

Glossary of Research Administrative Terms

501 (c)(3) organization	An IRS designated organization with a “non-profit” focus. If a sponsor requires that funding go to a 501(c)(3) organization, the organization may have an affiliated foundation to use. Also, it’s not uncommon that there may be a different non-profit tax code that will be acceptable. At the University of Oklahoma (OU) we are under exemption 115 (a) which is acceptable to many organizations as equivalent to 501(c)3.
Academic Fraud	A deliberate effort to deceive the University and its constituents, including plagiarism, fabrication of data, misrepresentation of historical sources, tampering with evidence, selective suppression of unwanted or unacceptable results, and theft of ideas.
Allocable Costs	Allowable costs that advance, benefit, or are necessary to the overall operation of a specific research/sponsored project. Such costs can be categorized according to cost principles aligned with federal regulations.
Allowable Costs	Costs charged on a grant or contract as determined by the terms and conditions of the solicitation/award and/or appropriate federal cost principles provided in the uniform guidance document.
Amendment	Any change to a contractual agreement, which usually requires an official signature.
Application	The specific set of forms, documents, and attachments that comprise an applicant’s submission to an external grant opportunity, submitted in accordance with the funding sponsor's instructions.
Applied Research	Research that advances the “state of the art” by expanding previous knowledge through study of improvements in technology, materials, scientific processes, methods, and/or devices.
Assurance	An applicant's written statement, normally included with the application, indicating that the applicant will abide by a particular requirement if awarded a grant.
Audit	A formal examination of accounts or financial status, which may also include examination of compliance with applicable award terms, laws, regulations, and policies.
AOR	(Authorized Organizational Representative) – the individual(s), named by the applicant/recipient organization, who is authorized to act for the applicant/recipient and to assume the obligations imposed by the federal laws, regulations, requirements, and conditions that apply to grant applications or awards.
Authorized Signature	The signature of an organizational official who is designated to give assurances, make commitments, and execute legal documents on behalf of the University. The signature of an authorized official certifies that commitments made on grant proposals or contract agreements can be honored and ensures that all sponsored agreements conform to federal regulations, agency guidelines, and organizational policies.
Award	Funds or support officially awarded to the organization by a sponsor or granting agency for research purposes. Awards include grants and other agreements in the form of money or property in lieu of money, by an external sponsor to an eligible recipient.
Award Close-Out	The process by which the Federal awarding agency or pass-through entity determines that all applicable administrative actions and all required work of the Federal award

have been completed and takes actions as described in § 200.343 Closeout of the OMB Uniform Grants Guidance.

Award Notification	The official notification from any sponsor that funding has been awarded for a submitted application. For federal agencies, this is known as a NoGA, or <i>Notice of Grant Award</i> .
BAA	(Broad Agency Announcement) A broadly disbursed invitation from a federal sponsoring agency for the submission of proposals specific to the agency's area of research.
Basic Research	A systemic, intensive study with the aim of attaining a fuller knowledge or understanding of a particular subject.
Budget	The financial plan for the project or program that the awarding sponsor or pass-through entity approves during the award process or in subsequent amendments to the award.
Budget (Award Stage)	The total amount of funding and/or support awarded by an outside funding source which the University has a legal claim to collect in application to a specified sponsored project.
Budget (Proposal Stage)	A list of anticipated project costs that represents the best estimate of the funds needed to support the work described in a grant or contract proposal.
Budget Justification	(Also known as a Budget Description or Budget Narrative) A detailed, written explanation or description of each individual cost or item within a budget. This often includes a written description of the cost estimation methods used in preparing the budget as well.
Budget Period	A subdivision (usually 12 months) of the overall duration of a project used to monitor budgetary and funding activities.
Budget Revision	The act of amending the budget by moving funds from one category or line item to another. Also called "rebudgeting."
Cash match	Cash (salaries/wages, associated benefits, travel, etc.) for items that haven't been purchased yet being contributed to a project from a party other than the sponsor (can be a third party, or OU funds). Some grants may require cash match under program guidelines.
CFDA	(Catalog of Federal Domestic Assistance) A catalog listing all Federal assistance programs by number. All federal agencies have a 2-digit number followed by other digits representing the program. This has been replaced by ALN = Assistance Listing Number.
Competing Continuation	Application submitted to extend the period of support for a project whose funding would otherwise expire. Competing or Renewal applications compete for funds with all other peer reviewed applications.
Compliance	Refers to research administration that assists faculty with complying with university, state, and federal research regulations.
Conflict of Interest	Disclosures of financial interests of faculty and family must be made by PIs and others having decision-making authority over conduct of work. Situations in which employees use their positions for purposes that are or appear to be motivated by a desire for private gain for themselves or others.

