

Module 1 Supplementary Materials

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Mission and Goals Statement

University of Maryland, College Park

January 7, 2011

Summary of Mission Statement

The mission of the University of Maryland, College Park is to provide excellence in teaching, research, and service. The University educates students and advances knowledge in areas of importance to the State, the nation, and the world. The University is committed to preeminence as a national center of research and graduate education, and as the institution of choice for Maryland's undergraduates of exceptional ability and promise.

The University of Maryland is a public research university, the flagship campus of the University System of Maryland, and the original 1862 land-grant institution in the State. It is one of 63 members of the Association of American Universities, an organization composed of the leading research universities in the United States and Canada. The University creates and applies knowledge, providing outstanding instruction and nourishing a climate of intellectual growth in a broad range of academic disciplines and interdisciplinary fields. As a land-grant institution, the University shares its research, educational, cultural, and technological strengths with the Maryland citizenry and other constituencies. Its collaborations with State, federal, private and non-profit partners promote economic development and improve quality of life.

Vital to these activities is the excellence of the University's faculty, staff, and students. The University counts the diversity of its community as among its greatest strengths. It is committed to diversity and inclusiveness in both educational and work environments. Providing equal educational opportunity; hiring and retaining a diverse faculty and staff of exceptional achievement; and recruiting and graduating talented students from traditionally underrepresented groups are institutional priorities.

Institutional Identity

The University of Maryland, College Park is a public research university, the flagship campus of the University System of Maryland (USM), and the original 1862 land-grant institution in the State. As a Carnegie Doctoral/Research University (classified as Very High Research Activity), the University ranks among the very best public research universities in the United States. To continue to realize its aspirations and fulfill its mandates, the University advances knowledge, provides outstanding and innovative instruction, and nourishes a climate of intellectual growth in a broad range of academic disciplines and interdisciplinary fields. It also creates and applies knowledge for the benefit of the economy and the culture of the State, the region, the nation, and beyond. The University strives for excellence in all of its activities, including academics, the performing arts, and intercollegiate athletics.

As the USM flagship and a land-grant institution, the University shares its research, educational, cultural, and technological strengths with other institutions and their constituencies in the USM and throughout the State. The University's information technology infrastructure serves many audiences, and all state institutions have access to the University's libraries. In conjunction with the University of Maryland Eastern Shore, the University serves the State's agricultural, natural resource and youth/family needs through the University of Maryland Extension and the Maryland Agricultural Experiment Station. The University provides professional training for both degree and non-degree seeking students, consistent with its research mission and core competencies. Aided by technology, the University provides selected quality academic programs to audiences worldwide, sharing its knowledge and extending educational opportunities. The University also provides administrative support to other USM institutions in the areas of accounting, communications, engineering and architectural services, environmental safety, personnel management, and purchasing.

The University offers a wide range of bachelor's, master's, and doctoral degrees, providing a challenging and rewarding education to all students. Masters and doctoral programs and postdoctoral mentoring deliver training at the highest levels, engaging outstanding students and new investigators in scholarship and research conducted alongside faculty mentors who are leaders in their fields. Degree programs are offered in agriculture and natural resources; architecture, planning and preservation; the behavioral and social sciences; business and management; computer, mathematical and natural sciences; the creative and performing arts; education; engineering; the humanities; journalism; information studies; public policy; and public health. The University's faculty consistently achieve national and international renown for their research and scholarship, are innovative and creative teachers, and serve society by sharing their expertise within the State and beyond. The highly-qualified academic, professional, and non-exempt members of the staff provide both support and leadership for the University's educational, research, and service activities. The University embraces the principles of shared governance through its University Senate and a diverse collection of councils and committees that enable all constituencies to participate in deliberation and policy setting, a process promoting shared commitment to University goals.

Sponsored Research Roles and Responsibilities

For each of the roles below, place a check in the appropriate column for whose role or responsibility it is to perform the described task. If the task is the responsibility of someone other than a PI, Department, College, ORA, or OCGA, write the name in the Other box. A list of possible "others" is provided below the table.

