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| --- | --- | --- | --- | --- | --- |
|  | Central Stores Purchases | Defined and costed campus services | Technical Testing and Facilities Use Agreements  | Sponsored Research | Internship Program |
| EnterpriseWorks Tenants | May order from Central Stores without applying F&A.* Purchases are charged to CFOP.
* EW staff invoice tenants.
 | May utilize defined and costed campus services at the campus rate, without F&A.* Purchases are charged to CFOP.
* EW staff invoice tenants.
* Documentation of insurance and completion of training\*\* are required for company staff using or operating University equipment\*\*\*
 | The Other Sponsored Activities F&A rate is allowed to be charged for external customers. See table below.  | Full research rate of 58.6% is charged. The University cannot discount the rate we charge to the federal government. |  |
| Companies Who have Graduated from Enterprise Works – First Two Years of Residence in University Research Park \*  | Approved institutional rate of 35.9% is charged and categorized as on-campus, research [[1]](#footnote-1) |
| External Companies, both within and outside of the University Research Park | Not available. | May utilize and be charged external rate with F&A applied. |  |

 Internship Program only available to external companies within the University Research Park.

**Defined and costed campus services** include instrument facilities with established rates, shops with established rates, etc. They may include facilities where a rate has been established for use of instruments, equipment and laboratory space, e.g. use of clean rooms.

**Central Stores:** When obtaining materials and supplies from central stores, parties external to the University are responsible for paying any appropriate taxes. EnterpriseWorks administration will assist in the collection and submission of taxes on purchases from Central Stores.

**Service Rates:** Units should use a rate structure that specifies an internal campus rate and an external campus rate. .

* Campus Rate – based on costs charged to service or storeroom funds
* External Rate – based on costs charged to service or storeroom funds, plus costs charged to other departmental institutional funds, with the OSA F&A rate applied to the total costs (may also charge the campus rate and apply the OSA F&A rate to the cost).

If a unit wishes to subsidize clients internal to the unit, so that they would pay an effective rate lower than the campus rate, the full rate will be charged and a portion of the rate may be charged to other unit funds. In addition, any subsidies must be separately identifiable in Banner which is typically accomplished by use of a separate program code.

Written policies on service rates are maintained by OBFS and can be located on the OBFS Office of Government Costing website, including templates for developing rates and examples of developed rates.

\*Limited to $5000 outstanding balance of expenditures. This is intended as an incentive to University of Illinois start-ups to remain in the Park.

\*\*Users are required to present proof of completion of the DRS-mandated “General Lab Safety Training” online course, and any regulatory-required trainings (laser, x-rays, etc). Once the unit has those confirmations on file, the prospective user will attend one or more in-person training sessions with a staff member to receive instrument and lab-specific safety procedures and instruction on operation of the tool. After the staff member has cleared them via a tool-specific checklist, the prospective user may then schedule time to use the equipment. The user is charged for training time. Most facilities charge training at the same rate they charge the user if they desire to have “staff assistance” while operating the tools.

\*\*\*Company staff may not use University vehicles.

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| --- | --- | --- |
| **Customer Base** | **Include Overhead Assessment in Rates Charged to External Customers?** | **Max Overhead Assessment Allowed in the Rate Charged to External Customers?** |
| Only InternalCustomers, Including Grant Funds | N/A – no sales to external customers | N/A – no sales to external customers |
| Only ExternalCustomers | Allowed, but not required | Any amount, not exceeding the applicable fiscal year’s *Other Sponsored Activities* (OSA) rate |
| Mixed Customer Base, **Not** Including Grant Funds | Allowed, but not required | Any amount, not exceeding the applicable fiscal year’s *Other Sponsored Activities* (OSA) rate |
| Mixed Customer Base, Including Grant Funds | **Required,** since external customers cannot be given preferential pricing when compared to grant funds | Overhead assessment charged to external customers **must** equal the applicable fiscal year’s *Other Sponsored Activities* (OSA) rate |

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1. [↑](#footnote-ref-1)