Office of the Vice President for Research

Research Administration Practices (RAP) Sessions

Under-recovery and Research@MIT app

May 21, 2025

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Information provided in this learning session is based on information available as of the date of this presentation

Agenda

RAP Sessions: Targeted skills based educational offerings open to the Research Administration community at MIT. Information gathered and shared with attendees can be taken back to their desks and applied immediately.

- Welcome and Introductions
- Under-recovery and the Process
- Research@MIT app overview
- Under-recovery Pilot and Transition
- Demonstrations for Proposal and Award Management
- Q&A
- Support & Resources

What is Under-recovery?

Under-recovery of F&A costs occurs when a sponsor does not fully reimburse MIT at its negotiated F&A rate.

- *From RAS website: Under-recovery of F&A Cost*

IDC/F&A Rate required by MIT

- IDC/F&A Rate allowed by Sponsor

= **Under-recovery**

Under-recovery Process

Beginning in FY2024, the Institute began a new process with under-recovery on **sponsored research programs.**

Each FY, the Institute allocates funding to Schools and the College, which is suballocated to the DLCI(s) for under-recovery in proposals and awards – this allows DLCI(s) to manage and monitor under-recovery in their areas, where the research is performed. *Under-recovery allocation may be augmented by local sources.*

***Note: Non research programs** currently follow a different process, and under-recovery should be discussed with the Dept Head, Dean's Office, and the Office of the Provost.*

Research@MIT App Overview

Research@MIT is a unified dashboard view of awards, protocols and sponsored and non-sponsored funding, with the ability to create and approve under-recovery requests and submit TLO disclosures.

For more information about Research@MIT app, including how to download, view documentation, and receive help, visit the Tools and Systems webpage.

Under-recovery Pilot

- Research@MIT app pilot for under-recovery requests began in Nov 2023:
  - Several DLCIs from all the Schools and College joined the Pilot in the following months
  - The scenarios encountered and feedback raised by these Pilot DLCIs led to improved functionality and enhancements in the app

A huge thank you to all the Pilot DLCIs and users in this endeavor!

- Transition from Pilot – now available to all DLCIs
- Contact RA Support at ra-help@mit.edu to get started:
  - Roles – Dept Admin, Dept Approver, other roles
  - Download the app
  - Demonstration/Walk through

Proposals Process Overview

PI or research administrator creates & submits UR request for review

Submits request including title, DLCI, sponsor, and start/end dates, or links to Kuali Coeus (KC) proposal

