Grant Group Meeting

## Welcome

**Purpose of meeting:**

Share, network, learn, and offer suggestions for improvement

**Future meetings:**

Mid-September 2013 – once school is back in session

Mid-December 2013 – after finals before the holidays

Introductions

## Topic of discussion: Cost Sharing/Match

 **Key points of the presentation:**

 Cost sharing is the cost of a project not paid for by the sponsor

 Mandatory versus voluntary – if it’s in the budget, cost share needs to be reported

 Third party contributions are reported differently than UNI contributions

## Topic of discussion: NSPA

 How is the revised NSPA format working for you? Suggestions for improvement?

## Improving Communication: Listening in the workplace

## Sharing

Anything going on in your work world we should know about?

Open discussion

Ideas for future meeting topics

Suggestions for changes in how we do business

Something you want to get out in the open/discuss with your colleagues?

## Closing

Thank you for attending!

The presentation will be posted to RSP website: <http://www.uni.edu/rsp/training-opportunities-resources-and-events>.

**Cost Sharing Guideline**

**May 15, 2013**

Terms to know:

**Cost Sharing/Matching** – Additional costs not paid for by a sponsor

**Third Party Match/Contribution –** Contribution from entity outside UNI

**UNI Contribution –** Contribution made by UNI; examples, supplies, travel, salary/fringe

**Mandatory Cost Share** – The sponsor requires it in the proposal

**Voluntary Cost Share** – The sponsor does not require it; project director offers it voluntarily

**Federal Regulations and Cost Share:**

* The portion of the cost of a project not borne by the federal government
* Must be tracked/verified from records
* Cash or third party contributions from a non-federal source
* Must be allowable cost under cost principles
* Must not be used as match on another federal project.

**Examples of Cost Share:**

* Equipment or supplies purchased by UNI for the project
* Additional faculty or staff time
* Program income, if allowed by the sponsor and used to purchase items for the project

**Cash Contribution:**

This includes allocation of compensated faculty and staff time to projects. Although it is easy to mistake the allocation of compensated faculty/staff time as a donation or as in-kind because the faculty or staff member would be compensated regardless of the advent of the sponsored project, the value is the result of a cash transaction and should be treated as a cash contribution.

**In-Kind Contribution:**

In-kind contributions are those wherein a value of the contribution can be readily determined, verified and justified but where no actual cash is transacted in securing the good or service comprising the contribution. Two examples of in-kind contributions are: (1) The donation of volunteer time valued at a rate that would be reasonable for the time devoted had the volunteer been compensated for the time. (2) The donation of non-institution space where such space would normally carry a fee for purposes other than supporting this particular project.

Where do you see cost share:

 PRAF Budget NSPA Cost Share Reports

**Cost Share is not:**

* + Anything that is not an allowable cost
	+ Federal to federal
	+ Undocumented/not certified
	+ Used for two projects
	+ Any costs that are included in Facility and Administrative costs recovery (F&A)

The Project director is responsible for verifying, identifying and certifying cost share