

FLORIDA STATE UNIVERSITY

POLICY 7A-7

DISTRIBUTION OF INDIRECT COST EARNINGS ON PROJECTS

INVOLVING MORE THAN ONE ORGANIZATIONAL UNIT

Responsible Executive: Gary K. Ostrander, Vice President for Research

Approving Official: Gary K. Ostrander, Vice President for Research

Effective Date: August 1, 2014

Revision History: New:

Readopted: August 1, 2014

Revised: _____

I. Introduction

This policy describes the method to determine the appropriate distribution of indirect cost earnings.

II. Policy:

For purposes of distribution of indirect cost earnings (SRAD funds), department, schools, colleges and other organizational units (Units) will receive credit based on the percentage of effort agreed upon at the time the proposal is submitted. Percentage of effort normally will be determined by the estimated project direct dollars assigned to each Unit. The credit assigned to Units can be based on other factors as long as all parties involved agree to the assignments.

The principal Investigator and Co-Investigator(s) will be responsible for specifying the amount of credit that will be assigned to each Unit involved in the project at the time the proposal is submitted to Sponsored Research Administration (SRA). All parties (investigators, chairs/department heads and deans/directors) must agree to the credit assignment.

Office of Research Reports of SRA Activity:

The credit assignments will be used in SRA activity reports produced by the Office of Research.

Procedures:

The SRA Information System and the Proposal Transmittal Form have been modified in order to collect this data. Each investigator will identify a HOME UNIT and a WORK UNIT on the Proposal Transmittal Form. The Home Unit is the Unit where the investigator's primary appointment resides. The Work Unit is where the work will be conducted. The percentages assigned to each field will be used to determine the amount of credit each Unit will receive. Percentages must total 100%.

The credit assigned to Units involved in a project shall be provided to SRA at the time the proposal is submitted for review. The assignment of credit must be agreed to by all parties involved prior to SRA's release of the proposal.

III. Legal Support, Justification, and Review of this Policy
Fla. Stat. 1004.22.

These policies will be reviewed when changes are necessary.

Gary K. Ostrander, Vice President for Research
August 1, 2014