Roles and Responsibilities	PI	Dept	College	ORA	OCGA	Other
provide guidance on funding opportunities						
Write technical narrative (the research proposal)						
develop the proposal budget						
identify the need for cost sharing and obtain necessary cost sharing commitments/approvals						
Prepare Small Business Subcontracting Plan						
Complete compliance forms: Institutional Review Board, Animal Care and Use, Institutional BioSafety, Dept. of Health and Safety, Financial Conflict of						
Institutional oversight and facilitation of compliance issues						
Provide institutional review and approval of proposal						
Provide feedback on nonstandard terms and conditions when applicable						
Accept award terms and conditions & execute award on behalf of UM						
Review and approve financial transactions as part of the on-going project						
Identify and initiate any screenings required (e-Verify, foreign visitor screening)						
Prepare and submit technical reports to sponsor						
Prepare and submit the invoice or financial report						
Subrecipient monitoring						
Use financial reports to monitor and oversee expenditures						
Maintain official project closeout documents for sponsored projects						
Market, negotiate and enter into license agreements for University IP						
Provide support and/or source documentation as requested by auditors						
Provide training to the research community regarding changes to policies and regulations						

*Other may include the following:

- Procurement & Strategic Sourcing (PSS)
- Vice President for Research (VPR)
- Research Development Office (RDO)
- Office of General Counsel (GC)

- Human Resources (HR)
- Research Compliance Office (RCO)
- Office of Technology Commercialization (OTC)
- Export Compliance Office (ECO)



Office of Research Administration
INTERNAL ROUTING FORM FOR PROPOSALS
 www.ora.umd.edu

<input type="checkbox"/> yes <input type="checkbox"/> no	Electronic Submission (e.g. Grants.gov).
<input type="checkbox"/> yes <input type="checkbox"/> no	Proposal contains draft technical narrative or other provisional material. Budget and cost sharing MUST be final with routed proposal.
<input type="checkbox"/> yes <input type="checkbox"/> no	Pre-proposal submission.
<input type="checkbox"/> yes <input type="checkbox"/> no	MPOWERing the State (MTS) proposal.

Please **complete this form in its entirety**, including signatures by Principal Investigator (PIs), Co-Principal Investigator(s), Department Chairperson/Director of administering unit, and Dean; send it and one copy of the proposal to ORA. Allow six (6) working days prior to the deadline for processing within ORA, **incomplete forms will delay review**. Call 301-405-6269 for assistance.

1. **Proposal Title:** _____

2. a. **Start Date:** _____ (mm/dd/yyyy) b. **End Date:** _____ (mm/dd/yyyy)

3. **Proposal/Application Type:**
 New Renewal Continuation Revision Resubmission
 If not new: Related Proposal Number _____ Related KFS Number: _____

4. **Activity Type:**
 Research Training/Instruction Fellowship IGPA Service/Other Sponsored Activity
 Basic Development
 Applied Clinical Trial

5. **Sponsor:** _____
 a. Contact Name and Address
 Name _____ Address _____
 Phone _____
 Email _____ URL _____

b. **Prime sponsor:** Are flow-through funds used? yes no
 If **yes**, prime sponsor's name: _____

c. Catalog of Federal Domestic Assistance Number (CFDA): _____

6. **Deadline** Date for Proposal: _____ Postmarked Receipt/Delivered
 Announcement/Guidelines/RFP attached No unique guidelines apply
 URL for Announcement, etc _____

7. Submission Instructions: Electronic Submission, system: _____
 Department to pick-up the proposal: Name _____ Ext. _____

8a. Departmental contact for budget questions: Name _____ Email _____ Ext. _____
 b. PI contact for other questions Name _____ Email _____ Ext. _____

c. If multiple departments are involved, name of administering department: _____

d. Is administering department an approved Organized Research Unit (ORU)? yes no

9. Principal Investigator/Co-Principal Investigator(s) **NOTE:** All accounts created for any award resulting from this proposal will follow the credit split information listed below.

