



# UNIVERSITY of VIRGINIA

VICE PRESIDENT AND CHIEF FINANCIAL OFFICER

June 7, 2005

William G. Logan  
Director, Mid-Atlantic Field Office  
Division of Cost Allocation  
Department of Health & Human Services  
Cohen Building-Room 1067  
330 Independence Avenue, SW  
Washington, DC 20201

Dear Mr. Logan:

Please find enclosed the signed facilities and administrative (F&A) cost Rate Agreement for fiscal year ended June 30, 2004. As per your instructions, this faxed copy will be reproduced by your office and distributed to the appropriate awarding organizations of the Federal Government for their use.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Yoke San Reynolds".

Yoke San Reynolds  
Vice President and Chief Financial Officer

YSR/nre

MAY. 25. 2005 2:17PM

NO. 7469 P. 3

**ORIGINAL**

**COLLEGES AND UNIVERSITIES RATE AGREEMENT**

EIN #: 54-6001796

DATE: May 23, 2005

INSTITUTION:  
University of Virginia  
Madison Hall  
P.O. Box 400210  
Charlottesville

VA 22904-4210

FILING REF.: The preceding Agreement was dated April 1, 2005

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in section III.

**SECTION I: FACILITIES AND ADMINISTRATIVE COST RATES\***

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

TYPE	EFFECTIVE PERIOD		RATE (%)	LOCATIONS	APPLICABLE TO
	FROM	TO			
PRED.	07/01/04	06/30/05	52.0	On-Campus	Organized Research
PRED.	07/01/05	06/30/06	52.5	On-Campus	Organized Research
PRED.	07/01/06	06/30/08	51.5	On-Campus	Organized Research
PRED.	07/01/04	06/30/08	26.0	Off-Campus	Organized Research
PRED.	07/01/04	06/30/08	50.0	On-Campus	Instruction
PRED.	07/01/04	06/30/08	26.0	Off-Campus	Instruction
PRED.	07/01/04	06/30/08	32.8	On-Campus	Other Spons Act
PRED.	07/01/04	06/30/08	26.0	Off-Campus	Other Spons Act
PROV.	07/01/08	UNTIL AMENDED	Use same rates and conditions as those cited for fiscal year ending June 30, 2008.		

**\*BASE:**

Modified total direct costs, consisting of all salaries and wages, fringe benefits, materials, supplies, services, travel and subgrants and subcontracts up to the first \$25,000 of each subgrant or subcontract (regardless of the period covered by the subgrant or subcontract). Modified total direct costs shall exclude equipment, capital expenditures, charges for patient care, tuition remission, rental costs of off-site facilities, scholarships, and fellowships as well as the portion of each subgrant and subcontract in excess of \$25,000.

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INSTITUTION:  
University of Virginia

AGREEMENT DATE: May 23, 2005

SECTION I: FRINGE BENEFITS RATES\*\*

RATE TYPES:		FIXED	FINAL	PROV. (PROVISIONAL)	PRED. (PREDETERMINED)
<u>TYPE</u>	<u>EFFECTIVE PERIOD</u>		<u>RATE (%)</u>	<u>LOCATIONS</u>	<u>APPLICABLE TO</u>
	<u>FROM</u>	<u>TO</u>			
FIXED	07/01/05	06/30/06	35.1	All	Classified Employees
FIXED	07/01/05	06/30/06	27.3	All	Faculty Employees
FIXED	07/01/05	06/30/06	4.2	All	Hourly Employees
FIXED	07/01/05	06/30/06	8.5	All	Perm. Part-Time Empl.
PROV.	07/01/06	UNTIL AMENDED	Use same rates and conditions as those cited for fiscal year ending June 30, 2006.		

\*\*DESCRIPTION OF FRINGE BENEFITS RATE BASE:  
Salaries and wages.

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INSTITUTION:  
University of Virginia

AGREEMENT DATE: May 23, 2005

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

The fringe benefits are charged using the rate(s) listed in the Fringe Benefits Section of this Agreement. The fringe benefits included in the rate(s) are listed below.

TREATMENT OF PAID ABSENCES:

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the costs of these paid absences.

OFF-CAMPUS DEFINITION: For all activities performed in facilities not owned by the institution and to which rent is directly allocated to the project(s), the off-campus rate will apply. Grants or contracts will not be subject to more than one F&A cost rate. If more than 50% of a project is performed off-campus, the off-campus rate will apply to the entire project.

Fringe benefits include: FICA/Medicare, Retirement, Disability Insurance, Life Insurance, TIAA/CREF, Workers' Compensation, Unemployment Insurance and Health Insurance.

Equipment means an article of nonexpendable tangible personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

This Agreement is issued to update the Fringe Benefit rates only, all other terms and conditions per Rate Agreement dated 04/01/05 are to remain in effect.

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INSTITUTION:  
University of Virginia

AGREEMENT DATE: May 23, 2005

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate, when the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-21 circular, and should be applied to grants, contracts and other agreements covered by this circular, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing facilities and administrative costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of facilities and administrative costs allocable to these programs.

BY THE INSTITUTION:  
University of Virginia

(INSTITUTION)

(SIGNATURE)

(NAME)

(TITLE)

(DATE)

*Yoke San L. Reynolds*

Yoke San L. Reynolds

Vice President & CFO

June 2, 2005

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

(SIGNATURE)

William G. Logan

(NAME)

DIRECTOR, MID-ATLANTIC FIELD OFFICE

DIVISION OF COST ALLOCATION

(TITLE)

May 23, 2005

(DATE) 0450

HHS REPRESENTATIVE: Arif Karim

Telephone: (202) 401-2808