**College of Design, Construction and Planning** 331 Architecture Building

 PO Box 115701

 Gainesville, FL 32611-5701

**INDIRECT COST (IDC) ALLOCATION AGREEMENT BETWEEN PI AND CO-PI**

The Indirect Cost Allocation Agreement ("Agreement") is entered into on this [Date] by and between [PI Name/Department/College], and [Co-PI Name/Department/College], in accordance with the University of Florida’s [Facilities & Administrative Cost Policy](https://generalcounsel.ufl.edu/media/ufledu/content-assets/generalcounselufledu/documents/fa_cost_policy.pdf).

**BACKGROUND**

The purpose of the said agreement is to determine the allocation of indirect costs for the co-Investigator of the research project.

**TERMS AND CONDITIONS**

1. **Purpose:** The purpose of this Agreement is to establish a framework for the allocation of Indirect Costs generated from a research project involving a Principal Investigator (PI) and co-Principal Investigator (co-PI).
2. **Principal Investigators (PI):** The PI associated with the project shall jointly determine, with the co-PI, the allocation of IDC based on the co-PI’s responsibilities and the scope, budget, and context of the project.
3. **IDC Allocation:** In line with UF policies, the IDC generated by the project will be distributed as follows:
	1. The PI shall receive 10% of the IDC collected on the projects for allowable expenditures in support of their research infrastructure.
	2. An optional 7.5% of returned IDC may be allocated to university-designated Centers and Institutes, as designated by the PI.
	3. 7.5% of returned IDC shall be overseen by the Department Chair and may be used to support department research activity at their discretion. This proportion is 15% if no centers/institutes have been identified in (b) above.
	4. The remainder of the F&A costs collected are returned to the associated college or unit after Sponsored Program Assessment is calculated.
4. **PI IDC Distribution:** In the event the project is awarded and generates Indirect Costs, the total allocation shall be distributed as follows:
* Co-PI: 10% of $ \_\_\_ of the returned IDC
* Centers and Institutes: 7.5 % of $\_\_\_ of the returned IDC (where designated by PI)
* Department: 7.5 % of $ \_\_\_ of the returned IDC (or 15% if no centers/institutes have been identified)
1. **Responsibility for Distribution:** The PI shall be responsible for ensuring the accurate distribution of the PI’s share of the returned IDC.
2. **Review and Approval:** The PI and Co-PI shall decide upon the final IDC allocation and submit it for any necessary approvals at the college level.
3. **Reporting and Documentation:** All parties shall maintain accurate records of the IDC allocation for the project and shall make these records available for audit purposes, as required.
4. **Amendments:** This Agreement may be amended by written agreement of all parties. Any amendments shall be incorporated in writing and signed by the parties or their designee.
5. **Term and Termination:** This Agreement shall remain in effect for the duration of the project and its Indirect Cost allocation period. Either party may terminate this Agreement upon written notice in the event of a material breach by the other party.
6. **Governing Law:** This Agreement shall be compliant with the laws of the State of Florida and the University.

This Agreement is executed as of the date first above written.

**Name [PI]:**

**Signature:**

**Title:**

**Department:**

**Date:**

**[Name of Co-PI]:**

**Signature:**

**Title:**

**Department:**

**Date:**