



To: Academic and Non-Academic Administrators, Department Chairs and Principal Investigators of Grants and Contracts

From: William H. Knisely

Date: June 30, 2008

Re: Staff benefits applied to payrolls processed on or after July 1, 2008

The table below contains two (2) sets of staff benefit rates which have been approved for use in fiscal year 2009 as well as estimates for FY10 – FY11. The benefit rate in the "Grant" column is to be used for all grant funded activities. The grant benefit rates are governed by Federal Circular A-21, which sets forth the rules and eligibility of allowable costs that are directly charged to a sponsored project.

The shaded portion of the table is provided for *planning purposes only*. Staff benefit rates will be reviewed and approved on an annual timetable, so the rates for 2010 – 2011 are only estimates.

	Fiscal 2009		Fiscal 2010		Fiscal 2011	
	Non-grant	Grant	Non-grant	Grant	Non-grant	Grant
Full-time	37.2%	34.7%	37.8%	34.9%	38.9%	35.8%
Part-time	16.0%	16.0%	16.2%	16.2%	16.3%	16.3%

The new staff benefit rates should be used for positions created after July 1, 2008.

If you have questions or require additional information about this change, please contact the Budget Office at 529-3636. For questions related to grant and contract staff benefits, please contact the Grants and Contract Office at 529-5405.