

# UConn HEALTH

**POLICY NUMBER 2002-11**

**November 8, 2016**

**POLICY: FACILITIES AND ADMINISTRATIVE (F&A)  
COST RATE PROPOSAL PREPARATION  
(RESEARCH/SPONSORED PROGRAMS)**

**PURPOSE:**

To provide policy regarding the preparation of the sponsored program Federal F&A cost rate proposal submitted to and negotiated with the Department of Health and Human Services (DHHS).

**POLICY STATEMENT:**

1. The Assistant Vice President for Research, Research Administration & Finance is responsible for the preparation of the periodic F&A cost rate proposal submitted to the UConn Health's cognizant Federal agency, DHHS.
2. The proposal will be based on expenses incurred during the UConn Health's most recently completed fiscal year, with adjustments for the projected research volume and F&A costs in the fiscal year for which an F&A cost rate is to be negotiated.
3. The proposal will be prepared using the guidelines contained in the Office of Management and Budget's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Uniform Guidance", 2 CFR §200.414), as amended.
4. The proposal will be reviewed and approved by the Chief Financial Officer and the Office of the Vice President for Research prior to being submitted to the DHHS.

Jeff Seemann (Signed)

3/6/17

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**Jeffrey Seemann, PhD**  
**Vice President of Research**

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**Date**

Andrew Agwunobi (Signed)

3/9/17

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**Andrew Agwunobi, M.D., M.B.A.**  
**CEO, Executive Vice President for Health Affairs**

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**Date**

**New Policy: 2/25/02**

**Revised: 11/8/16**