<table>
<thead>
<tr>
<th>Policy applicable for:</th>
<th>Policy Title: Facilities and Administrative Rates – On-Campus vs Off-Campus Rate Application</th>
<th>Policy Number: 2.1.36</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty/Staff</td>
<td>Effective Date: 09/18/2018 Prior Effective Date: xx/xx/xxxx</td>
<td>Policy Owner(s): VP for Research</td>
</tr>
</tbody>
</table>

**Background**

The University of Cincinnati negotiates multiple Facilities and Administrative Rates with the federal government, including rates for Organized Research, Instruction, and Other Sponsored Activity. Within each of these categories, separate rates are also negotiated for use with projects performed On-Campus versus those performed Off-Campus.

**Distinction Between On- and Off- Campus Rates**

Facilities and Administrative rates include two primary components: Facilities, representing the cost to provide physical infrastructure for sponsored projects (buildings, electricity, maintenance, etc.); and Administrative, representing the cost to provide related administrative services for sponsored projects (accounting, compliance, contracting, etc.). Projects performed on-campus use a rate that includes both the cost of Facilities as well as Administrative; projects performed off-campus may only apply administrative costs, since facilities costs are by definition not incurred.

**On-Campus & Off-Campus Rate Application**

Only a single rate is applied to any given project, based on the location where the majority of the work is to be performed. For this purpose, “on-campus” is defined as any building, property, or workspace owned, leased, or rented by the university, or any space occupied by the university as part of a space exchange agreement with another entity. The off-campus rate may not be applied to consulting projects originating from the UC Research Institute (UCRI).

If a sponsored program charges the sponsor directly for the cost of space (for example, if the space is rented and the cost of rent is passed on to the sponsor as a direct charge), the off-campus F&A rate should be applied. Otherwise, any work done in space defined as on-campus according to this policy should use the on-campus F&A rate.
This policy does not affect, or seek to comment upon, any other rules, regulations, or policies relating to workplace restrictions, the renting and leasing of space, or other matters beyond the application of appropriate F&A rates.

To determine the appropriate rate to be applied, the Off-Campus Verification form supplied by Sponsored Research Services should be used.

Links:
Office of Research
Government Cost Compliance
Off-Campus Verification Form

Phone Contacts:
Office of Research  556-2628
Sponsored Research Services  556-5969