

OSP Information Sheet

Leslie Schmidt
 Authorized Organizational
 Representative
 (406) 994-2381

IDC/F&A Rates:

Effective 9/17/15

- 44% Research-Federal
- 54.73% Private/Industry Sponsored
- 57% Instruction
- 34.5% Other Institutional Activities
- 26% Off-Campus
- 19.3% Off-Campus Other
- 17.5% CESU (MTDC)
- 17.5% National Park Service - YNP
- 17.5% USGS - MT Co-Op Fisheries

State Agencies:

IDC Rate: 25% of total direct costs, unless federal pass-through, then full federal rate applies

Under the Uniform Guidance, the federally negotiated F&A rate for subcontractors must be honored. 10% de minimis rate is allowed for entities without a federally negotiated rate agreement. MSU's negotiated F&A rate must be accepted by all agencies unless restricted by statute, program or regulation. Refer to solicitation (RFP, RFQ, RFA, BAA)

Modified Total Direct Costs (MTDC) Base:

- Total direct costs less: Individual equipment items > \$5,000
- Subcontract expenditures over \$25,000
- Student tuition remission (awards)
- Participant support costs

Federal Maximums:

- NSF:** Max daily consulting rate: \$634 as of 1/14
- NIH:** Max annual salary: \$189,600 effective 1/18
- EPA:** Max hourly rate: \$74.50 effective 5/31/11

Employee Benefit Estimates:

(Percentages Based on Campus Wide Averages)

- 37.0% Faculty & Professional
- 47.0% Classified
- 38.0% Post-docs
- 1.0% Students (when registered full-time)
- 9.0% Hourly (students part-time)
- OSP Term Pool - 1%

Student Benefit Estimates:

Considered full-time if:

- Grad:** 6 credits or more = 1%
- Undergrad:** 6 credits or more = 1%
- Part-Time:** Less than 6 credits = 9%

Benefit estimates are for budgeting purposes. Actual benefit percent varies with each employee. Employees at less than 1.0 FTE will be higher than stated.

Contact OSP for additional information.

The payroll paperwork/EPAF deadline is the 20th of every month (or the preceding workday if the date falls on a Sat./Sun.)

MSU Tax/Employer Identification Number (TIN/EIN): 81-6010045	NAICS Code: 611310	SIC Code: 8221
DUN's Number: 625447982	ASAP: 3034514	Agency ID/Business Unit#: 51040
Congressional District: AL or 1	For Grants.gov: MT-001	Cage Code: 1-KQE9
MSU Land Grant Status: 1893	IPF Code: 1381104	MT Land Grant (Morrill Act): 1862

TRAVEL Information:

Call OSP at X2381 for any questions

Lodging Allowances & Meal Per Diems:

	<u>In-State</u>	<u>Out-of-State</u> (1-1-18)	<u>Foreign</u>
Lodging:	\$93.00	\$93.00	Current Federal Rates -
Meals: Breakfast (12:01 am - 10:00 am)	\$5.00	\$11.00	See webpage below
Lunch (10:01 am - 3:00 pm)	\$6.00	\$12.00	Variable Rates
Dinner (3:01 pm - 12:00 am)	\$12.00	\$23.00	Variable Rates
Total meals/day:	<u>\$23.00</u>	<u>\$46.00</u>	Variable Rates

Mileage Rates:

Car: \$.545, \$.515 after 1,000 mi./month, & 0.262/mi. w/o use justification; Personal Aircraft: \$1.09/mi. (as of 1/1/18)

Lodging Exceptions: Lodging without receipt = \$12.00 per day

Actual costs allowed for lodging in high-cost cities and foreign travel rates are available on the web at:

http://aoprals.state.gov/content.asp?content_id=184&menu_id=78

Dates of Assurances of Compliance:

- Rehabilitation Act - 09/02/77
- Title VI, Civil Rights - 01/06/65
- Title IX, Sex Discrimination - 07/21/76
- FIPS State Code** - 30

MSU Federal-Wide Assurance Numbers:

- Human Subjects: 00000165 (expires 2/13/20) IRB#00000799
- Animal Welfare: A3627-01 AAALAC #713 (effective 07/15/97)
- MSU Associated Research Level - Intensive**
- FICE Code:** 002532
- SAM Registration 3/6/02, expires 1/5/19

Date of IDC (F&A) Rate Agreement - 9/17/15

Cognizant Agency: DHHS, Jeanette Lu, 90 7th Street, Suite 4-600, San Francisco, CA 94103
 Phone: (415) 437-7820 E-mail: dcasf@psc.hhs.gov

F&A (IDC) Calculation Examples
Current rates are available on page 1

Example 1 (without subcontract)		NSF Proposal - allows full federal research rate, 44% Modified Total Direct	
MSU Budget Detail			
Salaries	\$36,000	Subtotal	\$68,220
Benefits	\$11,520	IDCs	<u>\$24,737</u> (IDCs are calculated as total directs less
Travel	\$6,000	Total	<u>\$92,957</u> equipment < 5000, 68220 - 12000 = 56220 *
Supplies	\$2,700		.44 = 24737)
Equipment	<u>\$12,000</u>		
Subtotal	\$68,220		

Example 2 (with subcontracts)		NSF Proposal - allows full federal research rate, 44% Modified Total Direct Proposal includes 2 subcontracts of \$35,000 each	
MSU Budget Detail			
Salaries	\$36,000	Subtotal	\$138,220
Benefits	\$11,520	IDCs	<u>\$49,377</u> (IDCs are calculated as total directs less
Subcontracts	\$70,000	Total	<u>\$187,597</u> equipment < 6000, and 1st \$25k on
Supplies	\$2,700		subcontracts)
Travel	\$12,000		
Equipment	<u>\$6,000</u>		(IDCs 138220-6000-20000 = 112220 * .44 = 49377)
Subtotal	\$138,220		

Example 3		State of Montana (BOR Policy) allows 25% - unless Federal pass through then full federal negotiated rate applies	
MSU Budget Detail <i>25% of total direct costs</i>			
Salaries	\$35,000		
Benefits	\$11,200		
Travel	\$4,500		
Supplies	\$2,750		
Subtotal	<u>\$53,450</u>		
IDCs	\$13,362		(53450* .25 = 13362)
Total	<u>\$66,812</u>		

Cost Share/Match Calculation Example		
Mt Board of Research & Commercialization requires 25% match of total funds requested		
MSU Budget Detail		MSU Cost Sharing Policy is available at:
Requested from sponsor	\$187,500.00	http://www.montana.edu/wwwvr/osp/Costsharingpolicy.html
25% match required	<u>\$62,500.00</u>	
Total	<u>\$250,000.00</u>	(250000 * .75 = 187500) (250000*.25 = 62500)

For specific budget questions contact your OSP Fiscal Manager at 994-2381.

Fiscal Manager department assignments are available at:

<http://www.montana.edu/wwwvr/osp/grants/OSPFiscalManagers.pdf>