

FACTS SHEET

FLORIDA STATE UNIVERSITY

(Updated: 01/22/2015 by Esther Wheeler)

FSU ORGANIZATIONAL CODES AND NUMBERS

DUNS #: 790877419	CAGE Code: 3S772	NAICS Codes: 611310, 541330 (North American Industry Classification System)
FEIN / FEID: 59-1961248 Federal Employer Identification Number and Federal Tax Identification Number		Congressional District: 2 Use FL-002 in Grants.gov
DHHS Animal Welfare Assurance #: A3854-01		NSF Institution Code: 0014894000
Human Subjects HHS Multiple Project Assurance #: M-1339		NIH Institution Profile #: 513804
HHS Federal Wide Assurance (FWA) # for Human Subjects: 00000168 for Grants.Gov		FICE Code: 001489 (Federal Interagency Committee on Education)
HHS Colleges and Universities F&A Rate Agreement is dated: 04/01/13		FBI Originating Agency Identification (ORI) #: FL037600
SAM (System for Award Management) – FSU Sponsored Research Administration maintains an active SAM registration under DUNS # 790877419. The current expiration date is 09/09/2015.		MyFloridaMarketPlace (formerly SPURS) Vendor ID #: F591961248-101

COGNIZANT AUDIT OFFICE	COGNIZANT CONTRACT ADMINISTRATION OFFICE
DHHS Director of Cost Allocation	Office of Naval Research Atlanta
Cohen Building Room 1067	100 Alabama Street Suite 4R15
330 Independence Avenue SW	Atlanta Georgia 30303-3104
Washington DC 20201 202-401-2808	404-562-1600

SPONSOR SALARY LIMITATIONS (added 05/08/14)

NIH, OJP, USU, NIFA: The following salary limitations apply for Federal FY14-15. An individual's salary charged to projects cannot exceed these annual amounts (exclusive of fringe and F&A):
HHS NIH: \$181,500 (efft: 1/1/14); \$183,300 (efft: 1/11/15) **DOJ OJP:** \$199,650; **DOD USU:** \$201,700; **USDA NIFA:** \$157,100

NIH Graduate Student: The maximum amount awarded by the NIH for the support of a graduate student on a research grant or a cooperative agreement is tied to the 'zero level' National Research Service Award (NRSA) stipend in effect at the time the grant award is issued. The amount provided for compensation includes salary or wages, fringe benefits, and tuition remission. The schedule for NRSA stipends can be found at <http://grants.nih.gov/training/nrsa.htm> (see *Kirschstein-NRSA Stipend Levels* near the bottom of the NRSA web page).

NSF Senior Personnel: As a general policy, **NSF** limits salary compensation for senior project personnel to no more than two months of their regular salary in any one year (Summer through Spring semesters). This limit includes salary compensation received from all NSF-funded grants.

NASA: In certain research announcements, NASA may limit the amount of direct salary for an investigator on a grant to Executive Level II of the Federal Executive Pay scale. The Executive Level II salary is \$181,500 for Federal FY14.

ESCALATION FACTORS FOR PROPOSAL BUDGETS (added 05/08/14)

Sponsored Research Administration encourages investigators to include a reasonable increase in *all* budget categories to account for inflation in subsequent budget years. Typical increases for salaries and fringe benefits are 1-3% per year. The section on Graduate Tuition Waivers (bottom of Page 2) suggests a 7.5% escalation factor. Escalation rates may be limited by the sponsor. Consult the sponsor's guidelines or ask the appropriate SRA administrator what rate is generally accepted by a particular sponsor.

FRINGE BENEFITS (updated 08/13/14)

The following information regarding Fringe Benefits Rates is for proposal budget development purposes: Fringe benefits and insurance rates should be clearly stated in every proposal's budget explanation (a.k.a. narrative, justification), and the accuracy of those fringe benefit and insurance figures is the responsibility of the PI. The PI should include sufficient funds in the proposed budget to ensure that fringe benefits associated with sponsor-paid salaries are sufficient. The following rates should be used in calculating *fringe benefits* on proposals. See *insurance* rates in the next section for additional costs. Rates obtained from http://www.dms.myflorida.com/human_resource_support/retirement/employers/contribution_rates.

