**OFFICE OF SPONSORED PROGRAMS**

**BUDGET CHEAT SHEET**

**One-Pager**

Submit all proposal budgets to the Dean for Sponsored Programs for review **at least one week before** the proposal due date: [Jeisenberg@bmcc.cuny.edu](mailto:Jeisenberg@bmcc.cuny.edu)

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| **RE-ASSIGNED TIME** | | | |
| **FRINGE** | **PER CREDIT** | **3 CREDITS** | **6 CREDITS** |
|  | $2,000 | $6,000 | $12,000 |
| 50.4% | $1,008 | $3,024 | $6,048 |
| TOTAL WITH FRINGE | $3,032 | $9,024 | $18,048 |
| *\*Must be pre-approved by your Chair in writing before the grant proposal can be submitted.* | | | |

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| **CURRENT RFCUNY FRINGE RATES** | | |
| Full-Time/Part-Time “A” | 35% | PT B staff can work 19 hours or less per week.  *Whenever possible, hire BMCC students, adjuncts and/or CUNY students for your PT positions.* |
| Part -Time “B” | 8.0% |
| Reassigned Time | 50.4% |
| Summer Salary | 24.9% |

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| **TAX LEVY FRINGE** | **FY2024** |  |
| FT | 50.4% | Note that Summer Salary fringe is the same as RFCUNY’s: 24.6% |
| PT | 13.6% |

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| **MTA Payroll Tax is its own Fringe Line Item = .60% x total of salaries and wage (not added to fringe)** | | | |
| Full-Time/Part Time “A” | Yes | Reassigned Time | NO |
| Part-Time “B” | Yes | Summer Salary | NO |

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| **NEGIOTIATED INDIRECT COST RATE AGREEMENT (F&A)** | |
| 71% | Multiplied (0.71) by the total of salary, wage, and fringe |
| Use full 71% cost on all federal grants |
| Use on-campus rates for all programs except those implemented > 50% outside of the USA |
| 10% | Preferred rate for grants on which the negotiated F&A cannot be used. |
| *\*Questions? Email: jeisenberg@bmcc.cuny.edu* | |

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| **GSA Travel and Per Diem Rates** |
| Government regulations require that all funds administered by RFCUNY adhere to a uniform set of guidelines for travel, regardless of the sponsor/funder. Sponsors and/or award agreements may have further restrictions. Lodging and Per-Diem rates by location are posted as follows: |
| Domestic Travel (in the US): [**https://www.gsa.gov/travel/plan-book/per-diem-rates**](https://www.gsa.gov/travel/plan-book/per-diem-rates) |
| International Travel:[**https://aoprals.state.gov/web920/per\_diem.asp**](https://aoprals.state.gov/web920/per_diem.asp) |