DLCI admin reviews request, links it to a PD and submits for approval

Links Kuali Coeus (KC) proposal which includes UR budget details

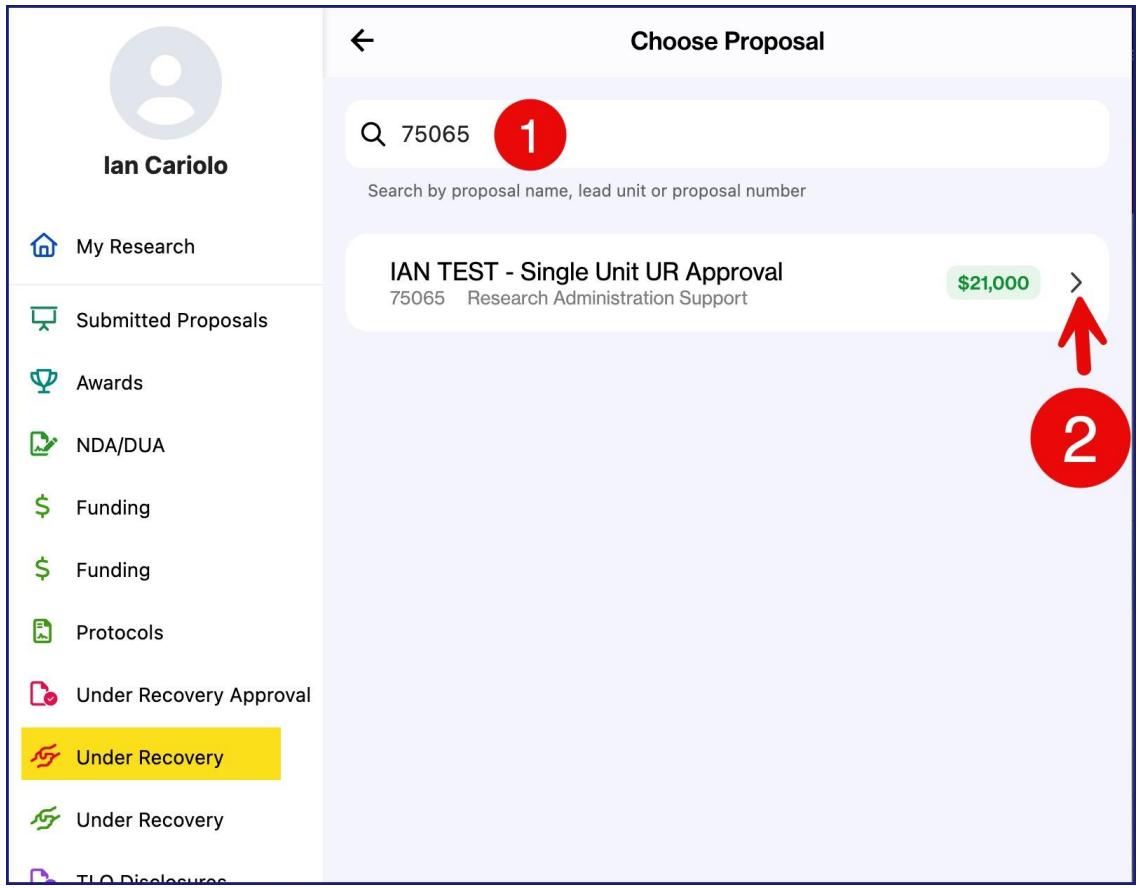
Department Head reviews and approves

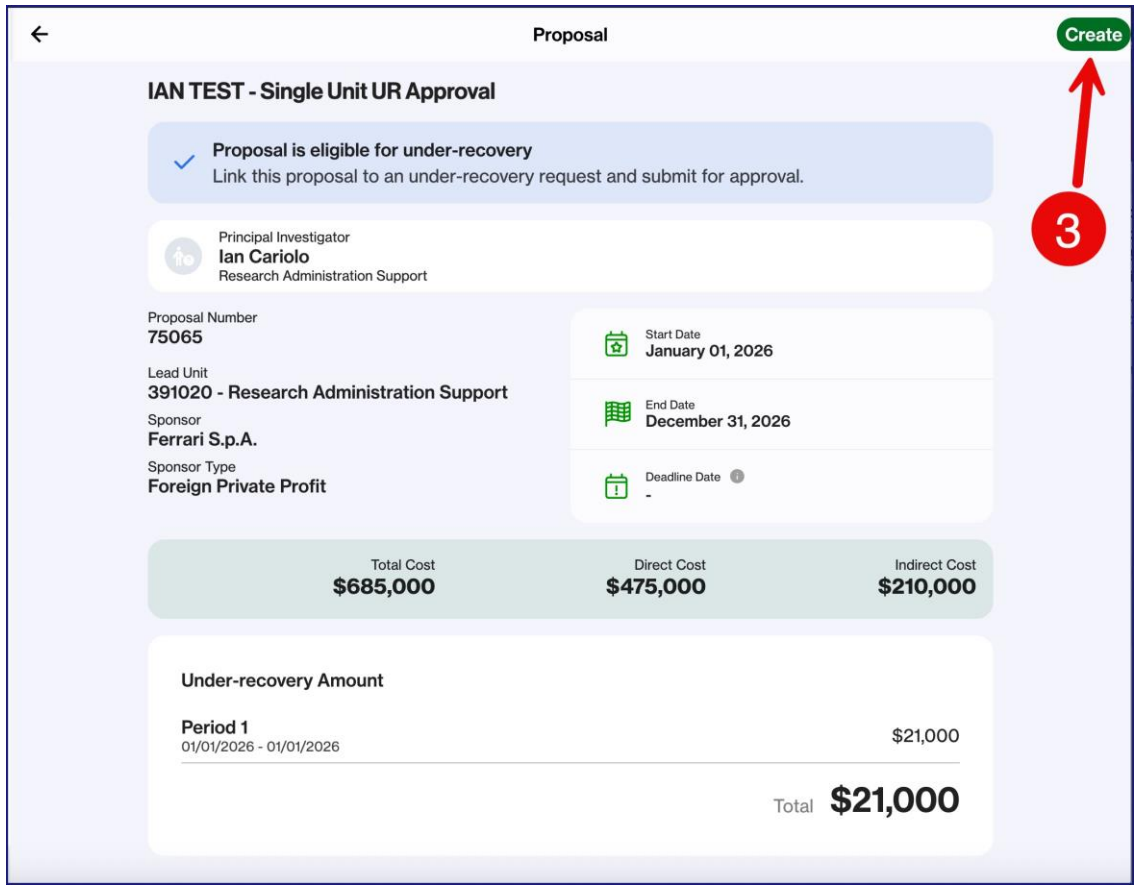
Review sponsor requirements & UR budget, then approves, returns, declines request, or submits to Dean Reviewer.

Approved requests in app auto-populate as a PDF attachment in KC proposal internal attachments

- *KC proposals and awards will always show the DLCI UR allocation account as the 'source account' (even when using local source accounts – see Award Management, slide 21)*

