

**UNIVERSITY OF ILLINOIS AT CHICAGO**  
**OFFICE OF BUSINESS & FINANCIAL SERVICES**  
**FY19 FACILITIES & ADMINISTRATIVE (F&A), FRINGE BENEFIT,**  
**AND TUITION REMISSION RATES**

Departmental personnel are frequently required to prepare budgets for University activities including sponsored projects (i.e., grants and contracts). The budget generally includes salaries and wages of personnel, commodities, contractual services, travel, equipment, etc. Certain funds/accounts are required to budget for the payment of the cost of employee fringe benefits. Also, grant and contract projects are required to budget for University F&A (indirect) costs. This document presents the University of Illinois at Chicago's (UIC) provisional F&A rates for FY19; the finalized Retirement (SURS), Medicare, OASDI, and tuition remission rates for FY19; the provisional Health, Life & Dental (HLD), Termination Vacation and Sick (TVS), and Workers' Compensation rates for FY19; and guidance on budgeting fringe benefit costs beyond FY19.

**A. FY19 PROVISIONAL FACILITIES AND ADMINISTRATIVE (F&A) RATES**

The FY19 – FY21 F&A rates have not been finalized and approved by our cognizant Federal Agency, the Office of Naval Research (ONR). A provisional rate agreement covering the period July 1, 2018 through June 30, 2019 has been approved by ONR. These rates, listed on page 2, include separate categories for Instruction, Organized Research, and Other Sponsored Activities for on-campus and off-campus projects.

• **F&A Rates for Instruction, Organized Research and Other Sponsored Activities**

o **Activity Type Definitions:**

**Instruction**

Includes all teaching (direct and indirect), course and curriculum development, and academic advising and development. Instruction also includes departmental research, defined as all research and scholarly development which: (1) is supported by University funds, (2) is not separately budgeted, (3) is not performed for a specific sponsored research agreement, and (4) is undertaken in general support of the instructional function of the institution.

**Organized Research**

Includes all research and development activities that are: (1) separately budgeted and accounted for by the University, and (2) performed for specific research projects. Sponsored research means all research and development activities that are sponsored by federal and non-federal agencies and organizations. This term includes activities involving the training of individuals in research techniques (commonly called research training) where activities use the same facilities as other research and development activities and where such activities are not included in the instruction function.

**Other Sponsored Activities**

Includes sponsored program activities other than instruction or organized research. This definition includes grants and contracts in support of public service, administration, student services, and the library. Not included in the definitions are fellowships, work study and gifts in support of the same.

o **Base for Rate Assessment**

Direct costs are those costs that can be identified specifically with a particular sponsored project, relatively easily with a high degree of accuracy. The base on which F&A will be assessed is Modified Total Direct Costs (MTDC) which includes such expenditures as salaries and wages, fringe benefits, materials and supplies, travel, services and the first \$25,000 of subcontract expenditures. The MTDC excludes equipment costing \$5,000 or more; subcontract expenditures in excess of \$25,000; graduate assistant tuition remission; fellowships; scholarships; traineeships; patient care charges; participant support costs; and rental/lease of capital items.

o **Application of FY19 Rates**

Awards beginning in FY19 should be at the provisional rates provided below based on the project classification, determined by activity type (e.g. instruction, organized research or other sponsored activities) and location (e.g. on-campus or off-campus). The provisional rates used at the time of award will be adjusted to the final FY19 rates upon receipt of the approved Negotiated Indirect Cost Rate Agreement (NICRA).

o **Continuing Projects**

Under federal guidelines, rates and bases should continue for the life of the project until a competing renewal is submitted. Therefore, the University will honor the FY18 F&A web bulletin rates for continuing projects that began in FY18 or earlier. For example, the F&A rate for an on-campus, organized research project that began in FY18 (i.e. before 7/1/2018) will remain at 59.9% until the next competing continuation. Proposals for non-competing continuations, incremental funding and budget amendments for previously awarded federal projects should use the rates specified in the original award document.