Consortium Agreement	A formalized arrangement with specified terms and conditions between a group of collaborative institutions.
Consultant	(Also known as an “ independent contractor ”). A person, outside of the grantee organization, employed on a sponsored project for the purpose of obtaining professional or technical advice. Like subcontractors, consultants operate as independent contractors without detailed supervision. Unlike subcontractors, most often they participate on a "work-for-hire" basis. A consultant normally has no rights to what he/she produces. Usually, organization <i>employees cannot act as consultants on their organization’s proposals</i> .
Consulting Agreement	A form of subcontract issued for services too urgent, special, temporary, or highly technical to be provided by existing organization staff. Consulting agreements are not issued to procure "substantive programmatic work."
Continuing Support	On-going support provided by an agency which has been awarded for more than one funding period. A continuation proposal is normally submitted at the end of each budget period to receive the next increment of funding. Continuation proposals may be “competing” or “non-competing” (and are commonly referred to as “renewals”).
Contract	A written, legal agreement between the organization and an awarding agency involving the expectation of a tangible product, service, or specific obligation (commonly referred to as a “deliverable”) in return for sponsored support. The principal purpose is to acquire property or services for direct benefit or use by a sponsor. The project is conceived and procured by the sponsor. The sponsor exercises direction or control and closely monitors the project.
Cooperative Agreement	A sponsored agreement in which the sponsor acts as a partner to the organization regarding a particular sponsored research project. The sponsoring agency is substantially involved in the programmatic or technical aspects of the sponsored activity. Deliverables are stated as part of the terms and conditions of the agreement but are not necessarily monetary.
Cost Sharing	The portion of the proposed project that will not be covered by the sponsor. Some grant opportunities and sponsors may require cost sharing for a proposal – the amounts, ratios, and allowed types of sharing will typically be outlined in the RFP. Cost share can take the form of either cash match or in-kind support. Preferred sources at academic organizations are academic year time and effort along with associated fringe benefits on the contributed salary and associated indirect costs. Cost sharing always requires departmental and college approval. Only the Vice President for Research and Partnerships can contribute indirect costs. Cost sharing to a for-profit entity is usually prohibited by state law (unless it is in support of a federal agency submission).
DAR/DFAR	(Defense Acquisition Regulations/Defense Federal Acquisition Regulations) The source regulations for research projects sponsored by the Department of Defense.
Deliverable	A tangible product (reports, results, services, materials, etc.) defined in the terms and conditions of a contract, grant, or cooperative agreement, produced by the award recipient, and delivered to the sponsor of a research project.
Direct Costs	Costs that can be identified specifically with a particular sponsored project, an instructional activity, or any other institutional activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy. Those cost include, but

are not limited to, the following: salaries and wages, fringe benefits, consultant fees, travel, subcontracts, and equipment.

Disallowed Costs	Expenses determined unallowable in accordance with cost principles or terms and conditions of award.
Discretionary Grant	A grant (or cooperative agreement) for which the federal awarding agency generally may select the recipient from among all eligible recipients, may decide to make or not make an award based on the programmatic, technical, or scientific content of an application, and can decide the amount of funding to be awarded.
Effort	The total amount of activity or work done by an individual for a particular project. Effort is usually expressed as a percentage of the full-time equivalence (FTE) for personnel on a project.
Equipment	Tangible non-expendable property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Usually added to equipment inventory list. Federal ownership may need to be resolved at the end of the project. (This is Federal definition; state agency thresholds may be different.)
Executive Order 12372	Inter-governmental review of federal programs provides for state review of specific Federal programs. (You will need to see if your state is involved; The Oklahoma Legislature abolished this review process.)
Expanded Authority	The ability given by sponsors to the University to approve certain actions for a research project without requiring agency approval, such as pre-award cost approval and/or no-cost extensions of the project period.
(F&A) Costs	(Facilities & Administrative Costs, also known as “Indirect Costs”) Allowable costs that are incurred for common or joint objectives that are associated with a project but cannot be solely attributable to that project alone. Such costs include shared expenses such as general administration operations (accounting, payroll, purchasing, etc.), sponsored project administration, plant operation and maintenance, library expenses, departmental administration expenses, depreciation or use allowance for buildings and equipment, and student administration and services. Most F&A cost rates are negotiated with the federal government. OU’s rate agreement is negotiated with DHHS.
FDP	(Federal Demonstration Partnership) A cooperative effort between a number of universities and federal agencies to increase research productivity by eliminating unnecessary administrative procedures and by streamlining and standardizing needed controls.
FEDERAL FUNDS AUTHORIZED	Total funding obligated by a Federal sponsor.
Final Report	The final technical or financial report required by the sponsor to complete a research project.
Fiscal Year (FY)	Any twelve-month period for which annual accounts are kept. The federal government’s fiscal year is October 1 through September 30. Most state agencies are July 1 through June 30.
Flow-through funding	When an organization receives an award from an entity (such as another university, a non-profit organization, or corporation) and the entity's source of funding for that award is from the federal government. In most cases, the terms, and conditions of the

