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.