



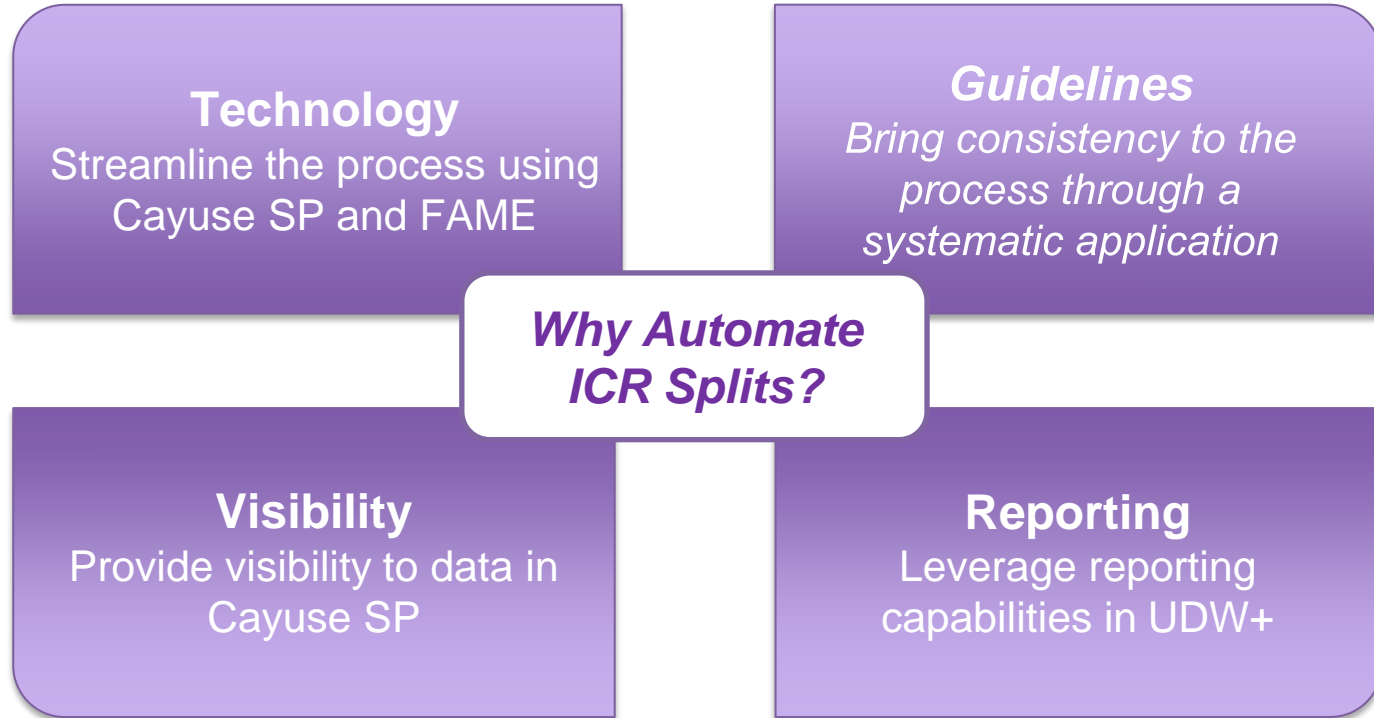
ICR Split Automation Overview (for RA Forum)

October 08, 2019



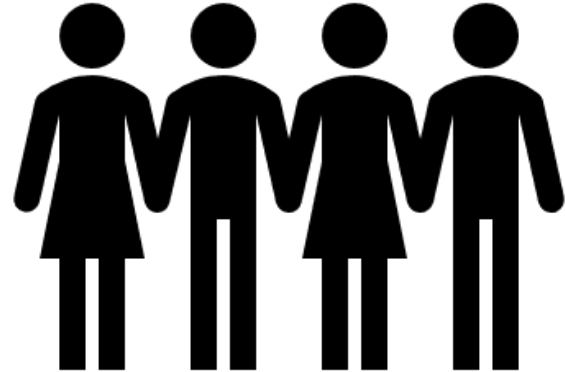
Our goal is to:

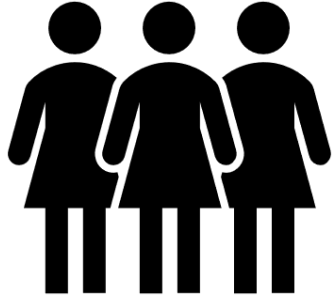
Develop an automated, **University-wide process** for sponsored projects to **track, account, and share Indirect Cost Recovery (ICR) between Schools** to facilitate cross-disciplinary research.



