

	HARTFORD HEALTHCARE POLICY Overhead Charges	
Issuing Department: Research Administration	Original Date: September 3, 2009 Latest Revision Date: March 2, 2016 June 18, 2019 September 3, 2019	Approved By:  <hr/> Elizabeth Roper, MHS, Director of Research

Purpose:

To assure accurate management of overhead expenses for externally funded research projects at Hartford Healthcare

Scope:

This policy applies to all externally funded research.

Definitions:

Consortium: Project-specific charges/expenses to other entities (e.g., universities, private companies, other hospitals) that are conducting components of the study on a subcontracting basis.

Policy:

All externally funded research will be charged overhead as described under "Procedures" (see below).

Procedure:

Externally funded research must be reviewed and approved by Research Administration, with overhead rates as follows:

Federal and State

1. apply to all federal and state funded research, unless otherwise specified.

2. will be in accordance with the hospital's current federally negotiated rate agreement through the Department of Health and Human Services.
3. applies to all direct cost items except "consortium costs", patient care costs, renovations and equipment with a value of \$500 or more per item (consortium overhead associated with the project is calculated at the consortium institution's rate and is not included in the budget as direct costs).

Standard

1. apply to all externally funded research not subject to the federal rate.
2. apply to all direct cost items except IRB review fees, IRB submission fees, and consortium costs.
3. apply to the first \$2,500 of direct cost per item for equipment.
4. apply to overhead calculated at the consortium institution's rate (not included as a direct cost).

Reduced

Allowed only if approved by the Director of Research.