o **Use of On-/Off-Campus Rate**

The on-campus rate should be used for proposals where all work is done using University facilities. The On-Campus rate is to be assessed except when a portion of the sponsored agreement is performed at an off-campus site. The criteria for utilization of the off-campus rate consists of all of the following: (a) performance at the off-campus site must be on a continuous basis; intermittent performance is not sufficient; (b) the University personnel working or engaged on the project must be physically located at an off-campus site; and (c) the off-campus performance must be of sufficient duration; normally a full semester, summer term or period of performance of the sponsored agreement. The space on the South Campus and at 2242 W Harrison that the University leases to UIC departments is considered off-campus. The off-campus rate will be used for the off-campus portion of the work on a sponsored agreement.

Off-campus costs may include costs incurred at the off-campus site for salaries, related benefits, supplies, utility costs, rent, local travel and other similar costs, which are treated as direct. Travel to and from an off-campus site is considered an off-campus cost.

<b>Chicago Campus Facilities and Administrative (F&amp;A) Rates</b>	
<b>Provisional FY19 Rates</b>	<b>FY19</b>
Instruction	40.6%
Organized Research	59.9%
Other Sponsored Activities	36.0%
All Off-Campus Awards (Instruction, Organized Research, and Other Sponsored)	26.0%

• **F&A Rates for Clinical Drug Trials**

o **Definition**

These include studies performed for private sponsors which involve human subjects in drug protocols.

o **Base for Rate Assessment**

The base for rate assessment is total direct costs. Total direct costs include all costs charged to a sponsored program account, excluding indirect costs, costs of education allowance and administrative allowances.

o **FY19 F&A Rate for Clinical Drug Trials**

Clinical drug trials are assessed at a rate of 25.0%. This rate was established during FY1994 for non-federally funded clinical drug studies and is applied to Total Direct Costs (TDC)

**B. FY19 GRADUATE ASSISTANT TUITION REMISSION RATE (SPONSORED ACCOUNTS)**

The Fiscal Year 2019 graduate assistant tuition remission rate will remain 42%. Salaries of graduate assistants with tuition and fee waivers are the base for the assessment of the tuition remission rate. This rate is applied to all GA/RA/TAs working on sponsored programs. Please note that the campus also assesses a "GA tuition remission benefit cost" charge on non-sponsored accounts. More information on this charge is available here: [Memo on Tuition Remission for Graduate Assistants](#).

**C. FY19 FRINGE BENEFITS RATES (PROVISIONAL AND FINALIZED)**

Fringe benefit rates are updated annually and audited and approved by the Federal government near the beginning of each fiscal year. Unlike facilities and administrative cost rates, changes in fringe benefit rates are assessed immediately when they become effective, even if the budgeted rates are different. The UIC FY19 Fringe Benefit rates included in the table on pages 3 and 4 are effective July 1, 2018 with BW 15 and MN 8 pay periods (with the exception of Retirement, which is effective with BW 14 and MN 7). The Retirement (SURS), Medicare, and OASDI rates are finalized; however, the Health, Life & Dental (HLD), Termination Vacation and Sick (TVS), and Workers' Compensation rates are provisional. Please refer to [Nessie](#) for detailed information on State of Illinois Plans, Eligibility for State Benefit Plans, and Part-Time Insurance Eligibility for additional fringe benefit eligibility information. Contact [Payroll](#) for assistance with the Substantial Presence test and for additional fringe benefit information related to residents on J-1, J-2, F-1 and F-2 visas.

The following 2 charts detail the fringe benefit costs by appointment type. The first chart below, details fringe benefit charges to sponsored accounts. The second chart on the following page details fringe benefit charges to non-sponsored accounts. The primary differences between the 2 charts are highlighted in yellow on each chart.