Demo – Single DLCI – Dept Admin





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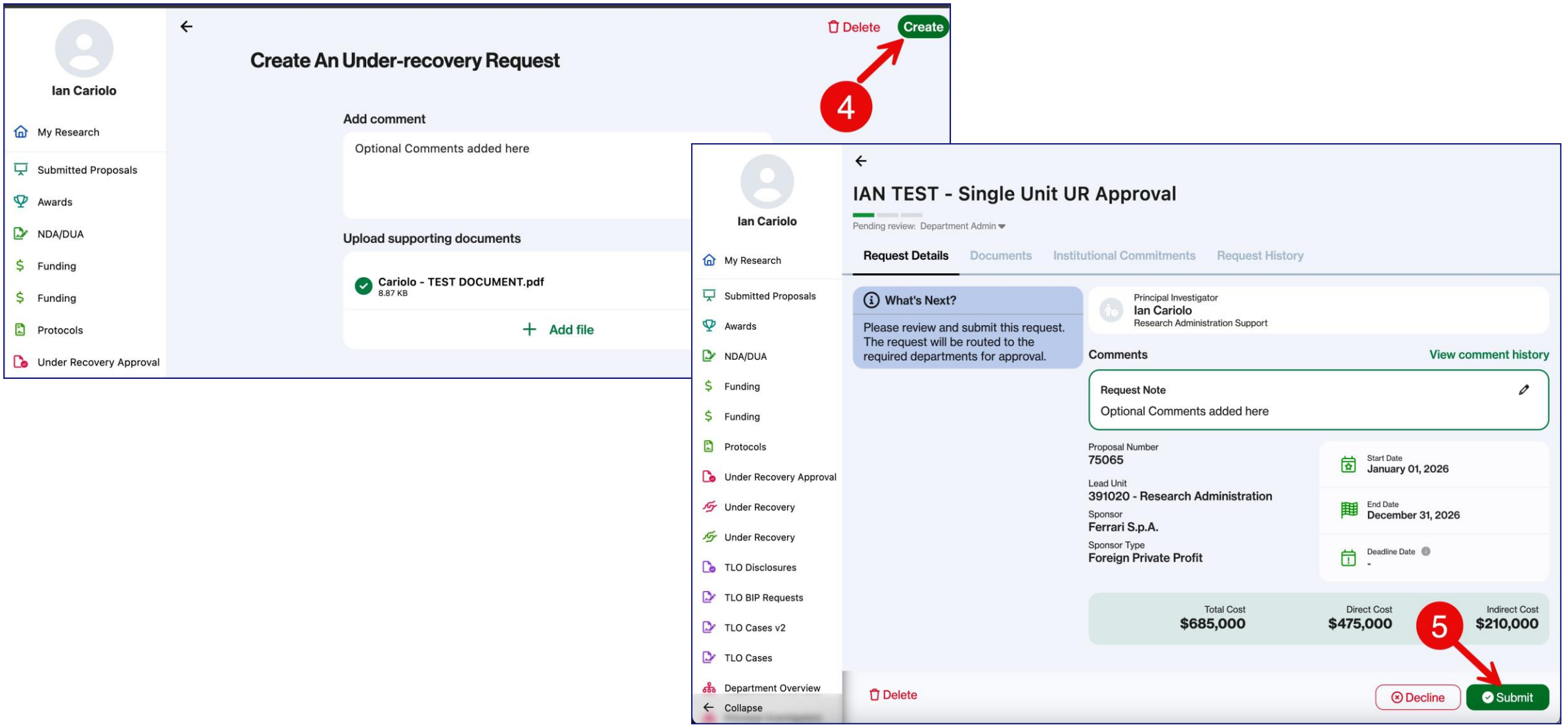
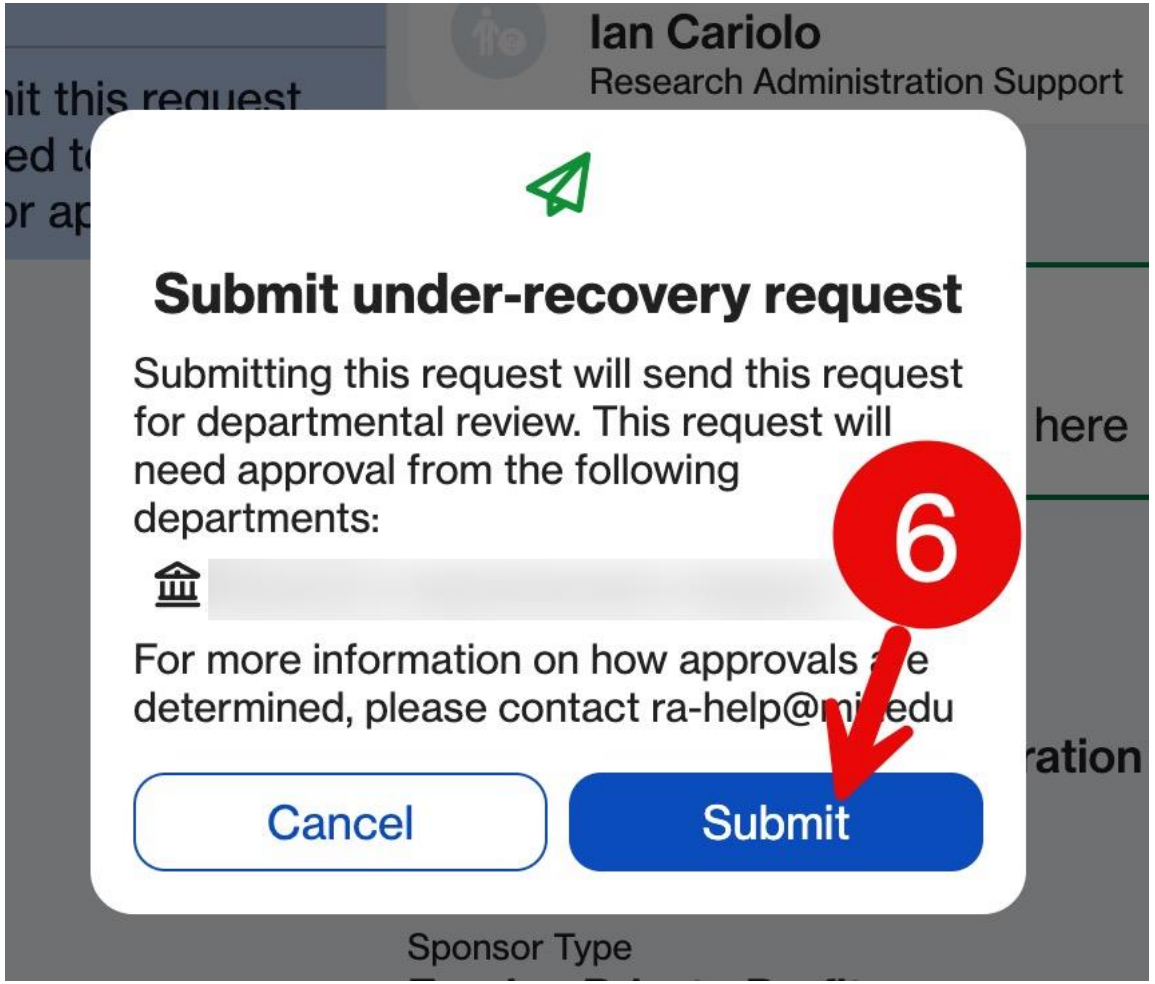
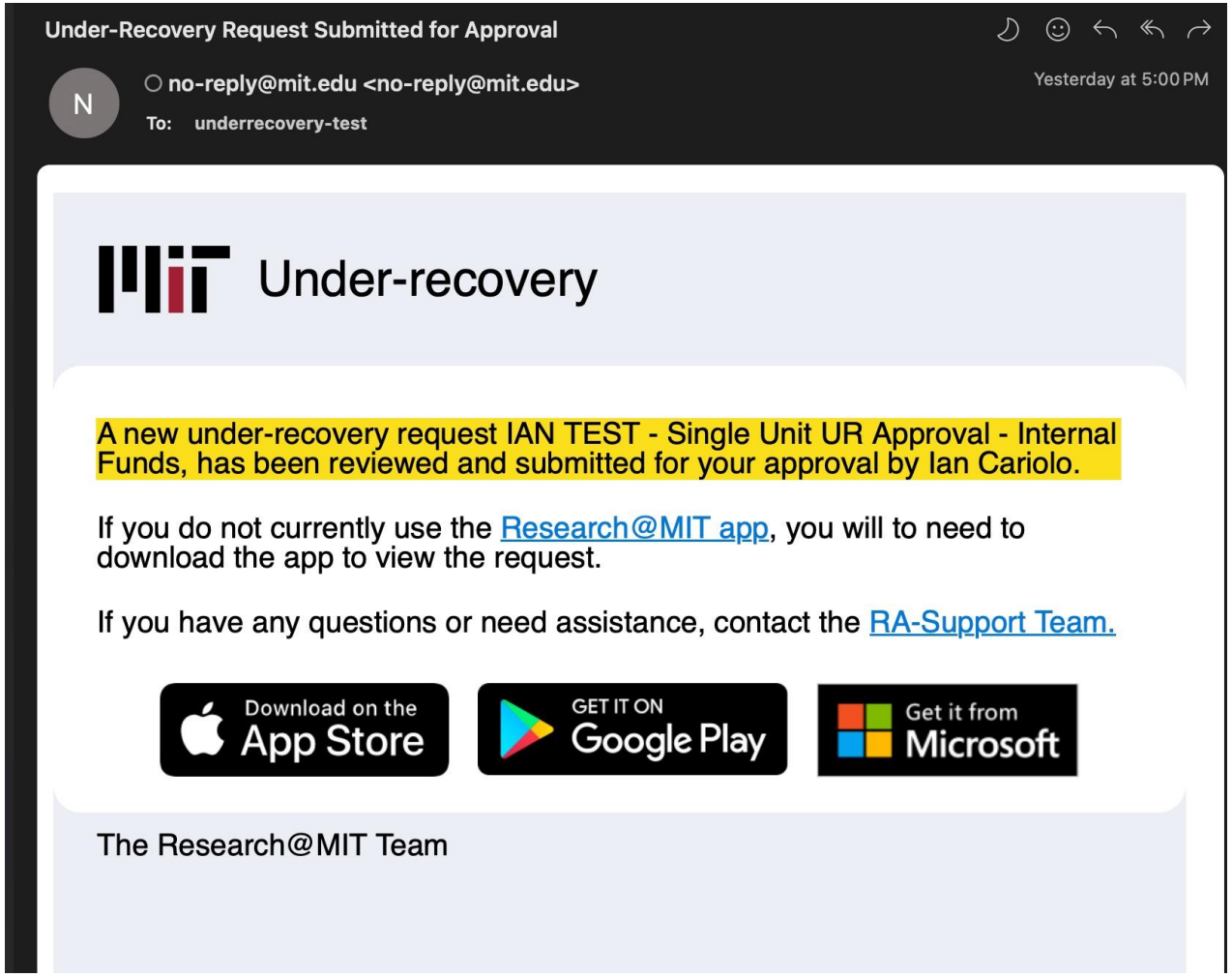


