

Bunder

University of California
Office of the Vice President--Business and Finance

CONTRACTS AND GRANTS MEMO 8-70
November 12, 1969

Each item in Section I of this Memo remains in effect until subsequently incorporated into the Contracts and Grants Manual, or until specifically cancelled.

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~~I-1. Reports of Inventions. It is important that Principal Investigators are aware that these reports, as well as the periodic and final reports required, should be forwarded to the Patent Administrator, Mr. Mark Owens, Jr., in the Office of the General Counsel, University Hall. As a matter of procedure, the report should be made addressed to the agency concerned, but mailed to Mr. Owens. After review he will forward the report to the sponsoring agency. It is not necessary to have a covering letter to Mr. Owens.~~

Cancel
Per
Cir. 3

~~I-2. Sub-contracting. From time to time a campus may require research or other services purchased from contract or grant funds. In order to spell out the responsibilities of the sub-contractor, additional provisions may be required to the standard University purchase order. In such cases the proposed additional provisions must be submitted to the Office of General Counsel for review and approval prior to being offered to the prospective subcontractor for execution.~~

I-3. Audit Disputes. There have been reports that individual Federal auditors have questioned certain costs included in the University indirect cost rate, contending that they duplicate costs classified as direct. Since the make-up of the indirect cost rate is carefully reviewed and agreed upon annually by the Federal Government, an individual agency auditor actually is acting beyond the scope of his authority or understanding if he takes exception to elements of the indirect cost rate. If this question should be raised officially, campuses should not dispute the matter with the audit agency or sponsoring agency, but instead refer the matter to the Contracts and Grants Division.

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~~I-4. Proposed Regents' Items. The form distributed at the November 6 Conference of Contract and Grant Personnel is to be used in preparing routine items for inclusion in Attachment C to the President's routine report to the Committee on Educational Policy, for obtaining Regental authorization to solicit and accept/execute grants and contracts. The order of the items in the recommendation is invariant and must be followed as indicated. If the item is so "special" that it cannot fit the form, then it probably deserves a special item of its own, which we will help you prepare, rather than being included in Attachment C.~~

The dollar total in the second line should be the total amount proposed, including overhead, which applies to the period specified in the third line.

These instructions and the form are in addition to and in amplification of instructions concerning preparation of Regents' agenda items, disseminated earlier by the Vice President--Administration.

I-5. ~~Regents' Schedule.~~ Deadlines in the Contracts and Grants Division for Regents' items for the January and February meetings are December 11 and January 21 respectively. Other deadlines will be published in successive Memos. 20-72

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I-6. ~~New NSF Handbook.~~ NSF has published Grants for Scientific Research, NSF 69-23, replacing the previous edition, NSF 63-27. NSF 69-23 incorporates all changes since the original publication of NSF 63-27. Sections of particular interest are: recommended format for proposals, cost sharing, indirect costs, foreign institutional support, and extension of grant periods. 20-72

II. Extramural Support Information.

II-1. Minority Doctoral Programs. The Ford Foundation is supporting new doctoral programs for American Indians, Mexican Americans and Puerto Ricans and expanding programs for Negro students. These programs are aimed at preparing minority youth to enter the field of college teaching.

Write: Doctoral Fellowships for American Indian Students (or for Mexican American Students, etc.), Ford Foundation, 320 East 43rd Street, New York, New York 10017.

II-2. Mathematical Sciences. NSF seeks proposals for 5-day regional conferences on subjects of current research interest; objectives: to stimulate and broaden mathematical research activity.

Write: Conference Board of the Mathematical Sciences, 834 Joseph Henry Bldg., 2100 Pennsylvania Avenue, Washington, D. C. 20037.

II-3. Health Professions Educational Improvement Grants. NIH grants may be awarded to schools of medicine, dentistry, osteopathy, optometry, podiatry, pharmacy, and veterinary medicine to assist in improving the quality of their educational programs. One emphasis is to expand the output of physicians as rapidly as possible. Annual grants not to exceed \$400,000 may be awarded for up to five years.

II-4. Health Services. The National Center for Health Services Research and Development supports research, development, demonstration, and training programs to improve the distribution and quality of health services and to make more efficient use of manpower, funds, and facilities.

Write: Grants Administration Office, National Center for Health Services Research and Development, Health Services and Mental Health Administration, 4040 Fairfax Drive, Arlington, Virginia 22203.

II-5. Education of Migrant Children. OE makes grants to states to establish or improve educational programs and projects for migratory children of migratory agricultural workers. A contract with the State may be applied for to conduct studies and surveys relevant to migrant education.

Write: Director Compensatory Education, 1500-5th Street, Sacramento 95814.

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II-6. Environmental Control. The Environmental Control Administration makes a variety of grants for research, training, fellowships, demonstration, and planning. Solid wastes management and occupational safety and health are handled by ECA, 5555 Ridge Avenue, Cincinnati, Ohio 45213. Radiological health and community environmental management are handled by ECA, 12720 Twinbrook Parkway, Rockville, Maryland 20852.

II-7. Engineering Research Initiation. December 1 is NSF deadline for grants for implementation of scientific research projects in any area of engineering. Program is specifically aimed at new Ph. D's or engineering faculty who have had no substantial research support.

Write: Engineering Research Initiation Grants, Division of Engineering, NSF, 1800 G Street, N.W., Washington, D. C. 20550.

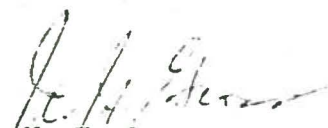
Addendum to Section I.

I-7. NSF Expenditure Limitation. Campuses should now have a letter informing them that they may exceed the expenditure limitation imposed earlier by as much as five percent "if necessary to support Foundation sponsored activities at an effective level."

Your attention is invited particularly to that part of the letter which states: "We request further that you carefully review expenditures under NSF grants as of February 28, 1970. If at that time further adjustment in the limitation is justified to accommodate new programs or to afford relief where hardship has resulted, specifically documented requests for increases will be entertained. Sufficient detail should be submitted to permit an understanding of the problem. Such requests should reach the foundation by March 15, 1970. We will expect also that in cases where the limitation exceeds actual requirements, recommendations for appropriate downward adjustment will also be made."

"By this action we do not intend to preclude requests for adjustment where special circumstances arise prior to next March.

"Letters of Credit will not be adjusted to reflect the five percent leeway. If cash is required beyond that obtainable under the Letters of Credit, it can be obtained by using the Monthly Cash Request, NSF Form 4-49. . . ."


N. H. Gross
Director of Contracts
and Grants

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