Quick Reference Guide for Grant Applications 2014-2015

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COVER SHEET INFORMATION

Legal name of Applicant:
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US Congressional District: 1st
Legislative District: 111th
FEIN Number: 48-1210777
DUNS Number: 07-627-4919

PLEASE NOTE: The FY15 Kansas fiscal year is July 1, 2014 – June 30, 2015

ADDITIONAL RESOURCES

MORE RESOURCES AT THE OFFICE OF SCHOLARSHIP AND SPECIAL PROJECTS:

www.fhsu.edu/academic/gradschl/ossp

GRANTS RESOURCE CENTER (GRC)

The Grants Resource Center provides grant information and special notices/announcements, as well as a GRANTSEARCH function via the Internet to paying member institutions and their employees.

Website: http://www.aascu.org/grc

Since this is a secure website, only Fort Hays State University faculty and staff may access this site using the designated username: fhsu and password: education.

Please DO NOT share this information with non-FHSU personnel.

INFO ED

http://www.infoed.org

Click on
"Spin" to search for funding
or "Genius Smarts" to set up your profile.

STATE OF KANSAS TRAVEL RATES & SUBSISTENCE RATES

For more information:
www.fhsu.edu/bus-off/fhsu-travel-policies/

Lodging

Before taxes	Rate	Maximum
In- State/border city	$83.00	$124.50
Regular Out of State	$83.00	$124.50
High-Cost Out of State	$159.00	$238.50
Special Out of State	$178.00	$267.00
International	Actual	Actual
Qualified conference lodging	Actual	Actual

If the rate is over the maximum allowed, the lodging must be a conference hotel (documentation required)

Meal Allowance

	Breakfast	*Lunch*	*Dinner*
In- State/border city	$9.00	$12.005	$25.00
Regular Out of State	$9.00	$12.00	$25.00
High-Cost Out of State	$12.00	$16.00	$33.00
Special Out of State	$14.00	$19.00	$38.00
*International**	$15.00	$21.00	$33.00
China	$7.50	$10.50	$16.50

** Or not to exceed $101/day*

Ground Transportation

Private vehicle

$.53 per mile (no state car available)
$.53 per mile for motorcycle

FHSU Motor Pool Rate

$.22 per mile plus fuel

For current mileage and fuel rates:
www.fhsu.edu/physicalplant/motor-pool/Motor-Pool/

Travel outside the U.S. must be on an American Flag carrier

Registration fees: If meals are included, the fee must be deducted based on the amount indicated in the new schedule of state travel regulations

***Refer to the State of Kansas Employee Travel Expense Reimbursement Handbook for Travel Expenses and any exceptions*

FOR FEDERAL TRAVEL AND PER DIEM RATES VISIT:
www.gsa.gov

INDIRECT COST RATE or FACILITIES & ADMINISTRATIVE (F&A) COSTS

The negotiated federal INDIRECT COST RATE for FHSU is 42% of salary + fringe. "Indirect costs" refer to the overhead charges for general support and management.

PAYROLL COSTS
FRINGE BENEFITS
(less Health Insurance)

CLASSIFICATION	FY14
Unclassified Personnel	.18172
Classified Personnel	.20942
Student Labor	.01052
Graduate Assistants	.01052
Student Summer – Not Enrolled	.08822

HEALTH INSURANCE RATES

	Monthly	Annual
Part Time:		
Single	$455.04	$5,460.48
With Family	$664.14	$7,969.68
Full Time:		
Single	$571.36	$6,856.32
With Family	$835.82	$10,029.84

Student labor
Student wage as of 7//14 = $8.25/hr
www.fhsu.edu/finaid/Student-Employment/

Graduate Assistantships
www.fhsu.edu/academic/gradschl/Graduate-Assistantships/