Medical School ICR Sharing Guidelines

Background

The University has a policy for sharing indirect cost dollars when a project involves more than one college. There is no policy within the Medical School when a project involves more than one department. This will define when it is appropriate to share ICR dollars within the Medical School.

Guidance to Administrative Centers

1. As a general principle, indirect cost recoveries should go to the department(s) incurring costs for grants administration and facilities. Sharing agreements should be documented between departments at the time a proposal is submitted.

2. Program Project grants (and equivalents) will be established with budgets for each project and core managed by the department of the project/core leader. Indirect cost recovery on that component will flow directly to the project PI's department.

3. For other grants with key staff or facilities from a second department, ICR dollars will be shared if both the following apply: a) the total proposal is over $300,000 annual direct costs and b) the amount of indirect dollars the other unit would receive (based on the budget) is greater than $10,000 per year.

4. On occasion, there will be grants managed by one department with facilities provided by a second department. In such instances, indirect cost recovery should be shared in proportion to the facilities and administrative components of the federal F&A rate, e.g., the department providing the facilities recovers the facilities component of the rate, the department bearing the SPA cost pool charges, doing the grants administration and related HR recovers the administrative portion.   The same materiality thresholds mentioned above apply in these cases. Units frequently encountering this situation, such as specialized service centers, should collaborate on a standard model for apportioning indirect cost recovery for approval by the Dean's Office.

5. Disagreements will be escalated to the Center Directors for discussion with faculty leadership and resolution.

August 4, 2010