

# CFA Brown Bag

September 4, 2018

# CFA Equipment Support

Core Facilities FY2013-FY2019 (data in 1,000s)	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019
First Round Equipment Awards	\$983	\$641	\$734	\$686	\$504	\$638	\$415
Second Round Equipment Awards	\$718	\$713	\$484	\$569	\$517	\$563	\$415
Previous Rounds & ReLODE						\$300	\$500
Core Facility Pilot Grant Program						\$17	\$50
<b>Total Expenditures</b>	<b>\$1,701</b>	<b>\$1,354</b>	<b>\$1,218</b>	<b>\$1,254</b>	<b>\$1,021</b>	<b>\$1,518</b>	<b>\$1,380</b>

- ❑ Overall budget decreased by ~ \$100K / year from FY18, but is still up >\$380K from FY17

## Administration is committed to supporting cores!

- ❑ ReLODE requests outpacing repayment of loans by ~ \$500K /year
  - Central provided first \$3.5M for program
  - CFA will continue to provide funds to make up the gap for the next several years
- ❑ While total is fixed, line items are not set in stone
  - Will be balancing Equipment requests vs ReLODE requests

# Equipment Grants Feedback

- ❑ Authors are not following page limit guidelines
  - All proposals that do not follow page guidelines will be not be reviewed
  - Add details such as detailed spec comparisons, evaluation data ... in appendices, but reviewers do not have to review
- ❑ Letters of support do not convey expected usage or impact to groups research
- ❑ Unclear how equipment will impact core finances or what the usage of the new equipment will be
  - Suggest using an NIH style 5 year budget to illustrate expected usage and costs of equipment
- ❑ Is equipment in competition with another core
  - Include letters of support from related cores if in question

# Suggested Table for New Equipment

Service Line:						
Budget Year (12 months following Instrument Installation)	Initial Purchase	1	2	3	4	5
<b>Assumptions</b>						
Utilization Rate						
Accessible User Days (can substitute other units)						
Rate (\$ per unit)						
<b>Expense Categories</b>						
Capital Purchases						
Other Installation Costs						
Service Contract /Repairs						
Staff Support						
Misc Consumables						
Presentations / Internal Advertising						
<b>Total Expenses</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Revenue Categories</b>						
OR Request						
Cost Share (source 1)						
Cost Share (source 2)						
Cost Share (source 3)						
Voluntary Cost Share (NU for Freezer)						
Voluntary Cost Share (NU for Method Development Staff Time)						
Recharge						
Other Subsidy Support						
<b>Total Revenue</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>End of Year Balance</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Annual Cumulative Balance</b>	\$0	\$0	\$0	\$0	\$0	\$0

- Place in Appendix
- May not work for all types of proposals (not mandatory)
- If equipment support another service line, consider showing data for that service line (be explicit that equipment is ancillary to service line, but explain why it is needed)

# Uniform Guidance Update

- ❑ NU Purchasing to adopt Uniform Guidance on purchase of goods and services over \$10,000 as of 9/1/18
  - <https://www.northwestern.edu/asrsp/expenses/cost-allowability-for-sponsored-charges.html>
- ❑ Initial recommendation from ARSP does not comprehend core business model (using a 160 account that charges federally sponsored projects)
- ❑ Guidance aims to minimize use of SSJ and involve ASRSP in bid documentation workflow
- ❑ Contact Andy if you routinely purchase services / consumables >\$25,000 so we can work together to ensure you do not lose time / quality of service if you are forced to go through the bidding process

**From:** NURAP <[NURAP@LISTSERV.IT.NORTHWESTERN.EDU](mailto:NURAP@LISTSERV.IT.NORTHWESTERN.EDU)> on behalf of Jennifer Mitchell <[jmitchell@northwestern.edu](mailto:jmitchell@northwestern.edu)>  
**Reply-To:** NURAP <[NURAP@LISTSERV.IT.NORTHWESTERN.EDU](mailto:NURAP@LISTSERV.IT.NORTHWESTERN.EDU)>  
**Date:** Friday, July 6, 2018 at 4:47 PM  
**To:** NURAP <[NURAP@LISTSERV.IT.NORTHWESTERN.EDU](mailto:NURAP@LISTSERV.IT.NORTHWESTERN.EDU)>  
**Subject:** Update on Uniform Guidance Procurement Standards - Monday, July 9, 10:30 to 11:30am at Chicago

Dear Colleagues,

As many of you are aware, Northwestern will implement the Uniform Guidance Procurement Standards for purchases on sponsored programs in the new fiscal year starting September 1, 2018, in accordance with government regulations 2 CFR 200.317-326.

The primary goals of these procurement standards are to increase reuse of existing equipment and supplies, increase competition when purchasing equipment and supplies, and minimize sole sources. We have created the [Uniform Guidance Procurement Guide](#) to assist departments with the transition to the new standards. This guide highlights several key points:

- Multiple bids must be solicited by departments and schools for purchases over \$10,000 *when sponsored funds are being used*, unless the product/service is purchased from a Preferred Vendor
- A cost transfer for equipment and purchases over \$10,000 from non-sponsored to sponsored chart strings must also have multiple bids or a Sole Source Form attached to be eligible for transfer
- Procurement and Payment Services (PPS) will continue to be the final approver for all requisitions over \$25,000
- Bids for purchases over \$250,000 on sponsored programs will be formally conducted by PPS (increased to \$250,000 from guidance received on 6/20/18)
- Accounting Services for Research and Sponsored Programs (ASRSP) approval will increase to transactions above \$5,000 for sponsored programs in the new fiscal year. The [Charging Sponsored Projects Cost Allowability Guide](#) illustrates the criteria for charging expenses under Uniform Guidance
- Purchases must be reasonable, allocable, and allowable