

ADMINISTRATIVE RATES AND INFORMATION FOR PROPOSAL PREPARATION

As of May 17, 2011, the DHHS-approved F&A rates (a.k.a indirect cost rates) for the University are as follows:

Indirect Cost Rates Effective 9/1/11:

On-Campus Rate:	53.60% *
Off-Campus Rate:	27.40% *

**of salaries and wages, including fringe benefits*

Fringe Benefit Rates:

Faculty Summer Salary:	7.65% (FICA)
Faculty AY Release Time:	30%

Projected Annual Increases for Proposal Budgets (as per Collective Bargaining Agreement):

9/2011	2.5% *
9/2012	2.5% *
9/2013	3.25%
9/2014	3.0% *
9/2015	3.0%
OTPS:	4.0%

**An additional \$500 applied after percentage annual increase*

Assurance Numbers:

IACUC:	A3694-01
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Other Identification Numbers:

Employer ID No.:	11-163-0906
DUNS Number:	06-593-1800
U.S. Congressional District:	4 th
Business Car Mileage Rate:	51 cents

Authorizing Institutional Official and Official to Notify in Case of an Award:

Sofia Kakoulidis
Associate Provost for Research and Sponsored Programs
200 West Library Wing
144 Hofstra University
Hempstead, New York 11549-1440

REMINDER: All proposals submitted by a faculty member or an administrator must go through the Office for Research and Sponsored Programs and be approved by Hofstra's authorized institutional officials.

If you need assistance with proposal development and/or budget preparation, please contact the Office for Research and Sponsored Programs at (516) 463-6810, and we will be happy to answer any questions or meet with you regarding your project ideas.

POLICY: An ORSP Proposal Review Form must be completed and approved by the project director, the chairperson and the dean of the school, and other University officials prior to the submission of the proposal. We request that you submit your proposal for review at least two business weeks before the deadline.