

VASSAR COLLEGE POLICY ON Application of Facilities and Administrative Cost Rate on Federal Grants

Effective Date: December 1, 2019

This policy provides guidance – in line with Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Uniform Guidance") – to Principal Investigators (PIs) and others responsible for the administration of governmental grant funds on the requirements for determining the appropriate Facilities and Administrative Cost rate for a sponsored project.

Policy Statement

In accepting a grant or contract from a governmental agency, Vassar College is obliged to comply with sponsor rules and regulations.

Among those obligations is the requirement to apply the appropriate Facilities and Administrative ("F&A") rate, also commonly known as the indirect cost rate, to direct costs.

Vassar negotiates the College's F&A rate with the Department of Health and Human Services and must determine whether to apply the rate for on-campus projects or for off-campus projects.

In order to determine the correct rate to use, the Grants Office works with PIs to identify where projects will take place. Space is designated as on-campus - and the on-campus rate is applied - if the majority of sponsored activity is conducted in space owned or leased by the College *or* if rental and facilities costs for off-campus facilities are not charged directly to the project or calculated and included as cost share.

Space is designated as off-campus, and the off-site rate is applied, in cases where the majority of sponsored activity is conducted at a location other than the College *and* the cost of rent or lease and related facility costs are directly charged to the project or donated by another entity and included as cost share.

Documentation confirming the off-campus status of the project location and the facility costs must be included with the proposed budget and approved via the grants routing form.