



DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center
Financial Management Service
Division of Cost Allocation

DCA Western Field Office
90 7th Street, Suite 4-600
San Francisco, CA 94103

MAY 31 2012

Eric Vermillion
Associate Vice Chancellor
Budget & Resource Management
University of California, San Francisco
3333 California Street, #385
San Francisco, CA 94143-0285

Dear Mr. Vermillion:

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 required supporting information must be submitted to this office for each fiscal year in which your organization claims indirect costs under grants and contracts awarded by the Federal Government. Thus, your next proposal based on your fiscal year ending 06/30/14, is due in our office by 03/31/15.

Sincerely,

Arif Karim
Acting Director

Attachment

PLEASE SIGN AND RETURN THE NEGOTIATION AGREEMENT BY FAX

COLLEGES AND UNIVERSITIES RATE AGREEMENT

EIN:

DATE:05/23/2012

ORGANIZATION:

FILING REF.: The preceding
agreement was dated
08/28/2009University of California (UCSF) San
Francisco Campus

, CA

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.	07/01/2012	06/30/2013	56.50	On-Campus	Org. Research
PRED.	07/01/2013	06/30/2014	57.00	On-Campus	Org. Research
PRED.	07/01/2014	06/30/2015	58.00	On-Campus	Org. Research
PRED.	07/01/2015	06/30/2016	58.50	On-Campus	Org. Research
PRED.	07/01/2012	06/30/2016	26.00	Off-Campus	Org. Research
PRED.	07/01/2012	06/30/2016	44.00	On-Campus	Instruction
PRED.	07/01/2012	06/30/2016	26.00	Off-Campus	Instruction
PRED.	07/01/2012	06/30/2016	34.00	On-Campus	(A)
PRED.	07/01/2012	06/30/2016	26.00	Off-Campus	(A)
PRED.	07/01/2012	06/30/2016	27.40	On-Campus	(B)
PRED.	07/01/2012	06/30/2016	9.10	Off-Campus	(C)

<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		(D)	

*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.

- (A) Other Sponsored Activities
- (B) Clinical Research Centers
- (C) Intergovernmental/Personnel Act Agreements
- (D) Use same rates and conditions as those cited for fiscal year ending June 30, 2016.

ORGANIZATION: University of California (UCSF) San Francisco
Campus

AGREEMENT DATE: 05/23/2012

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

TREATMENT OF FRINGE BENEFITS:

This organization charges the actual cost of each fringe benefit per employee direct to Federal projects for all employees whose salary and wages is charged direct to Federal projects. However, for the purpose of budgeting fringe benefit costs under project proposals, the organization uses an average fringe benefit rate which is applied to budgeted salaries and wages. The organization's fringe benefits are:

OASDI, FICA, RETIREMENT PLAN, HEALTH/DENTAL/OPTICAL INSURANCE, WORKERS COMPENSATION, UNEMPLOYMENT INSURANCE, NON-INDUSTRIAL DISABILITY INSURANCE, LIFE INSURANCE, ANNUITANT HEALTH AND DENTAL INSURANCE, INCENTIVE AWARD PROGRAMS, EMPLOYEE SUPPORT PROGRAM, AND TUITION/FEE REMISSION OF CERTAIN STUDENT EMPLOYEES.

TREATMENT OF PAID ABSENCES

TREATMENT OF PAID ABSENCES:

Vacation leave costs are charged on the accrual basis of accounting as an assessment to payroll. All other leave costs, including sick, holiday, and other leave costs (e.g., jury duty) are charged on the cash basis of accounting. Leave costs other than vacation 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 for the costs of these paid absences are not made. Leave costs are allocated to direct and/or indirect objectives on a prorated basis consistent with the allocation of the employee's salary and wages. Sabbatical leave costs are not charged to sponsored agreements.

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.

DEFINITION OF ON-CAMPUS, OFF-CAMPUS AND SPECIAL RATES**DEFINITION OF OFF-CAMPUS RATE**

The off-campus rate is applicable to those projects conducted at facilities not owned or leased by the University. However, if the project is conducted in leased space and lease costs are directly charged to the project, then the off-campus rate must be used.

PROJECTS CONDUCTED ENTIRELY ON-CAMPUS OR ENTIRELY OFF-CAMPUS:

Projects conducted entirely on-campus or entirely off-campus will be applied the on-campus or off-campus rate respectively.

PROJECTS CONDUCTED PARTIALLY OFF-CAMPUS AND PARTIALLY ON-CAMPUS:

If the project involves work at both on-campus and off-campus sites, either the on-campus or off-campus rate generally should be applied, consistent with where the majority of the work is to be performed. Salary cost is generally accepted as a measure of work performed in terms of the total project.

USE OF BOTH ON-CAMPUS AND OFF-CAMPUS RATES

The use of both on-campus and off-campus rates for a given project may be justified if both of the respective rates can clearly be identified with a significant portion of salaries and wages of the project. For purposes of this provision, significant is defined as approximately 25% or more of the total costs and a project's total salary and wage costs exceed \$250,000.

OTHER SPECIAL RATES

These rates apply only to the facility or program to which they are identified. If any additional special rates become necessary the establishment of such rates should be coordinated through the cognizant negotiation agency.

