

OFFICE OF RESEARCH

Richard S. Larson, MD, PhD

Vice Chancellor for Research

Updated 9-19-12

To: HSC Faculty & Staff
From: Richard Larson, MD, PhD
Re: Facility & Administrative (F&A) Rates for IHS / VA Purchase Orders, and State/Local Agreements with HSC

This memo clarifies the F&A rates for IHS & VA Fee Based, non-Research, Purchase Orders, and State and Local agencies that will be applied on HSC projects.

HSC Faculty who wish to be granted these special rates are to request an F&A reduction waiver through the HSC Office of Research prior to proposal submittal or bid to the agency. This includes contracts & purchase orders negotiated by Clinical Contracting, PreAward, or billed through the Non-Student Accounts Receivable (NSAR) or the UNMMG.

Please note that federal flow-through (all grants or contracts that are funded to a state/local agency from federal agencies) will be required to include the **normal F&A rate of 51%** (or 26% for research conducted in off-campus facilities).

To support the research mission at HSC, it is critical that we obtain the appropriate F&A.

<u>Agency</u>	<u>Rate (unless Federal Flow Through)</u>
Administrative Office of the Courts	20%
All NM School Districts, including APS	10%
Higher Education Department	0%
Children, Youth and Families Department	5.5%
Commission on Info and Comm. Mgmt.	20%
Corporation Commission	20%
Developmental Disabilities Planning Council	20%
Department of Finance and Administration	0%
Department of Corrections	20%
Department of Game and Fish	20%
Department of Health	5.5%
Department of Labor	20%
Energy, Minerals, and Natural Resources Dept.	20%
Economic Development	20%
Health Care Initiative	20%
Health Policy Administration	20%
Historical Preservation Division	20%
Health & Human Services Department	5.5%
Interstate Stream Commission	20%

Museum of New Mexico	20%
New Mexico Arts Division	0%
New Mexico Water Research Institute	0%
Public Education Department	5.5%
New Mexico Endowment for the Humanities	0%
National Children’s Advocacy Center	20%
Office of Cultural Affairs	20%
Small Business Development Center	0%
Aging and Long-Term-Services Department	5.5%
State Engineering Office	20%
State Highway & Transportation Department	20%
State Justice Institute	20%
Supreme Court	20%
Taxation and Revenue Department	20%
Traffic Safety Bureau	20%
Optum Health (State Provider Contractor)	10%
City of Albuquerque	20%
Bernalillo County	20%
Other State and Local Governments	20%

VA & IHS Fee for Service Purchase Orders, for clinics, provider services, training services, autopsy services, which are non-research related - service performance only

- **NM Veteran’s Administration (VA)** **10%**
- **DHHS Indian Health Services (IHS)** **5.5%**

Intergovernmental Personnel Agreements (IPA’s) 0%

Notes:

- If the state or local agency is submitting a proposal to the federal government, UNM’s full negotiated F&A rate should be included as part of the UNM subcontract costs, unless F&A is capped by the Federal sponsor.
- There may be specific program guidelines that specify the allowable F&A on a specific project. Faculty must include a copy of these guidelines with the proposal as justification for a different rate and submit an F&A waiver to the Office of Research.
- There will be no additional F&A modifiers on the direct cost line items. Total Direct Charge (TDC) method will be applied.
- F&A is computed by taking the direct cost needed to complete the project and multiplying the F&A percentage. (\$25,000 direct * 5.5% rate = \$1,375 F&A)
Contract value is the SUM of Direct + F&A. (\$25,000 + \$1,375 = \$26,375)
(i.e. Do **Not** multiply bottom line times the rate (~~\$26,375 * 5.5%~~) as this is incorrect.)
- This memo will be posted on the PreAward website. If rates change, this memo may be updated, showing the revision date.