**GRANT COORDINATOR MEETING 2/18/16**

**SPONSORED PROGRAMS ACCOUNTING (SPA)**

1. SPA Staff Update   
   Neena Bentley from Interim Manager to Manager

New accountant, Corey Hassebrock, handling BEI and Plant Pathology-EXT

1. Fringe Benefit Pool Update

**FRINGE BENEFIT POOL**

What is it?

A fringe benefit pool is where:

• Employee benefits are clustered and averaged by employee groupings

• Rates are calculated annually as a percentage of salaries and wages

• Benefits are charged to all funding sources on a consistent basis

• Employee benefits choices are kept within the pool rather than by units

What benefits are included in the pool?

• Medical/ Dental/Wellness

• Retirement/ Social Security/ Medicare

• Workers Compensation/Unemployment Compensation

• Life/ Disability insurance and Disability Waivers

• Employee Assistance Program/Tuition Reimbursement/Child Care

• Sick Leave Payouts ≥ 720 hours

Why is ISU going to use it?

• Spreads fringe costs over total salary base and funding streams, releasing approximately $3.4 M of general fund dollars for other strategic purposes

• Simplifies accounting, budget administration, and grant processes (the rate budgeted will match the rate charged to the account)

• Total cost impact can be calculated at point of salary/hiring decisions

• Relieves departmental burden for long term sick leave payouts

What are the new rates?

• Faculty - 27.5 %

• P&S/Other - 34.5% (K-base, M-base)

• Post Docs - 32.9%

• Grad students - 9.8%

• Sr. Leader - 11.4% (person with annual salary >$265,000)

• Merit - 45.8%

• Temporary - 17.1%

• Students - 0.62% (No FICA/Medicare)

When will the new rates be implemented?

• July 1, 2016

What is the financial impact to units across campus?

• Intent- revenue neutral for general fund sources for FY 2017

• Makes budgeting of benefits more accurate

1. PI Resignation/Retirement – Neena Bentley & Pam Helfer

Sometimes a PI will inform ISU of his/her intent to leave the university, and sometimes we find out at the 11th hour, or even after-the-fact. The goal of this form is to eliminate redundant requests for information from SPA, OSPA and/or OIPTT and to foster communication with the department to make sure the various processes are handled as efficiently as possible.

SPA (Pam Olson) checks HR status to confirm the termination date.   
Pam emails the form to:  
PI  
Dept Chair  
Departmental Admin person as listed on the Sponsored Programs Contact List   
cc: OSPA-Awards, OSPA–Proposals, OIPTT, and the SPA accountant.

Note: When the form is returned, using reply-all regarding any questions will help everyone see which individuals originally received the email if follow-up is needed.

**Who should I contact with additional questions?**

OSPA Pre-Award Team

* Questions about pending proposals

OSPA Award Team

* Awards and contracts from non-industry and non-commodity sponsors

OIPTT Industry Contracts Team

* Awards or contracts from industry and commodity sponsors
* Non-Disclosure Agreements
* Materials Transfer Agreements

OIPTT Commercialization Manager

* Intellectual property disclosures and licenses (needed, pending and/or existing)

ISU Research Foundation

* Patents or patent applications