



### Guidelines for Use of Research Cost Recovery Funds in SEFS

This document describes the approach taken in SEFS for use of funds returned to the unit through research cost recovery (RCR).

Of the indirect costs recovered by the university from research projects brought in by SEFS investigators, 35% are returned to the College of the Environment. Of the funds the College receives, 75% are returned to SEFS. This means that, of the indirect costs brought to the university, 26.25% ( $1 * 0.35 * 0.75$ ) are returned to SEFS. The amount of funds we receive in November/December each year is a function of the total dollar amounts of awards and the indirect cost rates associated with those awards as received by the University between April through March of the prior ICR fiscal year.

It is our general principle that these funds are used to support the research enterprise in SEFS. These costs for the School include faculty start-ups, maintenance and upgrading facilities that support research across projects and investigators, staff time to support pre- and post-award grant administration (including grants administration, payroll, and financial operations). Additionally, individual investigators face costs associated with research that are either unallowable as direct costs or are incurred before or after the performance period of a given grant.

With these guidelines, SEFS begins a process of sharing RCR funds with investigators to support these expenses. After receiving the RCR in the fall for the prior year's ICR, the SEFS director and administrator will identify the share of the total to be returned to investigators, based on projections of school-wide needs, and in January will return the remaining fraction to investigators in proportion to the amount they contribute to the SEFS total, regardless of the source, rounded to the nearest \$100 and with a minimum amount to be returned of \$500. Investigators whose share is less than \$500 in a given year will not receive funds that year.

Faculty RCR funds will be additive each year, but any investigator may not maintain a balance of more than \$20,000. If new RCR funds added in a given year would put an investigator's balance over \$20,000, the account will be brought to that amount and the remaining funds distributed elsewhere. RCR funds can be used for the following expenses: research and teaching expenses, travel, summer salary, and student and staff pay.