

Fixed Rate Guidance

The NIH has stated the fixed rate subawards do not meet the definition of fixed amount under the Uniform Guidance (NIH GPS 8.1.2.11). For other Federal Agencies, check the specific grants policy statements and term and conditions applicable to the funding announcement. Regardless, the details provided below may be built into any proposal to demonstrate how the funds will be allocated and spent.

NIH defines fixed rate as the negotiated cost per unit, e.g. per patient cost in a clinical trial (or participant in a non-Clinical Trial Human Subjects Study), the total amount of the award may be unknown when the agreement is created. These types of subawards are often seen in projects that are paying a per patient cost when a patient is enrolled in a trial, projects where we pay a set amount per chart review, and other similar projects.

The statement of work for a fixed rate project is similar to other subawards and should clearly detail what is expected of the subrecipient.

The budget is different from a cost-reimbursable budget. A detailed budget (PHS 398 or other similar budget document) and budget justification are not needed, but a payment/milestone schedule is needed. The payment/milestone schedule details the amount of each payment, what activities trigger a payment, and/or when that payment will happen. The detail needed for each payment/milestone schedule will be dependent on the project. The description of what triggers a payment should be clear and unambiguous.

The payment can a lump sum or broken down according to different milestone time points. The recommendation is to include indirect costs in the per patient amount, and indicate that the amounts are inclusive of indirect costs.

Example 1:

Payment #	Milestone	Terms for Reimbursement	Amount per patient
1	Enrollment	Upon successful screening and completion of the baseline study visit; intended to cover Baseline research costs and study coordinator's time	\$782
2	Month 3	Upon successful completion of the Month 3 study visit; intended to cover Month 1, Month 2, and Month 3 research costs	\$400
3	Month 5	Upon successful completion of the Month 5 study visit; intended to cover Month 4 and Month 5 research costs	\$300
4	Primary Outcome	Upon successful completion of the Month 6 study or determination of treatment failure prior to the Month 6 visit	\$782
5	Month 12	Upon successful completion of the Month 12 study visit; intended to cover Month 9 and Month 12 research costs	\$400
Maximum amount paid per patient, if all study visits are attended and amounts are inclusive of indirect costs:			\$2,664

Site shall invoice at least quarterly for allowable milestone payments. (Alternative, UCSF shall create the invoice based on enrollments logged in OnCore and shall submit invoices on a quarterly basis).

Example 2:

Capitated costs are allocated to compensate each site for patient enrollment (\$2,500/patient inclusive of indirects). Subrecipient may enroll up to 5 patients for a maximum of \$12,500. All participants must be verified eligible by UCSF and then enrollment in OnCore will trigger capitation payments. Payment to Subrecipient for completed visits or milestones is based on patient enrollment and data entry through OnCore. A completed visit or milestone includes the proper completion of all Protocol activities and delivery to UCSF of complete and accurate OnCore data for that visit or milestone.