**CHICAGO CAMPUS  
FY19 FRINGE BENEFIT RATES  
APPLICABLE TO SPONSORED PROJECTS**

This Chart Details Fringe Benefit Rates for Appointments Commonly Charged to Sponsored Projects;  
It is for Budgeting Purposes and is Not Intended to be Used as a Basis for Determining Benefits Eligibility\*

Appointment	Total Fringe Benefits Rate	Finalized Retirement (SURS)**	Provisional Health, Life & Dental	Provisional Workers' Comp†	Provisional Term. Vacation/Sick	Finalized Medicare‡	Finalized OASDI
Academic and Non-Academic Employees Eligible for SURS and Insurance*	35.15%	12.29%	20.47%	0.05%	0.89%	1.45%	-
Academic and Non-Academic Employees Eligible for SURS, but Ineligible for Insurance*	14.68%	12.29%	-	0.05%	0.89%	1.45%	-
Hourly Student Employees Enrolled 6 hours or More (Fall / Spring) Or Enrolled 3 hours or More (Summer)	0.05%	-	-	0.05%	-	-	-
Hourly Student Employees Enrolled Less Than 6 hours (Fall / Spring) Or Enrolled Less Than 3 hours (Summer)	7.70%	-	-	0.05%	-	1.45%	6.20%
GA/RA/TAs Enrolled 6 hours or More (Fall / Spring) Or Enrolled 3 hours or More (Summer)	3.56%	-	3.51%	0.05%	-	-	-
GA/RA/TAs Enrolled Less Than 6 hours (Fall / Spring) Or Enrolled Less Than 3 hours (Summer)	11.21%	-	3.51%	0.05%	-	1.45%	6.20%
Hospital Residents	34.21%	12.29%	20.47%	-	-	1.45%	-
Academic and Non-Academic Employees Ineligible for SURS and Insurance*	7.70%	-	-	0.05%	-	1.45%	6.20%

Research Associates receive fringe benefits that are consistent with their appointment type, detailed above.  
Retired employees who are rehired by the University are assessed for Term. Vacation and Sick (0.89%), Medicare (1.45%) and Workers' Comp (0.05%).  
Fellowships are not assessed fringe benefits.

\*Please refer to the [Nessie](#) for detailed information on State of Illinois Plans, Eligibility for State Benefit Plans, and Part-Time Insurance Eligibility.

\*\* For employees who have elected the self-managed plan, the actual rate of 7.6% will be charged.

\*\* The current annual compensation limit for SURS is \$275,000 (for participants certified on or after July 1, 1996) and \$113,644.91 for new employees hired as of January 1, 2011.

† For Auxiliary Services, the Worker's Compensation rate is 0.27%.

‡This chart includes a Medicare charge for employees hired after 4/1/86. There are no Medicare charges for employees hired before that date.

**CHICAGO CAMPUS  
FY19 FRINGE BENEFIT RATES  
APPLICABLE TO OTHER ASSESSED ACCOUNTS**

(ADMINISTRATIVE ALLOWANCES, ICR, PRIVATE UNRESTRICTED GIFTS, ETC)

This Chart Details Fringe Benefit Rates for Appointments Commonly Charged to Other Assessed Accounts;  
It is for Budgeting Purposes and is Not Intended to be Used as a Basis for Determining Benefits Eligibility\*

