



UAR NUMBER:

TITLE:

ORIGINATOR(S):

INITIAL ADOPTION:

REVISION DATE(S):

AUDIENCE: (SELECT ALL THAT APPLY)

FACULTY

STAFF

STUDENTS

VENDORS

OTHER (SPECIFY):

PURPOSE:

SCOPE:

DESCRIPTION (INCLUDE DEFINITIONS):

DISTRIBUTION FORMULA:

All F&A cost recovery funds earned from externally-funded grants and contracts during a fiscal year will be distributed annually through the Office of Research and Sponsored Programs. The Chief Financial Officer will determine the total F&A annual distribution amount and will notify the Office of Research and Sponsored Programs.

1. Any F&A related recurring costs from the F&A earned will not be a part of the annual distribution of F&A cost recovery funds. Recurring fixed costs will be deducted from the total F&A earned. The remaining balance will be distributed as follows:

- a. University General Fund.....45%
 - b. Academic Department/Center/Office.....30%
 - c. Principal Investigator/Program Director.....10%
 - d. Academic College/Administrative Unit..... 5%
 - e. Office of Research and Sponsored Programs.....5%
 - f. Camden-Carroll Library.....5%
- 100%

2. When Co-Principal Investigators/Co-Project Directors come from two or more departments/centers/offices, the F&A cost recovery funds will be divided equally between the participating departments/centers/offices.


3. The initial distribution of F&A cost recovery funds for PIs/PDs will be allocated to one central budget. Upon approval, funds for an individual PI/PD will be transferred to the appropriate account for expenditure.


4. Overexpenditures rarely occur. In the event of an overexpenditure, college/administrative unit and department/center/office F&A cost recovery funds must be used to reimburse the University for overages on a grant or contract budget.

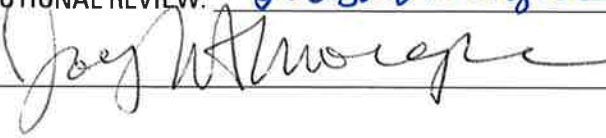
EXPENDITURE GUIDELINES:

- 1. All expenditures must be made in accordance with current University regulations.
- 2. The administrative unit head, e.g., Dean, Department Chair, or Director, may choose to support the PI/PD with additional funds over and above that allocated initially to the PI/PD if in their judgment allocation of additional support is in accord with strategic unit initiatives.
- 3. Funds cannot be used for recurring costs.

APPROVED BY:

VICE PRESIDENT:  DATE: 10/30/18

APPROPRIATE INSTITUTIONAL REVIEW:  DATE: 10/30/18

PRESIDENT:  DATE: 10/30/18

DESCRIPTION (CONTINUED):