



INDIRECT COSTS: WHAT YOU SHOULD KNOW

Indirect costs reimburse the University expenses incurred in supporting projects funded by grants or contracts from outside agencies. The university administers approximately \$14.2 million in grants and contracts, most of which have indirect costs. Sponsoring agencies recognize that recipient organizations incur indirect costs for common or joint objectives and that they cannot be readily identified with a particular grant or contract. Examples of indirect costs are the expenses incurred for various administrative services provided, such as:

- Accounting Services
- Personnel & Payroll Administration
- Accounts Payable Services
- General and Specialized Insurance Coverage, Compliance and Regulatory Monitoring
- Independent Audit Services (required by most granting agencies)
- Legal Services

Additionally, the University provides general and departmental administrative support and the use of University services such as libraries, laboratories, classroom facilities, the computer center, and student services. All of these indirect costs must be charged to grants and contracts based upon equitable and reasonable methods as determined by the Federal government.

SPONSORED PROJECTS INDIRECT COSTS POLICY

All proposals for sponsored projects shall adhere to Executive Order No. 168 of the California State University Chancellor's Office, which states "emphasis shall be given to recover all costs, both direct and indirect, for each project." In conformity with this order, indirect costs should be budgeted at the maximum rate allowable by the funding agency.

The indirect cost rates normally applicable to specific categories of funded projects, as of July 1, 2015, are listed below. Deviations from these rates that are specified by the funding agency must be fully documented. Any other exceptions must be approved, in advance, by the Provost and Vice President, Academic Affairs.

SPONSOR	POLICY
Federal grants & contracts	46.5% MTDC for on campus projects and 25% MTC off campus, unless a different rate is explicitly stated in program guidelines.
State of California	25% of total direct costs (TDC)
Non-Federal sponsors	15% but varies according to sponsor's policy
For organizations that do not allow indirect costs	Charge 15% in direct costs for "administrative expense"

COLLEGES AND UNIVERSITIES RATE AGREEMENT

EIN: 94-1524922

DATE:03/04/2016

ORGANIZATION:

FILING REF.: The preceding agreement was dated 10/30/2012

Calif State Univ, East Bay & the Foundation

25976 Carlos Bee Blvd.

Hayward, CA 94542

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: Facilities And Administrative Cost Rates

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE(%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PRED.	07/01/2015	06/30/2018	46.50	On-Campus	All Programs
PRED.	07/01/2015	06/30/2018	25.00	Off-Campus	All Programs
PROV.	07/01/2018	06/30/2019	46.50	On-Campus	All Programs
PROV.	07/01/2018	06/30/2019	25.00	Off-Campus	All Programs

*BASE

Modified total direct costs, consisting of all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award). Modified total direct costs shall exclude equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

ORGANIZATION: Calif State Univ, East Bay & the Foundation

AGREEMENT DATE: 3/4/2016

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

This organization charges the actual cost of each fringe benefit direct to Federal projects. However, it uses a fringe benefit rate which is applied to salaries and wages in budgeting fringe benefit costs under project proposals. The following fringe benefits are treated as direct costs:
FICA, SUI, WORKERS COMPENSATION, MEDICAL INSURANCE, AND PENSION PLAN.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

OFF-CAMPUS DEFINITION: For all activities performed in facilities not owned by the institution and to which rent is directly allocated to the project(s), the off-campus rate will apply. Actual costs will be apportioned between on-campus and off-campus components. Each portion will bear the appropriate rate.

DEFINITION OF EQUIPMENT

Equipment is defined as tangible nonexpendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

NEXT PROPOSAL DUE DATE

A proposal based on actual costs for fiscal year ending 06/30/17, will be due no later than 12/31/17.

ORGANIZATION: Calif State Univ, East Bay & the Foundation

AGREEMENT DATE: 3/4/2016

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Title 2 of the Code of Federal Regulations, Part 200 (2 CFR 200), and should be applied to grants, contracts and other agreements covered by 2 CFR 200, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing facilities and administrative costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of facilities and administrative costs allocable to these programs.

BY THE INSTITUTION:

Calif State Univ, East Bay & the Foundation

(INSTITUTION)

Debra P. Chaw

(SIGNATURE)

DEBRA P. CHAW

(NAME)

VP, ADMINISTRATION & FINANCE / CFO

(TITLE)

3/17/16

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

Arif M. Karim -S
Digitally signed by Arif M. Karim -S
DN: cn=US, o=U.S. Government, ou=HHS, ou=PSC,
ou=People, cn=Arif M. Karim -S,
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Date: 2016.03.16 17:18:01 -0500

(SIGNATURE)

Arif Karim

(NAME)

Director, Cost Allocation Services

(TITLE)

3/4/2016

(DATE) 0169

HHS REPRESENTATIVE: Karen Wong

Telephone: (415) 437-7820