original funding to the entity follow the money and "flow-through" down to another organization.

FOA	(Funding Opportunity Announcement) A publicly available document by which a Federal Agency makes known its intentions to award discretionary grants or cooperative agreements, usually as a result of a competition for funds. Funding opportunity announcements may be known as program announcements, requests for applications, notices of funding availability, solicitations, or other names depending on the Agency and type of program.
FOIA	(Freedom of Information Act) A mandate of Congress that applies to all federal agencies that allows the public to request information pertaining to any governmental agency's functions, practices, and future plans.
Fringe Benefits	Benefits are calculated as a percentage of the salary or wages paid to an individual, dependent on their employment status at an organization and the time they will be working on the program or project. These benefits may include F.I.C.A., workmen's compensation, retirement, and life, dental, and health insurance. Check for current rates as they are subject to change.
Gift	Funds are classified as gifts if the following characteristics exist: (1) funds are given voluntarily without expectation of any tangible compensation. Under ordinary circumstances, the funds are awarded irrevocably; (2) funds are given for unrestricted use or for general support restricted to a specific area or purpose. Beyond a possible designation of use, the donor does not impose contractual requirements on the award; (3) any subsequent reporting on the use of the funds to the donor is not a condition of the receipt of the funds.
Grant	A legal instrument for transferring money, property, or services to the recipient to accomplish a public purpose where the granting agency has limited involvement during the performance of the grant. There is an expectation of deliverable accomplishment.
Grants.gov	Grants.gov (https://www.grants.gov) has been designated by the Office of Management and Budget as the single access point for all grant programs offered by 26 Federal grant-making agencies. It provides a single interface for agencies to announce their grant opportunities and for all applicants to find and apply for those opportunities.
Grants.gov Tracking Number	A number set used by Grants.gov which is used to identify each application it receives.
GMO	(Grants Management Officer) The agency official responsible for the business management aspects of the particular grants or cooperative agreements. The GMO serves as the counterpart to the research administrator. In this capacity, the GMO is responsible for all business management matters associated with the review, negotiation, award, and administration of grants and interprets grants administration policies and provisions. He or she works closely with the program or project officer who is responsible for the scientific, technical, and programmatic aspects of the grant.
HIPAA	(Health Insurance Portability and Accountability Act) The federal regulation requiring the protection of a person's privacy when human subject information becomes part of research data.
IACUC	(Institutional Animal Care and Use Committee) A University committee charged with reviewing and approving the use of animal subjects in all research projects. The IACUC serves as an institutional compliance committee and is responsible for reviewing

reported instances of regulatory noncompliance related to the use of animal subjects in research.

