



## New UCSF Data Network Services Recharge

April 3, 2009

Dear Colleagues:

Please be advised that the Chancellor's Executive Committee has approved a new UCSF data network services recharge. The recharge will provide funding for critical equipment in support of the campus network and is expected to start November 1, 2009 (based on October payrolls). The new funding model for data network services includes a UCSF-wide per capita recharge of \$35/month/FTE.

It is important to include these rates in budgets for all proposals being submitted to Contracts and Grants, especially considering the upcoming NIH deadlines. As permissible by OMB A-21, data network costs are allowable direct expense and, therefore, should be included in all sponsored project contracts and grants as of November 1, 2009. The methodology for the recharge is based on distribution of payroll.

For example:

May Smith	20%	dpa/fund X \$ 35/mo. = \$7/mo.
May Smith	40%	dpa/fund X \$35/mo. = \$14/mo.
May Smith	40%	dpa/fund X \$35/mo. = \$14/mo.
Total	100%	\$35/mo.

Therefore, reflected in the budget would be the percent of the recharge rate that is attributed to the effort on the project. Thus, per the above example, an account that pays 20% of May Smith's salary would be charged \$7/month for the data network recharge.

The Data Network Recharge Committee will review the data recharge each year to ensure that it is in compliance with all applicable federal and state regulations and cost accounting standards. The rate may adjust annually in the future; however, for budgetary purposes the approved rate of \$35/FTE per month should be used for the project period of the proposal.

If you have any questions about how to include the rate on your proposal budgets, please contact Debbie Caulfield, Proposal Manager ([debbie.caulfield@ucsf.edu](mailto:debbie.caulfield@ucsf.edu)) and/or as appropriate Erik Lium, Interim Contracts and Grants Director ([erik.lium@ucsf.edu](mailto:erik.lium@ucsf.edu)). We also encourage you to work closely with the appropriate administrator in your department to correctly incorporate the new recharge rate in proposals.

Should you have questions about specific data network recharge rates or billing processes, please contact Shahla Raissi, Director of Business and Resource Management, Office of Academic and Administrative Information Systems ([shahla.raissi@ucsf.edu](mailto:shahla.raissi@ucsf.edu)).

Sincerely,

Wanda Ellison Crockett, MPA  
Interim Assistant Vice Chancellor  
Office of Sponsored Research

Jonathan Showstack, PhD  
Assistant Vice Chancellor and Chief Information  
Officer Office of Academic and Administrative  
Information Systems