

# Administratively 3 Things to Know

## 1 Streamlined Proposal Submission

### 3-Business Day Deadline

The subcontractor PI submits their documents to their central office 3-business days before the lead campus deadline. This applies to collaborations between Anschutz and Boulder.

### Document Review

Subcontracting PI submits budget, budget justification and scope of work to their campus central office. All other supporting documents needed for proposal submission are submitted to the lead PI and lead central office.

## 2 Master Collaboration Agreement with Task Orders Saves Time

### Master Collaboration Agreement (MCA)

The June 2020 signed MCA establishes the terms and conditions for awards between campuses, significantly reducing negotiation time with a traditional subcontract.

### Task Order Process

With the MCA, a task order is issued instead of a subcontract. A task order provides the scope of work and budget and is unilaterally signed – only the lead campus signs, sends and it is fully executed.

Negotiating terms and conditions and waiting on counter signature are the two steps in the process that take the largest amount of time. The MCA and task order process eliminates that time gap for Anschutz – Boulder collaborations after a SpeedType is setup.

## 3 No Additional F&A on First \$25k of Direct Costs for Intercampus Subcontracts

### Before Example: F&A on First \$25k

**Prime award:** \$100,000 with \$50,000 going to Intercampus Sub

**Prime F&A:** 54% on first \$25,000 of intercampus sub and remaining \$50,000 staying at Prime Institution = \$40,500 (charged/collected at prime campus)

**Intercampus Sub F&A:** 55.5% on \$50,000 = \$27,750 (charged/collected at intercampus sub campus)

**Total F&A = \$68,250**

### Now Example: No Add'l F&A on First \$25k

**Prime award:** \$100,000 with \$50,000 going to Intercampus Sub

**Prime F&A:** 54% on only \$50,000 staying at Prime Institution = \$27,000 (charged/collected at prime campus)

**Intercampus Sub F&A:** 55.5% on \$50,000 = \$27,750 (charged/collected at intercampus sub campus)

**Total F&A: \$54,750**

\$13,500 saved and the \$25,000 is not charged IDC twice