

Policy on the Use of Indirect Cost Funds for Research Incentives

The indirect cost rate approved for Youngstown State University by the appropriate governmental agency will be applied consistently to all grants and contract applications, except when a funding agency has set a fixed rate or has indicated that no indirect costs are allowable, or if it is impractical to claim the maximum rate. The indirect cost account will be monitored and managed by the Budget Office what will provide regular updates to the Dean of the School of Graduate Studies on the status of the account. Unused indirect cost or incentive funds may be carried forward each year.

An amount equivalent to **twenty-five** (25) percent of indirect costs generated by a College/Unit will be allocated from the general fund and will be available for use by that College/Unit in a Research Incentive account. Guidelines for request and use of these funds will be determined by the College/Unit which generated the funds. Research Incentive Funds will be released in writing by the appropriate dean/administrator, after verification of the amount of available monies by the Budget Office. Normally the individuals who obtained the grant will share in the College/Unit funds to support their scholarly and related professional development activities.

An amount equivalent to **fifty** (50) percent of all indirect costs generated from institutional grant projects will be allocated from the general fund to the Institutional Research Incentive Fund. Expenditure of this fund will be supervised by the Dean of Graduate Studies in in support of grant-related initiatives. Such grant-related activities include possible matching funds for applications, tuition payments for graduate assistants, special travel funds to funding agencies, small grants, research related equipment needs, consulting veterinarian contract, special training for compliance committees or staff, cost overruns, or other similar purposes. Release of monies from the Institutional Research Incentive Fund must be approved in writing by the Dean in consultation with the Director of Grants for academic grant-related activities. If sufficient funding is available, formal requests for proposals (RFPs) for use of the funds may be solicited annually by the Dean of Graduate Studies throughout the campus. After appropriate consultation, priorities for projects and funding restrictions will be determined by the Dean in advance of solicitation of RFPs.

The remaining **twenty-five** (25) percent of all indirect costs will be allocated to the Business and Financial Affairs Division. Distribution of these funds will be to support areas which administratively support the general grants effort, such as post-award grants accounting, purchasing, or human resources.