

Commonly Used Terms and Acronyms

For Sponsored Research

Acronym	Definition of Term
AAALAC	American Association for Accreditation of Laboratory Animal Care
BOG	State of Florida Board of Governors The 17-member governing board that serves as the governing body for the State University System of Florida, which includes all public universities in the state of Florida.
CAS	Cost Accounting Standards Founded on principles that costs will be consistently treated as a direct or indirect (F&A) costs.
CFR	Code of Federal Regulations An annually updated code to define general and permanent rules published in the Federal Register by the executive departments and agencies of the US federal government.
COI	Conflict of Interest UF Conflict of Interest (COI) policy contains a description of what is a COI under the Code of Ethics, which is set forth in the Florida Statutes. The policy discusses how to obtain a COI exemption from the Code for Research and license agreements.
Co-PI	Co-Principal Investigator/Co Investigator Key personnel, also responsible for conduct of the project and compliance.
DHHS	U.S. Department of Health & Human Services
DSP	Division of Sponsored Programs, UF, Office of Research Reviews, negotiates, executes all sponsored research at UF. Reviews all proposals and agreements related to externally funded sponsored programs. Approves proposed budgets.
DUA	Data Use Agreements An agreement required under the Privacy Rule and must be entered into before there is any use of data which contain protected health information (PHI). UF Privacy Office can help with writing and approving a DUA.
EIES	Engineering & Industrial Experiment Station Also known as FLEXStation, this UF programs provides economic impact and workforce development to Florida companies, communities and citizens, as well as applied research and development services to Florida industry to facilitate product and project development and technology commercialization.
Export Controls	An “export” occurs whenever controlled technology, technical data, software, materials, equipment, technical assistance or defense services are disclosed in any medium or manner outside of the United States, or to a foreign person no matter where located. Export controls are regulated by US laws.

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F&A	Facilities & Administration (F&A) (formerly Indirect Costs) The University negotiates F&A rate with the US Department of Health and Human Services and reflects the cost of real, auditable expenses incurred in the conduct of research. These costs support the operation of facilities and administration and are not easily tied to a specific project. These costs support the conduct of research regardless of source of funding.
FAC	Florida Administrative Code Administrative rules and regulations of Florida state agencies.
FAR	Federal Acquisition Regulation (FAR) is the principal set of rules over government procurement.
FDP	Federal Demonstration Partnership is an association of federal agencies, academic research institutions with administrative, faculty and technical representation, and research policy organizations that work to streamline the administration of federally sponsored research.
FMC	Federal Management Circular FMC 74-4, specifies the use of predetermined indirect cost rates in grants and contracts with State and local governments authorized by law or Comptroller General decision, and if the fixed or predetermined indirect cost rate with a following year adjustment to reflect actual cost incurred.
FOA	Funding Opportunity Announcement A publically available document by which a Federal agency publicizes intent to award discretionary grants or cooperative agreements usually within a framework of a competition for funds. Also referred to as program announcements; request for applications (RFA); notices of funding availability; solicitations.
IACUC	Institutional Animal Care and Use Committee A federally mandated committee, qualified through the experience and expertise of its members that oversee its institution's animal program, facilities, and procedures.
IDC	Indirect Costs Also known as F&A Rates – Facilities and Administrative rates. The University negotiates a F&A rate with the US Department of Health and Human Services and reflects the cost of real, auditable expenses incurred in the conduct of research. These costs support the operation of facilities and administration and are not easily identified with a specific project. These costs support the conduct of research regardless of source of funding.
Human Subject Research	According to the federal regulations (45 CFR 46 102.f) a Human Subject means a living individual about whom an investigator conducting research obtains: <ol style="list-style-type: none"> 1. Data through intervention or interaction with individual 2. Identifiable private information
IFAS	Institute of Food and Agricultural Sciences A federal-state-county partnership dedicated to developing knowledge in agriculture, human and natural resources, and the life sciences, and enhancing and sustaining the quality of human life by making that information accessible.

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IRB	Institutional Review Board Institutional review for all human subject research. At UF there are 4 Boards: IRB01 oversight for all Health Science Center projects in Gainesville; IRB02 represents oversight to social, behavioral, educational research and other studies that involve survey research; IRB03 represents oversight of Jacksonville Health Science Center; and WIRB for industry sponsored funding.
LOI	Letter of Intent Sponsored research may require a letter in advance of submission of a proposal. The LOI includes the names of PIs, potential partners, the proposed title, and a brief summary of the research. The LOI is not binding.
MOU	Memorandum of Understanding A non-binding formal agreement to establish official partnerships. Details the terms and responsibilities for each party. Although not legally binding, the MOU demonstrates serious intent.
MTDC	Modified Total Direct Costs Is the base to which indirect costs (F&A) are calculated. At UF, this is the Total Direct Cost (TDC) minus equipment, patient care, tuition, participant support costs, rental costs of off-site facilities, scholarships, fellowships, and the portion of each subaward in excess of \$25,000.
NIH	National Institutes of Health
NOA	Notification of Acceptance
NSF	National Science Foundation
OCO	Operating Capital Outlay The appropriation category used to purchase equipment, fixtures, and other tangible personal property of a non-consumable and nonexpendable nature. Examples include equipment, fixtures, and other tangible personal property of a non-consumable nature and has a normal expected life of one year or more.
OE	Operating Expense Expenses necessary in conducting the research project. May include, salary and fringe benefits, equipment, travel, supplies. These are the direct costs necessary to implement the project.
OMB	Office of Management and Budget Largest office within the Executive Office of the President of the United States. The OMB oversees the federal government procurement, financial management and regulatory policy. The OMB circular outlines the uniform administrative requirements for grants and other agreements with institutions of higher education, hospitals, etc.
OPPMAN	Opportunities Manager The UF Office of Research, Division of Research Development search tool to find funding opportunities.
OPS	Other Personal Services UF at-will temporary employment positions.
OR	Office of Research

Acronym	Definition of Term
OTL	Office of Technology Licensing Facilitates and administers the licensing of university discoveries to the market.
PHS	Public Health Service
PI	Principal Investigator The individual ultimately responsible for the conduct, preparation and administration of the project, contract, or other agreement. This individual is responsible for the project to be compliant with applicable laws, regulations and institutional policy.
Pivot™	A search tool providing access to a comprehensive listing of funding opportunities globally .
RCR	Responsible Conduct in Research
RFA	Request for Application A notice in which an organization announces that grant funding is available and allows individuals/organizations to present bids on how the funding could be used. The RFA identifies funds set aside by one or more agencies for awarding grants. Specifies the programs eligible for funding under grants.
RFP	Request for Proposal Solicits proposals with specified guidelines and a target due date. Competitive. The RFP specifies what the organization is looking for and has an established evaluation criteria for assessing proposals.
RFQ	Request for Quotation An invitation to bid for a contract to provide a specific product or service.
SUS	State University System
SWF	Salaries, Wages and Fringe
TDC	Total Direct Costs Costs associated with executing the research project. Includes salaries, materials and supplies, travel, etc.
UFF	University of Florida Foundation, Inc. Also known as UF Advancement, this is the fundraising and private gift fund management unit for the University of Florida.
UFIRST	University of Florida Integrated Research Support Tool Online workflow software to process, track and report on all sponsored research.
UFRF	University of Florida Research Foundation, Inc. Established in 1986 to promote, encourage and provide assistance to the research activities of the University faculty, staff, and students. This the not-for-profit organization provides a venue by which discoveries, inventions, processes and work products of the University of Florida faculty, staff and students can be created and transferred from the laboratory to the public. Funds generated by such discoveries are used to enhance research at the University of Florida.