

Revised Fee-for-Service Guidelines – to be posted on FAR’s website (Summer 2017)

Fee-for-Service

Fee-for-service projects are services routinely provided by an approved fee-for-service (“FFS”) unit at an established rate approved by the Financial Accounting & Reporting Office and are characterized by:

- The service will be performed by a FFS unit established through ISU’s Financial Accounting & Reporting Office (FAR).
- The FFS unit provides the service to others on a recurring basis using the same or similar methods and techniques.
- Rates charged by the FFS unit must be approved by FAR prior to starting the fee-for-service operation.
- The service does not require project-specific approval from the IRB, IACUC, IBC or RSC; services provided pursuant to an approved, standing protocol that covers a class of services (i.e., an umbrella protocol) may be offered as fee-for-service.
- No new intellectual property is anticipated.
- Client owns the data and results except parties may agree that ISU will own rights to educational training materials.
- Any publishing rights rest with the client.
- No publications are anticipated by ISU faculty, staff or students.
- The arrangement does not contain ISU cost sharing, matching funds, subawards or pass-through funding.
- The FFS unit must use a fee-for-service agreement on the Office of University Counsel (OUC) webpage or a customized fee-for-service agreement developed by OUC for the FFS unit. If the client requires use of the client’s agreement, the agreement must be reviewed and approved by OUC prior to execution.