
THE STATE UNIVERSITY OF NEW JERSEY
RUTGERS

**ORSP/DGCA Business
Manager's Meeting**

September 19, 2006

9am-11am

Announcements

- Personnel Changes
- SRA Workshop: DA 201
- Policy/Procedure on Change of PI
- Tuition/Fringe Benefit increases
- Web site Changes/Additions
 - DGCA – two new links
 - ORSP – ongoing
- General Ledger Changes
- Grants.gov updates

ORSP Personnel Changes

- As of October 02, 2006, new Acting Director:
 - Maryellen O'Brien
Acting Director
(732) 932-0150 x2111
obrien@orsp.rutgers.edu
- Simona Turcu leaving as of Friday, Sept 22 –
Business Manager, Graduate School

Change in PI

- Notify ORSP immediately if PI leaves Rutgers
- Notify Sponsor through ORSP
 - More than 3 month absence
 - Change in effort more than 25%
- Changes approved by Sponsor in writing
- NSF – Change request submitted through Fastlane (new PI must be registered with Fastlane) using “Prepare a new notification request” screen.
- Other sponsors (NIH) – Letter to Sponsor: sign off by old PI (if possible), new PI and ORSP
- Second Letter for ORSP for internal approvals

Tuition and Fringe Rate Changes

- Fringe Rate increase: FY07 – Type I 34%
- F&A Rate: FY07 – 54%,
- See updated rates at http://orsp.rutgers.edu/Current_Rates.php
- Budget templates revised with new rates

OCTOBER 1 Deadline

- NIH, USDA, NSF, and others
- October 1 is a Sunday
- Notify your Grant Specialist if you plan to submit for OCTOBER 1
- First Grants.gov submission for USDA
- Earlier is better!!!! Do NOT wait until Monday, Oct 2nd to submit

DISCUSSION ITEMS

- RUF's - 5% Charge on Gifts and Grants
- NSF – Coordinating Proposal Submissions
- F&A FY 08
- University Consulting Policy
- REUs – Research Experience Undergraduates

RUF's - 5% Charge

as of 09/19/06

- 5% of TDC
- Tentative Start – OCT 1
- Applies to:
 - Gifts from Companies and Foundations
 - Grants in Aid
 - Grants from Non-profit Foundations and Associations
- Does not apply to:
 - Federal Governmental Grants or Contracts
 - State Grants or Contracts
- How and when is 5% paid
 - not yet clear how it should be built into the proposal
 - grandfather awards from proposals made before October?

RUF's – 5% Charge

Points of Contention:

- RUF doesn't handle all not-for-profit foundation grants. Fee still charged?
- Who pays fee on awards that don't allow F&A to be charged?
- Special cases for Continuing Education
 - Continuing Ed already charges fee
 - RUF fee on top if teaching?

RUF's – 5% Charge

Issues for Grants:

- For Foundations that don't allow F&A, do NOT try to put the “gift assessment fee” in a line item of the budget

NSF Proposal Submissions to Limited Programs

- NSF generally wants to limit the number of proposals from the same institution in order to save time, effort and money in peer reviews. Each proposal announcement should say how many proposals they will accept.
- NSF clarified its policy for limited submissions
 - One accounting authority/one institution
 - Rutgers 3 campuses treated as one institution
 - RU must comply with this rule in immediate future
- See ORSP website for affected programs:
<http://orsp.rutgers.edu/limited.php>.

NSF Proposal Submissions (cont'd)

- Alternatives
 - Have internal peer review to select best proposal from all campuses
 - Have three separate legal entities
 - Have three separate accounting offices
 - Submit one divisible proposal which can be broken into project accounts

F&A FY 2008

- F&A % increases from 54.0% to 54.5%
- First increase since July 1, 1988
- This applies only to full rates, i.e., those at 54.0% on July 1, 2007
- The “system” should automatically increase the full rates to 54.5%
- Until we have a new negotiated rate, all full rate awards after July 1, 2007 will be at 54.5%

Consulting Policy

Mike Quinlan
Kevin Lyons

- Checklist Form
- ORSP Involvement in Consulting on Sponsored Projects
- Approval Hierarchies

REU'S - Research Experience Undergraduates

- NSF – either part of main award or supplement to main award (DGCA sets up each REU as a project account)
- Budgeted as participant expenses and administrative fee (F&A) (Administrative fee is a % of participant stipend)
- Problems
 - Negotiated F&A Rate agreement does not allow charging F&A on participant expenses
 - There is no position code to get participant stipends charged to subcode 3630 Participant Stipends
 - Payroll will not allow stipends to be paid to student employees (type 4 or 5) thereby converting a stipend into taxable wages

REU'S – Research Experience Undergraduates (cont'd)

- Workarounds
 - Use administrative fee for additional participant expenses but not F&A type expenses (DGCA will set up with 0% F&A)
 - Use position code 998 which generates charges to subcode 8450 Training Grant Stipends instead of subcode 3630
 - Pay stipend as Type 5 wages to those RU student employees

FEDERAL & SNJ AUDITS

- NSF
- DHHS
- State of New Jersey

NSF

- GENERAL
- EFFORT REPORTING – UPENN
- RUTGERS
 - Participant Support
 - Big Program Overview Audits
 - Statistical Audits
 - Summer Compensation

DHHS

- SUBAWARD COSTS – Yale
- COST TRANSFERS – Univ. of Chicago
- GRAD. STUDENT COMPENSATION - Rutgers

Grad. Student Compensation

- 2001 NIH Policy – Graduate Student Compensation should be below the “zero” level for Postdoctoral appointments
- Compensation is appointment salary, tuition, fees and any summer work.
- 97 Institutions selected including Rutgers

STATE OF NEW JERSEY

- Discrepancy with Annual SNJ OMB 04-04 Audit Report and SNJ Records –
Cost to Rutgers - \$31,000