PI	Name: _____		% Credit for Project:
	College: _____	Department: _____	% Credit for Investigator:
	College: _____	Department: _____	% Credit for Investigator:
			Unit Total for Investigator: 100%

Co-PI	Name: _____		% Credit for Project:
	College: _____	Department: _____	% Credit for Investigator:
	College: _____	Department: _____	% Credit for Investigator:
			Unit Total for Investigator: 100%

For additional Co-Investigators or other Project Personnel, attach the Supplemental Staff form, available at ora.umd.edu/sites/default/files/documents/forms/supplemental-staff-form.pdf.

10. **Budget**

	Initial Period	Total Period
Requested Start Date		
Requested End Date		
Total Direct Cost		
Total Indirect Cost (F&A)		
Total Cost	\$0.00	\$0.00

11. a. Facilities & Administrative Cost Rate(s): _____ %
 Facilities & Administrative Cost Base: MTDC TDC Other (use only when 0% F&A)
 b. Is this other than the on-campus rate? yes no Why? Off-campus Written Sponsor Policy Waiver Requested
 c. If any portion of the project is off campus, where? _____

Note: An off-campus project is defined as one which, for 3 or more continuous months, does not make use of facilities or space supported by the University of Maryland. Off campus "adjacent" sites are within a 50 mile radius of College Park. Off campus "remote" sites are beyond that. Projects are designated as on campus unless 25% or more of the project direct costs meet the off campus definition. If a proposal has both on and off campus components, the budget needs to be apportioned appropriately.

12. **Cost-sharing:** yes no Total UM Contribution \$ _____ Total non-UM Contribution \$ _____
 NOTE: If cost-sharing is included, you must provide a document detailing the contributions and authorizing signature(s) as a supplement to this routing form. See cost sharing policy: www.president.umd.edu/policies/2014-iv-400a.html.

13. **Subawards:** Is part of the project to be subawarded to another organization? yes no
 If YES, subawardee's name: _____
 Subawardee's proposal (statement of work, budget, budget justification) endorsed by its authorized official must accompany the proposal.

14. yes no Are there **additional resources** (such as space, operating or equipment funds, utility service) required to conduct this project over and above those already budgeted for or approved by your department?
 If yes, please list. _____

15. a. yes no Does this proposal budget include **administrative support costs** such as administrative/clerical salary and/or office supplies/communications costs?
 If yes, proposal budget **must** include explicit justification of these costs in accordance with UMCP Policy VIII-10.40(A).

15. b. If yes, select reason for including administrative support costs in budget: -----

16. yes no Does the proposal include **a tuition or fee waiver** on academic year, winter term, or summer programs?
 If yes, documentation of approval from the Office of the Provost, Dean for Undergraduate Studies, or Office of Summer & Winter Terms must be provided with the proposal.

17. yes no Does this project offer **courses for credit**?
 yes no If yes, have they been approved by Academic Affairs? List courses:

Refer to umresearch.umd.edu/Export/overview.html for more information about **Export Control**.

18. a. yes no Are any **export controls indicated** in the solicitation or in discussions with the sponsor, or does the research relate directly to a **military technology**?
18. b. yes no Does the scope of work involve **fabrication of a prototype** that meets given specifications or requirements?
18. c. yes no Will your project involve the **shipment of equipment outside of the US**?
18. d. yes no Will your project involve **collaboration with a foreign entity**?

If yes to any of the above, please provide additional documentation with the following information: full name of foreign collaborator(s), country or countries of citizenship, affiliation (e.g. employer). Use additional pages as necessary.

19. a. yes no Will this project require the use of another party's **proprietary** (restricted) information or materials?
19. b. yes no If yes to 19a, will such information be subject to a nondisclosure agreement or any other agreement authorizing a sponsor or other party to **withhold from publication** information provided to UM?
19. c. yes no Will this project involve any other **restrictions** on the ability of the PI, Co-PI and/or other UM researchers to publish the results of their research or information provided to them or UM?
19. d. yes no Will the researchers need to generate any data that will be considered **confidential** or **proprietary**?

If yes to any of the above, attach copies of any proposed NDA and/or any other agreement containing any restriction on publication of dissemination of proprietary information or research results.

Indicate whether your project contains the following:

20. a. yes no

Human subjects: Will this research include using Human Subjects?

