



TEXAS SOUTHERN UNIVERSITY
MANUAL OF ADMINISTRATIVE POLICIES AND PROCEDURES

SECTION: Academic Affairs
AREA: Research

Policy 06.02.01

SUBJECT: Policy on the Distribution of Recovered Facilities and Administrative Cost

I. PURPOSE AND SCOPE

It is the policy of Texas Southern University that all research and other academic and service programs, grants and contracts between the university and external sponsors are subject to facilities and administrative (FA) costs associated with the contract or grant activities.

The facilities and administrative costs rate for an institution is determined by prior negotiations with an agency of the federal government. The rate for Texas Southern University was negotiated with the Department of Health and Human Services. This rate covers all expenses incurred by the institution that cannot be directly attributable to the contract or grant. Such expenses include overhead expenses, supporting services and/or use of facilities. Funding sources indicate whether indirect costs are allowable.

II. POLICY PROVISIONS

- A. Twenty five percent (25%) of the total facilities and administrative costs funds to the university will be placed in a "General Funds Account" to be used for appropriate overhead expenses.
- B. Twenty percent (20%) of the total facilities and administrative costs funds to the university will be placed in a "Research Account" in the Office of Research for research support activities.
- C. Twenty percent (20%) of the total facilities and administrative costs funds to the university will be placed in a "Vice President for Research Account" in the Provost's Office for bridge funding, faculty development in the form of startup packages for new hires, and for seed and travel grant awards.
- D. Ten percent (10%) of the total facilities and administrative costs funds to the university will be placed in a "Research Account" pool for all the schools and colleges. The amount of funds going to a particular school/college will be prorated on the basis of the percent of the total F&A funds generated by that school/college. At least fifty (50%) of these funds must be used as direct support for student scholarship.

- E. Ten percent (10%) of the total facilities and administrative costs funds to the university will be placed in a "Research Account" pool for all departments in a college or school. The amount of the funds going to the department will be prorated on the basis of the percentage of the total FA funds generated by grants from the investigators in that department.
- F. Fifteen percent (15%) of the total facilities and administrative costs funds to the university will be returned to all PIs/PDs whose grants generated F&A, but on a prorated basis. The funds must be used to support enrichment activities germane to the project.

III. REVIEW AND RESPONSIBILITIES

Responsible Party: Provost and Vice President for Academic Affairs and Research

Review: Every three years, on or before September 1

IV. APPROVAL

Provost and Vice President for Academic Affairs and Research

President

Effective Date:

TEXAS SOUTHERN UNIVERSITY
BOARD OF REGENTS AGENDA

COMMITTEE: Consent Docket

ITEM: Ratification of New Administrative Policies

DATE PREVIOUSLY SUBMITTED:

SUMMARY

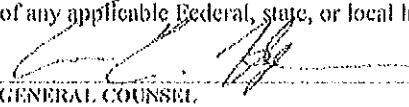
Ratification is requested for new administrative policies as shown on the attached list. These administrative policies are intended to specify rules and regulations to implement board policies, and/or to establish uniform rules, regulations, and procedures on matters of overall university concerns not addressed in board policy. The administrative policies on the attached list shall supersede/repeal that portion of the 1995 Operating Manual which was approved by the board, related to the subject matter(s) contained therein and all subsequent revisions to those policies.

FISCAL NOTE:

SUPPORTING DOCUMENTATION: List of new administrative policies. Copies of each new administrative policy under separate cover.

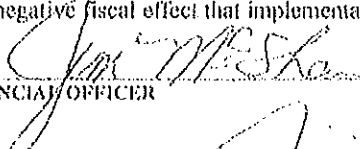
ACTION REQUESTED: Approval

Legal Certification: This proposal and its implementation will not be in violation of any applicable Federal, state, or local law or regulation.

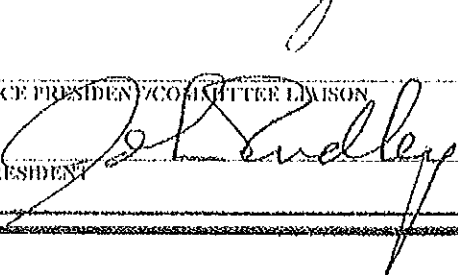

GENERAL COUNSEL

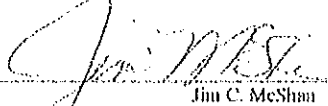
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DATE

Fiscal Certification: The fiscal note shown above details the true and actual positive or negative fiscal effect that implementation of this proposal will achieve.

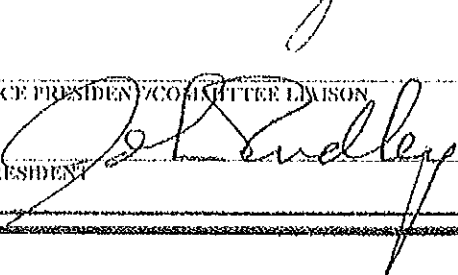

CHIEF FINANCIAL OFFICER

10/4/11
DATE


VICE PRESIDENT/COMMITTEE LIAISON


Jim C. MeShan

DATE


PRESIDENT

John M. Rudley

10/4/11
DATE