

# Direct and Indirect Costs and Examples of Unallowable Costs

## Typical Direct Costs

- Salaries/Wages/Fringe Benefits for Technical and Programmatic Personnel Faculty, technicians, scientists, research assistants, postdoctoral associates, or other technical and programmatic personnel who are necessary to meet the goals/objectives of a sponsored program.
- Scientific and technical equipment (special purpose equipment)
- International telephone charges
- Maintenance of scientific and technical equipment
- Materials and supplies necessary for the project (including noncapitalized equipment)
- Participant support
- Rent - when using off-campus facilities
- Services, including animal care, external consultant/professional, service centers
- Subawards/Contracts
- Subject costs/Patient Care
- Travel

## Typical Indirect Costs – Should be Charged to an Unrestricted Account

- Salaries/Wages/Fringe Benefits for Administrative and Clerical Support Personnel performing administrative and clerical services – See 2 CFR 200.413(c) (Uniform Guidance)
- Subscriptions, library books, periodicals, etc.
- General supplies and office supplies
- Computing devices (unless essential to the project)
- Software - General
- Business meals
- General equipment and office equipment
- Janitorial services
- Photocopy and printing services (for general business use)
- Postage and postal/mailing services (for general business use)
- Repair and maintenance (buildings, grounds, general/office equipment, remodeling, etc.)
- Sanitation services including hazardous waste
- Telephone (recurring, installation, and maintenance), cell phones, smart phones, pagers
- Utilities
- Membership in any civic or community organization, country club, social or dining club. Includes individual/personal memberships in professional and scientific/technical organizations

## **Examples of Unallowable Costs**

- Costs that are designated as unallowable costs by 2 CFR 200 (Uniform Guidance) include:  
Advertising expenses except for employee and subject recruitment for the performance of an award and other exclusions
- Alcoholic beverages
- Alumni activities
- Bad debts and related collection and legal costs
- Commencement and convocation costs
- Contributions and donations
- Certain defense and prosecution of criminal and civil proceedings
- Entertainment costs (with rare exclusions)
- Certain fines and penalties
- Goods and services for personal use
- Insurance against defective work
- Certain interest, fund raising, and investment management costs
- Lobbying costs
- Losses or excess of costs over approved funding levels
- Malpractice insurance that does not involve human subjects or training of participants in research techniques
- Certain relocation costs
- Public relations costs not specifically required by the Federal award
- Selling and marketing costs
- Student activity costs