



DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center  
Financial Management Service  
Division of Cost Allocation

DCA Western Field Office  
90 7th Street, Suite 4-800  
San Francisco, CA 94103

DEC 15 2010

Polly Knutson  
Dir, Office of Sponsored Programs  
University of Idaho  
Finance and Administration  
P.O. Box 443168  
Moscow, ID 83844-3168

Dear Ms. Knutson:

A copy of an indirect cost Negotiation Agreement is attached. This Agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government. Please have the Agreement signed by a duly authorized representative of your organization and return it to me BY FAX, retaining the copy for your files. We will reproduce and distribute the Agreement to the appropriate awarding organizations of the Federal Government for their use.

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

Sincerely,

Wallace Chan  
Director

Attachment

PLEASE SIGN AND RETURN THE NEGOTIATION AGREEMENT BY FAX

Phone: (415) 437-7820 - Fax: (415) 437-7823 - E-mail: dcaanf@psc.gov

**COLLEGES AND UNIVERSITIES RATE AGREEMENT**

EIN:  
 ORGANIZATION:  
 University of Idaho Finance and  
 Administration  
 P.O. Box 443168  
 Moscow, ID 83844-3168

DATE:12/09/2010  
 FILING REF.: The preceding  
 agreement was dated  
 06/27/2007

The 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)

**EFFECTIVE PERIOD**

<b><u>TYPE</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>	<b><u>RATE (%) LOCATION</u></b>	<b><u>APPLICABLE TO</u></b>
PRED.	07/01/2010	06/30/2011	43.40 On-Campus	Organized Res.
PRED.	07/01/2010	06/30/2011	25.00 Off-Campus	Organized Res.
PRED.	07/01/2011	06/30/2012	45.20 On-Campus	Organized Res.
PRED.	07/01/2012	06/30/2013	45.30 On-Campus	Organized Res.
PRED.	07/01/2011	06/30/2013	26.00 Off-Campus	Organized Res.
PRED.	07/01/2010	06/30/2011	55.70 On-Campus	Instruction
PRED.	07/01/2011	06/30/2013	56.00 On-Campus	Instruction
PRED.	07/01/2010	06/30/2013	26.00 Off-Campus	Instruction
PRED.	07/01/2010	06/30/2011	30.30 All	Agriculture & Forestry Exper. Station
PRED.	07/01/2011	06/30/2013	34.00 All	Agriculture & Forestry Exper. Station
PRED.	07/01/2010	06/30/2011	30.10 On-Campus	Public Service
PRED.	07/01/2010	06/30/2011	21.00 Off-Campus	Public Service
PRED.	07/01/2011	06/30/2013	34.00 On-Campus	Public Service
PRED.	07/01/2011	06/30/2013	26.00 Off-Campus	Public Service

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PROV.	07/01/2013	Until Amended		(1)	

**\*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.

(1) Use same rates and conditions as those cited for fiscal year ending June 30, 2013.

ORGANIZATION: University of Idaho Finance and Administration

AGREEMENT DATE: 12/09/2010

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**SECTION II: SPECIAL REMARKS**

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TREATMENT OF FRINGE BENEFITS:

Fringe benefits are specifically identified to each employee and are charged individually as direct costs. The directly claimed fringe benefits 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.

DEFINITION OF OFF-CAMPUS

A project is considered off-campus if the activity is conducted at locations other than University owned or operated facilities and indirect costs associated with physical plant and library are not considered applicable to the project. Projects will not be subject to more than one indirect cost rate. If two-thirds or more of a project is performed off-campus, the off-campus rate will apply to the entire project.

DEFINITION OF EQUIPMENT

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

The following fringe benefits are treated as direct costs:

FICA, GROUP LIFE, HEALTH INSURANCE, WORKERS COMPENSATION, RETIREMENT, EMPLOYMENT SECURITY, AND DISABILITY INSURANCE.

ORGANIZATION: University of Idaho Finance and Administration

AGREEMENT DATE: 12/09/2010

**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 Circular, 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:

University of Idaho Finance and Administration

University of Idaho  
(INSTITUTION)

[Signature]  
(SIGNATURE)

LLOYD E. MUES  
(NAME)

VP (CAA) & Bursar  
(TITLE)

15 Dec 2010  
(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)  
[Signature]  
(SIGNATURE)

Wallace Chan  
(NAME)

Director, Western Field Office  
(TITLE)

12/9/2010  
(DATE) 2091

HHS REPRESENTATIVE: Ernest Willard

Telephone: (415) 437-7820



EXHIBIT A  
PAGE 1 OF 1

UNIVERSITY OF IDAHO  
FACILITIES AND ADMINISTRATIVE COST RATES  
FOR THE PERIOD JULY 1, 2010 THROUGH JUNE 30, 2013

	ORGANIZED RESEARCH			INSTRUCTION	
	JULY 1, 2010 to JUNE 30, 2011	JULY 1, 2011 to JUNE 30, 2012	JULY 1, 2012 to JUNE 30, 2013	JULY 1, 2010 to JUNE 30, 2011	JULY 1, 2011 to JUNE 30, 2013
BUILDING	2.8%	3.0%	3.0%	4.7%	4.7%
EQUIPMENT	2.0%	2.1%	2.1%	1.0%	1.0%
INTEREST	0.6%	0.9%	0.9%	0.9%	0.9%
OPERATIONS & MAINT	11.0%	12.2%	12.3%	12.6%	12.6%
LIBRARY	0.9%	1.0%	1.0%	10.5%	11.0%
GENERAL ADMIN	10.5%	10.9%	10.9%	6.7%	6.7%
DEPT ADMIN	10.2%	10.6%	10.6%	9.1%	9.1%
SPON PROJ ADMIN	4.3%	4.5%	4.5%	2.6%	2.6%
STUDENT SERVICES				7.4%	7.4%
ADMIN COMPONENTS	25.0%	25.0%	25.0%	26.0%	26.0%
TOTAL	43.4%	45.2%	45.3%	55.7%	56.0%

	AGRICULTURE & FORESTRY EXPERIMENT STATION			PUBLIC SERVICE	
	JULY 1, 2010 to JUNE 30, 2011	JULY 1, 2011 to JUNE 30, 2013	JULY 1, 2010 to JUNE 30, 2011	JULY 1, 2011 to JUNE 30, 2013	
BUILDING	0.7%	1.2%	0.9%	0.8%	
EQUIPMENT	0.6%	1.0%	1.0%	1.4%	
INTEREST	0.1%	0.2%	0.1%	0.1%	
OPERATIONS & MAINT	2.5%	4.9%	5.0%	4.6%	
LIBRARY	0.4%	0.7%	0.9%	0.6%	
GENERAL ADMIN	10.3%	10.3%	8.6%	10.5%	
DEPT ADMIN	11.4%	11.4%	6.6%	10.6%	
SPON PROJ ADMIN	4.3%	4.3%	3.6%	4.5%	
ADMIN COMPONENTS	26.0%	26.0%	21.0%	26.0%	
TOTAL	30.3%	34.0%	30.1%	34.0%	

ADMINISTRATIVE COMPONENTS ARE CAPPED AT 26.0% IN ACCORDANCE WITH OMB R-21, DATED JULY 28, 1993.

CONCURRED:   
 SIGNATURE:   
 TITLE: VP (F&A) + Bursar  
 DATE: 15 Dec 2010