1. Price Summary
   The cost estimate presents applicable pricing information based on the standard format adopted by the University, and is consistent with our current cost accounting standards. UAH’s fiscal year begins October 1st. The academic year begins around the third week of August. Salaries are escalated effective October 1st each year.

2. Cost Substantiation
   a. Salaries:
      Proposed salaries are quoted based on actuals, (unless otherwise noted on the proposal budget) and non-student salaries are increased by 3.0% each fiscal year to cover anticipated raises. These increases are MERIT, not cost-of-living, raises. Percentage of time is estimated. Salaries are verified through the established payroll system and after-the-fact certification of effort. Note that a full time graduate student appointment is the equivalent of a 50% full time employee.
   b. Paid absences:
      Paid absences are vacation, sick leave, personal leave, and holidays that are allowable as a direct expense as negotiated in the facilities and administrative cost rate. Paid absences are included in the loaded rate to ensure that while the university charges only for direct hours worked, the individual’s leave hours can also be compensated. More detailed information can be found at [https://www.uah.edu/payroll/lis-policy](https://www.uah.edu/payroll/lis-policy).
   c. Fringe benefits:
      fringe benefits are charged as a direct expense. They include State Teachers' Retirement, Teachers’ Insurance and Annuity Association—The College Retirement Equities Fund, social security, disability insurance, and life insurance where applicable. An estimated fringe benefit rate of 36% is usually proposed for full-time (employee works at least 75% or more) non-student employees. Employees that have an on-call/part-time position (less than 75%) will receive 7.69% fringe benefits. Employees that have an hourly on-call position who previously worked in a full-time position will receive 20.05% (if hired prior to 1/1/2013) or 18.91% (if hired after 1/1/2013) fringe benefits. Graduate Research Assistants receive health insurance and tuition assistance as a fringe benefit adjusted annually on the academic year based on information provided by the Dean of Graduate Studies. Each individual’s actual fringe benefit rate will be charged.
   d. Travel:
      Reimbursement of travel will be in accordance with The University of Alabama travel regulations. Expenses for out-of-state travel will be paid on the basis of actual, reasonable, and necessary expenses. Expenses for in-state travel will be paid on a per diem basis. Transportation costs will be reimbursed on the basis of actual costs for common carrier and at the approved rate per mile for automobiles.
   c. Facilities and administrative cost rate:
      The University negotiates its pre-determined facilities and administrative cost rate with the Department of Health and Human Services. The negotiated facilities and administrative cost rates for FY'17-FY'20 (10/1/16-9/30/2020) follows:

<table>
<thead>
<tr>
<th>On Campus</th>
<th>FY17</th>
<th>FY18</th>
<th>FY19</th>
<th>FY20</th>
<th>Off Campus</th>
<th>FY17</th>
<th>FY18</th>
<th>FY19</th>
<th>FY20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research</td>
<td>48.0%</td>
<td>48.0%</td>
<td>48.0%</td>
<td>48.0%</td>
<td>Research*</td>
<td>27.5%</td>
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</tr>
<tr>
<td>Instructions</td>
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<td>Instructions</td>
<td>26%</td>
<td>26%</td>
<td>26%</td>
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</tr>
<tr>
<td>Other Sponsored Activities</td>
<td>32.5%</td>
<td>32.5%</td>
<td>32.5%</td>
<td>32.5%</td>
<td>Other Sponsored Activities</td>
<td>26%</td>
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<tr>
<td>IPA</td>
<td>10%</td>
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</tr>
<tr>
<td>DOD Contracts/Subcontracts</td>
<td>50%</td>
<td>50%</td>
<td>50%</td>
<td>50%</td>
<td>DOD Contracts/Subcontracts</td>
<td>28%</td>
<td>28%</td>
<td>28%</td>
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</tr>
</tbody>
</table>

These rates are based on Modified Total Direct Costs (MTDC). Equipment, capital expenditures, charges for patient care and tuition remission, rental costs, scholarships, and fellowships as well as the portion of each subgrant and subcontract in excess of $25,000 shall be excluded from modified total direct costs. *Off-campus Research rate will be 26% if in excess of 50 miles from UAH Campus.

3. Government Agency Contacts:

   **Administrative Contracting Officer**
   Office of Naval Research Resident Representative (ONR RRR)
   100 Alabama Street, NW, Suite 4-R15
   Atlanta, GA 30303-3104
   Phone: (404)562-1620
   Email: geri.sinclair@navy.mil

   **Security Functions:**
   UAH facility Clearance: Top Secret
   UAH Storage Level: Secret
   DOD Trade Control (DTC): expires every 10/31
   DTC#: M21648
   UAH approved by DSS on 6/19/1989
   UAH Security PAC: Denise Spiller
   Phone: (256) 824-6444
   Email: Denise.spiller@uah.edu

   **Audit Functions:**
   Department of Defense/Office of Inspector General
   (DOD/OIG)
   National Single Audit Coordinator (NSAC):
   Attn: Carol Vogler
   Phone: (703) 604-6675
   Email: carol.vogler@dodig.mil
   email: OIGNon-FederalAudit@ed.gov

4. Awards:
   **Resulting contracts or grants should be forwarded to:**
   UAH
   Office of Sponsored Programs, VBRH Suite E12
   Huntsville, AL 35899
   Phone: (256) 824-6000; Fax: (256) 824-6677

5. Additional Information:
   **CAS Disclosure Statement: Filed with DHHS, Oct. 1, 2016**
   UAH POC regarding Indirect Rate Agreement:
   Darryl Mayes, Director
   Division of Cost Allocation
   DHHS/Office of the Inspector General
   330 Independence Ave., Room 106 Cohen Building
   Washington, DC 202015
   Phone: (301)492-4852

6. Approved Systems:
   **Government Property Control:** ONR approved on 10/5/18
   **Purchasing System:** ONR approved on 3/29/2016, expires 3/29/2021
   **Accounting/Billing System:** PricewaterhouseCoopers, LLP approves on an annual basis [https://www.uah.edu/finance/annual-reports](https://www.uah.edu/finance/annual-reports)

*UAH has one cleared facility clearance under cage code 9B944, with one cleared facility off-campus at Redstone Arsenal.