PROCEDURE FOR DISTRIBUTION of FACILITIES & ADMINISTRATIVE COSTS (F&A) for GRANTS, CONTRACTS AND COOPERATIVE AGREEMENTS

Facilities and Administrative Costs (F&A Costs) formerly known as Indirect Costs (IDC) are monies that are provided by funding agencies as part of a funding award when applicable. SWOSU distributes a percentage of this awarded money between the PI, Chair, & Dean. When OSP issues an award letter involving F&A (Indirect Costs), the award letter states the amounts that the PI, Chair, and Dean receive as their allocation. OSP will generate an F&A Worksheet and provides that Worksheet to the PI. The F&A distribution policy was initially approved in September 1991.

F&A DISTRIBUTION METHOD:
A two-part distribution method is utilized to allocate F&A estimated funds. The distribution amounts depend upon whether the funded award is Full Bid (Competitive) or No Bid (Noncompetitive).

1st Distribution:

Full Bid (Competitive) = Up to $10,000 in F&A estimated funds
No Bid (Noncompetitive) = Up to $5,000 in F&A estimated funds

The following percentages are allocated to either the Full Bid (Competitive) or No Bid (Noncompetitive) Distribution:

50%	-	University Research / Contract Programs
35%	-	Principal Investigator (PI)
10%	-	PI's Department Chair / Associate Dean / Admin Supervisor
5%	-	PI's Academic Dean / Admin Supervisor
100%	-	Total

2nd Distribution:

Funds in excess of 1st distribution
Full Bid (Competitive) = Balance of F&A funds which exceeds $10,000 in F&A estimated funds
No Bid (Noncompetitive) = Balance of F&A Funds which exceeds $5,000 in F&A estimated funds

The following percentages are allocated to either the Full Bid (Competitive) or No Bid (Noncompetititive) awards and are subject to a 10% limit of the F&A distribution balance, i.e. the F&A amount over $10,000 or over $5,000 will be distributed as follows:

5%	-	University Research / Contract Programs
3.5%	-	Principal Investigator (PI)
1%	-	PI's Chair / Associate Dean / Supervisor
0.5%	-	PI's Academic Dean / Supervisor
10.0%	-	Total