IBC	(Institutional Biosafety Committee) A faculty committee charged with reviewing and approving the use of biologically hazardous substances in all research projects. The IBC serves as an institutional compliance committee and is responsible for reviewing reported instances of regulatory noncompliance related to biosafety issues in research.
Incremental Funding	A method of funding grants and contracts that provides specific spending limits below the total estimated costs. Each increment is, in essence, a funding action.
Indemnity	An undertaking to reimburse someone for specified liabilities incurred as a result of specified actions or inactions (such as hurt, loss or damage).
Indirect Costs	See F&A Costs.
Informed Consent	A person's voluntary agreement, based upon adequate knowledge and understanding, to participate in human subjects' research or undergo a medical procedure. In giving informed consent, people may not waive legal rights or release or appear to release an investigator or sponsor from liability for negligence.
In-kind	A form of cost sharing that counts as a donation of goods and services (such as labor, equipment use, or use of organizational facilities) that could exist without the funding of the grant and distinct from cash match. Typical in-kind support will take the form of donated effort on the part of faculty or staff on the project, the waiving of space rental fees or unrecovered indirect costs. In kind match for equipment is usually depreciated over life and percentage of use for the equipment; cash match for equipment is for equipment being purchased and must not be done prior to fully signed award.
Intangible Property	Trademarks, copyrights, patents, loan notes & lease agreements.
IP	(Intellectual property) "Intangible property" that is the product of research. Examples include copyrights, trademarks, patents, and trade secrets. Although each is a separate area of law, governed by different federal and state laws concerning ownership, all are designed to provide some protection against others from misappropriating the products and ownership of intellectual creativity.
Invention	Any process, machine, manufacture, composition of matter, or design, or any new or useful improvement thereof, and any variety of plant which is or may be patentable under the patent laws of the United States.
IRB	(Institutional Review Board) An administrative body established to protect the rights and welfare of human research subjects recruited to participate in research activities conducted under the auspices of the organization with which it is affiliated. The IRB serves as an institutional compliance committee and is responsible for reviewing reported instances of regulatory noncompliance related to the use of human subjects in research.
JIT	(Just-in-Time) Requirements - Funding agencies may require additional information after a proposal is submitted and before an award is made. Such information may include verification of human subjects and/or animal subjects protocol approval, documentation of required human subjects training, revised budget information, and an up-to-date listing of additional sponsored research support for the same project.

Key Personnel	Key Personnel includes the Project Director or Principal Investigator (PD/PI) and other senior level individuals (Co-PD/Co-PI) who contribute to the scientific development or execution of a project in a substantive, measurable way, whether or not they receive compensation under the grant
Limited Submissions	A restriction placed on the number of proposal submissions allowed from any given institution. Most organizations have an internal selection process is used to identify and fairly judge among numerous investigators interested in submitting applications for such submissions.
Mandatory Cost Sharing	Cost sharing that is required by Federal statute or by established sponsor policy.
Master Agreements	Large, encompassing umbrella-type sponsor agreements with general terms and conditions applicable to subsequent agreements under them, known as “task orders.”
Matching	Cost sharing that usually involves organizational contributions specifically appropriated for or allocated to the project. Match requires approval and/or documentation from the source. Many time internally this will be PI/CoPI time but can also include startup funds, providing gra, travel, etc. Third-party sources (outside of the organization) are sometimes used.
Misconduct In Science	Falsification, fabrication, plagiarism, or other practices that seriously deviate from those that are commonly accepted within the scientific community for proposing, conducting, or reporting research. It does not include honest error or honest differences in interpretations or judgments of data.
MTA	(Material Transfer Agreement) A legal agreement entered into by a provider and a recipient of research material. The sharing of research products (including, for example, software, cell lines, transgenic animals, monoclonal antibodies) is critical to continuing progress in science, and it is the University’s intention to facilitate the exchange of material among academic research institutions. Such material may have commercial value that oftentimes must be protected. In the interests of all parties involved, these transfers are managed by a Material Transfer Agreement that protects the rights of the different parties with regard to publication, freedom of research, confidentiality, and intellectual property.
MTDC	(Modified Total Direct Costs base) This is one of the most common ‘bases’ used in calculating indirect costs (another common one is Salary). Most F&A costs on federally sponsored projects are generated against MTDC, which are Total Direct Costs (TDC) less capital equipment, patient care costs, scholarships, fellowships, and other student aid, and subawards and subcontracts in excess of \$25,000. If a sponsor limits idc recovery and doesn’t specify that MTDC base is used then recovery may be on TDC because the limitation negates the NICRA
NICRA	(Negotiated Indirect Cost Rate Agreement) See F&A
No-Cost Extension	An extension of time to a project period and/or budget period to complete the work of the grant under that period, without additional Federal funds or competition.
NGA	(Notice of Grant Award) An official legal document from a given federal agency that notifies the University a grant or cooperative agreement has been awarded. It contains all terms and conditions of the award and documents the obligation of funds.

