

# FACTS SHEET

## FLORIDA STATE UNIVERSITY

(Updated: 10/1/2018)

### FSU ORGANIZATIONAL CODES AND NUMBERS

DUNS #: <b>790877419</b>	CAGE Code: <b>3S772</b>	NAICS Codes: <b>611310, 541330</b> (North American Industry Classification System)
FEIN / FEID: <b>59-1961248</b> Federal Employer Identification Number and Federal Tax Identification Number		Congressional District: <b>2</b> Use <b>FL-002</b> in Grants.gov
DHHS Animal Welfare Assurance #: <b>D16-00491 (A3854-01)</b>		NSF Institution Code: <b>0014894000</b>
HHS Federal Wide Assurance (FWA) # for Human Subjects: <b>00000168</b> for Grants.Gov		NIH Institution Profile #: <b>513804</b>
HHS Colleges and Universities <b>F&amp;A Rate Agreement</b> is dated: <b>07/09/18</b>		FICE Code: <b>001489</b> (Federal Interagency Committee on Education)
<b>SAM</b> (System for Award Management) – FSU Sponsored Research Administration maintains an active SAM registration under DUNS # 790877419. <b>The current expiration date is March 29, 2019.</b>		
MyFloridaMarketPlace (formerly SPURS) Vendor ID #: <b>F591961248-101</b>		FBI Originating Agency Identification (ORI) #: <b>FL037600</b>
USDA-NIFA Automated Standard Application for Payments (ASAP) Number <b>2U3OP</b> .		

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

<b>SPONSOR SALARY LIMITATIONS</b> (based on the U.S. Office of Personnel Management (OPM) Executive and Senior Level Employee Tables for 2018)	
<b>NIH, OJP, NIFA, PCORI:</b> The following annual salary limits (exclusive of fringe benefits and F&A) apply for an individual's salary charged to projects: <b>HHS NIH:</b> \$189,600; <b>DOJ OJP:</b> \$208,560; <b>USDA NIFA:</b> \$164,200; <b>PCORI:</b> \$200,000.	
<b>NIH Graduate Student:</b> 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 <a href="http://grants.nih.gov/training/nrsa.htm">http://grants.nih.gov/training/nrsa.htm</a> (see <i>Kirschstein-NRSA Stipend Levels</i> near the bottom of the NRSA web page).	
<b>NSF Senior Personnel:</b> As a general policy, <b>NSF</b> limits salary compensation for <b>senior project personnel</b> 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 <u>all</u> NSF-funded grants.	
<b>NASA:</b> 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 \$189,600 as of January 2018.	

<b>ESCALATION FACTORS FOR PROPOSAL BUDGETS</b> (added 09/04/15)	
Sponsored Research Administration encourages investigators to include a reasonable increase in <i>all</i> 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 1% 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.	

<b>FRINGE BENEFITS - Effective July 1, 2018</b> (updated 07/25/18)	
<p><b>The following information regarding Fringe Benefits Rates is for proposal budget development purposes:</b> 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 <a href="http://www.rol.frs.state.fl.us/forms/ir18-203_rates_only.pdf">http://www.rol.frs.state.fl.us/forms/ir18-203_rates_only.pdf</a>.</p> <ul style="list-style-type: none"> <li>• <b>The cost of health and/or life insurance should be added to the fringe benefit cost</b>, if applicable to the employee.</li> <li>• <b>OPS appointments:</b> 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.</li> <li>• <b>Terminal Leave</b> applies only to leave-earning employees.</li> </ul>	

<b>2018-2019 Fringe Benefit Rates</b>						
Applicable to:	Retirement	Social Security	Medicare	Workers Comp	Terminal Leave	TOTAL
Faculty/A&P/USPS <b>FRS</b>	8.26%	6.20%	1.45%	.20%	.60%	<b>16.71%</b>
Faculty/A&P <b>ORP</b>	8.65%	6.20%	1.45%	.20%	.60%	<b>17.10%</b>
Faculty/A&P/USPS <b>DROP</b>	14.03%	6.20%	1.45%	.20%	.60%	<b>22.48%</b>
OPS Students	--	--	--	.20%	--	<b>.20%</b>
OPS Non-Students/Postdocs	--	--	1.45%	.20%	--	<b>1.65%</b>

