



DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center  
Financial Management Portfolio  
Cost Allocation Services

1301 Young Street,  
Suite 106-1140  
Dallas, TX 75202  
EMAIL: CAS-Dallas@psc.hhs.gov

September 4, 2025

Ms. Joanne Mathew, CPA  
Chief Financial Officer  
Cal Poly Pomona Foundation, Inc.  
3801 West Temple Avenue  
Pomona, CA 91768

Dear Ms. Mathew:

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 this agreement signed by an authorized representative of your organization and return within ten business days of receipt. The signed agreement can be sent to me by email, while retaining the copy for your files. Only when the signed agreement is returned, will we then 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. Therefore, your next proposal based on actual costs for the fiscal year ending June 30, 2028 is due in our office by December 31, 2028.

Cost Allocation Services has a new system named Indirect Cost Allocation System (ICAS) that will replace our resource mailbox for accepting indirect cost proposals. Please use the following link to submit your next indirect cost rate proposals: <http://portal.icas.hhs.gov>. All future certifications and transmittal letters will be signed and transmitted within the new system using DocuSign.

Sincerely,  
Olulola O. Oluborode  
Digitally signed  
by Olulola O.  
Oluborode -S  
Date: 2025.11.25  
09:49:26 -05'00'

Olulola Oluborode, Acting Director  
Cost Allocation Services

Enclosure

PLEASE SIGN AND RETURN THE NEGOTIATION AGREEMENT BY EMAIL.

## COLLEGES AND UNIVERSITIES RATE AGREEMENT

EIN:  
ORGANIZATION:  
Cal Poly Pomona Foundation, Inc.  
3801 West Temple Avenue  
Pomona, CA 91768

Date: 09/04/2025  
FILING REF.: The preceding  
agreement was dated  
05/18/2020

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.

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### SECTION I: INDIRECT COST RATES

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RATE TYPES:		FIXED	FINAL	PROV. (PROVISIONAL)	PRED. (PREDETERMINED)
TYPE	<u>EFFECTIVE PERIOD</u>		RATE(%)	LOCATION	APPLICABLE TO
	FROM	TO			
FINAL	07/01/2024	06/30/2025	47.00	On-Campus	Organized Research
FINAL	07/01/2024	06/30/2025	50.00	On-Campus	Instruction
FINAL	07/01/2024	06/30/2025	34.00	On-Campus	Other Sponsored Activity
FINAL	07/01/2024	06/30/2025	26.00	Off-Campus	Organized Res, Instruction, Other Spons Act
PRED.	07/01/2025	06/30/2026	48.00	On-Campus	Organized Research
PRED.	07/01/2026	06/30/2027	49.00	On-Campus	Organized Research
PRED.	07/01/2027	06/30/2029	50.00	On-Campus	Organized Research
PRED.	07/01/2025	06/30/2029	50.00	On-Campus	Instruction
PRED.	07/01/2025	06/30/2029	34.00	On-Campus	Other Sponsored Activities
PRED.	07/01/2025	06/30/2029	26.00	Off-Campus	Organized Res, Instruction, Other Spons Act
PROV.	07/01/2029	Until Amended			Use same rates and conditions as those cited for fiscal year ending June 30, 2029

\*BASE

For awards that begin on or before 06/30/2025: Modified total direct costs, consisting of all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award). Modified total direct costs shall exclude equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

For awards that begin on or after 07/01/2025: Modified total direct costs, consisting of all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel and up to the first \$50,000 of each subaward (regardless of the period of performance of the subawards under the award). Modified total direct costs shall exclude equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$50,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

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## **SECTION II: SPECIAL REMARKS**

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### 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.

OFF-CAMPUS DEFINITION: The off-campus rate will apply for all activities: a) Performed in facilities not owned by the institution and where these facility costs are not included in the F&A pools; or b) Where rent is directly allocated/charged to the project(s). Actual costs will be apportioned between on-campus and off-campus components. Each portion will bear the appropriate rate.

The following fringe benefits are treated as direct costs:

FICA, SUI, WORKERS COMPENSATION, LIFE INSURANCE, HEALTH INSURANCE, AND RETIREMENT.

1. The rates in this rate agreement were reviewed in compliance with the HHS Grants Policy Statement applying a Salary Rate Limit (SRL) to indirect cost salaries & wages not exceeding the Executive Level II rate contained in the HHS Appropriations Act.
2. The next proposal, based on actual costs for FYE 06/30/2028, will be due no later than 12/31/2028.
3. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds \$5,000.  
Effective 07/01/2025: Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds \$10,000.

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### SECTION III: GENERAL

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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:

Cal Poly Pomona Foundation, Inc.

(INSTITUTION)

(SIGNATURE)

(NAME)

(TITLE)

(DATE)

ON BEHALF OF THE GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

Olulola O.

(SIGNATURE)

Olulola Oluborode

(NAME)

Director, Cost Allocation Services

(TITLE)

09/04/2025

(DATE)

HHS REPRESENTATIVE: Ashley Morris

TELEPHONE: (301) 492-4855

Digitally signed by  
Olulola O. Oluborode -S  
Date: 2025.11.25  
09:49:08 -05'00'

## COMPONENTS OF PUBLISHED FACILITIES AND ADMINISTRATIVE RATES

INSTITUTION: CAL POLY POMONA FOUNDATION, INC.

PERIOD: 07/01/2024 - 06/30/2029

	ORGANIZED RESEARCH		ORGANIZED RESEARCH		ORGANIZED RESEARCH		ORGANIZED RESEARCH		INSTRUCTION		OTHER SPONSORED ACTIVITIES	
	07/01/2024 - 06/30/2025		07/01/2025 - 06/30/2026		07/01/2026 - 06/30/2027		07/01/2027 - 06/30/2029		07/01/2024 - 06/30/2029		07/01/2024 - 06/30/2029	
	ON-CAMPUS	OFF-CAMPUS	ON-CAMPUS	OFF-CAMPUS	ON-CAMPUS	OFF-CAMPUS	ON-CAMPUS	OFF-CAMPUS	ON-CAMPUS	OFF-CAMPUS	ON-CAMPUS	OFF-CAMPUS
Building	7.60%		8.00%		8.30%		8.70%		8.70%		2.90%	
Equipment	0.60%		0.70%		0.70%		0.70%		0.70%		0.20%	
Interest	0.00%		0.00%		0.00%		0.00%		0.00%		0.00%	
Operations & Maint.	12.50%		13.00%		13.70%		14.30%		14.30%		4.80%	
Library	0.30%		0.30%		0.30%		0.30%		0.30%		0.10%	
General Admin	6.70%		6.70%		6.70%		6.70%		5.50%		11.20%	
Dept Admin	13.00%		13.00%		13.00%		13.00%		7.20%		4.50%	
Spon Proj Admin	6.30%		6.30%		6.30%		6.30%		0.10%		10.30%	
Student Serv Admin	0.00%		0.00%		0.00%		0.00%		13.29%		0.00%	
ADMIN COMPONENTS	26.00%	26.00%	26.00%	26.00%	26.00%	26.00%	26.00%	26.00%	26.00%	26.00%	26.00%	26.00%
TOTAL	47.00%	26.00%	48.00%	26.00%	49.00%	26.00%	50.00%	26.00%	50.00%	26.00%	34.00%	26.00%

\* Reflects provisions of Appendix III to Part 200 of Uniform Guidance—Indirect (F&amp;A) Costs Identification and Assignment and Rate Determination for Institutions of Higher Education (IHEs), C.8. dated December 28, 2013.

CONCUR:

(SIGNATURE)

TITLE

DATE