



DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center
Financial Management Service
Division of Cost Allocation

7700 Wisconsin Avenue, Suite 2301
Bethesda, MD 20814
PHONE: (301) 492-4856
FAX: (301) 492-5081

August 08, 2012

Ms. Pamela Currey
Associate Vice President for Finance and Administration
Virginia Commonwealth University
914 West Franklin Street
P.O. Box 843076
Richmond, VA 23284-3076

Dear Ms. Currey:

The original and a copy of the facilities and administrative (F&A) cost Rate Agreement are enclosed. This Agreement reflects an understanding reached between your organization and the Division of Cost Allocation concerning the rate(s) that may be used to support your claim for F&A costs on grants and contracts with the Federal Government.

The Office of Management and Budget (OMB) has requested that we reach an agreement with each institution on the components of the published F&A rates. To indicate your concurrence with the Rate Agreement and the understandings cited above, please have the Agreement signed by an authorized representative of your organization and return it to me, retaining a copy for your files. We will reproduce and distribute the Rate Agreement to the appropriate awarding organizations of the Federal Government for their use.

An F&A cost rate proposal, together with the supporting information, is required to substantiate your claim for F&A costs under grants and contracts awarded by the Federal Government. Therefore, your next proposal based on actual costs for the fiscal year ending 06/30/2014 is due in our office by 12/31/2014.

Sincerely,

A handwritten signature in black ink that reads "Darryl W. Mayes".

Darryl W. Mayes
Director, Mid-Atlantic Field Office
Division of Cost Allocation

Enclosures

PLEASE SIGN AND FAX A COPY OF THE RATE AGREEMENT

ORIGINAL**COLLEGES AND UNIVERSITIES RATE AGREEMENT**

EIN: 54-6001758

DATE:08/08/2012

ORGANIZATION:

FILING REF: The preceding
agreement was dated
06/13/2012Virginia Commonwealth University
914 West Franklin Street
P.O. Box 843076
Richmond, VA 23284-3076The rates approved in this agreement are for use on grants, contracts and other
agreements with the Federal Government, subject to the conditions in Section III.**SECTION I: INDIRECT COST RATES**

RATE TYPES:		FIXED	FINAL	PROV. (PROVISIONAL)	PRED. (PREDETERMINED)
<u>EFFECTIVE PERIOD</u>					
<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE(%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
FINAL	07/01/2011	06/30/2012	49.50	On-Campus	Organized Research
PRED.	07/01/2012	06/30/2013	52.00	On-Campus	Organized Research
PRED.	07/01/2013	06/30/2015	52.50	On-Campus	Organized Research
FINAL	07/01/2011	06/30/2012	26.00	Off-Campus	Organized Research
PRED.	07/01/2012	06/30/2015	26.00	Off-Campus	Organized Research
FINAL	07/01/2011	06/30/2012	34.00	On-Campus	Instruction
PRED.	07/01/2012	06/30/2015	40.00	On-Campus	Instruction
FINAL	07/01/2011	06/30/2012	26.00	Off-Campus	Instruction
PRED.	07/01/2012	06/30/2015	26.00	Off-Campus	Instruction
FINAL	07/01/2011	06/30/2012	30.00	On-Campus	Other Sponsored Activities
PRED.	07/01/2012	06/30/2015	35.00	On-Campus	Other Sponsored Activities
FINAL	07/01/2011	06/30/2012	26.00	Off-Campus	Other Sponsored Activities

ORGANIZATION: Virginia Commonwealth University
AGREEMENT DATE: 8/8/2012

SECTION I: FRINGE BENEFIT RATES**

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
FIXED	7/1/2012	6/30/2013	32.30	All	Faculty and Classified Employees
FIXED	7/1/2012	6/30/2013	8.20	All	Hourly Employees
PROV.	7/1/2013	Until amended			Use same rates and conditions as those cited for fiscal year ending June 30, 2013.

** DESCRIPTION OF FRINGE BENEFITS RATE BASE:
Salaries and wages.

ORGANIZATION: Virginia Commonwealth University

AGREEMENT DATE: 8/8/2012

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE(%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PRED.	07/01/2012	06/30/2015	26.00	Off-Campus	Other Sponsored Activities
PROV.	07/01/2015	Until Amended			Use same rates and conditions as those cited for fiscal year ending June 30, 2015.

*BASE

Modified total direct costs, consisting 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.

ORGANIZATION: Virginia Commonwealth University
AGREEMENT DATE: 8/8/2012

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

The fringe benefits are charged using the rate(s) listed in the Fringe Benefits Section of this Agreement. The fringe benefits included in the rate(s) are listed below.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

OFF-CAMPUS DEFINITION: For all activities performed in facilities not owned by the institution and to which rent is directly allocated to the project(s) the off-campus rate will apply. Grants or contracts will not be subject to more than one F&A cost rate. If more than 50% of a project is performed off-campus, the off-campus rate will apply to the entire project.

Fringe Benefits include: FICA, Retirement, Life Insurance, Health Insurance, Unemployment Compensation, Faculty-Staff Tuition Waivers, Disability Insurance, Worker's Compensation, and Cash Match Plan.

Equipment means an article of nonexpendable and tangible personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

ORGANIZATION: Virginia Commonwealth University

AGREEMENT DATE: 8/8/2012

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-21, and should be applied to grants, contracts and other agreements covered by this Circular, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing facilities and administrative costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of facilities and administrative costs allocable to these programs.

BY THE INSTITUTION:

Virginia Commonwealth University

(INSTITUTION)

(SIGNATURE)

David W. Hanson

(NAME)

VP for Finance & Administration

(TITLE)

8/23/12

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

(SIGNATURE)

David W. Mayes

DAVID W. MAYES

(NAME)

Director, Mid-Atlantic Field Office

(TITLE)

8/8/2012

(DATE) 044A

HHS REPRESENTATIVE:

Andrew Lee

Telephone:

(301) 492-4855