

CFA Research Grants Allowable/Unallowable Expenses

In preparing your project budget, you should consult with the following list of allowable/unallowable expenses. Additional questions should be addressed to either the Associated Dean for Research, Michael D. Carrasco (mcarrasco@fsu.edu), or your department's fiscal administrator.

Eligible costs:

- Temporary OPS Staff support: All OPS staff will need to be onboarded by HR prior to the beginning of their work.
- Consumable materials
- Collaborator and consultant fees
- Conference and Residency fees
- Printing expenses
- Shipping expenses
- Travel essential to the project: do not make travel arrangements prior to notification of award status. Certain travel expenses (airfare) MUST be booked directly through the university's travel service. You will not be reimbursed for airfare fare purchased on your own.
- Workshops and courses
- Equipment: All equipment purchased through this award will remain property of FSU.

If asking for equipment consider the following:

- Make a case for your use of the equipment and the department's use of it later on, where it will be housed, who will be responsible for it.
- Make sure you consult with your chair regarding any equipment's future use.
- Ongoing recurring expenses for equipment will need to be approved by department chair prior to purchase as it will become the department's responsibility to cover charges.
- Make sure that you have checked whether the university has this equipment or comparable equipment that you might have access to.
- Equipment utilizing network resources will need to be reviewed by CFA IT prior to purchase
- Equipment must comply with all University safety, electrical, and ventilation requirements prior to purchase.

Ineligible costs:

- Salary support
- Office supplies
- Tuition
- Membership fees
- Gift cards for Research Participants without prior approval
- Graduate Assistants