



MEMORANDUM

DATE: 1 July 2013  
TO: A&S Department Heads  
FROM: Ronald A. Van Den Bussche, Associate Dean for Research  
RE: Equitable Distribution of F&A returned to Faculty

A handwritten signature in blue ink, appearing to read 'RAVD', with a horizontal line underneath.

Historically, the College has distributed 8% of the returned F&A to the PI of an award. Co-PI's received none of the returned F&A unless individual budgets and grant accounts were established. ***Beginning 1 July 2013 for any new awards the default mode will be to take the portion of F&A returned to the PI and equally distribute it among the PI and all co-PIs on the award.*** For example, if an award has a PI and a single co-PI, each individual will receive half of the 8% of the F&A that is returned to the investigators.

The distribution of F&A will be noted in Section 4 of the Routing sheet so that all individuals will be able to see the distribution of returned F&A when they sign off on the Routing sheet. If a team of investigators wishes a different distribution of the returned F&A, they should inform their Grants & Contracts Specialist who will note it in Section 4 of the Routing sheet. The distribution of F&A will be noted on the Routing sheet for the Proposal and again for the Award.

For all current Grants & Contracts (those that are still active and were initiated prior to 1 July 2013), all 8% of the returned F&A is going to the lead PI. If a current Grant or Contract has more than a single PI, and the faculty would like a different distribution of the remaining F&A, they should contact their Grants & Contracts Specialist. The best way to contact the Grants & Contracts Specialist in this case is via email with the proposed change in distribution of F&A and this email should be copied to all investigators associated with the award.