

## 15.01.01.R0.02 Distribution and Expenditure of Indirect Costs of External Grants for Scholarly and Creative Activity, Teaching, and Service



Approved September 1, 1996  
Revised February 1, 2003  
Revised September 1, 2006  
Revised April 13, 2009  
Revised January 24, 2011

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### Procedure Statement

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This procedure relates to the:

- Distribution and expenditure of net receipts (after any required payment to external organizations, such as the The Texas A&M University Research Foundation) of indirect costs of funds from external sources secured by faculty and professional staff; and
- Applies to all new grants for Scholarly and Creative Activity, Teaching, and Service received after January 1, 2011. All grants in force prior to that date are covered by the procedure in force when they were received.

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### Reason for Procedure

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This procedure outlines the distribution of remaining indirect costs from external sources and the appropriate expenditure of these allocations.

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### Procedures and Responsibilities

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1. The distribution of remaining indirect costs from external sources shall be as follows to support scholarly activity:

1.1 University General Revenue	15%
1.2 Principal Investigator(s)	25%
1.3 Division of Principal Investigator	15%
1.4 Graduate Studies and Research	25%
1.5 Department (of Principal Investigator)	20%

2. The funds shall be expended under the guidelines below, but must be in compliance with [Texas Education Code, 145.001 Grants and Research Expenses](#).

3. The investigator and other recipients of indirect cost allocations have broad discretion in spending the funds as long as they are not used for faculty salaries and meet all state, system, and university fiscal regulations, policies, and procedures. The portion allocated to the Division of the Principal Investigator is to be used to promote scholarly and creative activity such as sabbaticals, grant writers, and other related activities.
  4. All recipients must use these funds for furtherance of scholarly and creative activity in their respective areas. Indirect cost allocations may be used for allowable expenses such as to pay student assistants in research projects; travel to inquire about grant programs; laboratory supplies; computer software and hardware; and postage for conducting survey research.
  5. The dean of graduate studies and research shall facilitate the distribution of indirect cost funds, and the Office of Financial Services shall disburse the approved expenditures.
  6. Financial Services shall submit a detailed report of expenditures annually to the President's Advisory Council and President by October 1 of each year.
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## **Related Statutes, Policies, or Requirements**

[System Policy 15.01 \*Research Agreements\*](#)

[System Regulation 15.01.01 \*Administration of Sponsored Agreements – Research and Other\*](#)  
[Texas Education Code, 145.001 \*Grants and Research Expenses\*](#)

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## **Contact Office**

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