The key stakeholders include:

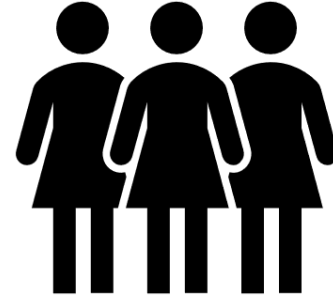
- Department Administrators (DAs)
- Fiscal Officers (FOs)
- Schools/Departments (Deans, Chairs)
- Principal Investigators (PIs)





Office of Sponsored Programs (OSP)

Document and verify the ICR split at the time of proposal submission.



Sponsored Programs Administration (SPA)

Provide support to the departments with information pertaining to the ICR splits at a post award level.



YES! The ICR Split is Automated

- ◆ **PI & Co-PI(s) across Multiple Schools** - A proposed project for an ICR split involves a PI and Co-PI(s) from more than one School
- ◆ **Data from Cayuse to FAME** - Data must be populated in Cayuse SP to be sent to FAME



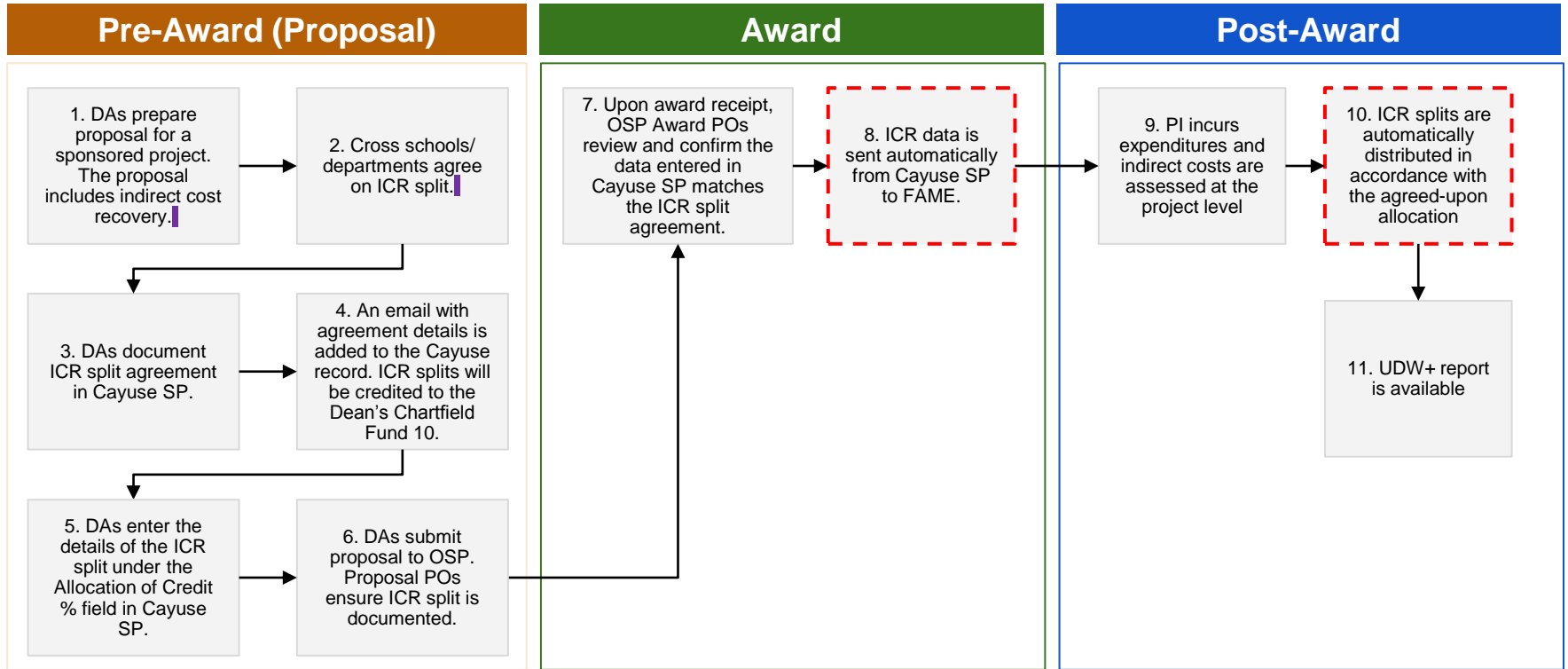
NO! The ICR Split is NOT Automated

- x **Joint Appointments** - Done manually by FOs of the involved Schools (as it is currently processed)
- x **Multiple Departments within Schools** - Returned to the Dean's Chartfield of the School who is responsible for distributing *internally* to the multiple departments
- x **NYU Abu Dhabi** - Abu Dhabi is not part of the automation at this time. Abu Dhabi can still do a cross school collaboration, but the split is handled manually

ICR SPLIT PROCESS



NEW! ICR Split Automation Lifecycle



Indicates the New ICR Split Automation

IMPORTANT REMINDERS

- A sponsored project for an ICR split involves a PI and Co-PIs from more than one School
- Data must be populated in Cayuse SP to be sent to FAME
- ICR splits will be credited to the Dean's Chartfield Fund 10
- The Allocation of Credit % field must be populated in Cayuse SP or there is no ICR split
- Abu Dhabi is not subject to ICR split automation. The cross school collaboration split will be handled manually.



- The **Dean/Director of each School** receives ICR splits based on the PIs and Co-PIs participating in the project. The ICR revenue is returned to the Dean's Chartfield Fund 10.



Project awards triggered by:

- **Co-Investigators (Co-I) and Investigators are not eligible** for ICR splits
- **PIs and Co-PIs are eligible** for ICR splits
- **Must** be named as PI or Co-PI in Cayuse record
 - PI = Lead PI role in Cayuse SP
 - Co-PI = Principal Investigator role in Cayuse SP
 - *Usually* named as PI or Co-PI in the award document



