Overview

The UVMClick Ancillary Review provides ability to request approval from groups or individuals at UVM who may be outside the usual “approval routing” process. The Ancillary Review in UVMClick is intended to support the grants process across multiple oversight groups, not replace their review processes.

- Initiated by PI, within Funding Proposal, to request and obtain approvals from Deans for deviation from standard IBB F&A allocation.
- This Ancillary Review is required if PI indicated a deviation from the Standard IBB F&A Allocation within Funding Proposal smartform.
- Ancillary Review Approvals must be in place before proposal is Submitted for Department Review.
- SPA will not approve proposal submission until all required approvals are provided.

IBB F&A Allocation Background

Incentive Based Budgeting (IBB): Research and Indirect Cost Recovery Algorithm

The IBB algorithm 4a is about the distribution of F&A revenue. The critical components of the algorithm are as follows:

The bulk of F&A or indirect cost revenue will be distributed to responsibility centers.

- This will predominantly be based on the proposed effort of the Principal Investigators (PI) and Co-Principal Investigators (Co-PI).
- Effective, January 15, 2017 cross-college agreements outside the normal F&A splits specified in the IBB formula can drive the F&A distribution.
- These agreements will need to be documented and agreed upon by the appropriate Deans.
- A smaller portion of the F&A revenue, that which is not distributed to the responsibility centers, will be distributed to the Office of the Vice President for Research for the purposes of incentivizing research and sponsored activities.

Standard Allocation of IBB F&A

- For funding proposals with just 1 Principal Investigator, the Standard Allocation of F&A will be 100% to the Submitting Department.
- For funding proposals with more than 1 Principal Investigator, the Standard Allocation of F&A will be based on relative effort of all Principal Investigators.
Deviation from Standard Allocation of IBB F&A

- Any deviation from the Standard Allocation of F&A requires approval of the Dean of each impacted College.

How to Initiate Ancillary Review

1. From My Inbox or one of the tabs on the Grants Funding Proposal page, click the name of the Funding Proposal for which to assign an ancillary review.
2. In the Workspace, click Manage Ancillary Reviews Activity (find within list of Activities in the left column)
3. Click Add.
4. Click the ellipsis to select all Colleges that will be impacted by the Deviation (do not select a ‘Person,’ only select from the ‘Organization’:
   - Grants Ancillary - F&A IBB Deviation - CALS
   - Grants Ancillary - F&A IBB Deviation - CAS
   - Grants Ancillary - F&A IBB Deviation - CEMS
   - Grants Ancillary - F&A IBB Deviation - CESS
   - Grants Ancillary - F&A IBB Deviation - CNHS
   - Grants Ancillary - F&A IBB Deviation - GRAD COLLEGE
   - Grants Ancillary - F&A IBB Deviation - GSB
   - Grants Ancillary - F&A IBB Deviation - LCOM
   - Grants Ancillary - F&A IBB Deviation - RSENR
   - Grants Ancillary - F&A IBB Deviation - SR VP PROVOST
   - Grants Ancillary - F&A IBB Deviation - VP RSRCH
5. Review Type - Select F&A Allocation Deviation
6. Response Required – Select Yes
7. Comments – Optional field. Feel free to add comments here
8. Supporting documents - Leave blank. The Ancillary Reviewers will review the excel form called “IBB F&A Allocation - Calculation Tool” that you uploaded on the IBB F&A Allocation smartform within the Funding Proposal.
9. Click OK, or OK and Add Another if there are multiple Organizations (i.e. Colleges) involved.
10. When finished adding Ancillary Reviews, click OK in the Manage Ancillary Reviews dialog. You are returned to the proposal workspace. The assigned ancillary reviewers receive email notifications and the project appears in their inboxes.