

UNIVERSITY of WASHINGTON TACOMA INDIRECT COST RECOVERY (ICR) ALLOCATION POLICY

The UW Tacoma Office of Research, in coordination with Finance and Administrative Services, is responsible for the implementation of this policy. This policy will go into effect on July 1, 2019.

This policy covers sponsored research funding in which a proposal was submitted to a sponsor by the UW Office of Sponsored Programs (OSP) with a subsequent agreement reviewed and signed by an OSP representative. The policy does not cover gifts, service contracts, and other types of funding that flow to the UW Tacoma outside of OSP processes.

Indirect Cost Recovery (ICR) funds (also referred to as Facilities and Administrative [F&A] and indirect costs) collected by UW are intended to cover certain finance and administrative costs related to research activities that cannot be itemized on a research budget such as building maintenance and materials, libraries, and centralized administrative costs of managing grants and contracts.ⁱ

ICR funds are the primary source of revenue that enable UW and UW Tacoma to provide to provide campus wide research support. Thus, all UW Tacoma eligible PIs (see [UW Tacoma PI policy](#) for eligibility) are required to submit all grant proposals through their UW Tacoma academic unit.ⁱⁱ

From the ICR funds collected on a sponsored grant or contract administered by UW Tacoma, UW Seattle retains approximately one-third for centralized sponsored research support and libraries. The remaining two-thirds is distributed to UW Tacoma. Of the amount returned to UW Tacoma, 80 percent will be allocated for centralized sponsored research support at UW Tacoma and 20 percent will be distributed as ICR funds to the unit whose organization code is tied to that award.ⁱⁱⁱ

Academic units will have their own ICR policies which will include any research centers housed within them. Unit-level policies will specify priorities for the use of ICR in support of research and the percentage, if any, of ICR that PIs may receive back. Annually, UW Tacoma Finance and Administrative Services will deposit ICR funds into a unit's designated ICR budget. Any unused ICR funds at the end of the fiscal year will carry forward into the next period.

ⁱ UW Management & Accounting, [Frequently asked questions about ICRs](#).

ⁱⁱ Under exceptional circumstances, a faculty member with an appointment within another academic unit at UW Seattle or UW Bothell, such as an adjunct appointment, may petition their Dean/Director in writing to submit a proposal through that other academic unit. The Dean/Director, in consultation with the Executive Vice Chancellor of Academic Affairs (EVCAA), will make a decision within 15 days of receiving the request and share the decision with the faculty member and the Associate Vice Chancellor for Research (AVC-Research). If the faculty member submits a proposal through an academic unit outside of UW Tacoma, UW Tacoma and the faculty member's home unit are not responsible for administering the award and may forfeit any ICR funds associated with a potential award.

ⁱⁱⁱ This rate will be revisited when the portion of ICR returned to UW Tacoma exceeds \$1 million with the intention of increasing the portion that goes to the academic unit.