EPC Codes / Cost Center Combo

AWARD #: _____   **SPONSOR:** _____

*NOTE: The default EPC code for Fund 30/31 awards is "Research" which is a systematic study directed toward fuller scientific knowledge or understanding of the subject studied & is directed toward the production of useful materials, devices, systems, or methods. The term "research" also includes training individuals in research techniques where such activities utilize the same facilities as other R&D activities and where such activities are not included in the instruction function. "Instruction" and "Public Service" are the exceptions and must be substantiated with documentation and/or specific language found in the award file.   All project numbers associated with an award should be classified with the same EPC code.   See the following links for EPC definitions.
http://abs.colorado.edu/ABS_WEB/nonhtm/word/epc.doc   &   http://abs.colorado.edu/ABS_WEB/nonhtm/other/epc.xls

(According to Dorothy Joeris, ABS's Cost Accountant, how to code the EPC depends on how the facilities are going to be used. If lab facilities are going to be used for a training grant to teach undergrads research techniques, and its purpose is a finished product, it should be classified as "research" because research facilities are being used. If the same purpose is being fulfilled with special classes or classroom training using classroom facilities, then it should be classified as "instruction").

Short Description of Award Type	**Instruction**	**Public Service**	**Comments**
_____	☐	☐	_____
			_____
			_____

_____   _____
Date   Reviewer

Examples:

#	Award Type	Comments
1	Faculty Fellowships (ALWAYS research; doesn't need an exception form)	
2	Instruction F&A Rate applies (ALWAYS instruction)	
3	Federal Dept of Education (Must determine -- see comments)	This can be research, instruction, or public service depending on its purpose and the audience (those receiving the benefit).
4	NIH Training Grants (NORMALLY research)	If personnel supported by the award are required to attend Responsible Conduct of Research training, the award is classified as "research." If they are not required to attend RCR it could be either "instruction" or "public service"
5	NASA Fellowships, including NESSF (NORMALLY research)	If personnel supported by the award are required to attend Responsible Conduct of Research training, the award is classified as "research." If they are not required to attend RCR it could be either "instruction" or "public service"
6	Shakespeare Festival or other performance grants (NORMALLY public service)	If purpose of the award is to benefit the public, then its purpose should be classified as "public service". In other words, the purpose and benefit of the award is not restricted to a specific population or group within the University community.
7	Conference grants (Must determine -- see comments)	This can be research, instruction, or public service depending on its location, purpose & audience (those receiving the benefit).
8	Travel grants (Must determine -- see comments)	This can be research, instruction, or public service depending on its purpose and the audience (those receiving the benefit).
9	Peace Corps recruiting award (NORMALLY public service)	Campus recruiting table uses public areas (i.e., UMC food courts) & its purpose is to enlist people to serve the public overseas.

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as other R&D activities & where such activities are not included in the instruction function.

Instruction and "Public Service" are the exceptions and must be substantiated with documentation and/or specific language found in the award file.