The Office of Sponsored Research (OSR) is planning for the next Facilities & Administrative (F&A) cost rate negotiation. Our goal is a higher F&A rate. The best way to achieve this is by maximizing the facilities rate components using special space and equipment surveys. OSR and facilities planning have collaborated with department representatives to develop an electronic space survey tool, FAST, which we will use to functionalize space. The survey will consist of a two-step (1) physical verification and (2) space functionalization. We are targeting mid-summer to begin the functional space survey. Prior to initializing the FAST survey tool, OSR may visit your area to verify physical space and asset information.

Many of you regularly update SPOTS and asset management information; nevertheless, a good space survey must demonstrate that an actual physical space verification has been performed. In addition, data discrepancies would slow the functional survey process and jeopardize overall success. Getting physical space right before we initiate the functional survey will save us all time in the long run. It is particularly important that we have accurate physical space data in highly intensive research units, and locating equipment in research labs and support areas will help us support a higher rate.

Sometime in the next several weeks, OSR staff may contact space and equipment representatives in your area to verify current floor plans, room types and equipment locations. OSR personnel may perform a 100% walkthrough verification or a desk review with sample verification.

If you have any questions, please don't hesitate to contact me or Kevin Maynor. We appreciate your efforts to support this important project.

This email is sponsored by: Office of Sponsored Research
If you have any changes that need to be made to your web site, please send them to me by the end of the day today. Changes received after today will not be made until the new site launches on June 16.

Thanks.

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