SAINT MARY'S COLLEGE OF CALIFORNIA
Notes on Federally Negotiated Indirect Cost Rate
As of July 1, 2025

The attached indirect cost rate agreement is the federally negotiated indirect cost rate in effect as of July 1, 2025 and until the Department of Health and Human Services (HHS) issues a new rate.

Saint Mary's federally negotiated indirect cost rate is 51% based on salaries and wages. The indirect cost rate agreement was negotiated with HHS and was issued on September 15, 2022 and was in effect from July 1, 2021 through June 30, 2025. A provisional rate agreement, using the same rate of 51% based on salaries and wages, has been in effect from July 1, 2025 to the present following the instructions on page 1 of the rate agreement, "PROV. 07/01/2025 Until Amended. Use same rates and conditions as those cited for fiscal year ending June 30, 2025."

On January 10, 2025, Saint Mary's submitted a renewal proposal to HHS for its rate agreement. On August 20, the college requested a status update. A reply was sent to Saint Mary's on August 26, 2025 from CAS-SF@psc.hhs.gov, stating the following:

> *Unfortunately we lost the majority of our staff during the HHS reorganization. Due to that we do not have a status at this time and wait times will be greatly impacted.*
>
> *We will continue to work on reviews on a FIFO order. Once assigned to a reviewer, we will contact you.*
>
> *It's also prudent for any awards to continue to honor provisional rates until such time as we can address the backlog.*

Per the instructions in the rate agreement dated September 15, 2022, Saint Mary's College is utilizing its provisional rate of 51% based on salaries and wages until a new rate agreement is finalized.

DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center
Financial Management Portfolio
Cost Allocation Services

1301 Young Street, Suite 1140
Dallas, TX 75202
PHONE: (214) 767-3261
FAX: (214) 767-3264
EMAIL: CAS-Dallas@psc.hhs.gov

September 15, 2022

Susan Collins
VP for Finance and Administration
Saint Mary's College of California
P.O. Box 4300
Moraga, CA 94575-4300

Dear Ms. Collins:

A copy of an indirect cost rate agreement is being sent to you for signature. This agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government.

Please have the agreement signed by an authorized representative of your organization and return to me by email, retaining the copy for your files. Our email address is CAS-Dallas@psc.hhs.gov. We will reproduce and distribute the agreement to the appropriate awarding organizations of the Federal Government for their use.

An indirect cost proposal, together with the supporting information, is required to substantiate your claim for indirect costs under grants and contracts awarded by the Federal Government. Thus, your next proposal based on actual costs for the fiscal year ending 06/30/2024 is due in our office 12/31/2024. Please submit your next proposal electronically via email to CAS-Dallas@psc.hhs.gov.

Sincerely,

Arif M. Karim -S Digitally signed by Arif M. Karim -S
Date: 2022.09.16 08:06:02 -05'00'

Arif Karim
Director
Cost Allocation Services

Enclosure

PLEASE SIGN AND RETURN THE NEGOTIATION AGREEMENT BY EMAIL

COLLEGES AND UNIVERSITIES RATE AGREEMENT

EIN:

ORGANIZATION:
Saint Mary's College of California
P.O. Box 4300
Moraga, CA 94575-4300

DATE:09/15/2022

FILING REF.: The preceding agreement was dated 03/13/2018

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: Facilities And Administrative Cost Rates

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

EFFECTIVE PERIOD

TYPE	FROM	TO	RATE(%)	LOCATION	APPLICABLE TO
PRED.	07/01/2021	06/30/2025	51.00	On-Campus	All Programs
PROV.	07/01/2025	Until Amended			Use same rates and conditions as those cited for fiscal year ending June 30, 2025.

*BASE

Direct salaries and wages including vacation, holiday, sick pay and other paid absences but excluding all other fringe benefits.

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

The fringe benefits are specifically identified to each employee and are charged individually as direct costs. The directly claimed fringe benefits are listed below.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

DEFINITION OF EQUIPMENT
Equipment is defined as tangible nonexpendable personal property (including information technology) having a useful life of more than one year and an acquisition cost of $5,000 or more per unit.

The following fringe benefits are treated as direct costs:
FICA, WORKERS COMPENSATION, MEDICAL/DENTAL/VISION/LIFE INSURANCE, LONG-TERM DISABILITY, RETIREMENT AND EAP.

NEXT PROPOSAL DUE DATE
A proposal based on actual costs for fiscal year ending 6/30/2024, will be due no later than 12/31/2024.

ORGANIZATION: Saint Mary's College of California
AGREEMENT DATE: 9/15/2022

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted: such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Title 2 of the Code of Federal Regulations, Part 200 (2 CFR 200), and should be applied to grants, contracts and other agreements covered by 2 CFR 200, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing facilities and administrative costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of facilities and administrative costs allocable to these programs.

BY THE INSTITUTION:

Saint Mary's College of California

(INSTITUTION)

DocuSigned by:
Susan H Collins
1E212B17DDEE4DB...

(SIGNATURE)

Susan H. Collins

(NAME)

Vice President for Finance and Administration

(TITLE)

9/20/2022

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

Arif M. Karim -S
Digitally signed by Arif M. Karim -S
Date: 2022.09.16 08:05:23 -05'00'

(SIGNATURE)

Arif Karim

(NAME)

Director, Cost Allocation Services

(TITLE)

9/15/2022

(DATE) 5848

HHS REPRESENTATIVE: Olulola Oluborode_

Telephone: (214) 767-3261