Non-Competing Continuation	A non-competing continuation proposal reports on progress made during a portion of the project period and requests continuation funding for a second or subsequent budget period within a previously approved project period. Continuation proposals are not in competition with new project proposals and are not subjected to peer review beyond the initial project approval.
Non-Compliance	Failure to follow and meet regulatory requirements, often resulting in punitive fees to the University and individual researcher. Non-compliance is detrimental to the entire university research community and is highly undesirable.
Non-Federal Entity	A state, local government, Indian tribe, institution of higher education (IHE), or nonprofit organization that carries out a federal award as a recipient or subrecipient.
Non-Federal Sponsor	Any provider of funder not belonging to a branch of the federal government, including foundations, for-profit, industry, and non-profit organizations.
Non-Profit Organization	An entity whose primary goals are to benefit the greater good rather than make profits (which is the primary goal of a for-profit company). Non-profits can make profits but are required to use those profits for maintaining their operations.
OSA	(Other Sponsored Activities) Programs and projects funded by Federal and non-Federal agencies and organizations which involve the performance of work other than instructional and organized research. Examples of such programs and projects are artistic programs, health service projects and community service programs.
Pass-Through Entity	Pass-through entity means a non-Federal entity that provides a subaward to a subrecipient to carry out part of a federal program.
Peer Review	The process that involves the consistent application of standards and procedures that produce fair, equitable, and objective examinations of applications based on an evaluation of scientific or technical merit or other relevant aspects of the application. The review is performed by experts (Peer Reviewers) in the field of endeavor for which support is requested. Peer review is intended to provide guidance and recommendations to the individuals responsible for making award decisions.
Pre-Award Spending	Authorization to expend funds on a project to a specified limit before the award document has been received from the sponsor.
Pre-Proposal	A brief informal, summary statement of intent (usually 3-5 pages) that describes and gives the rationale for a project. It is sometimes submitted to determine the interest of a particular sponsor prior to submission of a formal proposal. Check sponsor guidelines for requirements. This term may include all types of Preliminary proposals such as Letters/Notices of Intent, white papers, concept papers, random order of magnitude proposals, etc.
PD/PI	(Project Director or Principal Investigator) The individual responsible for leading the research effort described in a proposal for an award. The Principal Investigator is responsible for the programmatic and administrative aspects of a project or program, ensuring all terms and conditions of a sponsored agreement are met.
PI Eligibility	The criteria that must be met before an individual may serve as a Principal Investigator. This may be specified in sponsor guidelines and OU has internal guidance.
Prior Approval	The requirement for written documentation of permission to use project funds for purposes not in the approved budget, or to change aspects of the program from those

originally planned and approved. Prior approval must be obtained from the sponsor before the performance of the act that requires such approval under the terms of the agreement.

Program Announcement	A PA is a formal statement about a new or ongoing research opportunity. It may serve as a reminder of continuing interest in a research area, describe modification in an activity or program, and/or invite applications for grant support.
Program Income	Income generated or earned as a result of a particular research project (award). For example: fee charged to attend a workshop or event. Program income is usually expended on the project but may require special reporting internally and externally.
Program/Project Officer	The sponsoring agency's representative who is responsible for the technical, scientific, or programmatic aspects of a particular grant, cooperative agreement, or contract. The program/project officer works with the PI and research team to assure programmatic progress. The PO does not officiate over financial matters.
Progress Report	Periodic, scheduled reports required by the sponsor summarizing research progress to date. Technical, fiscal, and invention reports may be required.
Project Abstract	A concise, self-contained document that aims to stress the key points of project as clearly as possible without going into great detail. It is usually one page in length or less.
Project Period	The period established in the award document during which awarding agency sponsorship begins and ends.
Project Summary	A document that contains a comprehensive overview of an entire project and its key details. It usually consists of a project's background information, objectives, problems, analysis, and conclusion.
Proposal	A formal application for funding that contains all information necessary to describe project plans, staff capabilities, and funds requested. Formal proposals are prepared by the Principal Investigator and officially approved and submitted by ORS on behalf of the University.
Proprietary information	Proprietary information is any information that describes a broad range of activities such as business processes, research and development or products of an organization that the organization wished to keep confidential. For most sponsors, either proprietary information should not be included in a proposal or you should ensure the information is marked according to the sponsor's guidance. Many sponsors will also note that even if the information is marked it will still be released to reviewers.
Purchase Order	A particular kind of agreement issued to enter into a legally binding commitment with an outside vendor for the acquisition of goods or services. Normally, the University Purchasing Department is responsible for purchase orders and for their negotiation or revision where necessary.
Rebudgeting	The act of changing or amending the budget by moving funds from one category or line item to another.
Recipient	A non-federal entity that receives a federal award directly from a federal awarding agency to carry out an activity under a federal program.
Renewal	See <i>Competing Continuation</i> .

