



## AState Uniform Guidance Updates

<u>Administrative Principal or Cost Item</u>	<u>What Can We Do?</u>	<u>How Do We Do That?</u>
Administrative and Clerical Salaries	We can charge them to an award, as long as they are integral to the project	Expense must be explicitly listed and justified in the proposal. For more information, please see "Guidance for Direct Charging of Administrative Costs" on the SPA Website.
Computing Devices	As long as the are below \$5,000, we can allocate the portion used by the project to the award.	Budget justification should explain how the purchase is justified, and the cost must be reasonable, allocable, and consistent with University procedures. Also, at least 3% of the cost should be charged to an unrestricted fund. For more information, please see "Guidance for Direct Charging of Administrative Costs" on the SPA Website.
Housing	Housing can be charged if it is essential and allocable to the project and we get prior approval.	Budget justification must explain how housing or housing allowance is essential and allocable.
Participant Support Costs	We can charge these to the award as long as they are seperately budgeted and the agency approves the cost	Budget justification should include something similar to "The inclusion of the participant support costs in the budget and the subsequent award by agency will be considered prior agency approval."
Publication and Printing	We can charge these costs to the award even for publications after the award end date as long as we pay for it before the award ends.	No prior approval needed, but make sure to get all of the costs in and paid for before 30 days after the end of the award so that we can invoice appropriately.
Rearrangement and Reconversion Costs	For costs that are essential and easily allocable to the project, we can charge them to the award. This does not include costs for general upkeep, repairs, or modifications to our facilities.	The budget justiftion must explain how these costs directly benefit the project.
Short-term Visas	We can charge short-term (not employment) visas if they are necessary for the project.	No prior approval needed, but please make sure to work with our compliance officer for any export control considerations.
F&A for Subawards	We must use the subrecipient's federally negotiated rate on all subawards, unless they do not have one. If they do not have one, we must use at least a 10% de minimis rate	The agencies should also be following this more closely, so we hope to start recovering more of our F&A's, as well.
NSF Funded Intramural Conferences	NSF will no longer fund meals or breaks for intraorganizational meetings (i.e., AState faculty, staff, and students only)	For NSF funded awards receiving new funding after December 26, 2014, we will need to rebudget any funds originally marked for this purpose.