

Occidental College
Indirect Cost Distribution Policy

Revised: September 26, 2022

Faculty and departments seeking external funding for research, teaching and other activities that support the College's mission, will receive thirty-five percent (35%) of the indirect costs ("Facilities and Administration" or "F&A" costs provided under federally funded grants or indirect expenses funded by private foundation grants) received in that year. The College will allocate the funds to the academic departments or institutes of the principal investigator(s). If college matching funds have been provided or required, that amount shall be deducted from the indirect costs recovered before the departmental allocation is derived. If a grant involves faculty from more than one department, the departmental allocations will be assigned among the relevant departments based on the percentage of time of the faculty members involved. It is understood that the President, for institutional reasons, may elect to discontinue or modify this policy at any time.

Institutes, Groups or Departments will receive fifty percent (50%) of indirect costs if they are able to contribute a three-year rolling average of \$75,000 or more to the College's F&A.

Only those grants that are processed through the College's grant checklist procedure and approved by all officers and departments of concern as provided on the checklist prior to submission to the granting agency are eligible for cost sharing.

When a grant is deemed to be "institutional" in origin and effort, the Dean of the College will serve as the P.I. and the indirect costs will not be shared with a department or an institute.

Following the award of a grant, an academic department or institute that intends to receive a portion of the Indirect Cost Sharing must prepare a proposal for the use of such monies and submit the proposal to the Dean of the College for approval or revision. Upon approval by the Dean, the Business Office will then create an account for the department and transfer funds.

Definitions

Expenses incurred by the College in performing the activities associated with a federal grant, but which are not directly attributable to the specific activities of a single grant, can be recovered by the College as F&A or indirect costs. The formula for determining the amount of recoverable F&A is provided in an agreement between the College and the U.S. Department of Health and Human Services, the College's cognizant agency.

An "institute" or "group" is an academic entity affiliated with the College but separate and distinct from an academic department.

Authority: President

Approved by: Harry Elam, Jr., President