

UNLV Division of Research Office of Sponsored Programs

On- or Off-Campus Facilities & Administrative (F&A) Rate Determination

PURPOSE

The purpose of this document is to establish the procedure for determining whether a sponsored project should be classified as an on- or off-campus project and to explain the F&A rate implications of this determination.

BACKGROUND

An "off-campus" determination on a sponsored project implies that the project involves less than minimal utilization of space owned or leased by the university, university equipment, or library services. Therefore, the on-campus F&A rate applies to most sponsored projects.

4. The off-campus portion of the work is continuous and will occur over at least 50% of the project term, or more than 50% of total salary costs will be paid to individuals performing work off-campus.

Note: Portions of a project performed by subcontractors and/or consultants are not a factor in the determination of whether the off-campus rate should apply.

REQUESTING AN OFF-CAMPUS CLASSIFICATION

All off-campus rate determinations must be approved by OSP prior to proposal review and submission. To gain approval, the Principal Investigator must submit a written request to OSP, including documentation describing the off-campus component.

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