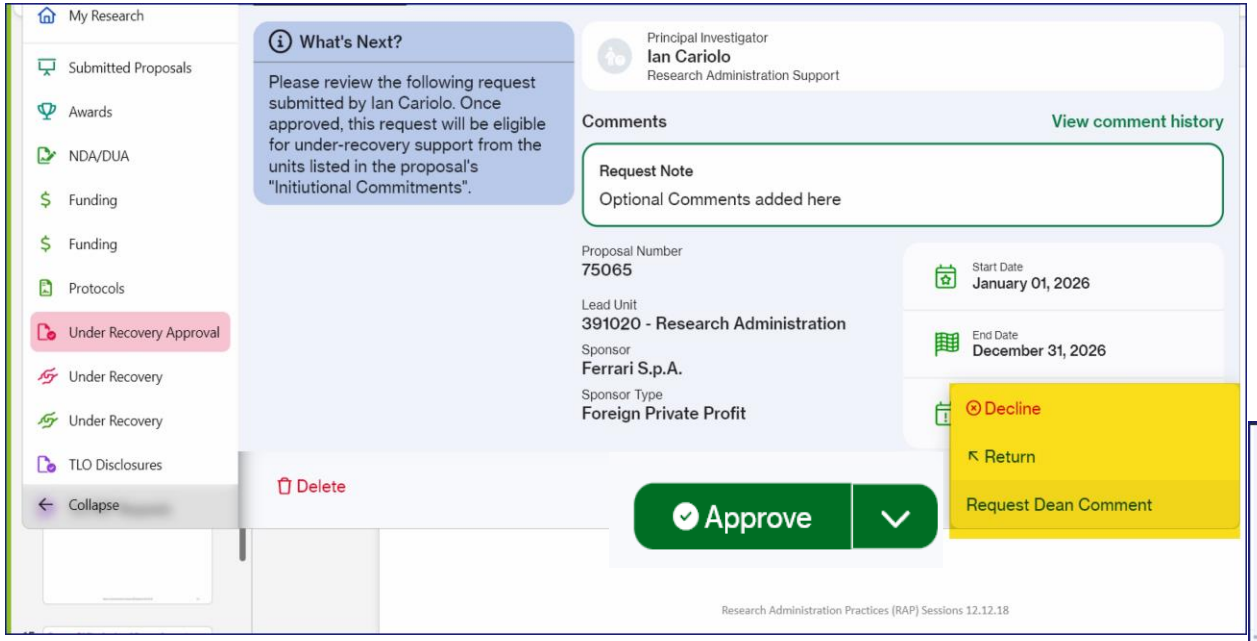
Demo – Single DLCI – Dept Admin

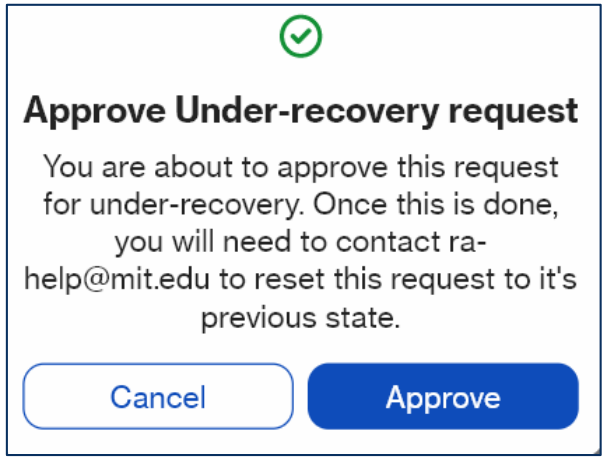


Demo – Single DLCI – Dept Approver

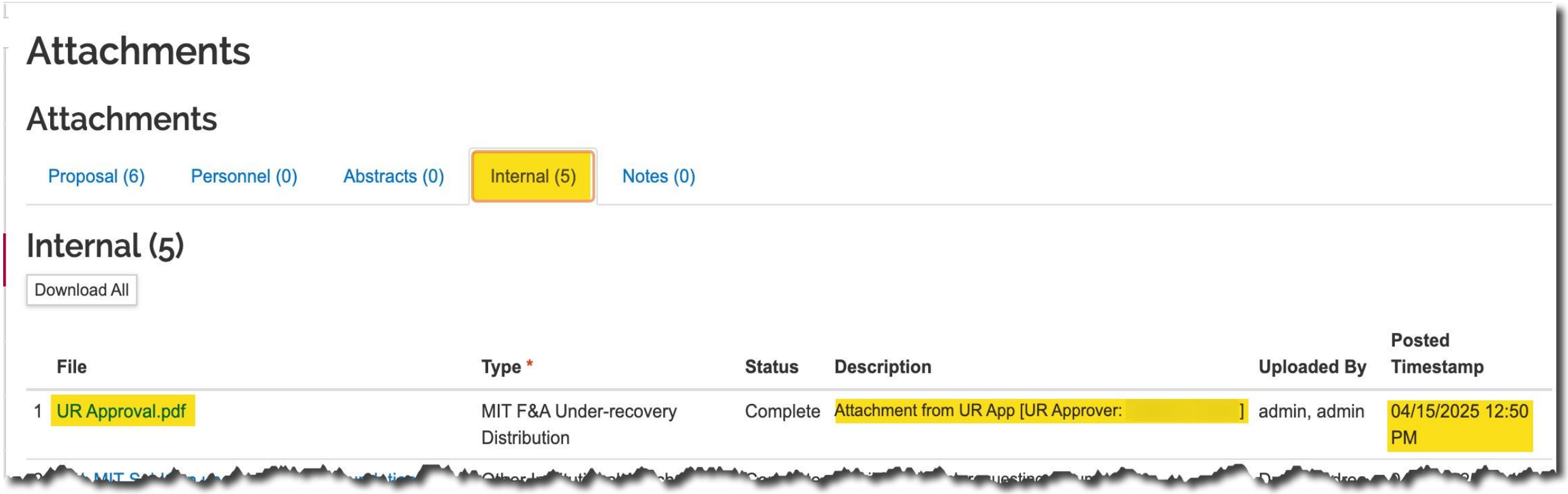


Demo – Single DLCI – Dept Approver





Demo – Single DLCI – KC proposal



Attachments

Attachments

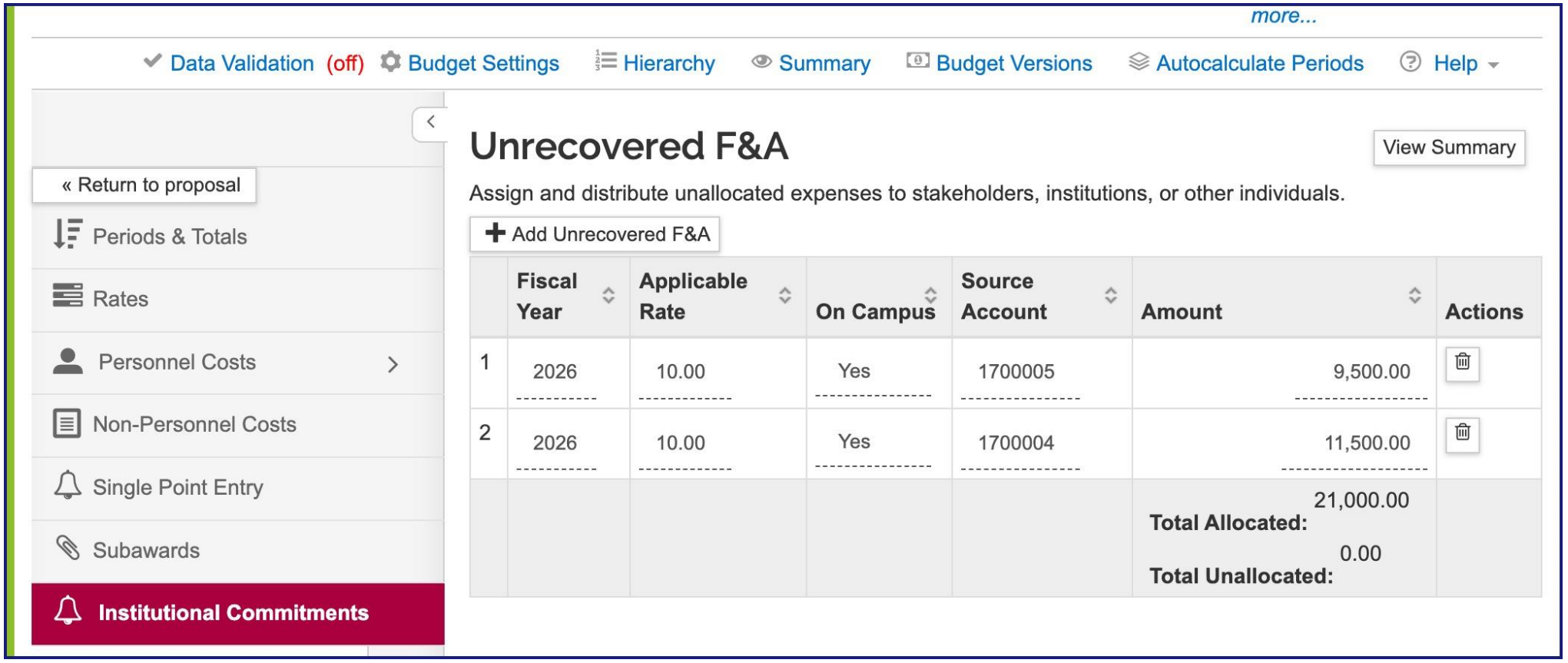
Proposal (6) | Personnel (0) | Abstracts (0) | Internal (5) | Notes (0)