### HEALTH INSURANCE RATES (updated 07/25/18)

Coverage	Code	Effective 07/01/18		Effective 01/01/19		Cost for FY19*/FY20
		Annual \$	Biweekly \$	Annual \$	Biweekly \$	
Individual	01	3,214	321	4,791	342	8,005/8,208
Spouse (insured)	22	3,824	382	5,681	406	9,505/9,744
Spouse (dependent)	89	3,824	382	5,681	406	9,505/9,744
Family	02	6,898	690	10,312	737	17,210/17,688
Individual/Family Average (for TBAs)		5,056	506	7,552	539	12,608/12,936

\*Annual cost for 2018-19 includes 5 months (10 biweeklies) at the 7/1/2018 rate and 7 months (14 biweeklies) at the 1/1/2019 rate.

#### Effective 01/01/14

OPS  
FSU offers health insurance coverage to OPS employees working 30 hours or more per week across all appointments, in accordance with state law. SRA recommends including such costs in proposal budgets, basing the cost on the *Individual* or *Family* rate for regular employees.

### HEALTH INSURANCE SUBSIDY FOR GRADUATE ASSISTANTS (updated 08/30/18)

A subsidy towards the purchase of the university-sponsored health insurance plan will be provided to qualifying graduate assistants in accordance with the Policy.

Qualifying Graduate Student Appointment FTE	Annual Salary Supplement	
	Domestic	International
.50 (20+ hrs/wk) both fall and spring semesters	\$1,883	\$1,920
.25 - .49 (10-19 hrs/wk) both fall & spring semesters	\$1,233	\$1,270
.50 for one semester and .25 - .49 for one semester	\$1,433	\$1,470

### GRADUATE TUITION WAIVERS (updated 07/25/18)

Out-years' rates beginning with 2018-2019 are calculated with a 1% 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	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
<b>Waiver Rates Per Hour</b>	<b>\$403.51</b>	<b>\$407.55</b>	<b>\$411.63</b>	<b>\$415.75</b>	<b>\$419.91</b>
<b>Waiver Amounts</b> (In-State rate x credit hours; results rounded to nearest whole dollar)					
9 hrs. In-State	3,632	3,668	3,705	3,742	3,779
18 hrs. In-State	7,263	7,336	7,409	7,484	7,558
27 hrs. In-State	10,895	11,004	11,114	11,225	11,338

If **OUT-OF-STATE Waivers** are requested, please add the Out-of-State rates to the In-State rates listed above. For the Out-of-State rates, please go to the Student Financial Services website. See link above.

**INDIRECT COST RATES (read across and down)** (updated 02/23/18)

Effective Period	Activity	All sponsors excluding State of Florida	State of Florida Agencies, Local Florida Governments, Florida Water Management Districts	Applicable to:
<b>On-Campus, Non-NHMFL Facilities</b>				
07/01/17 – 06/30/19	Research	53.0% MTDC	See "All Facilities" below	Work conducted on campus except for NHMFL facilities.
07/01/19 – 06/30/21	Research	54.0% MTDC	See "All Facilities" below	Work conducted on campus except for NHMFL facilities.
07/01/17 – 06/30/21	Instruction	50.0% MTDC	See "All Facilities" below	Work conducted on campus except for NHMFL facilities.
07/01/17 – 06/30/21	Other Sponsored Activity	45.0% MTDC	See "All Facilities" below	Work conducted on campus except for NHMFL facilities.
<b>On-Campus, NHMFL Facilities</b>				
07/01/17 – 06/30/21	Research, Instruction, Other Sponsored Activity	58.5% MTDC	See "All Facilities" below	Work conducted at NHMFL facilities
<b>Off-Campus (Work conducted at Non-FSU owned or maintained facilities)</b>				
07/01/17 – 06/30/21	Research, Instruction, Other Sponsored Activity	26% MTDC	See "All Facilities" below	Work conducted off campus
<b>All Facilities On- or Off-Campus</b>				
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	
<b>SBIR and STTR proposals</b>				
SBIR (Small Business Innovation Research) Phase 1			25% MTDC	
STTR (Small Business Technology Transfer) Phase 1			25% MTDC	
For NSF – refer to funding solicitation regarding indirect costs				

**Definitions:**

**BASE: MTDC** (Modified Total Direct Costs) consists of all direct salaries and wages, applicable fringe benefits, materials, supplies, services, travel and up to the first \$25,000 of each subgrant or subcontract (regardless of the period of performance 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, fellowships and participant support costs 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 <http://www.research.fsu.edu/research-offices/sra/forms/>.