- **The cost of health and/or life insurance should be added to the fringe benefit cost**, if applicable to the employee.
- **OPS appointments:** If the person being appointed to an OPS position also has a regular job at FSU, fringe and health must be budgeted at the same rate as the regular job.
- **Terminal Leave** applies only to leave-earning employees.

2014-2015 Fringe Benefit Rates						
Applicable to:	Retirement	Social Security	Medicare	Workers Comp*	Terminal Leave*	TOTAL
Faculty/A&P/USPS FRS	7.37%	6.20%	1.45%	0.1%	1.2%	16.32%
Faculty/A&P ORP	7.69%	6.20%	1.45%	0.1%	1.2%	16.64%
Faculty/A&P/USPS DROP	12.28%	6.20%	1.45%	0.1%	1.2%	21.23%
OPS Students	--	--	--	0.1%	--	0.1%
OPS Non-Students/Postdocs	--	--	1.45%	0.1%	--	1.55%

*The rates for Workers Compensation and Terminal Leave are subject to final approval by DHHS.

HEALTH INSURANCE RATES (updated 05/24/13)

Effective 03/01/14

Coverage	Code	Annual \$	Biweekly* \$
Individual	01 – Employee Only	7,098	296
Spouse (insured)	22 – Spouse Program (Primary)	8,575	357
Spouse (dependent)	89 – Spouse Program (Secondary)	8,575	357
Family	02 – Employee + Dependents	15,169	632
TBA (to be assigned/hired)	Use Family coverage in proposal budgets when regular employee is unknown.		

* The biweekly amount is for 24 pay periods regardless of months appointed and has been rounded to nearest whole dollar. Rates shown are for Regular Class only; confirmed by FSU HR.

Effective 01/01/14

OPS	FSU will be offering health insurance coverage to OPS employees working 30 hours or more per week, in accordance with state law. SRA recommends including such costs in proposal budgets, basing the cost on the <i>Individual</i> or <i>Family</i> rate for regular employees. Further information will be provided as it becomes available.
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HEALTH INSURANCE SUBSIDY FOR GRADUATE ASSISTANTS (updated 02/13/14)

A subsidy towards the purchase of the university-sponsored health insurance plan will be provided to qualifying graduate assistants in accordance with the Policy published at <http://www.research.fsu.edu/contractsgrants/documents/hipolicy.pdf>. Additional guidance for the supplement is published at <http://gradschool.fsu.edu/Funding-Awards/Health-Insurance>.

Effective 01/22/15, campus was advised that the graduate student health insurance subsidy should be included as a part of fringe benefits in proposal budgets. **Effective Spring 2015**, these subsidies will be paid out and charged to applicable C&G accounts as a fringe benefit.

Qualifying Graduate Student Appointment FTE	Annual Salary Supplement
.25 - .49 (10-19 hrs/wk)	\$850
.50 (20+ hrs/wk)	\$1,500

GRADUATE TUITION WAIVERS (updated 08/13/14)

Actual rates are shown for 2014-2015. Out-years' rates beginning with 2014-2015 are calculated with a 7.5% estimated increase. Rates do not include Fees. The waiver rates shown below are for Main Campus and Panama City Campus. For Law or Medicine, consult [Student Financial Services](#).

