Appendix A – Survey Screen Shots

2016 F&A Survey

This survey is estimated to take 45 minutes to complete. You will need your last rate proposal and the results of your last proposal by component in order to complete the survey.

1. Introduction and Data Privacy
   The 2016 F&A Survey concentrates on Institutional F&A rates and Negotiation Experiences. Subsequent phases may address related areas.

   This survey should be completed by September 30. ALL SURVEY INFORMATION, WHICH IS IDENTIFIED BY INSTITUTION, WILL BE AVAILABLE TO COGR MEMBERS ONLY with the exception of questions pertaining to negotiation experiences. Those answers will be aggregated into a summary. We may share de-identified data on a case-by-case basis outside of the COGR membership.

   Please note any concerns in the comment section below.

   NOTE: If you will need to complete certain sections at a later date due to pending F&A negotiations, please contact Toni Russo at trusso@coagr.edu.

2. Name of Institution *

3. Name of Person Completing Survey *

4. Phone Number of Person Completing Survey *

5. Email Address of Person Completing Survey *
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6. My Institution is... (Choose All That Apply)
   - Public
   - Private
   - Land-grant
   - Medical School
   - Hospital (or has a hospital)
   - Other (Please specify in comments)
   
   Comments

7. General Information: Most Recent Research F&A Rate Proposal. Please enter your most recent F&A rate proposal prior to FY 16 (i.e., base year FY 15 or earlier). If you are required to do an F&A rate proposal based on FY 16 data entry at a later date.

   Base Year
   - Please Select -- *

   Cognizant Agency/Region
   - Please Select -- *

   Type of Rate
   - Please Select -- *

   Number of Years in Rate Agreement
   - Please Select -- *

   Were rates frozen?
   - Please Select -- *

   Comments
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Do you have a current rate extension?
- No
- Yes - 1 Year
- Yes - 2 Years
- Yes - 3 Years
- Yes - 4 years

Comments

8. Using data from Part I, Schedule B, Data Elements, enter the information below. **Note:** If you are currently on an extension, your answers should be based on the last formal proposal submitted.

- Research MTDC On Campus
- Cost Share in Research Rate Base
- Research Square Footage
- Research MTDC Off Campus
- OSA MTDC On Campus (include JUST OSA)

9. What FSA rate do you use for Clinical Trials? Use drop down menu below and provide any relevant details in the comments section.

- Please Select

Comments

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### Appendix A – Survey Screen Shots

10. Historical Rates

Note: List **only** rates in your agreement. For example, if you do not have a DoD Contract Rate, leave that row blank. **Please specify in the comments which years, if any, were part of a rate extension.**

<table>
<thead>
<tr>
<th>FY 12</th>
<th>FY 13</th>
<th>FY 14</th>
<th>FY 15</th>
<th>FY 16</th>
<th>FY 17</th>
<th>FY 18</th>
<th>FY 19</th>
<th>FY 20</th>
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</tbody>
</table>

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4
11. Do you charge benefits to federal awards using negotiated benefit rates or based on actual costs?
   - Fringe Benefit Rates
   - Actual Costs
   - Other (Please Specify)

   Comments

12. Date of Most Recently Negotiated F&A Rate Agreement (if you are on an extension, use the date of the last formal proposal submitted)
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#### 13. Administrative & Facilities Components - Proposed & Negotiated (On Campus Research Rate)

- Like Question 7, please enter your most recent F&A rate proposal prior to FY 16 (i.e., base year FY 15 or earlier). If you are required to do an F&A rate proposal based on FY16, we will request that you complete the FY16 data entry at a later date.
- For Proposed Administrative components, enter the uncapped rates.
- For Negotiated components, if you negotiated tiered rates, enter the final year of the rate agreement in the Negotiated column.
- If you have not yet negotiated rates for a recent FY14 or FY15 proposal, just complete Proposed and you can complete Negotiated at a later date upon the completion of your rate negotiation.
- If you entered Proposed New Building Projects, it is understood that the Negotiated will not be separately identified. You can describe more under Question 19.
- For Negotiated: If tiered, indicate final period in agreement. If negotiations still pending, leave blank.

**ALL OTHER RESPONSES SHOULD BE EXPLAINED IN COMMENTS BOX**

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<thead>
<tr>
<th>General &amp; Admin</th>
<th>Proposed (Most Recent)</th>
<th>Negotiated (Most Recent)</th>
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<tr>
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<td>Student Services Admin</td>
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<td>Carryforward</td>
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<td>Other (Specify in Comments)</td>
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<td><strong>FACILITIES TOTAL</strong></td>
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<tr>
<td><strong>ADMIN + FACILITIES GRAND TOTAL</strong></td>
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</tbody>
</table>
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14. Capital Projections

Are future capital projections included in the approved rates?

☐ Yes
☐ No
☐ Other - Write In

If yes, what portion of the approved rate is attributable to these capital projections? (If no, leave blank).

Comments: 

[Space for comments]
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2016 F&A Survey

Negotiation Experience (Most Recent)
If FY 14 or FY 15 negotiation is still pending, you can complete this section at a later date upon the completion of your rate negotiation. For each question in this section, please provide comments on how the item was addressed in the negotiation. If the question is not applicable, enter NA. PLEASE NOTE: If a negotiation is pending, you may complete this section when your negotiation is final. Please contact Toni Russo at trusso@cogr.edu to complete your answers at that time.

15. Federal Lead Negotiator Information
   Name
   Title
   Agency

16. Institutional Lead Negotiator Information
   Name
   Title
   Department

17. Did you utilize the 4 year rate extension option? Please explain why or why not.
   - Yes
   - No
   Comments

18. Did you computerize buildings, do a library study, or any other special study? Please explain.
   - Yes
   - No
   Comments
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19. Did you have to calculate & support the UCA?
   
   - Yes
   - No
   - N/A (If base year is prior to FY 14 and did not have the UCA)
   
   Comments

20. Did you allocate equipment on a room-by-room basis?
   
   - Yes
   - No
   
   Comments

21. Did the negotiators walk through any of your research space? Was there an adjustment made to any research space? Please use comment section to add additional detail or comments on unusual/iron standard situations.
   
   - Yes, there was a walk through but no adjustment made
   - Yes, there was a walk through AND an adjustment was made
   - No, there was not a walk through and no adjustment was made
   - No, there was not a walk through but there WAS an adjustment made (please explain in comments)
   
   Comments

22. Did the Federal Negotiator provide any analysis/reason for adjusting your rates below your proposed rate? Please use comment section to add additional detail or comments on unusual/iron standard situations.
   
   - Yes
   - No
   - N/A
   
   Comments
### Appendix A – Survey Screen Shots

#### Question 23
Were projections addressed in the negotiation? Please use comment section to add additional detail, or comments on unusual/non standard situations.
- [ ] Yes
- [ ] No
- [ ] N/A

**Comments**

#### Question 24
Was the negotiation conducted in a fair and reasonable manner? Please use comment section to add additional detail, or comments on unusual/non standard situations.
- [ ] Yes
- [ ] No

**Comments**

#### Question 25
Did you submit a DS-2/Revised DS-2? Please use comment section to add additional detail, or comments on unusual/non standard situations.
- [ ] Yes
- [ ] No

**Comments**

#### Question 26
Please provide any other details you think may be relevant in conveying your overall negotiation experience.

**Comments**

#### Question 27
Please provide a link to your most recently federally negotiated P&A Rate Agreement.