20. b. If yes, has an IRB application been submitted to the IRB office?

yes Please provide the title used on the IRB application and the IRB protocol approval number.

no An IRB application has not been submitted for this project, but will be if this project is awarded. Submit one copy of the proposal protocol form to the IRB office. For more information, contact the IRB office at irb@umd.edu.

21. a. yes no

Animal subjects: Will this research include using vertebrate animals?

21. b. If yes, has an IACUC protocol approval number been assigned?

yes Please provide the title used in the IACUC application and the IACUC protocol approval number.

no An IACUC application has not yet been submitted for this project. For more information, contact the IACUC Coordinator at x55037 or iacuc-office@umd.edu

22. a. yes no

Radioactive materials: Will radioactive materials (H-3, C-14, P-32, gamma irradiator, etc.) be used in this research?

22. b. yes no **Ionizing radiation:** Will devices which produce ionizing radiation (x-ray units, electron microscopes, particle accelerators, etc.) be used in this research?

22. c. yes no **Non-ionizing radiation:** Will a source of non-ionizing radiation be used in this research? Check any which apply.

Laser(s)

Radio Frequency devices

Infra-red devices (other than lasers)

Other Electromagnetic devices

Ultraviolet devices (other than lasers)

Microwave devices

If yes to any of the above, the Radiation Safety Office must provide authorization of the PI, hazard assessment, and/or training. If the PI is not currently authorized, contact the Radiation Safety Office at x53960 for assistance.

23. yes no

Biological materials: Will this research use biological materials? recombinant or synthetic nucleic acids; human pathogens; biological toxins; human blood; unfixed human tissue; human cell culture; unfixed tissue from non-human primates. Call DES, x53960, for assistance.

24. yes no

Select Agent Toxins: Will this research require the use of one or more of the following select agent toxins: e.g. Abrin; Botulinum neurotoxins; Short, paralytic alpha conotoxins; Diacetoxyscirpenol (DAS); Ricin; Saxitoxin; Staphylococcal enterotoxins (Subtypes A, B, C, D, and E); T-2 toxin; Tetrodotoxin? Call DES, x53960, for assistance.

25. yes no

Highly toxic gases: Will this research use highly toxic/reactive gases (e.g. arsine, hydrogen cyanide, cyanogens, silane, fluorine, etc.)? Call DES, x53960, for assistance.

26. yes no

Scientific diving: Will this project require SCUBA diving? Call DES, x53960, for assistance.

27. yes no

Boats used in Research: Will this research require the use of boats? Call DES, x53960, for assistance.

28. yes no

Chemicals: Will this project require the use of chemicals? If this project includes the use of chemicals, a Chemical Hygiene Plan and training is required. Call DES, x53960, for assistance.

Approved protocols are required in order for accounts to be set up for awards which include human subjects, animal subjects, radioactive materials, biological materials, select agent toxins, and scientific diving.

29. **Abstract** (150 words or less) required.

30. a. yes no **Conflict of Interest:** Is there a real or potential conflict of interest in connection with this work involving a University of Maryland employee, as defined by the University of Maryland Policies and Procedures II-3.10(A) or II-3.10(B) (www.umresearch.umd.edu/RCO/COI/index.html).
If yes, a disclosure form must be completed and submitted in accordance with these procedures.
30. b. yes no **FCOI Mandatory Disclosure:** Is this a proposal to a PHS sponsor, PHS prime sponsor, or a sponsor/prime sponsor which follows PHS's Financial Conflict of Interest (FCOI) regulations?
 yes no If yes to 30b, have all individuals responsible for the design, conduct, or reporting of the research completed the IRBNet Financial Conflict of Interest in accordance with the University of Maryland Policies and Procedures on Financial Conflicts of Interest in Public Health Service Funded Research II-3.10(C)?
- For more information on FCOI, refer to: www.umresearch.umd.edu/RCO/FCOI/index.html

31. If proposal contains draft technical or other provisional materials and the PI will be responsible for submitting the proposal, PI is responsible for ensuring a copy of the final proposal as submitted to sponsor is provided simultaneously to ORA. All budget and cost sharing commitments must be finalized before the proposal is routed.

32. PI's signature below affirms that no changes in scope, budget, or institutional commitments will be made in the final proposal without first contacting ORA.

