

FACTS SHEET
FLORIDA STATE UNIVERSITY
 Division of Sponsored Research
 874 Traditions Way, Third Floor, Tallahassee, FL 32306-4166
 Phone: (850) 644-5260 Fax (850) 644-1464
 Updated: 08/11/2009

FSU ORGANIZATIONAL CODES AND NUMBERS

DUNS # 790877419	CAGE Code: # 3S772	NAICS Code: 611310 (North American Industry Classification System)
Federal ID: # 59-1961248	Congressional District: #2	
DHHS Animal Welfare Assurance # A3854-01	NSF Inst. Code: 0014894000	
Human Subjects Multiple Project Assurance # M-1339	NIH IPF#: 513804	
Federal Wide Assurance (FWA) # for Human Subjects: 00000168 for Grants.Gov	FICE Code 001489 (Federal Interagency Committee on Education)	
DHHS Colleges and Universities F&A Rate Agreement is dated: May 15, 2007	FBI ORI #: FL037600	

COGNIZANT AUDIT OFFICE	COGNIZANT CONTRACT ADMIN.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

FRINGE BENEFITS

NOTE: The following information regarding Fringe Benefits Rates is for proposal 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.

FRINGE BENEFITS RATES

Effective 1/9/2009

Fringe benefits may consist of Retirement (9.85% FRS Pension or Investment Plan; 10.43% ORP; 10.91% DROP FRS or TRS), 6.20% Social Security, 1.45% Medicare and 0.3% Workers/Unemployment Compensation, 0.8% Terminal Leave Pool, plus appropriate health insurance. The following rates should be used in calculating fringe benefits on proposals. The cost of health and/or life insurance should be added to the fringe benefit cost, if applicable.

NOTE: Terminal Leave applies only to leave-earning employees.

Faculty/A&P/USPS under FRS Pension or Investment Plan	18.60%
Faculty/A&P under ORP	19.18%
Faculty/A&P/USPS under DROP	19.66%
OPS Students	0.30%
OPS Non-Students and Postdocs	1.75%

HEALTH INSURANCE RATES

Shown here are the employer amounts that will be in effect during FY09 and FY10.

Coverage	Code	Effective 07/01/2009		Effective 06/01/2010		Cost for FY10*
		Annual	Biweekly	Annual	Biweekly	
Individual	01	\$5,384	\$224.34	\$5,683	\$236.81	\$5,434
Spouse (insured)	22	\$6,767	\$281.94	\$7,105	\$296.04	\$6,823
Spouse (dependent)	89	\$6,767	\$281.94	\$7,105	\$296.04	\$6,823
Family	02	\$11,373	\$473.87	\$12,050	\$502.07	\$11,486
Individual/Family Average (for TBAs)		\$8,379	\$349.11	\$8,867	\$369.44	\$8,460

NOTE: The biweekly amount is for 24 pay periods regardless of months appointed. *Annual Cost for Fiscal Year 2009-2010 includes ten months (20 biweeklies) at the 07/01/2009 rate and two months (4 biweeklies) at the 06/01/2010 rate.

SALARY SUPPLEMENT FOR GRADUATE ASSISTANTS

Effective Fall 2010 for qualifying graduate assistants, a salary supplement towards the purchase of the university-sponsored health insurance plan will be provided 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://www.research.fsu.edu/contractsgrants/documents/hipolsuppl.pdf>. This supplement is not a fringe benefit, but is to be included in proposal budgets as *salary* (and is subject to the normal fringe benefit rate for students and F&A costs).

FLORIDA STATE CLEARINGHOUSE

Governor's Executive Order 95-329 established the Florida State Clearinghouse (SCH) as the State single point of contact for the intergovernmental coordination and review process required by Presidential Executive Order 12372. The SCH is located at the Florida Department of Environmental Protection. Contact the Division of Sponsored Research for information on when and how to submit proposals to the SCH or visit the SCH web site: http://www.dep.state.fl.us/secretary/oip/state_clearinghouse.

INDIRECT COST RATES

Effective immediately (except as noted), a new indirect cost rate agreement has been negotiated with the U.S. Department of Health and Human Services (FSU's cognizant audit agency) which contains several changes from our current indirect cost rate agreement. Likewise there are changes to the treatment of indirect costs on non-federal agreements.

(RES = Research; INS = Instruction; OSA = Other Sponsored Activity; ONC = On Campus; OFC = Off Campus)

Effective Period	Locations	Activity	Federal Negotiated Rate	FSU Applied Rate and Base*	Applicable to:
NON NHMFL					
7/1/06 to 6/30/10	ONC	RES	47% MTDC	47% MTDC	Non NHMFL activities
7/1/06 to 6/30/10	OFC	RES	26% MTDC	26% MTDC	Non NHMFL activities
NHMFL					
7/1/04 to 6/30/10	ONC	INS	54.5% MTDC	47% MTDC	Non NHMFL activities
7/1/04 to 6/30/10	OFC	INS	26% MTDC	26% MTDC	Non NHMFL activities
7/1/04 to 6/30/10	ONC	OSA	32.5% MTDC	32.5% MTDC	Non NHMFL activities
7/1/04 to 6/30/10	OFC	OSA	22% MTDC	22% MTDC	Non NHMFL activities
7/1/04 to 6/30/10	ONC NHMFL	RES, INS, OSA	67% MTDC	55% MTDC	Excluding NIH, State of FL, Local Florida Gov'ts, & FL Water Mgmt. Districts
7/1/04 to 6/30/10	ONC NHMFL	RES, INS, OSA	67% MTDC	67% MTDC	NIH (National Institutes of Health)
7/1/04 to 6/30/10	OFC NHMFL	RES, INS, OSA	24.5% MTDC	24.5% MTDC	Excluding State of Florida
All Units (including NHMFL)					
Effective immediately	ONC, OFC	RES, INS, OSA		Up to 15% TDC	State of Florida
Effective immediately	ONC, OFC	RES, INS, OSA		26% TDC	Local Florida Governments
Effective immediately	ONC, OFC	RES, INS, OSA		25% TDC	FL Water Management Districts

*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, 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 rates 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>.

