

South Florida VA Foundation for
Research & Education
Miami, Florida

SFVAFRE MEMORANDUM
No.....006

April 1, 2011P

FRINGE BENEFITS RATE POLICY

I. Purpose.

To establish policy, responsibility, and procedure for effective fringe benefit rate costs budget, management and control of appropriated funds.

II. Application of Policy

A. General

Fringe benefits charged to sponsored projects at South Florida VA Foundation for Research and Education (SFVAFRE) include costs such as employee health, dental, FICA match, worker's compensation, disability insurance, unemployment insurance, accrued annual, sick and holidays and 403(b) retirement.

Facilities & Administrative (F&A) Rates (also known as indirect cost rates) and fringe benefits rates are established in accordance with the federal government's Office of Management and Budget (OMB) Circular A-21. These Indirect cost rate is negotiated by SFVAFRE and the Office of Naval Research (ONR), the cognizant federal agency overseeing the administration of sponsored agreements at SFVAFRE. F&A (indirect cost) and fringe benefit rates are applicable to all externally-sponsored projects (grants, contracts, cooperative agreements, subgrants and subcontracts) funded by federal, state or private sponsors. The application of these rates allows SFVAFRE to recover certain costs (e.g. facilities, utilities, administration, services, etc.) associated with externally-funded training and research activity.

B. Federally Negotiated Fringe Benefits Rate.

1. Description:

- a. SFVAFRE Fringe Benefit Rate is 30% for full time employees and 23% for Part time of salaries and Wages in based on internal calculations.

2. Application:

- a. The Fringe Benefit Rate is applicable to all externally sponsored projects. This includes federal grants, contracts and cooperative agreements as well as all sub agreements involving federal flow through funds and state and local agencies, private foundations, non-profit organizations and corporations.

3. Definitions:

- a. Salaries and Wages include all full time and part time salaries for faculty and staff.
- b. Salaries and wages exclude all temporary help, consultant costs and any other expense not associated with the payment of wages for services.

C. Exceptions

Fringe benefits shall be recovered on all sponsored projects which include the charging of salaries and wages. Any exception to this policy must be approved by the President of the Board of Directors, Executive Director and the Finance Manager.

III. REFERENCES:

OMB Circular No. A 21.

IV. RESCISSION:

None.

V. RESPONSIBILITY:

Executive Director, SFVAFRE
Finance Manager, SFVAFRE

VI. This Policy Memorandum will remain in effect until rescinded.

A handwritten signature in black ink, appearing to read 'Luis Gonzalez', with a stylized flourish at the end.

Luis Gonzalez, MHA
Executive Director, SFVAFRE