There is no ICR split if:

- ❑ There are no indirect costs
- ❑ The indirect cost rate is zero
- ❑ There is no allocation of credit % entered in Cayuse SP
- ❑ The proposal record does not contain an ICR Split agreement at the time of proposal submission

ICR Split following recommended guidance - Proposal stage in Cayuse

Item List

View or Edit completed sections by clicking the name next to the check.

- [General Information](#)
- [Investigators/Research Team](#) >>
- [Budget](#)
- [Conflict of Interest](#)
- [Regulatory Compliance](#)
- [Subcontractors](#)
- [Export Control](#)
- [Intellectual Property](#)
- [Location of Sponsored Activities](#)
- [Application Abstract](#)
- [Attachments](#)
- [Approving Units](#)
- [Submission Notes](#)

Administer Proposal

Submit for Routing

investigators/research team

NOTE: The sum of allocated credit on this proposal is currently 100%.

Add Personnel Information

* Last Name:

* First Name:

Phone:

Email:

* Total Person Months per Year:

* Unit:

* Role:

* Sponsored Effort %:

Cost Shared Effort %:

Allocation of Credit %:

Save Personnel


List of Personnel:




Person	Unit	Role	Sponsored Effort	Cost Shared Effort	Total Effort	Allocation of Credit	Person Months	
Yao Wang	TANDON - Electrical & Computer Engineering (ECE) (63212)	Lead Principal Investigator	100%	0%	100%	62.5%	0.25	Edit Delete
Jan Plass	STEINHARDT - Consortium for Research and Evaluation of Advanced Technologies in Education (CREATE) (56125)	Principal Investigator	0%	0%	0%	37.5%	0.17	Edit Delete

Reset

ICR Split following recommended guidance - ICR Upload in Cayuse

>> Proposal Administration [Back To Search Results](#)








Proposal: 18-0647  Sponsor: Pace University Submission Deadline: 12/01/2017
Project: A18-0513 Prime Sponsor: National Science Foundation (NSF) Proposed Begin-End Dates: 9/01/2017 - 8/31/2019
Lead PI: Yao Wang Instrument Type: Subcontract/Subaward Proposed Total Amount: \$157,520.00
 Admin Unit: TANDON - Electrical & Computer Engineering (ECE) Specialists: Joseph Hayes
 Project Title: Plant Tracer: a time-lapse App for students to identify, visualize, quantify and report novel mutants in plant motion

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Add Attachment

Click Browse to select a file: No file selected.