33. PI's & Co-PI's signatures below affirm:

- a) that the information submitted within the proposal is true, complete, and accurate to the best of the PI's & Co-PI's knowledge;
- b) that any false, fictitious, or fraudulent statements or claims may subject him/her to criminal, civil, or administrative penalties;
- c) that PIs and Co-PIs agree to accept responsibility for the conduct of the project and to follow any terms and conditions of any resulting agreement, including, but not limited to, providing required progress reports and adhering to any requirements regarding the handling of confidential information.

Note: Proposal cover page must have space for signature of the University's authorized signature authority (Office of Research Administration) when sponsor's form does not provide for this.

ORA reserves the right to withdraw from consideration any proposal that was received less than two full business days prior to its submission due date and which was received by ORA without sponsor solicitation guidelines.

34. Your signature below indicates approval of this proposal and concurrence with the statements on this form. **Endorsements must include PI, Co-PI(s), administering department/unit and appropriate college listed in 8C of this form.** The administering department/unit is responsible for obtaining concurrence from all participating units, where a joint appointment exists or where key personnel are listed that reside outside the administering department/unit, prior to proposal submission. By signing this routing form, the Department Chairperson/Director of the administering department/unit, or designee, attests that this concurrence has been received. Appropriate signatures must be obtained on lines a), b), and c) before sending to ORA.

a) Principal Investigator/Co-Principal Investigator(s)

_____ Date _____
 _____ Date _____
 _____ Date _____

b) Department Chairperson or Director

_____ Date _____
 _____ Date _____

c) Dean

_____ Date _____
 _____ Date _____

d) Division of Research/ORA

_____ Date _____

COLLEGES AND UNIVERSITIES RATE AGREEMENT

EIN: 15-20710851

DATE:06/28/2012

ORGANIZATION:

University of Maryland - College Park
 1132 Main Administration Building
 College Park, MD 20742-5035

FILING REF.: The preceding
 agreement was dated
 06/07/2011

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

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE(%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PRED.	07/01/2010	06/30/2011	50.00	On-Campus	Organized Research
PRED.	07/01/2011	06/30/2015	52.00	On-Campus	Organized Research
PRED.	07/01/2010	06/30/2015	26.00	Off-Campus (A)	Organized Research
PRED.	07/01/2010	06/30/2015	27.50	Off-Campus (B)	Organized Research
PRED.	07/01/2010	06/30/2011	50.00	On-Campus	Instruction
PRED.	07/01/2011	06/30/2015	56.00	On-Campus	Instruction
PRED.	07/01/2010	06/30/2015	26.00	Off-Campus (A)	Instruction
PRED.	07/01/2010	06/30/2015	27.50	Off-Campus (B)	Instruction
PRED.	07/01/2010	06/30/2015	38.50	On-Campus	Other Spons Activities
PRED.	07/01/2010	06/30/2015	26.00	Off-Campus (A)	Other Spons Activities
PRED.	07/01/2010	06/30/2015	27.50	Off-Campus (B)	Other Spons Activities
PRED.	07/01/2010	06/30/2015	10.00	Off-Campus (A) & (B)	IPA*

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE(%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PROV.	07/01/2015	Until Amended			Use same rates and conditions as those cited for fiscal year ending June 30, 2015.

*BASE

Total direct costs excluding capital expenditures (buildings, individual items of equipment; alterations and renovations), that portion of each subaward in excess of \$25,000; hospitalization and other fees associated with patient care whether the services are obtained from an owned, related or third party hospital or other medical facility; rental/maintenance of off-site activities; student tuition remission and student support costs (e.g., student aid, stipends, dependency allowances, scholarships, fellowships).

(A) Off-Campus, Remote - Activities performed outside commuting area of College Park, Maryland.

(B) Off-Campus, Adjacent - Activities performed within commuting area of College Park, Maryland.

IPA* - Intergovernmental Personnel Act Agreements

ORGANIZATION: University of Maryland - College Park

AGREEMENT DATE: 06/28/2012

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

The 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.