Internal (5)

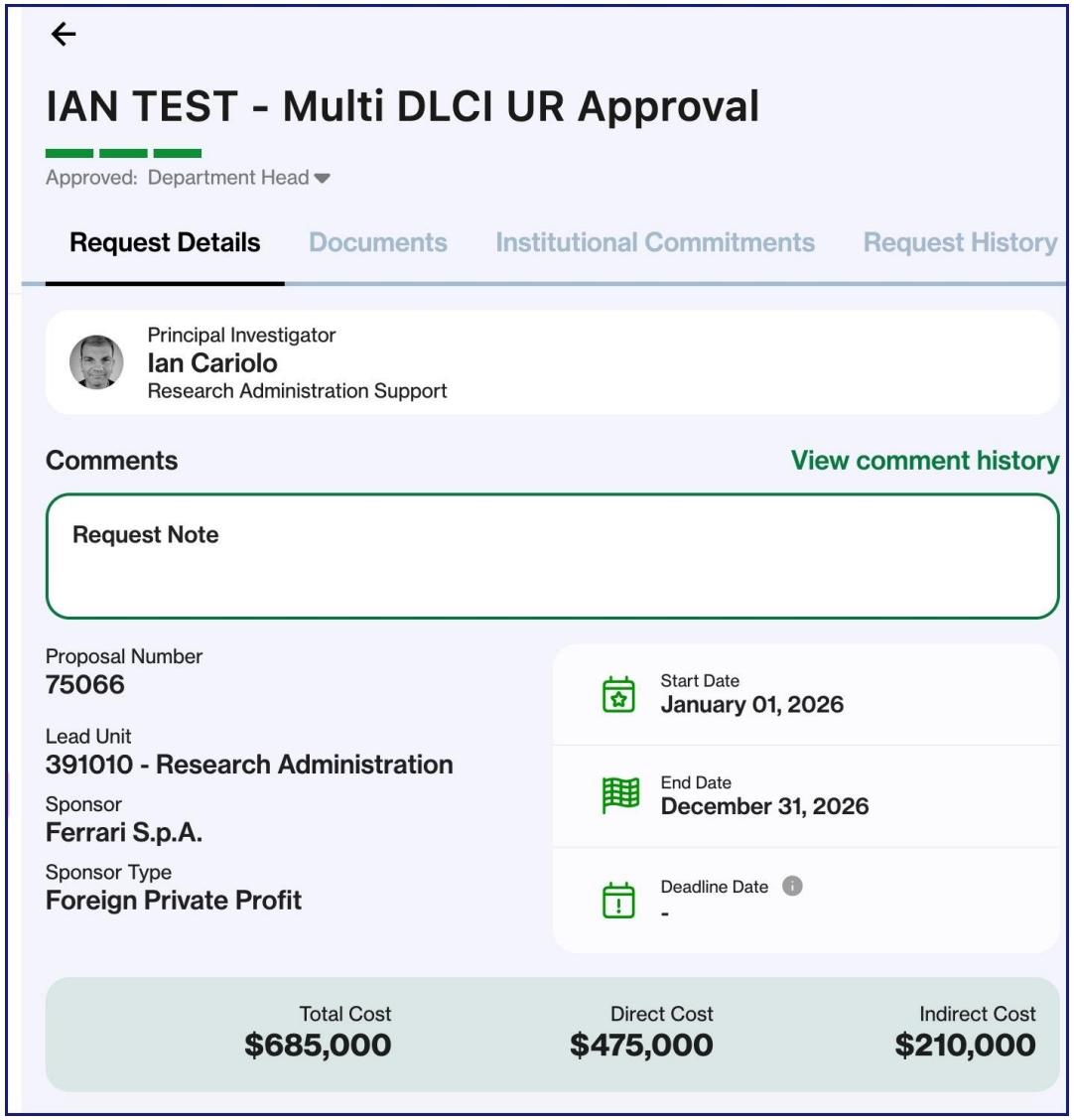
Download All

	File	Type *	Status	Description	Uploaded By	Posted Timestamp
1	UR Approval.pdf	MIT F&A Under-recovery Distribution	Complete	Attachment from UR App [UR Approver:]	admin, admin	04/15/2025 12:50 PM