Document Type:

Attachment	File Type	Upload Type	Attachment Type	Access
Tandon_Steinhardt_ICR_Split_Approvals_07.02.18.pdf Uploaded by: Esther Taveras On: 07/02/2018 At: 2:36 PM EDT	Email or Written Correspondence	Post Approval	Proposal	All Parties 
OSP_FullyX_YWang_PACE_SUBRECIPIENT_PROFILE_QUESTIONNAIRE_05.21.18.pdf Uploaded by: Joseph Hayes On: 05/21/2018 At: 1:19 PM EDT	Representations / Certifications	Admin Office	Proposal	All Parties 
YWang_PACE_SUBRECIPIENT_PROFILE_QUESTIONNAIRE_05.21.18.pdf Uploaded by: Esther Taveras On: 05/21/2018 At: 9:48 AM EDT	Consortium Agreement	Post Approval	Proposal	All Parties 
OSP_FullyX_YWang_JPlass_Sol_12142017.pdf Uploaded by: Joseph Hayes On: 12/14/2017 At: 12:14 PM EST	Consortium Agreement	Admin Office	Proposal	All Parties 
YWang_JPlass_Budget_11.30.17_combined.xlsx Uploaded by: Esther Taveras On: 12/12/2017 At: 2:32 PM EST	Budget (Revised)	IPF	Proposal	All Parties 
YWang_JPlass_Sol_12.12.17.pdf Uploaded by: Esther Taveras On: 12/12/2017 At: 2:29 PM EST	Consortium Agreement	IPF	Proposal	All Parties 
NSF_15-585.pdf Uploaded by: Esther Taveras On: 12/12/2017 At: 2:25 PM EST	RFP / RFQ / FOA / Program Guidelines	IPF	Proposal	All Parties 

BUSINESS RULES



NEW YORK UNIVERSITY



Automated ICR splits apply to new awards effective October 1, 2019. The automation will not be retroactive.



If an automated ICR split (effective October 1, 2019) needs to be revised, it can only be done in the next budget period



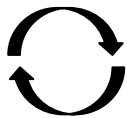
Department/Schools ***should not*** create manual journal entries to split an ICR that is part of the automation



Changes to existing (manual) ICR splits for any award prior to October 1, 2019 will not be automated



ICR entries that do not meet the automation criteria will continue to be journalized as they are today, e.g. joint appointments.



Cross school collaborations involving Abu Dhabi can still have ICR split agreements, but the schools will continue to process manual journal entries.

46135

For manual journal entries use account code 46135 for debit and credit

How ICR is Reflected in the General Ledger

76450

Indirect Costs
(Overhead)
Applied on
Direct Costs

46120

Fund 24
Projects –
Applies the
ICR Revenue
to the Dean's
Organization
(Chartfield)

46130

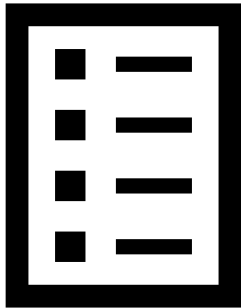
Fund 25
Projects –
Applies the
ICR to the
Dean's
Organization
(Chartfield)

46135

Captures the
ICR splits

*New
Account
Code*

An ICR Split Report will be available in UDW+ for the schools with the following information:



- The Cayuse proposal number
- The Cayuse award number
- The FAME project ID numbers that have grants with cross school collaboration
- The agreed ICR split percentage and dollar amount
- The effective start and end date of the ICR Split
- The Dean's/Director's chartfield that the ICR is posted

Please send your questions to CDV.SPA@nyu.edu

Links to this presentation will be available after the workshops are complete.

- SPA Handbook
- ICR Guidelines
- OSP Wiki Page
- [FAQs](#)



*Coming
Soon!*

Questions?

