



Guidance – Budgeting IDC on Multiple Subcontracts to the same institution for one proposal/award

Purpose: Guidance is helpful in order to establish a consistent practice when budgeting indirect costs for multiple subcontracts to the same institution on one proposal/award.

Considerations when Budgeting IDC for Multiple Subcontracts to the same institution for one proposal/award:

- 1) **Non-federal:** Follow the sponsor’s guidance regarding budgeting for subcontractors as it can change from sponsor to sponsor. Always review the guidance before each application to ensure there have been no changes.
- 2) **Federal:** Multiple subcontracts to the same institution occasionally occur, particularly in the case of program project grants (see example below). In this case, IDC should be assessed on the first \$25K of EACH subcontract to the institution *in the same project period* (e.g., five year project period) for each *separate scope of work*. It is recommended that subcontracts be separated out by scope of work (not by PI or by institution), in order to simplify the invoicing and payment process.

ILLUSTRATIVE EXAMPLE - Multiple subcontracts to the same institution

NIH P01 Proposal – Assessing Health Disparities in American Presidents

Admin Core:

Sub #1: Dr. Washington (**Boston Children’s Hospital**)- IDC taken on 1st \$25K

Sub #2: Dr. Jefferson (**UMass Medical**)- IDC taken on 1st \$25K

Community Outreach Core:

Sub #3: Dr. Madison (**Channing Lab/BWH**)- IDC taken on 1st \$25K

Biostatistics Core:

Sub #4: Dr. Monroe (**Harvard Pilgrim**) - IDC taken on 1st \$25K

Project 1:

Sub #5: Dr. Adams (**Harvard Pilgrim**)- IDC taken on 1st \$25K

Project 2:

Sub #6: Dr. Jefferson (**UMass Medical**)- IDC taken on 1st \$25K, assumes separate scope of work

Sub #7: Dr. Madison (**Channing Lab/BWH**)- IDC taken on 1st \$25K, assumes separate scope of work

Sub #8: Dr. Jackson (**Boston Children’s Hospital**)- IDC taken on 1st \$25K

- 3) **Entering into GMAS:** When entering multiple subcontracts to the same institution into GMAS, a separate entry should be made for each subcontract. GMAS will create a subcontract number for each entry and that is how the subcontracts can be differentiated when being referenced.