OFF-SITE DEFINITION: For all activities performed in facilities not owned by the organization and to which rent is directly allocated to the project(s), the off-site rate will apply. Projects partially performed off-site are apportioned between their on-site/off-site components when projects activity is conducted off-site for at least three consecutive months.

Fringe Benefits Include: FICA, Retirement, Tuition Remission, Vision Care, TIAA/CREF, Unemployment Insurance and Health Insurance.

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

The RESEARCH base includes University expenditures related to grants and contracts conducted at the following facilities: Agricultural Experiment Station, Cooperative Extension Service.

Effective 07/01/10, the RESEARCH base no longer includes grants and contracts conducted by the University of Maryland Biotechnology Institute (UMBI). The Center for Advanced Research in Biotechnology (CARB) is now the Institute for Bioscience and Biotechnology Research (IBBR) and is a department of the University of Maryland - College Park.

This is an amendment of the June 7, 2011 Rate Agreement to include Off-Campus, Adjacent rates for Instruction and Other Spons Activities. All other terms and conditions are unchanged.

ORGANIZATION: University of Maryland - College Park

AGREEMENT DATE: 06/28/2012

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 Maryland - College Park

(INSTITUTION)

(SIGNATURE)

Wallace D. Loh

(NAME)

President

(TITLE)

7/6/2012

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

(SIGNATURE)

Darryl W. Mayes

(NAME)

Director, Mid-Atlantic Field Office

(TITLE)

6/28/2012

(DATE) 0445

HHS REPRESENTATIVE:

Steven Zuraf

Telephone:

(301) 492-4855

COMPONENTS OF PUBLISHED FACILITIES AND ADMINISTRATIVE COST RATE

University of Maryland, College Park

July 01, 2010 - June 30, 2015

Institution:

FY Covered by Rate:

Type of Rate:

RATE COMPONENTS:

Bldg & Improv - Depr/Use Allow

Equipment - Depr/Use Allow

Interest

Operations & Maintenance

Library

Administrative Component

Total

	Organized Research			
	ON FY '11	ON FY '12 - '15	OFF FY '11 - '15	OFF Adjacent FY '11 - '15
	2.5	3.5		
	3.0	2.0		
	2.0	1.0		
	15.0	18.0		
	1.5	1.5		1.5
	<u>26.0</u>	<u>26.0</u>	<u>26.0</u>	<u>26.0</u>
	50.0	52.0	26.0	27.5

	Instruction			
	ON FY '11	ON FY '12 - '15	OFF FY '11 - '15	OFF Adjacent FY '11 - '15
	2.5	3.5		
	3.0	1.0		
	2.0	1.0		
	15.0	16.0		
	1.5	8.5		1.5
	<u>26.0</u>	<u>26.0</u>	<u>26.0</u>	<u>26.0</u>
	50.0	56.0	26.0	27.5

	Other Sponsored Activity		
	ON FY '11	OFF FY '11 - '15	OFF Adjacent FY '11 - '15
	1.5		
	1.0		
	0.5		
	8.0		
	1.5		1.5
	<u>26.0</u>	<u>26.0</u>	<u>26.0</u>
	38.5	26.0	27.5

CONCURRENCE:

Wallace D Loh

Signature

Wallace D. Loh

Name

President

Title

7/6/2012

Date



UNIVERSITY OF MARYLAND

OFFICE OF THE ASSOCIATE VICE PRESIDENT FOR FINANCE
Sponsored Program Accounting and Compliance
Contract & Grant Accounting

4101 Chesapeake Building
College Park, Maryland 20742-3135
(301) 405-2584 TEL (301) 405-5750 FAX
E-mail: compt@umd.edu

August 13, 2013

Mr. Darryl W. Mayes
Deputy Director
Division of Cost Allocation
Department of Health and Human Services
7700 Wisconsin Avenue
Suite 2300
Bethesda, MD 20814

Dear Mr. Mayes:

Enclosed is the original of the Indirect Cost Rate Agreement dated July 25, 2013 between the University of Maryland, College Park and Department of Health and Human Services. The Agreement has been signed by Dr. Wallace D. Loh, President. The Agreement is in accordance with the terms of our recent negotiations.

Should you have any questions concerning the Agreement, please call me at (301) 405-5101.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Edward C. Waskiewicz'.

