

CALS Grant Management Services (GMS) Ag Sci Room 304: calsgms@uidaho.edu

We provide college oversight for sponsored project post-award functions to ensure compliance with state, federal, and sponsor guidelines and adherence with university policy. In collaboration with the CALS Office of Grant and Project Development, we provide limited pre-award sponsored project proposal review.

Holly Waters (Director):	208.885.5999	hwaters@uidaho.edu
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Kallie Yielding (pre & post-award)	208.291.6231	kyielding@uidaho.edu (located in Caldwell)
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CALS Grant & Project Development (OGPD) Ag Sci Room 308: cals-grants@uidaho.edu

We assist CALS faculty with proposal and budget development, editing/review, and the submission process.

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Office of Sponsored Programs Administrator (SPA), Morrill Hall: preaward@uidaho.edu

OSP SPAs are assigned as proposals are entered in VERAS. You can contact OSP Pre-Award staff and Sarah Martonick (director) at the email above. Additional information from OSP about proposal preparation:

<http://www.uidaho.edu/research/about/osp>

VERAS is the UI system submit proposals for review and electronic signature approval prior to submission.

Please start your application in VERAS as soon as you decide to submit a proposal. All external funds must be routed through VERAS except for those determined as gifts. VERAS also includes access to grants.gov for submission of grants. This allows CALS and OSP staff to prioritize and manage workload and competing deadlines. VERAS: veras.uidaho.edu

NOTE: All change requests to existing grants/contracts such as no-cost time extensions, change of PI, change of effort, re-budgets, etc., are processed through VERAS and the Prior Approval Request Form located in the proposal folder. The CALS-GMS (cals-gms@uidaho.edu) team can provide assistance in drafting, processing for OSP Post Award the prior approval forms.

General Information for Grants:

- **UI UEI** (Unique Entity Identifier) QWYKRJH5NNJ3 (*new*)
- **UI DUNS #** (DUN & Bradstreet Number) 075746271
- **UI EIN #** (Employer Identification Number) 82-6000945
- **Human Subjects** IRB Federal Wide Assurance # 00005639
- **Animal Care and Use**
 - IACUC NIH/PHS #A3852-01
 - USDA AWA Certificate # 82-R-0002
- **UI is an 1862 Land-Grant University**
- **UI Fiscal Year is July 1–June 30** (FY22 = 7/1/22-6/30/23)
- **USDA NIFA ASAP Account #** 1699269
- **Authorized Organizational Representative (AOR):**
Sarah Martonick, Interim Director, Office of Sponsored Programs, 875 Perimeter Dr. MS 3020, Moscow, ID 83844-3020 208-885-6651, osp@uidaho.edu
- **Note:** UI employees are NOT authorized to sign contracts on behalf of the University of Idaho

Consolidated Fringe Benefits Rates: www.uidaho.edu/osp/fringebenefitstable/fringe-rates

Employee Category	FY23 <i>new</i>
Faculty (<i>Academic or Summer</i>)	30.1%
Staff (<i>Classified or Exempt</i>)	42.0%
IH Non-Student (<i>PERSI/benefitted</i>)	42.0%
IH Non-Student (<i>non-benefitted</i>)	8.7%
Student (<i>Academic or Summer</i>)	3.6%

Graduate Tuition and Fees:

It is recommended to include a 2-5% increase in fees and health insurance for subsequent years.

www.uidaho.edu/current-students/student-accounts/

FY23 Idaho Resident Tuition Rates: Full-time graduate student rate (9-20 credits/semester) is \$4,984/semester (\$9,968/yr)

FY23 Idaho Resident Per-credit Rates: Part-time graduate fee per credit (1-8 credits/semester) is \$554/credit

FY23 Mandatory Student Health Insurance Program (SHIP): \$1,041/semester (\$2,082/yr)

FY22 Graduate Student Stipend Rates: (CALS suggested, based on FY appointments)

Level	Rate/year	Rate/hour (based on 1300 hrs)
M.S./M.A.	\$24,000	\$18.46
Ph.D.	\$28,000	\$21.54

Appt. Type	Hours	Appt. Type	Hours
Full Time Fiscal Year	1300	Full Time Summer	520
Full Time Academic Year	780	Half Time Summer	260

Travel and per Diem Rates:

For more information, see: www.uidaho.edu/finance/controller/accounts-payable/travel-services

Mileage reimbursement rate: \$0.625 cents per mile for use of privately owned vehicles (effective July 1, 2022).

Rental Cars: When possible, use preferred vendor *Enterprise Rent-A-Car Corporate Account (XZ47IDS)* or *Hertz Rental Car (Contract Number \$65573)*.

Do NOT opt for additional insurance coverage on any rental cars. It is NOT an allowable expense per State of Idaho Policy.

Per Diem Rates: (Federal rates are acceptable and can be found at www.gsa.gov/travel/plan-book/per-diem-rates)

	In-State <i>new</i>	Out-of-State <i>new</i>
Breakfast	\$8.00	Please use federal M&IE rates for your destination state (or specific city) available at www.gsa.gov/travel/plan-book/per-diem-rates
Lunch	\$18.00	
Dinner	\$29.00	
Full Day Rate	\$55.00	

Departure	Return
7 am and after no breakfast	8 am and before no per diem
11 am and after no lunch	2 pm and before no lunch
5 pm and after no per diem	7 pm and before no dinner

F&A/Indirect Costs Rate Table:

TYPE	7/1/22- until renegotiated	INDUSTRY‡ 7/1/21-	BASE ¹
Organized Research			
On-Campus ²	50.0%	57.13%	MTDC
Off-Campus ³	26.0%	31.27%	MTDC
Instruction			
On-Campus ²	59.7%	83.74%	MTDC
Off-Campus ³	26.0%	50.3%	MTDC
Other (formerly Public Service/Outreach)			
On-Campus ²	38.0%	50.1%	MTDC
Off-Campus ³	26.0%	34.82%	MTDC
Ag & Forestry Exp. Station/Research Centers⁴	39.0%	53.32%	MTDC
State of Idaho (not including Federal pass-through \$; base is Total Direct Costs only)	20.0%	N/A	TDC

¹**MTDC (Modified Total Direct Costs):** the following are excluded when calculating F&A/indirect costs: Tuition/fees, Equipment >\$5K, Construction costs, and the amount of each individual subcontract exceeding the first \$25K.

TDC (Total Direct Costs): There are no exclusions when calculating indirect costs, ALL direct cost items are subject to F&A/indirect.

²**On-Campus:** County Extension offices are considered 'on-campus' for the calculation of indirect cost rates.

³**Off-Campus:** A project is designated as 'off-campus' if more than 2/3 of the work occurs at locations other than University owned or operated facilities and indirect costs associated with physical plant and library are not considered applicable.

⁴**Ag & Forestry Experiment Station:** A project may be designated as 'Ag & Forestry Experiment Station' if MORE than 2/3 of the work occurs at one or more of the following locations: *Aberdeen R&E Center; Caldwell R&E Center, Nancy M. Cummings R&E Center; Kimberly R&E Center; Parma R&E Center; Rinker Rock Creek Ranch; Sandpoint Organic Agriculture Center; Tetonia R&E Center; Twin Falls R&E Center; U.S. Sheep Experiment Station (Dubois).*

‡ **Industry rate** applies to private companies. Current practice is that state agencies and non-profits must use the federally negotiated rate unless they have a published policy limiting the rate (RFP or online).