Appointment	Total Fringe Benefits Rate	Finalized Retirement (SURS)**	Provisional Health, Life & Dental	Provisional Workers' Comp†	Provisional Term. Vacation/Sick	Finalized Medicare‡	Finalized OASDI
Academic and Non-Academic Employees Eligible for SURS and Insurance*	34.26%	12.29%	20.47%	0.05%	-	1.45%	-
Academic and Non-Academic Employees Eligible for SURS, but Ineligible for Insurance*	13.79%	12.29%	-	0.05%	-	1.45%	-
Hourly Student Employees Enrolled 6 hours or More (Fall / Spring) Or Enrolled 3 hours or More (Summer)	0.05%	-	-	0.05%	-	-	-
Hourly Student Employees Enrolled Less Than 6 hours (Fall / Spring) Or Enrolled Less Than 3 hours (Summer)	7.70%	-	-	0.05%	-	1.45%	6.20%
GA/RA/TAs Enrolled 6 hours or More (Fall / Spring) Or Enrolled 3 hours or More (Summer)	0.05%	-	-	0.05%	-	-	-
GA/RA/TAs Enrolled Less Than 6 hours (Fall / Spring) Or Enrolled Less Than 3 hours (Summer)	7.70%	-	-	0.05%	-	1.45%	6.20%
Hospital Residents	34.21%	12.29%	20.47%	-	-	1.45%	-
Academic and Non-Academic Employees Ineligible for SURS and Insurance*	7.70%	-	-	0.05%	-	1.45%	6.20%

Research Associates receive fringe benefits that are consistent with their appointment type, detailed above.  
Retired employees who are rehired by the University are assessed for Term. Vacation and Sick (0.89%), Medicare (1.45%) and Workers' Comp (0.05%).  
Fellowships are not assessed fringe benefits.

\*Please refer to the [Nessie](#) for detailed information on State of Illinois Plans, Eligibility for State Benefit Plans, and Part-Time Insurance Eligibility.

\*\* For employees who have elected the self-managed plan, the actual rate of 7.6% will be charged.

\*\* The current annual compensation limit for SURS is \$275,000 (for participants certified on or after July 1, 1996) and \$113,644.91 for new employees hired as of January 1, 2011.

† For Auxiliary Services, the Worker's Compensation rate is 0.27%.

‡This chart includes a Medicare charge for employees hired after 4/1/86. There are no Medicare charges for employees hired before that date.

#### **D. GUIDANCE ON BUDGETING BENEFIT COSTS BEYOND FY19**

We are publishing guidance on projected fringe benefit rates for faculty to use in their grant proposals. While estimated rates may not precisely equal the actual rates in a given year, it will certainly result in far less reallocation than if the proposal reflected a constant fringe benefit rate for the entire grant period. Depending upon agency limitations, an appropriate inflation rate (e.g., 3% to 5%) should be used to estimate fringe benefit costs beyond FY19.

This departure from our prior practice of publishing detailed fringe benefit projections is intended to provide departments with additional flexibility to more effectively budget proposals. The chart accessible via the following link has been prepared based on this guidance to help you estimate fringe benefit costs.

Please click on the link below and follow the instructions in order to calculate projected fringe benefit costs beyond FY19:  
<https://www.obfs.uillinois.edu/common/pages/DisplayFile.aspx?itemId=995129>

#### **E. CONTACTS**

Please direct any questions or concerns to:

<b>CHICAGO CAMPUS CONTACTS</b>			
<b>Questions Regarding</b>	<b>Contact</b>	<b>Telephone</b>	<b>E-mail</b>
Proposals and Budget Preparation	Peggy Diskin Associate Director, Sponsored Projects	996-6150	<a href="mailto:mmcand1@uic.edu">mmcand1@uic.edu</a>
Benefits Eligibility	University Payroll and Benefits	996-6471	<a href="mailto:benefits-uic@uillinois.edu">benefits-uic@uillinois.edu</a>
Dept. Tuition Remission Benefit Costs	Deborah Starks Resource & Policy Analyst	413-7435	<a href="mailto:dstarks@uic.edu">dstarks@uic.edu</a>
Workers' Compensation	Tina McEllin Director, Risk Management	217-244-3702	<a href="mailto:tmcellin@uillinois.edu">tmcellin@uillinois.edu</a>
General F&A and Fringe Benefit Rates	Maureen Johnson Associate Director, University Government Costing	996-4045	<a href="mailto:maureen1@uillinois.edu">maureen1@uillinois.edu</a>
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