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
<b>Recombinant DNA, Hazardous Chemicals, Select Agents, Radioactive Materials, &amp; Nanomaterials</b>	Richard Le	644-5374	<a href="mailto:rle@admin.fsu.edu">rle@admin.fsu.edu</a>
<b>Human Subjects</b>	Stacey Carey	644-0284	<a href="mailto:scarey@fsu.edu">scarey@fsu.edu</a>
<b>Animal Use</b>	Kim Johnson	644-0994	<a href="mailto:kijohnson@fsu.edu">kijohnson@fsu.edu</a>
<b>FSU Marine/Academic Diving Facilities</b>	Felicia Coleman	697-4111	<a href="mailto:fc Coleman@fsu.edu">fc Coleman@fsu.edu</a>
<b>Workshops/Conferences</b>	Leigh Eisenhauer	644-2653	<a href="mailto:leisenhauer@fsu.edu">leisenhauer@fsu.edu</a>
<b>Faculty Overload/Dual Comp</b>	Abigail Lejeune	644-6470	<a href="mailto:alejeune@fsu.edu">alejeune@fsu.edu</a>

### ORGANIZATIONAL DEMOGRAPHICS

<ul style="list-style-type: none"> <li>• Applicant Name or Organization: <b>Florida State University</b></li> <li>• Applicant Address and Telephone: <b>Sponsored Research Administration 874 Traditions Way, Third Floor Florida State University Tallahassee, FL 32306-4166 Telephone: (850) 644-5260 FAX: (850) 644-1464</b></li> <li>• Official Authorized to Sign for FSU: <b>Dr. Gary K. Ostrander Vice President for Research Florida State University SRA-Pre@fsu.edu</b></li> <li>• Business Official or Financial Officer: <b>Pam Ray, Director Sponsored Research Administration</b></li> <li>• Grants.gov Point of Contact: <b>Please use the SRA Grants Officer assigned to your department: <a href="#">Pre-Award Staff Assignment Sheet</a></b></li> </ul>	<ul style="list-style-type: none"> <li>• Applicant Name or Organization: <b>Florida State University Research Foundation, Inc.</b></li> <li>• Applicant Address and Telephone: <b>2000 Levy Ave., Suite 351 PO Box 3062744 Tallahassee, FL 32310 Telephone: (850) 644-8650 FAX: (850) 644-3658</b></li> <li>• Official Authorized to Sign for FSU Research Foundation <b>Dr. Gary K. Ostrander, President Florida State University Research Foundation, Inc.</b></li> <li>• Business Official or Financial Officer: <b>Heather Cave, Director Florida State University Research Foundation, Inc.</b></li> <li>• FSURF Organizational Codes DUNS Number: 55-6861834 FEID Number: 59-3211153 Florida Sales Tax Exemption</li> </ul>
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### SPONSORED RESEARCH KEY WEBSITES

<ul style="list-style-type: none"> <li>• Policies and Procedures: <a href="http://www.research.fsu.edu/contractsgrants/policypro.html">http://www.research.fsu.edu/contractsgrants/policypro.html</a></li> <li>• Training: <a href="http://www.research.fsu.edu/research-offices/sra/training/">http://www.research.fsu.edu/research-offices/sra/training/</a></li> <li>• Pre-Award Staff Assignment: <a href="https://www.research.fsu.edu/research-offices/sra/staff-assignments/pre-award-staff-assignments/">https://www.research.fsu.edu/research-offices/sra/staff-assignments/pre-award-staff-assignments/</a></li> <li>• Post-Award Staff Assignment: <a href="https://www.research.fsu.edu/research-offices/sra/staff-assignments/post-award-staff-assignments/">https://www.research.fsu.edu/research-offices/sra/staff-assignments/post-award-staff-assignments/</a></li> <li>• Forms: <a href="http://www.research.fsu.edu/research-offices/sra/forms/">http://www.research.fsu.edu/research-offices/sra/forms/</a></li> </ul>
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