GRADUATE TUITION WAIVERS

Matrix for IN-STATE Waivers

(Calculated with a 10% increase; does not include Fees – Updated 7/27/2009)

IN-STATE	09-10 (Actual)	10-11 (Projection)	11-12 (Projection)	12-13 (Projection)	13-14 (Projection)
Waiver Rates Per Hour	\$265.33	\$291.86	\$321.05	\$353.16	\$388.48
Waiver Amounts	09-10 (Actual)	10-11 (Projection)	11-12 (Projection)	12-13 (Projection)	13-14 (Projection)
9 hrs. In-State	\$2,387.97	\$2,626.74	\$2,889.45	\$3,178.44	\$3,496.32
18 hrs. In-State	\$4,775.94	\$5,253.48	\$5,778.90	\$6,356.88	\$6,992.64
27 hrs. In-State	\$7,163.91	\$7,880.22	\$8,668.35	\$9,535.32	\$10,488.96

Matrix for OUT-OF-STATE Waivers

(Calculated with a 10% increase; does not include Fees – Updated 7/27/2009)

OUT-OF-STATE	09-10 (Actual)	10-11 (Projection)	11-12 (Projection)	12-13 (Projection)	13-14 (Projection)
Waiver Rates Per Hour	\$866.67	\$953.34	\$1,048.67	\$1,153.54	\$1,268.89
Waiver Amounts	09-10 (Actual)	10-11 (Projection)	11-12 (Projection)	12-13 (Projection)	13-14 (Projection)
9 hrs. Out-Of-State	\$7,800.03	\$8,580.06	\$9,438.03	\$10,381.86	\$11,420.01
18 hrs. Out-Of-State	\$15,600.06	\$17,160.12	\$18,876.06	\$20,763.72	\$22,840.02
27 hrs. Out-Of-State	\$23,400.09	\$25,740.18	\$28,314.09	\$31,145.58	\$34,260.03

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. Proposal Transmittal Forms are available from the Sponsored Research Services web site at www.research.fsu.edu/contractsgrants/forms.html.

In addition to a signed Transmittal Form and a paper copy of the proposal, the PI should send an electronic copy of both the proposal and abstract to the appropriate administrator in Sponsored Research Services or the FSU Research Foundation. If the project involves the use of animals, the PI must also submit the SRS Animal Subjects Use Form (ASU Form). After the proposal has been reviewed and approved on behalf of the Vice President for Research, the principal investigator will be notified that it is ready to be picked up. The principal investigator is responsible for transmitting the paper proposal to the agency, or coordinating with SRS for electronic submission.

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	rles@admin.fsu.edu
Human Subjects	Julie Haltiwanger	644-7900	jth5898@fsu.edu
Animal Use	Kathleen Harper	644-4262	kharper@mailier.fsu.edu
FSU Marine/Academic Diving Facilities	Felicia Coleman	697-4111	coleman@bio.fsu.edu
Workshops/Conferences	Susan Rudasill	644-1571	srudasill@cpd.fsu.edu
Faculty Overload/Dual Comp	Annie Hayes	644-1449	ahayes@admin.fsu.edu

ORGANIZATIONAL DEMOGRAPHICS

- Applicant Name or Organization:

Florida State University

- Applicant Address and Telephone:

**Sponsored Research Services
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. Kirby W. Kemper
Vice President for Research**
(see below re: email address)

- Business Official or Financial Officer:

**Peter Derham, Director
Sponsored Research Accounting Services**

- Applicant Name or Organization:

Florida State Univ. Research Foundation, Inc.

- Applicant Address and Telephone:

**874 Traditions Way, Suite 300
Tallahassee, FL 32306-4166
Telephone: (850) 644-8650
FAX: (850) 644-3658**

- Official Authorized to Sign for FSU Research Foundation

**Dr. Kirby W. Kemper, President
Florida State University Research Foundation, Inc.**

- Business Official or Financial Officer:

**Holly Newell
Business Manager**

- FSURF Organizational Codes

DUNS Number: 55-6861834
FEID Number: 59-3211153
Florida Sales Tax Exemption # 85-8012567412C-1

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
Corporation for Public Broadcasting	CPB	cpbaward@mailers.fsu.edu
National Aeronautics and Space Administration	NASA	nasaaward@mailers.fsu.edu
National Institutes of Health	NIH	nihaward@mailers.fsu.edu
National Science Foundation	NSF	nsfaward@res.fsu.edu
Office of Justice Programs (U.S. Dept of Justice)	OJP	ojpaward@mailers.fsu.edu
Office of Naval Research (U.S. Dept of the Navy)	ONR	onraward@mailers.fsu.edu
State of Florida	SOF	sof@mailers.fsu.edu
U.S. Department of Agriculture	USDA	usdaaward@mailers.fsu.edu
U.S. Department of Education	DOED	edaward@mailers.fsu.edu
U.S. Department of Energy	DOE	doeaward@mailers.fsu.edu
U.S. Department of Health and Human Services (except for NIH and HRSA)	DHHS	hhsaward@mailers.fsu.edu
U.S. Department of the Army	Army	armyaward@mailers.fsu.edu
U.S. Environmental Protection Agency	EPA	epaaward@res.fsu.edu
U.S. Health Resources and Services Administration	HRSA	hrsaaward@mailers.fsu.edu
All other agencies use Sponsored Research Services alias:	SRS	srs@mailers.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>