Fixed Price Project
Distribution of Remaining Funds

Procedure Established June 2009
Rev. Sep 2009, Mar 2013

Principle:
Fixed Price project funds, if not fully expended, are recovered for use by the PI at a later date. The funds are typically used for research related expenses and should be tracked as such beyond the end date of the fixed price project to allow for more accurate reporting of research expenditures.

Included projects:
Delegated Authority, fixed price grants/contracts, and other agreements in which the agreement is silent OR indicates unused funds may be used to 'further research'.

Procedure for Project with no F&A or DA:

- Fixed price project closes with residual revenue
- Project program value is either PUBSV or RSCH% or INST2.
- Revenue* is moved (via JV) from Fixed Price Project to one of 4 codes:
  - XXXX432999 (with a unique projectID), title “CEHD OTHER DA P/L PUBSV”, program value of PUBSV
  - XXXX432999 (with a unique projectID), title “CEHD OTHER DA P/L INST2”, program value of INST2
  - XXXX422999 (with a unique projectID), title “CEHD STATE DA P/L PUBSV”, program value of PUBSV
  - XXXX422999 (with a unique projectID), title “CEHD STATE DA P/L INST2”, program value of INST2
- Expense is then charged directly from the code (above) and is recorded as expense in the research incentive.

Procedure for Project with F&A or Federal:

- XXXX332999 (with a unique projectID), title “CEHD FED DA P/L PUBSV”, program value of PUBSV
- XXXX332999 (with a unique projectID), title “CEHD FED DA P/L INST2”, program value of INST2

*Procedure variance for F&A bearing C&G code:
Indirect cost portion of the revenue balances, net of the applicable Research Office retention amount, will be transferred to the college’s preferred purpose code; the direct cost portion of the revenue balance will be transferred to a code as appropriate from the list above, per the procedure above. To determine the distribution divide the remaining funds by 1*F&A rate.

Example:
10,000 Total Costs remaining in project with an F&A rate of 53%
10,000/1.53 = $6,535.95 is the Direct Cost
$10,000- $6,535.95 = $3,464.05 is the F&A cost which will be split, 3% to the Research Office and 97% to the college/unit.

Note:
This approach gives you somewhat less flexibility than the previous process, in that expenses must still be under the terms and conditions of C&G codes; however, the expense is captured in programs relevant to the research incentive for RBB. If flexibility is required, the units can transfer funds to a 17 where there are few spending restrictions.