

**Office of Grant and Contract Administration (OGCA)**  
**University of Massachusetts, Amherst Campus**  
**Fact Sheet (rev. 3/27/12)**

**University's Legal Name:**

The University of Massachusetts, Amherst, a state university within the Commonwealth of Massachusetts established under Chapter 75, as amended, and Chapter 142 of the Acts of 1991.

**University's Address:** c/o Office of Grant and Contract Administration  
 Research Administration Bldg, 70 Butterfield Terrace,  
 Amherst, MA 01003-9242

**University's Authority to Enter into Contractual Agreements:** Mass. Gen. Laws Chapter 75 (as amended), Sections 1 and 11.

**Authorized Representative:** (Authority to accept grants, execute contracts for Sponsored Programs, and sign/submit proposals)

Carol P. Sprague, Director **OR**  
 Jennifer A. Donais, Associate Director  
 OGCA@research.umass.edu Phone 413-545-0698 Fax 413-545-1202

**Political Subdivision:** 1<sup>st</sup> Congressional District of Massachusetts, Hampshire County

**Cognizant Audit Agency:** DHHS, Michael Stanco, HHS Representative, 26 Federal Plaza, Rm. 41-122, New York, NY 10278. Phone (212) 264-0920

**Contract Administration Office (DOD and NASA projects):** Office of Naval Research/ONR Draper, 495 Summer Street, Room 103, Boston, MA 02210-2109. Phone: 617-753-4640

**Indirect Cost:**

**Federal Indirect Cost Rate Agreement** with the Department of Health and Human Services (DHHS) effective immediately. <http://www.umass.edu/research/policy-procedure/college-and-university-rate-agreement>. These Predetermined Rates should be used respectively to calculate the indirect cost rate for all research proposals submitted within each applicable period. On/off campus policy is located at <http://www.umass.edu/research/policy-procedure/determination-and-campus-indirect-cost-rates-grants-and-contracts>

Research	On-campus	<b>58% MTDC</b>	7/1/10-6/30/11	(FY11)
		58.5% MTDC	7/1/11-6/30/12	(FY12)
		59% MTDC	7/1/12-6/30/13	(FY13)
		26% MTDC	7/1/09-6/30/13	
	Off-campus			
Instruction	On-campus	47% MTDC	Off-campus 26% MTDC	7/1/09-6/30/13
Other sponsored activities	On-campus	34% MTDC	Off-campus 24 % MTDC	7/1/09-6/30/13
SBIR/STTR Phase 1		26% MTDC		
SBIR/STTR Phase 2		58% MTDC	7/1/10 – 6/30/11	(FY11)
		58.5% MTDC	7/1/11 – 6/30/12	(FY12)
		59% MTDC	7/1/12 – 6/30/13	(FY13)

**Definitions of Project Types for F&A purposes,** <http://www.umass.edu/research/training/project-types-fa-calculations>

**Non-federal Indirect Cost Rates:**

Industry and Non-Mass. gov't. agencies	<b>58% MTDC</b>	7/1/10-6/30/11	(FY11)
	58.5% MTDC	7/1/11-6/30/12	(FY12)
	59% MTDC	7/1/12-6/30/13	(FY13)
Foundations and non-profits	20% TDC		
Comm. of Mass. & local gov't. agencies	26% MTDC		
Unrestricted grants (\$1000 & over)	10% TDC		

**Benefited Positions / Fringe Rates:**

<b>Fringe 7/1/11 - 6/30/12</b>	32.98% + workers comp 0.38%, + UI, UHI, MTX 1.94% = <b>35.30%</b>
<b>Health &amp; Welfare</b>	\$14 weekly = \$728 annually
<b>Sick Leave Bank</b>	0.34% not assessed on Faculty Salaries

**Fringe** benefits applicable to direct salaries and wages are treated as direct costs. They are the rates identified in the Massachusetts Statewide Cost Allocation Plan approved by DHHS. This rate is comprised of Group Insurance and Retirement. The combined rate must be applied to all benefited personnel on any awards.

**Health and Welfare** (H & W) for all benefited positions is \$14 per week (\$728) annual FTE (prorate on part-time positions). However, as with the Fringe Benefit Rate, for split-funded personnel, the H & W must be charged to each account on a prorated basis.

**Non Benefited Positions:**

Workers Compensation, UI, UHI, MTX 2.32%

**Post Doctoral Fellows:**

**Minimum Salary Requirement effective upon ratification of the contract which occurred on 3/23/12:**

- a. Effective at the beginning of the first pay period following ratification of this Agreement, all postdocs on the payroll and in the bargaining unit on such date shall have their salary increased to the salary minimum under the "At ratification" column shown below or by two percent (2%), whichever shall be greater. Years of experience shall be based on total time as a postdoc, including appointments at the University of Massachusetts, Amherst and all prior postdoctoral appointments. No postdoc shall be paid less than the salary that he/she was receiving at the time of ratification.