IN-STATE Waivers	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Waiver Rates Per Hour	\$403.51	\$433.77	\$466.30	\$501.28	\$538.88
Waiver Amounts (In-State rate x credit hours; results rounded to nearest whole dollar)					
9 hrs. In-State	3,632	3,904	4,197	4,512	4,850
18 hrs. In-State	7,263	7,808	8,393	9,023	9,700
27 hrs. In-State	10,895	11,712	12,590	13,535	14,550
OUT-OF-STATE Waivers	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Waiver Rates Per Hour	\$1,004.85	\$1,080.21	\$1,161.23	\$1,248.32	\$1,341.94
Waiver Amounts (Out-of-State rate x credit hours; results rounded to nearest whole dollar)					
9 hrs. Out-of-State	9,044	9,722	10,451	11,235	12,077
18 hrs. Out-of-State	18,087	19,444	20,902	22,470	24,155
27 hrs. Out-of-State	27,131	29,166	31,353	33,705	36,232

INDIRECT COST RATES (read across and down) (updated 03/08/13)

Effective Period	Activity	Federal & Federal Flow-Through Sponsors excluding State of Florida	Non-Federal & Non-Florida Governmental Sponsors	State of Florida Agencies, Local Florida Governments, Florida Water Management Districts	Applicable to:
On-Campus, Non-NHMFL Facilities					
7/1/12 – 6/30/14	Research	51.3% MTDC	47.0% MTDC	See “All Facilities” below	Work conducted on campus except for NHMFL facilities.
7/1/14 – 6/30/16	Research	52.0% MTDC	47.0% MTDC	See “All Facilities” below	Work conducted on campus except for NHMFL facilities.
7/1/12 – 6/30/16	Instruction	55.4% MTDC	47.0% MTDC	See “All Facilities” below	Work conducted on campus except for NHMFL facilities.
7/1/12 – 6/30/16	Other Sponsored Activity	51.8% MTDC	47.0% MTDC	See “All Facilities” below	Work conducted on campus except for NHMFL facilities.
On-Campus, NHMFL Facilities					
7/1/12 – 6/30/16	Research, Instruction, Other Sponsored Activity	70% MTDC	55% MTDC	See “All Facilities” below	Work conducted at NHMFL facilities
Off-Campus (Work conducted at Non-FSU owned or maintained facilities)					
7/1/12 – 6/30/16	Research, Instruction, Other Sponsored Activity	26% MTDC	26% MTDC	See “All Facilities” below	Work conducted off campus
All Facilities On- or Off-Campus					
Effective immediately	Research, Instruction, Other Sponsored Activity	Up to 15% TDC*		State of Florida Agencies	
Effective immediately	Research, Instruction, Other Sponsored Activity	26% TDC*		Local Florida Governments	
Effective immediately	Research, Instruction, Other Sponsored Activity	25% TDC*		Florida Water Management Districts	

*Cannot exceed negotiated rate if the agreement is funded with federal flow-through funds.

Definitions:

BASE: MTDC (Modified Total Direct Costs) consists of all salaries and wages, fringe benefits, materials, supplies, services, travel and subgrants and subcontracts up to the first \$25,000 of each subgrant or subcontract (regardless of the period covered by the subgrant or subcontract). Modified total direct costs shall exclude equipment costing \$5,000 or more, capital expenditures, charges for patient care, student tuition remission, rental costs of off-site facilities, scholarships, and fellowships as well as the portion of each subgrant and subcontract in excess of \$25,000.

TDC (Total Direct Costs) excludes student tuition remission only. If an agreement is funded with federal flow through funds, the total F&A recovered cannot exceed what would have been recovered had the University’s negotiated rate been applied.

Off-Campus Rate: For all activities performed in facilities not owned by FSU and to which rent is directly allocated to the project(s), the off-campus rate will apply. If more than 50% of a project is performed off campus, the off-campus rate will apply to the entire project.

Clarification on application of F&A on Stipends: Stipends paid to FSU students should be excluded from F&A as they are considered scholarship/fellowship costs. Stipends paid to non-FSU students are subject to F&A. A stipend is not considered salary.

FSU’s **POLICY FOR INDIRECT COST RECOVERY** may be viewed at <http://www.research.fsu.edu/contractsgrants/recoverycost.html>.

PROPOSAL TRANSMITTAL FORM

A Proposal Transmittal Form should be used to obtain approval signatures and to assist in orderly routing of proposals, if the proposal will not be approved via OMNI Proposal Approval Workflow. This form is an internal document and is not submitted to the sponsor. The Proposal Transmittal Form and Instructions are available from the Sponsored Research Administration web site at www.research.fsu.edu/contractsgrants/forms.html.

