

**FACT SHEET**  
**FLORIDA A&M UNIVERSITY**  
**Office of Sponsored Programs**  
**400 Foote-Hilyer Administration Center**  
**Telephone: 599-3531**  
**Fax: 599-3952**

**FAMU ORGANIZATION CODES AND NUMBERS**

DUNS NUMBER: **623751831**  
 FEDERAL ID NUMBER: **59-0977035**  
 ASAP-1286523  
 CAGE CODE: **1LZV5**

NASA VENDOR NUMBER: **0020016**  
 CONGRESSIONAL DISTRICT: **FL 5<sup>th</sup>**

DHHS ANIMAL WELFARE ASSURANCE No.: **A3581-01**  
 DHHS Human Subjects Assurance No: **FWA 00005391**

**FACILITIES AND ADMINISTRATIVE (F&A) COSTS (Formerly Indirect Costs)**

Rate Base*	Rate (7/1/13- 6/30/14)	Rate (7/1/14- 6/30/18)	Location	Applicable To
MTDC	37.0%	39.0%	On-Campus	Research Agriculture
#TDC	26.0%	26.0%	Off-Campus	Research Agriculture
MTDC	46.0%	48.0%	On-Campus	Organized Research
#TDC	26.0%	26.0%	Off-Campus	Organized Research
MTDC	42%	42.0%	On-Campus	Other Sponsored Activities
#TDC	26.0%	26.0%	Off-Campus	Other Sponsored Activities
MTDC	56.0%	56.0%	On-Campus	Instruction
#TDC	26.0%	26.0%	Off-Campus	Instruction
TDC	varies		On/Off-Campus	State of Florida

\*BASE is the modified total direct costs (MTDC). MTDC consist of all salaries and wages, fringe benefits, materials, supplies, services, travel and subgrants and subcontracts up to \$25,000 of each (regardless of the period covered by the subgrant or subcontract). MTDC shall exclude equipment, capital expenditures, charges for patient care and 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. Equipment means an article of nonexpendable tangible personal property having a useful life of more than two years, and an acquisition cost of \$5,000 or more per unit.

For contracts with State of Florida agencies (not including other SUS Universities), use agency specified rate @ TDC (unless otherwise specified).

For all activities performed in facilities not owned by organization and to which rent is directly allocated to the project(s), the off-site/off-campus rate will apply. Grants or contracts will not be subject to more than one indirect cost rate. If more than 50% of a project is performed off-site/off-campus, the off-site/off-campus rate will apply to the entire project. All applicable project(s) will be charged TDC. ( # denotes TDC)

**REVISED FRINGE BENEFITS RATES DATE 9/26/17**

Fringe benefits consist of Social Security, Retirement, Health Insurance, Life Insurance, Worker's Compensation, Health Insurance and Termination Pay (annual and sick leave). The following rates should be used in calculating fringe benefits:

Fringe Benefit Rates:

A&P Positions	31%
USPS Positions	43%
USPS (Campus Security)	44%
Faculty (Summer 9 month contracts)	35% - (Summer 19%)
Executive Positions	26%
Other Personnel Services (OPS) – Faculty/A&P/USPS (.75 FTE or greater)	32.66%
Other Personnel Services (OPS) – Faculty/A&P/USP (less than .75 FTE)	8.25%
Graduate Students (less than .25 FTE)	8.25%
Graduate Students (.25 FTE or greater) (Not a Fringe Benefit = Other Expense or Participant Support Cost) \$185/month or \$2,220 annually	8.25% + \$2,220/year
Undergraduate Students	0.6%

**PROPOSAL TRANSMITTAL REVIEW FORM**

A Proposal Review Transmittal Form for Sponsored Projects must be used to obtain signature approvals and to assist orderly routing of proposals. This form is an internal document and is not submitted to the sponsoring agencies. The principal investigator should submit the original proposal along with the Proposal Review Transmittal Form after all signatures have been obtained. Signatures must be received from all department chairs, directors and deans of all investigators involved in the project as well as the Request for Proposal, and the applicable compliance and facility approvals listed below. After the proposal has been reviewed by the Office of Sponsored Programs and approved by the Vice President for Research, the principal investigator will be notified that it has been submitted to the sponsor.

Contacts for information regarding the compliance and facility use approvals:

Activity	Contact Person	Telephone	Email Address
Human Subjects*	Sherry Kemp	(850) 412-5246 (Voice)	<a href="mailto:Sherry.kemp@fam.u.edu">Sherry.kemp@fam.u.edu</a>
Animal Use*	Sherry Kemp Tanise Jackson	(850) 412-5246(Voice) (850) 599-3214 (Voice)	<a href="mailto:Sherry.kemp@fam.u.edu">Sherry.kemp@fam.u.edu</a> <a href="mailto:Tanise.jackson@fam.u.edu">Tanise.jackson@fam.u.edu</a>

\*May require approval prior to submission.

**ORGANIZATIONAL DEMOGRAPHICS**

Applicant Name or Organization:  
**Florida A&M University, acting for and on behalf  
of the FAMU Board of Trustees**

Authorized Institutional Representative:  
**Timothy E. Moore, Ph.D.  
Vice President for  
Research**

**Applicant Contact Information:  
Office of Sponsored Programs  
400 Foote-Hilyer Administration Center  
Florida A&M University  
Tallahassee, FL 32307-3200  
(850) 599-3531 (Voice)  
(850) 599-3952 (Fax)  
[sponsor@fam.u.edu](mailto:sponsor@fam.u.edu)**

**COGNIZANT AUDIT OFFICE**  
Department of Health and Human Services

**COGNIZANT ADMINISTRATION OFFICE**  
Department of Health and Human Services