QUICK GUIDE
NIFA (USDA) 30% TTF vs 59.5% MTDC

Overview: Under the 2018 Farm Bill, a number of USDA NIFA grant programs limit indirect costs to 30 percent of Total Federal Funds Awarded (TFFA). However, if there is a subcontractor we will need to assess whether this 30% TTF rate or the university’s negotiated Indirect Cost Rate of 59.5% MTDC provides the USDA/NIFA a better deal (less F&A). This guide will show you how to create an initial budget version using the Sponsor’s mandated rate and then create a new version of the same budget with our standard rate. More on calculation information and Frequently Asked Questions.

STEP 1 – After you have done your initial set up of the proposal, navigate to the Budget page and click the + Add Budget button.

STEP 2 – A pop-up screen will appear where you can name the initial budget version. Create a name that is easily distinguishable and something that clearly identifies the budget version and Indirect Cost type being used. Then select Create Budget.
STEP 3 – Once your initial budget is created go directly to the Budget Settings hyperlink at the top of the page and click into it.

STEP 4 – Another pop-up window will appear and about halfway down the page you will see two drop-down menus titled Unrecovered F&A Rate Type and F&A Rate Type. Select 30% Federal TC – No Sub IC for both drop-down menus. Then click the blue Apply Changes button.
STEP 5 – A pop-up box will appear telling you that this change will cause a recalculation of the budget and ask if you want to move forward with the changes. Select Yes.

![pop-up box](image)

STEP 6 – Build out your budget.

STEP 7 – Once your budget is built and you are satisfied with where it stands, make sure you hit Save and then click either Return to Proposal in the upper right corner or click Budget Versions in the upper left corner.

![budget screen](image)

Whichever button you decide to select you will be brought to a screen that looks like this:

![budget versions](image)
STEP 8 – Click the Action drop down button next to your most recent/accurate budget version and select Copy.

STEP 9 – Another pop-up box will appear entitled Copy this Budget Version. Here it will ask you to create a new budget name. Again, create a name that is easily distinguishable and something that clearly identifies the budget version and Indirect Cost type being used. Then select the All Periods radio button and click the blue Copy Budget button.
STEP 10 – Once your new budget version is created go directly to the **Budget Settings** hyperlink at the top of the page and click into it.

STEP 11 – Another pop-up window will appear and about half way down the page you will see two drop down menus titled **Unrecovered F&A Rate Type** and **F&A Rate Type**. Select **Standard Federal MTDC** for both drop down menus. Then click the blue **Apply Changes** button.
STEP 12 – A pop-up box will appear telling you that this change will cause a recalculation of the budget and ask if you want to move forward with the changes. Select Yes.

![Pop-up box](image)

STEP 13 – make sure you hit Save and then click either Return to Proposal in the upper right corner or click Budget Versions in the upper left corner.

![Budget page](image)

Whichever button you decide to select you will be brought to a screen that looks like this:

**Budgets**

The following budgets are linked to this proposal.

<table>
<thead>
<tr>
<th>Name</th>
<th>Version</th>
<th>Direct Cost</th>
<th>F&amp;A</th>
<th>Total</th>
<th>Start</th>
<th>End</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Version 1 - 30% TTF</td>
<td>1</td>
<td>243,802.89</td>
<td>95,568.72</td>
<td>339,311.61</td>
<td>03/01/2020</td>
<td>02/28/2023</td>
<td>Incomplete</td>
<td></td>
</tr>
<tr>
<td>Version 2 - 59.5% MTGC</td>
<td>2</td>
<td>243,802.89</td>
<td>48,525.95</td>
<td>292,329.84</td>
<td>03/01/2020</td>
<td>02/28/2023</td>
<td>Incomplete</td>
<td></td>
</tr>
</tbody>
</table>
STEP 12 – Click on the **Action** drop down button next to the budget with the **LOWER** overall total. Then click **Include for Submission**.

**NOTE:** If you have a subcontractor that is using an IDC rate that is lower than the 30% TTF (42.857 MTDC) rate, we are going to try and increase our F&A rate to incur the difference. For instructions on how to do these please contact the Kuali Helpdesk (link below). Further, please include the pre-award@umass.edu email in the “Email Address 2” field.

**GET HELP**

**KUALI GUIDES:** [https://www.umass.edu/research/kuali-guides](https://www.umass.edu/research/kuali-guides)

**KUALI FAQs:** [https://www.umass.edu/research/kuali-research-faq](https://www.umass.edu/research/kuali-research-faq)

**KUALI HELP DESK:** [https://www.umass.edu/research/webform/kuali-help-desk](https://www.umass.edu/research/webform/kuali-help-desk)