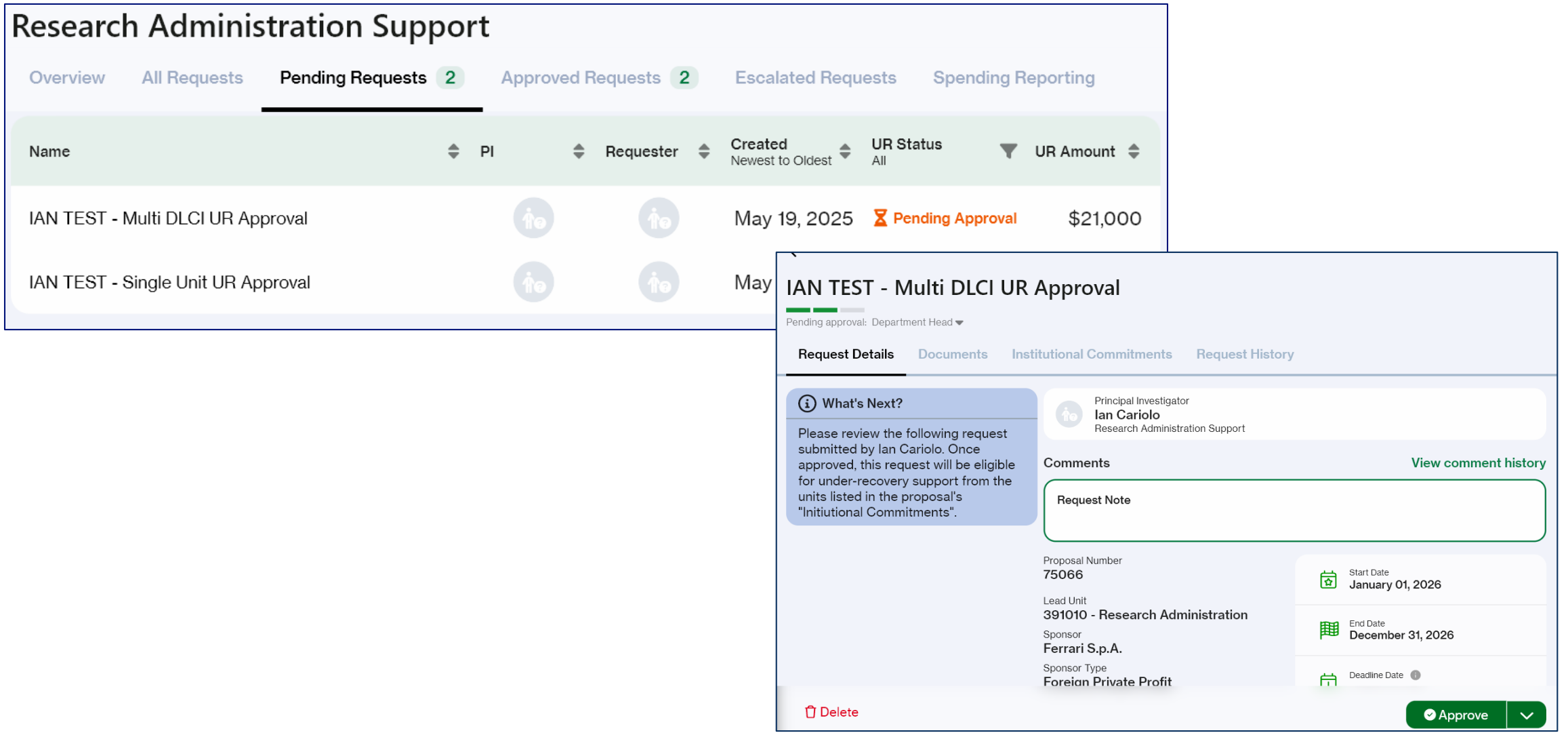
Demo – Multiple DLCI – Dept Admin



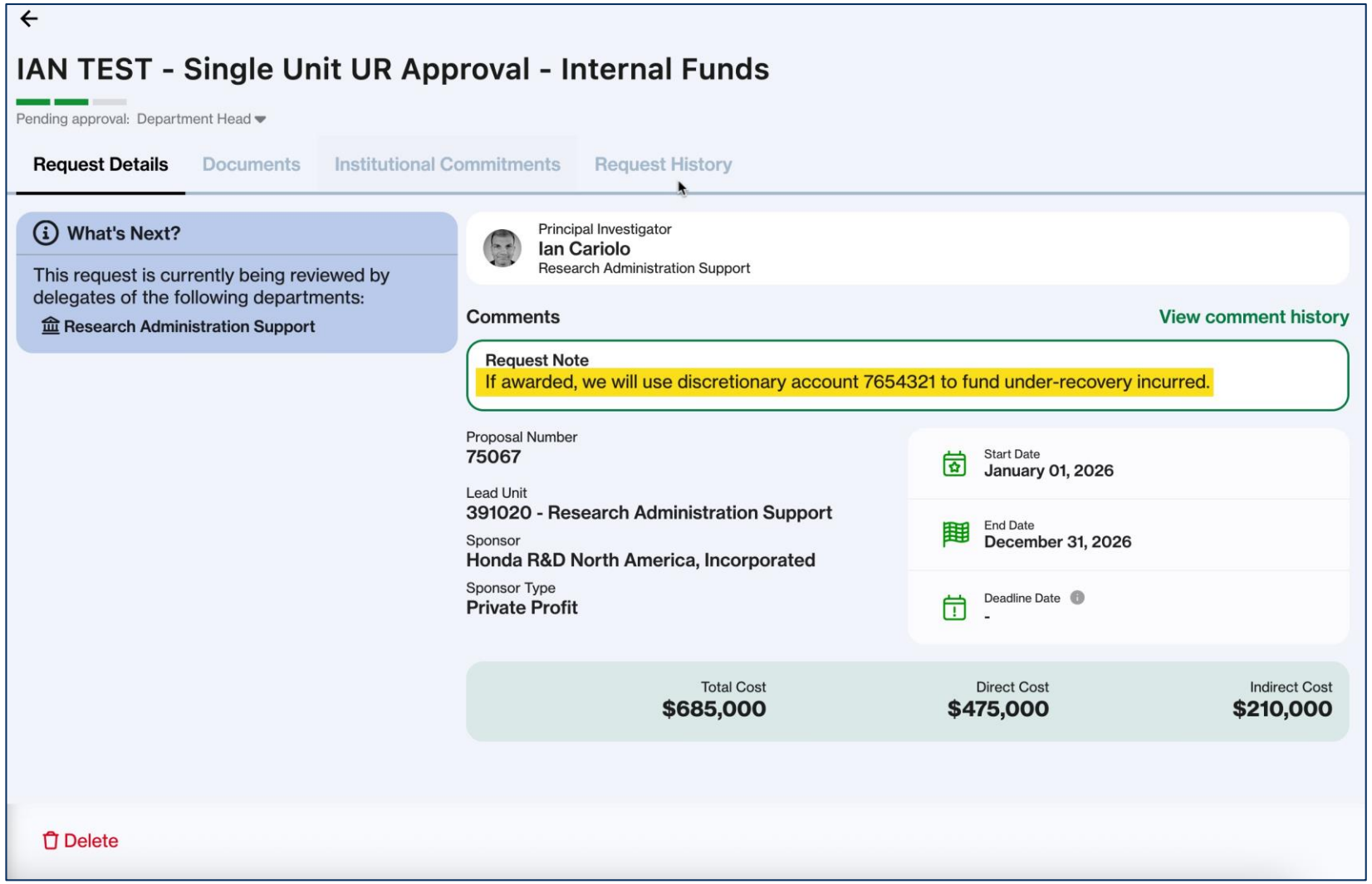
Demo – Multiple DLCI – Dept Admin



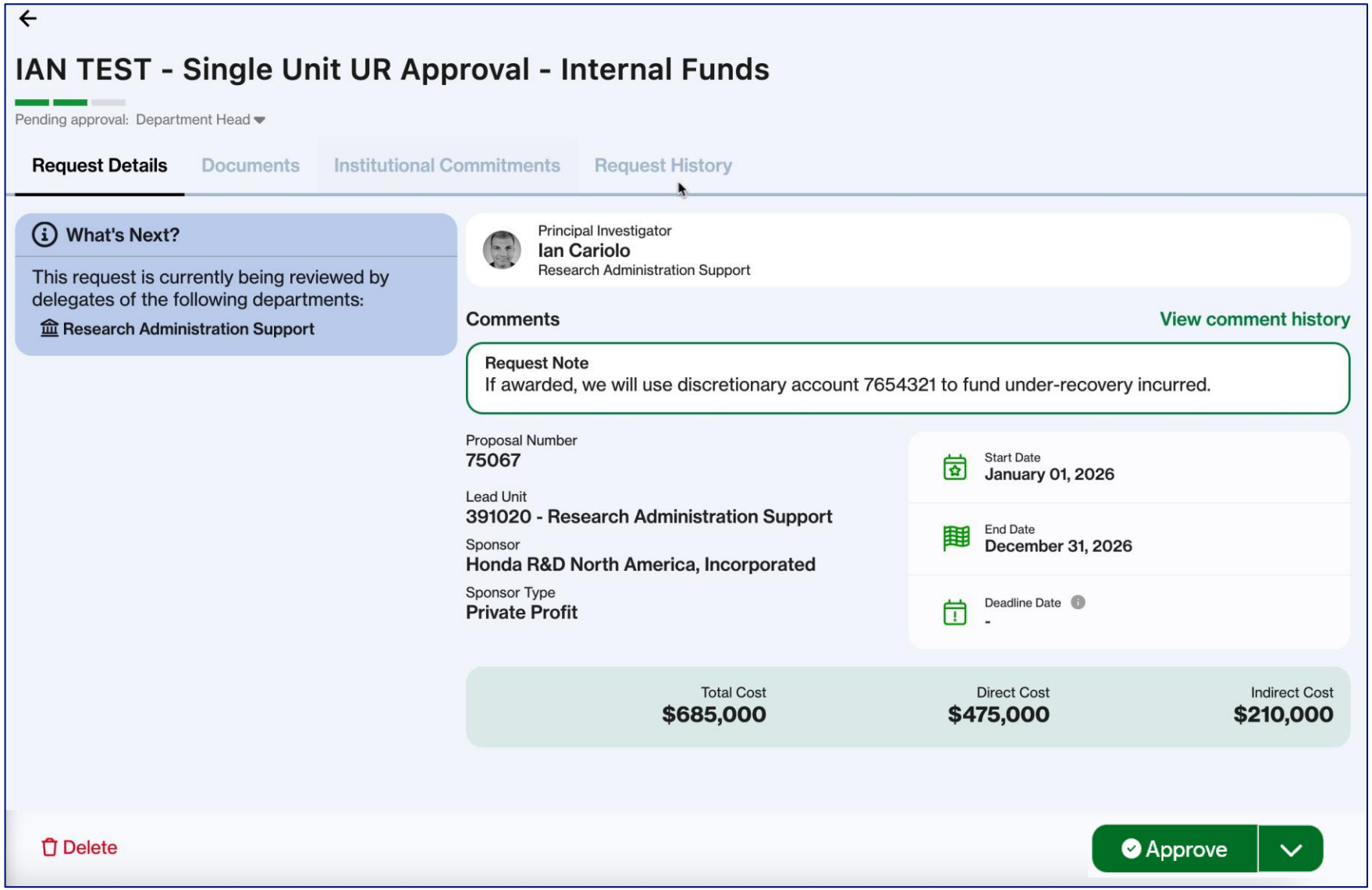
Demo – Multiple DLCI – Dept Approver



Demo – DLCI, Local Source Account – Dept Admin



Demo – DLCI, Local Source Account – Dept Approver



Demo – Dept Approver, overview of UR allocation

Award Management

- The DLCI UR Allocation Account in SAP will show the under-recovery incurred to date for Active Awards
- If using local source account(s) in awards to fund under-recovery, request budget transfer from local source account to DLCI UR allocation account by submitting a NIMBUS Budget Transaction Request (BTR) using GL 490104. Once transferred, these funds will carry forward to the next FY (*note Institute UR allocations do not carry forward to future FYs*)

GLs for Central and Supplemental Under-recovery Funding		
	Annual Central Allocation	**Supplemental Funding**
Source	Central budget	PI, DLCI, or School/College
G/L	422300	490104
Processed by	VPR and School/College	DLCI or School/College financial staff

We Appreciate Your Feedback

Please use one of the following methods to share your feedback:

- **QR code** below to access the survey using your phone or mobile device

- Click this link (copied to the chat) https://mit.co1.qualtrics.com/jfe/form/SV_cGQSwlV7N3F95QO

The link will also be provided in a follow-up email

Resources - Questions – Help

- Under-recovery Pilot
- Under-recovery Funding and Approval
- Research@MIT app – Tools and Resources
- RA Support Team – ra-help@mit.edu