as well as all expenditures coded 156150-156200.
- Fellowships, Scholarships, and Traineeships (allowable only on sponsored training agreements) coded 181XXX.
- Rentals and Leases. The cost of renting or leasing any property or equipment is to be budgeted in proposals and charged to account codes as follows:  
143XXX--Equipment Rentals  
157XXX and 158XXX--Operating Leases  
169XXX--Capital Leases
- Equipment (including lease purchased and fabricated equipment) costing \$5,000 or more.

- Any other expenditure recorded in an expense account code 163XXX-199999.
- Participant Support Costs (Stipends, subsistence allowances, travel allowances, and registration fees paid to or on behalf of participants or trainees (but not employees) in connection with conferences or training projects.)

## **B Application of FY14-FY17 Rates**

F&A rates continue to be charged at the awarded rate throughout the life of the current funding segment. “Life” for the purpose of this discussion means 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, recognizing that the years subsequent to the first year are subject to satisfactory performance and availability of funds.

### **1. Projects Funded by U. S. Government, Commercial, and Private Sponsors**

The applicable rates to be used in proposals are shown on the F&A Rate Chart above. Using any other rates requires approval as described under *Waiver of Facilities and Administrative Cost* below.

### **2. State of Illinois Sponsored Projects**

The F&A rate for the State of Illinois will depend on the source of funds. Principal Investigators and/or units are responsible for determining the source of funding prior to submitting proposals to State of Illinois agencies or entities.

- For projects supported entirely with State of Illinois funds (agencies of the State and Illinois Local Governmental units), the rate is 10% of Total Direct Costs (TDC) unless the sponsor specifies higher rates, in which case the higher rate will be used. For this calculation, Total Direct Costs are defined as the total direct costs of the sponsored project, including salaries, fringe benefits, equipment, and subawards.
- For projects supported with combined state and federal funds, the rate is 10% of Total Direct Costs.
- For projects administered by state agencies supported entirely with federal funds, the federally negotiated rate should be used.

## **C Application of On-Campus, Off-Campus Facilities and Administrative Cost Rates**

Application of the On-Campus or Off-Campus facilities and administrative cost rate is determined at the beginning of each Sponsored Agreement and must be equitably adjusted if the circumstances that determine the application change materially during the period of performance.

If a project involves work at on-campus and off-campus project sites, a single F&A rate should generally be applied consistent with where the majority of the work is to be performed. The criterion for use of the off-campus rate consists of the following:

- 1) Performance at the off-campus site must be on a continuous basis, normally a full semester, summer term, or the period of performance of the sponsored agreement; intermittent performance is not sufficient;
- 2) The University personnel working or engaged on the project must be physically located at an off-campus site;
- 3) Costs incurred at the off-campus site may include administrative salaries when administrative support cannot otherwise be reasonably provided, related fringe benefits, supplies, utility costs, rent, local travel, and other similar costs that are treated as direct costs.
- 4) Travel to and from an off-campus site is considered an off-campus cost.

If a project is required by the sponsor to separate the components that are conducted on-campus and off-campus, separate fund codes must be established such that the on-campus rate is applied to the work on-campus, and the off-campus rate to the work which is conducted off-campus.

#### **D Waiver of Facilities & Administrative Cost**

Proposals are to use the approved rates above **except** when:

- **Statutory Limitation.** Certain federal grant programs such as federal training and fellowship grants may be limited by law as to the amount of F&A charged.
- **Published Sponsor Policy.** Some sponsors like non-profits and foundations will limit the rate they are willing to pay. The University reserves the right to review any published F&A limitation to ensure the limited rate is consistent with our institutional practices for that class of sponsor.
- **Institutional Practice.** The institution has established precedence through institutional practice for accepting a lower rate of F&A for some sponsors.
- **Request for Waivers.** Direct requests for waivers of F&A costs to the Provost Office.

## **II TUITION REMISSION RATES**

The UIS Campus has elected not to charge tuition remission on sponsored projects.

## **III FRINGE BENEFIT RATES**

The fringe benefit rates are updated annually near the beginning of each fiscal year. Unlike facilities and administrative cost rates, changes in fringe benefit rates are assessed immediately when they become effective, even if the budgeted rates are different. Fringe benefit rate changes for FY16 were effective with the July 2015 pay periods BW15 and MN8.

## **QUESTIONS**

Questions related to rate applications in proposals should be directed to Kathleen Furr, Assistant Director of Research Administration at 217-206-7409, [Kathleen.furr@uis.edu](mailto:Kathleen.furr@uis.edu).

Questions related to rate applications to project financial funds, F&A rates or fringe benefit rates should be directed to Rebecca Jones, Assistant Director of Grants and Contracts Post-Award Administration at 217-206-7849, [uisgcopostaward@uillinois.edu](mailto:uisgcopostaward@uillinois.edu).