

Welcome to the Office of Sponsored Research

January 2013 Newsletter

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Graduate Fee Remissions Faculty Summer Salary

Graduate Student as Research Assistant

Graduate Student as Research Assistant Graduate students working on sponsored projects as research assistants are considered employees and an employer-employee relationship exists. All such graduate students must be paid through appropriate university appointment process and the salary will be paid within the 2350-2388 object code range as appropriate.

Tuition and fees paid for graduate students as research assistants on sponsored projects are considered a fringe benefit and should be called a "fee remission" and be paid with the 5400 object code. Full fee remissions are mandatory (less the amount of the dedicated fee paid by the student) for a maximum of 30 hours per academic year if the appointment is 50% or greater. Fee remissions may be charged to federal and federal pass-through sponsored programs only if the graduate student is working 50% FTE or more

Because of the timing problem in obtaining accurate information on graduate students, the billing of fee remissions to sponsored programs is the responsibility of the individual academic units or responsibility centers.

Given that fee remissions are considered a fringe benefit, the fee remission should be charged to the sponsored program where the graduate student's salary is charged

Graduate Students on Fellowship Grants

If a graduate student is being paid for non-service purposes and no employee-employer relationship exists, the payment is considered a fellowship. Postdoctoral students from all campuses are paid under object code 5821 based on the fellowship award form. Payments to pre-doctoral students (degree seeking) are paid under object code 5820.

Tuition and fees paid for fellowships are considered a non-service award and should be called a fee scholarship. The object code to be used is 5870. Federal regulations do not allow fellowships on federal projects except on specific training or fellowship grants or other special circumstances as specifically indicated in the award terms. On all other Federal grants, graduate students should be paid as graduate assistants.

Grant Application Training

The Office of Sponsored Programs has launched an one-hour training session that will cover Conflict of Interest Form for all current and future Project Directors.

Register by contacting:

TJ Stoops (219) 980-6832 or tkstoops@iun.edu

Faculty Summer Salary and Fee Remission for Grads

Date: Wednesday, January 16, 2013

Time: 7:30-8:30 a.m.

Location: Hawthorn Hall 243

Faculty Summer Salary and Fee Remission for Grads

Date: Wednesday, January 16, 2013

Time: 11:30-12:30 p.m.

Location: Hawthorn Hall 243

Faculty Summer Salary

Summer Salary received from sponsored program accounts by faculty on academic year appointments for work performed during the summer period. Summer salary reimbursement from any sponsored program will not exceed 2.5% of the previous academic year's salary for each week (full seven days) of service during the summer. Service must be performed between commencement day and the day one week prior to the first day of class for the fall semester on a specific campus.

Summer salary is rarely cost-shared, and must be approved by the department providing the cost-share funding. Summer salary is processed by the campus Academic Affairs (or equivalent) office.

Procedures

While the summer session typically covers 15 weeks, summer salary on grant accounts is typically limited to a maximum of 9 weeks. Pay shall be based upon actual effort provided during the summer months, and shall not be based upon effort provided during the prior or upcoming academic year.

Most funding agencies allow summer salary, but the agency guidelines should be reviewed during the proposal submission to determine whether prior approval or inclusion in the proposal budget is required by the agency. Department and school approval may also be required.