

## **2118 NEGOTIATION OF FACILITIES AND ADMINISTRATIVE (F &A) COST AND EMPLOYEE BENEFIT RATES**

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**Subject: SPONSORED PROJECTS**  
**Effective: December 1986**  
**Last Revision: June 2015**  
**Last Reviewed: April 2016**  
**Resp. Office: Research Services**  
**Approval: Research Services**

### **PURPOSE:**

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To designate responsibility for negotiation of F&A cost and employee benefit rates with the Federal government for expenses incurred in the performance of federally sponsored agreements

### **POLICY:**

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- 1. The Vice President for Finance and Treasurer or his/her designee has final authority over the negotiation of and is the University official responsible for signing the formal F&A cost agreement with the federal government.**
- 2. The Director of Cost Analysis in Research Services is responsible for:**
  - a. initiating the negotiation process,**
  - b. providing access to the detailed supporting documents required by the Federal negotiator, and**
  - c. responding to the negotiator's questions.**
- 3. Other University managers, as designated by the Vice President for Finance and Treasurer, may assist in the negotiation process.**

The source of this document is Research Services.