<b>SALARY MINIMA</b>				
Years of Experience	At ratification	1-Sept-12	1-Sept-13	1-Sept-14
0	\$37,250	\$38,500	\$38,500	\$38,500
1	\$37,250	\$38,500	\$38,500	\$38,500
2	\$37,250	\$38,500	\$38,500	\$38,500
3	\$37,250	\$43,500	\$45,250	\$45,250
4	\$37,250	\$43,500	\$45,250	\$45,250
5 and above	\$37,250	\$43,500	\$45,250	\$47,000

- b. All postdocs hired after the date of ratification shall be paid a salary that is not less than the appropriate salary minima shown above.
- c. Effective the beginning of the first pay period in September 2012, postdocs who are in the bargaining unit and on payroll on this date and were in the bargaining unit and on payroll on the preceding July 1, shall have their salary increased to the appropriate salary minimum shown in the 1-Sept-12 column above or in the amount of two percent (2%), whichever is greater. Years of experience shall be based on total time as a postdoc, including appointments at the University of Massachusetts Amherst and all prior postdoctoral appointments.
- d. Effective the beginning of the first pay period in September 2013, postdocs who are in the bargaining unit and on payroll on this date and were in the bargaining unit and on payroll the preceding July 1, shall have their salary increased to the appropriate salary minimum shown in the 1-Sept-13 column above or in the amount of

three percent (3%), whichever is greater. Years of experience shall be based on total time as a postdoc, including appointments at the University of Massachusetts Amherst and all prior postdoctoral appointments.

- e. Effective the beginning of the first pay period in September 2014, postdocs who are in the bargaining unit and on payroll on this date and were in the bargaining unit and on payroll the preceding July 1, shall have their salary increased to the appropriate salary minimum shown in the 1-Sept-14 column above or in the amount of three percent (3%), whichever is greater. Years of experience shall be based on total time as a postdoc, including appointments at the University of Massachusetts Amherst and all prior postdoctoral appointments.
- f. Any postdoc who has received a base rate increase pursuant to Article {XX} [Insurance] shall not have the amount of such increase included as part of salary for purposes of calculating his/her salary under this Article.

**Fringe:**

The fringe benefit rate for Post-Docs is currently under negotiation. Please use the following rate until it is finalized.

<b>Fringe 7/1/11 - 6/30/12</b>	24.00% + workers comp 0.38%, + UI, UHI, MTX 1.94% = <b>26.32%</b>
<b>Health &amp; Welfare</b>	\$14 weekly = \$728 annually

**Faculty Summer Salary** - The summer period may begin the first Sunday after graduation and ends August 31 every year. Summer effort on all federal and Commonwealth of Massachusetts projects is limited to 2.5 summer months unless the sponsor has more stringent restrictions such as NSF. Please refer to this site for more information on faculty summer appointments: <http://www.umass.edu/research/summer-add-comp-faqs>

**Fringe Applicable to Faculty Summer Salary:**

Workers Compensation, UI, UHI, MTX 2.32%

**Fringe Applicable To Faculty Academic Year Release Time:** (see Benefited Positions)

**Faculty Academic Year Ad Comp: Not Allowable in Most Cases – Refer To:**

<http://www.umass.edu/research/policy-procedure/ad-comp-guidelines>

**Students:**

**Summer Student Payroll:** ALL STUDENTS (excluding Post Docs and Fellows) employed for the summer and not enrolled in classes are to be assessed 1.94% UI, UHI, MTX on the summer salary.

**Graduate Student Stipend** – For up to date Minimum RA salary rates by academic area, per student Contracts See the Assistantship Information Link:  
[http://www.umass.edu/gradschool/assistantship/Student%20important\\_info.htm](http://www.umass.edu/gradschool/assistantship/Student%20important_info.htm)

**Graduate Student Fee Calculator:** Save yourself some time and use the OGCA student fee calculator located: [https://jgams.research.umass.edu/calculators/GS\\_fringe\\_calc\\_a.jsp](https://jgams.research.umass.edu/calculators/GS_fringe_calc_a.jsp)

**Graduate Student Health & Welfare** \$14/wk. must be assessed to all Graduate Student appointments.

**Graduate Student Curriculum Fee** – The rate charged effective 7/1/11 is \$7,820.40 per FTE on a single account. An FTE is equal to 760 hours or more of employment for the year, or \$205.80 per week for 20 hours of work. Appointments less than the 760 FTE shall use the rate of \$10.29 per hour to assess the rate. Each additional year should be inflated by a 5% COLA. (FY 13 \$8,208.00, FY 14 \$8,618.40, FY15 \$9,049.32 unless notified of other rate increase) Summer appointments are not charged curriculum fees. Curriculum fees are exempt from indirect costs calculations. Projects that are currently in non-competing status will be grandfathered at their current rate (with 5% annual COLA) until a competitive application or, a supplement that was not in the original scope of a project, is submitted.

**GEO Health Deferment Rate** - The rate is \$3,974.80 for an academic year appointment of 760 hours. An hourly rate of \$5.23 will be assessed as earned. Therefore, for an appointment of 20 hours per week for 38 weeks (academic) and 40 hours per week for 14 weeks (summer), the charge would be a total of \$6,903.60. An appointment that is 20 hrs per week both summer and academic year (1,040 hrs) would be assessed \$5,439.20.

**Tuition Waivers:** Cost Sharing of tuition waivers, *if allowable* under federal Cost Accounting Standards, (see <http://www.umass.edu/research/policy-procedure/cost-sharing-policy-and-procedure>) use the blended rate of \$2,500.00 per RA semester.

**Miscellaneous Pertinent Information:**

Federal Employer Identification Number	<b>043-167-352</b> 043-167-352B5 (HHS Proposals ONLY)
State Vendor Code	VC6000178133 [AD001]
IRS Classification as Section 501(c)(1)	Determination letter dated October 20, 1972
Federal Supply Code / CAGE Code	1KVP4
NSF/UM/Amherst Institution Code	0022210000
DUNS Number / CCR #	153926712
NAICS # (N. American Industry classification sys. #)	8733
Institution Human Subject Assurance ID#	FWA00003909
Institution Animal Welfare Assurance ID#	A3551-01
Approx. # of employees (non-students)	7,842
Approx. student enrollment	22,445
Research website for additional information_	<a href="http://www.umass.edu/research">http://www.umass.edu/research</a>