Edward C. Waskiewicz
Director

ECW:of
Enclosure

COLLEGES AND UNIVERSITIES RATE AGREEMENT

EIN: 15-20710851

DATE: 07/25/2013

ORGANIZATION:

University of Maryland - College Park
 1132 Main Administration Building
 College Park, MD 20742-5035

FILING REF.: The preceding
 agreement was dated
 06/28/2012

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: Facilities And Administrative Cost Rates

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE(%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PRED.	07/01/2015	06/30/2016	52.00	On-Campus	Organized Research
PRED.	07/01/2015	06/30/2016	26.00	Off-Campus (A)	Organized Research
PRED.	07/01/2015	06/30/2016	27.50	Off-Campus (B)	Organized Research
PRED.	07/01/2015	06/30/2016	56.00	On-Campus	Instruction
PRED.	07/01/2015	06/30/2016	26.00	Off-Campus (A)	Instruction
PRED.	07/01/2015	06/30/2016	27.50	Off-Campus (B)	Instruction
PRED.	07/01/2015	06/30/2016	38.50	On-Campus	Other Sponsored Activities
PRED.	07/01/2015	06/30/2016	26.00	Off-Campus (A)	Other Sponsored Activities
PRED.	07/01/2015	06/30/2016	27.50	Off-Campus (B)	Other Sponsored Activities
PRED.	07/01/2015	06/30/2016	10.00	Off-Campus (A) & (B)	

ORGANIZATION: University of Maryland - College Park

AGREEMENT DATE: 7/25/2013

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PROV.	07/01/2016	Until Amended			Use same rates and conditions as those cited for fiscal year ending June 30, 2016.

*BASE

Total direct costs excluding capital expenditures (buildings, individual items of equipment; alterations and renovations), that portion of each subaward in excess of \$25,000; hospitalization and other fees associated with patient care whether the services are obtained from an owned, related or third party hospital or other medical facility; rental/maintenance of off-site activities; student tuition remission and student support costs (e.g., student aid, stipends, dependency allowances, scholarships, fellowships).

(A) Off-Campus, Remote - Activities performed outside commuting area of College Park, Maryland.

(B) Off-Campus, Adjacent - Activities performed within commuting area of College Park, Maryland.

IPA* - Intergovernmental Personnel Act Agreements

ORGANIZATION: University of Maryland - College Park

AGREEMENT DATE: 7/25/2013

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

The 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.

OFF-SITE DEFINITION: For all activities performed in facilities not owned by the organization and to which rent is directly allocated to the project(s), the off-site rate will apply. Projects partially performed off-site are apportioned between their on-site/off-site components when projects activity is conducted off-site for at least three consecutive months.

Fringe Benefits Include: FICA, Retirement, Tuition Remission, Vision Care, TIAA/CREF, Unemployment Insurance and Health Insurance.

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

The RESEARCH base includes University expenditures related to grants and contracts conducted at the following facilities: Agricultural Experiment Station, Cooperative Extension Service.

Effective 07/01/10, the RESEARCH base no longer includes grants and contracts conducted by the University of Maryland Biotechnology Institute (UMBI). The Center for Advanced Research in Biotechnology (CARB) is now the Institute for Bioscience and Biotechnology Research (IBBR) and is a department of the University of Maryland - College Park.

This is an amendment of the June 7, 2011 Rate Agreement to include Off-Campus, Adjacent rates for Instruction and Other Spons Activities. All other terms and conditions are unchanged.

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, 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 Maryland - College Park

(INSTITUTION)



(SIGNATURE)

Wallace D. Loh

(NAME)

President

(TITLE)

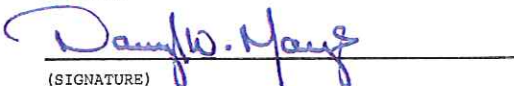
August 12, 2013

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)



(SIGNATURE)

Darryl W. Mayes

(NAME)

Deputy Director, Division of Cost Allocation

(TITLE)

7/25/2013

(DATE) 0445

HHS REPRESENTATIVE: Steven Zuraf

Telephone: (301) 492-4855