Contacts for compliance and facility use are shown below. The PI is encouraged to contact these offices for guidance in proposal preparation if the proposed project will include these types of activities. Compliance and facility use approvals are no longer required prior to submission of the proposal. However, this does not relieve the PI from the requirement to obtain approvals prior to any award resulting from the proposal. Some sponsors may require submission of documentation of institutional review and approval prior to an award.

Activity	Contact Person	Phone	Email address
Recombinant DNA, Hazardous Chemicals, Select Agents, Radioactive Materials, & Nanomaterials	Richard Le	644-5374	rle@admin.fsu.edu
Human Subjects	Julie Haltiwanger	644-7900	jth5898@fsu.edu
Animal Use	Kathleen Harper	644-0623	kharp@mailer.fsu.edu
FSU Marine/Academic Diving Facilities	Felicia Coleman	697-4111	fcoleman@fsu.edu
Workshops/Conferences	Susan Rudasill	644-1571	srudasill@cpd.fsu.edu
Faculty Overload/Dual Comp	Katie Filomio	644-6470	kfilomio@admin.fsu.edu

ORGANIZATIONAL DEMOGRAPHICS

<ul style="list-style-type: none"> Applicant Name or Organization: Florida State University Applicant Address and Telephone: Sponsored Research Administration 874 Traditions Way, Third Floor Florida State University Tallahassee, FL 32306-4166 Telephone: (850) 644-5260 FAX: (850) 644-1464 Official Authorized to Sign for FSU: Dr. Gary K. Ostrander Vice President for Research Florida State University (see below re: email address) Business Official or Financial Officer: Pam Ray, Director Sponsored Research Administration 	<ul style="list-style-type: none"> Applicant Name or Organization: Florida State University Research Foundation, Inc. Applicant Address and Telephone: 2000 Levy Ave., Suite 351 PO Box 3062744 Tallahassee, FL 32310 Telephone: (850) 644-8650 FAX: (850) 644-3658 Official Authorized to Sign for FSU Research Foundation Dr. Gary K. Ostrander, President Florida State University Research Foundation, Inc. Business Official or Financial Officer: Holly Newell, Director Florida State University Research Foundation, Inc. FSURF Organizational Codes DUNS Number: 55-6861834 FEID Number: 59-3211153 Florida Sales Tax Exemption
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ALIAS EMAIL ADDRESSES

The following is a list of alias email addresses to be used on applications for funding in lieu of the Vice President for Research's real email address.

AGENCY	ALIAS EMAIL ADDRESS	AGENCY	ALIAS EMAIL ADDRESS
Corp. for Public Broadcasting	cpbaward@mailer.fsu.edu	USDA	usdaaward@mailer.fsu.edu
NASA	nasaaward@mailer.fsu.edu	US DOED	edaward@mailer.fsu.edu
NIH	nihaward@mailer.fsu.edu	US DOE	doeaward@mailer.fsu.edu
NOAA	noaaaward@mailer.fsu.edu	DHHS (except NIH & HRSA)	hhsaward@mailer.fsu.edu
NSF	nsfaward@res.fsu.edu	ARMY	armyaward@mailer.fsu.edu
OJP/DOJ	ojpaward@mailer.fsu.edu	US EPA	epaaward@res.fsu.edu
ONR	onraward@mailer.fsu.edu	US HRSA	hrrsaaward@mailer.fsu.edu
State of Florida	sof@mailer.fsu.edu	All other agencies	SRA@mailer.fsu.edu

SPONSORED RESEARCH KEY WEBSITES

- Policies and Procedures: <http://www.research.fsu.edu/contractsgrants/policypro.html>
- Training: <http://www.research.fsu.edu/contractsgrants/workshops.html>
- Staff Assignment Information: <http://www.research.fsu.edu/contractsgrants/documents/staff.pdf>
- Forms: <http://www.research.fsu.edu/contractsgrants/forms.html>