ORGANIZATION: University of California (UCSF) San Francisco Campus

AGREEMENT DATE: 05/23/2012

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 cognisant 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-31 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 California (UCSF) San Francisco Campus

(INSTITUTION)

(SIGNATURE)

ERIC B. VERMILION

(NAME)

VICE CHANCELLOR - FINANCE

(TITLE)

(DATE)

5/23/2012

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

(SIGNATURE)

Arif Karim

(NAME)

Acting Director, Western Field Office

(TITLE)

5/23/2012

(DATE) 0237

HHS REPRESENTATIVE:

Jeanette Lu

Telephone:

(415) 437-7820

UNIVERSITY OF CALIFORNIA, SAN FRANCISCO
 FACILITIES AND ADMINISTRATIVE COST RATES
 JULY 1, 2012 THROUGH JUNE 30, 2016

EXHIBIT A
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	ORGANIZED RESEARCH JULY 1, 2012 THROUGH JUNE 30, 2013		ORGANIZED RESEARCH JULY 1, 2013 THROUGH JUNE 30, 2014		ORGANIZED RESEARCH JULY 1, 2014 THROUGH JUNE 30, 2015		ORGANIZED RESEARCH JULY 1, 2015 THROUGH JUNE 30, 2016	
	ON-CAMPUS	OFF-CAMPUS	ON-CAMPUS	OFF-CAMPUS	ON-CAMPUS	OFF-CAMPUS	ON-CAMPUS	OFF-CAMPUS
BUILDING DEPRECIATION	9.0%		9.0%		10.0%		10.0%	
INTEREST	4.5%		5.0%		5.0%		5.5%	
EQUIPMENT DEPRECIATION	2.3%		2.3%		2.3%		2.3%	
OPERATIONS & MAINTENANCE	13.2%		13.2%		13.2%		13.2%	
LIBRARY	1.5%		1.5%		1.5%		1.5%	
GENERAL ADMINISTRATION		6.8%		6.8%		6.8%		6.8%
DEPARTMENT ADMINISTRATION		16.7%		16.7%		16.7%		16.7%
SPONSORED PROJECTS ADMINISTRATION		2.2%		2.2%		2.2%		2.2%
STUDENT SERVICES & ADMIN		0.3%		0.3%		0.3%		0.3%
ADMINISTRATION COMPONENTS	26.0%		26.0%		26.0%		26.0%	
TOTAL	56.5%		57.0%		58.0%		58.5%	

BUILDING DEPRECIATION
 INTEREST
 EQUIPMENT DEPRECIATION
 OPERATIONS & MAINTENANCE
 LIBRARY
 GENERAL ADMINISTRATION
 DEPARTMENT ADMINISTRATION
 SPONSORED PROJECTS ADMINISTRATION
 STUDENT SERVICES & ADMIN
 ADMINISTRATION COMPONENTS

CONCUR:

Jim Brumby
 (SIGNATURE)

Vice Chancellor - Finance
 TITLE

5/23/2012
 DATE

UNIVERSITY OF CALIFORNIA, SAN FRANCISCO
 FACILITIES AND ADMINISTRATIVE COST RATES
 JULY 1, 2012 THROUGH JUNE 30, 2016

EXHIBIT A
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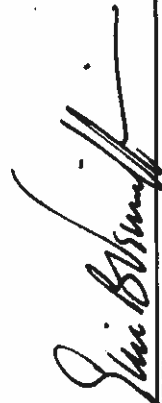
	INSTRUCTION		OTHER SPONSORED		CLINICAL RESEARCH CENTER*		IPA**	
	JULY 1, 2012 THROUGH JUNE 30, 2016		JULY 1, 2012 THROUGH JUNE 30, 2016		JULY 1, 2012 THROUGH JUNE 30, 2016		JULY 1, 2012 THROUGH JUNE 30, 2016	
	<u>ON-CAMPUS OFF-CAMPUS</u>		<u>ON-CAMPUS OFF-CAMPUS</u>					
BUILDING DEPRECIATION	4.7%		2.0%		2.8%			
INTEREST	1.6%		-0.8%		0.3%			
EQUIPMENT DEPRECIATION	1.1%		0.7%		0.2%			
OPERATIONS & MAINTENANCE	6.7%		3.4%		4.0%			
LIBRARY	3.9%		1.1%		0.6%			
GENERAL ADMINISTRATION		6.8%		6.8%		6.8%		6.8%
DEPARTMENT ADMINISTRATION		8.8%		17.0%		10.2%		0.0%
SPONSORED PROJECTS ADMINISTRATION		2.2%		2.2%		2.7%		2.3%
STUDENT SERVICES & ADMIN		8.4%		0.0%		0.0%		0.0%
ADMINISTRATION COMPONENTS	26.0%	26.0%	26.0%	26.0%	19.7%	19.7%		9.1%
TOTAL	44.0%	26.0%	34.0%	34.0%	27.4%	27.4%		9.1%

BUILDING DEPRECIATION
 INTEREST
 EQUIPMENT DEPRECIATION
 OPERATIONS & MAINTENANCE
 LIBRARY
 GENERAL ADMINISTRATION
 DEPARTMENT ADMINISTRATION
 SPONSORED PROJECTS ADMINISTRATION
 STUDENT SERVICES & ADMIN
 ADMINISTRATION COMPONENTS

TOTAL

* University employees performing CLINICAL RESEARCH CENTER effort in University-owned facilities (On-Campus).
 ** IPAs are agreements made under the Intergovernmental Personnel Act (IPA) Mobility Program.

CONCUR:



(SIGNATURE)

Vice Chancellor - Finance

TITLE

5/23/2012

DATE

FAX TRANSMISSION

Division of Cost Allocation
Dept. of Health & Human Services
90 7th Street, Suite 4-600
San Francisco, CA 94103-6705
Phone: (415) 437-7820

We are faxing (instead of mailing) agreements to you. If you have any problems with the legibility of any part of the agreement please contact this office.

Note: Please only return the signed page of the agreement by fax or email as soon as possible.
(Also, if applicable, Exhibit A, concurrence signatures, etc.)

Fax (cover sheet not required): **(415) 437-7823**

-OR-

Email: **dca~~sf~~@psc.hhs.gov**