Reporting	Providing periodical reports of both programmatic and financial activity as required by the sponsored award terms and conditions. Interim reports may be required throughout the life of a project and final reports are normally required at a project's end.
RFA	(Request for Application) A request for application is a type of solicitation notice in which a sponsor announces that grant funding is available.
RFP	(Request for Proposal) Announcements that specify a topic of research, methods to be used, product to be delivered, and appropriate applicants sought.
RCR	(Responsible Conduct of Research) The steps taken to ensure proper scientific and/or scholarly conduct of a research project and ensuring compliance with the financial and administrative aspects of an award.
Research Misconduct	<i>See Misconduct in Science</i>
Salary Cap	A legislatively mandated provision limiting the direct salary for individuals working on NIH grants, cooperative agreement awards, and extramural research and development contracts.
SAM	(System for Award Management) SAM validates applicant information and electronically shares the secure and encrypted data with the federal agencies' finance offices to facilitate paperless payments through Electronic Funds Transfer (EFT). SAM stores your organizational information, allowing Grants.gov to verify your identity and to pre-fill organizational information on your grant applications.
SBIR	Small Business Innovation Research: A program designed to support <i>small business concerns</i> conducting innovative research
Scientific Rigor	The strict application of the scientific method to ensure robust and unbiased experimental design, methodology, analysis, interpretation, and reporting of results.
Scope of Work	(Statement of Work) The description of the work to be performed and completed on a research project that may include a list of tasks or objectives.
Signatory Authority	The authorization delegated to a university official to enter into legal commitments on behalf of the University regarding sponsored research agreements for grants, contracts, and cooperative agreements.
Special Purpose Equipment	Equipment that is generally usable only for research, medical, scientific, or technical activities.
Sponsor	The agency directly funding a research opportunity and to whom the proposal will be submitted.
Sponsored Agreement	A contract, grant or cooperative agreement detailing the programmatic and financial expectations of the parties entering the agreement.
Sponsored Research	(Sponsored Project) Research activity supported by resources outside the University, including both federal and non-federal sources.
SRI	(Sponsored Research Incentive) A program available at some organization's where a portion of indirect costs is returned to the PI, department, or unit that is generating the indirect costs. The SRI program was established as an incentive for departments to encourage their faculty to seek external support for their research/creative activities.

Stipend	A payment made to an individual under a fellowship or training grant in accordance with pre-established levels to provide for the individual's living expenses during the period of training. It is not offered in exchange for work.
STTR	Small Business Technology Transfer: A program designed to support cooperative research/research and development with potential for commercialization, through a formal cooperative effort between a small business and a U.S. research institution.
Subcontract	(Subaward, Subgrant or Sub agreement) A document written under the authority of, and consistent with the terms and conditions of an award (a grant, contract, or cooperative agreement), that transfers a portion of the research or substantive effort of the prime award to another institution or organization.
Subrecipient	<p>The "prime" recipient of a grant or contract, may allocate a portion of the work to another organization to complete. This is usually done if the organization or an individual at that organization has expert knowledge of the related field and will be a significant contributor to the project. Subrecipients of a grant are referred to as "subawards." Subrecipients of a contract are referred to as "subcontracts."</p> <p>Most sponsors will require documentation during the proposal stage to provide approval for a subrecipient. Typical required documentation includes a subrecipient budget, scope of work and signed letter of intent.</p>
Supplement	A request to the sponsor for the additional funds for an ongoing project during the <i>previously approved performance period</i> . A supplemental proposal may result from increased costs due to modifications in design or a desire to add a closely related component to the ongoing project.
Supplemental Pay	Extra compensation for full time employees for work performed outside of normal departmental job duties or for a secondary department. It is considered "supplemental" to their annual contractual pay.
SUSPENSION	Action which temporarily stops work and suspends funding pending a corrective action.
Termination	The ending of a federal award, in whole or in part at any time prior to the planned end of the period of performance.
TDC	(Total Direct Costs base) includes all direct costs without exclusions.
Terms and Conditions	All legal requirements imposed on an agreement by the sponsor, whether by statute, regulation(s), or terms in the award document. The terms of an agreement may include both standard and special provisions that are considered necessary to protect the sponsor's interests, and likewise, the University.
TOTAL PROJECT COSTS	Direct and indirect costs charged to the sponsor and direct and indirect Costs contributed by the grantee
Unrecovered Indirect Cost	Difference in awarded amount and what could have been awarded according to approved indirect cost rate. Can be shown as cost sharing or matching if allowed (check sponsor guidelines).