

Participant Support FAQs

1. What is Participant Support?

Participant support are those costs paid to (or on behalf of) participants or trainees (not employees) for participation in meetings, conferences, symposia, and workshops or other training activities. They can include fellowships, scholarships, and other forms of student financial aid. These activities are not intended to benefit the university, but to be a benefit to the Participant.

2. What are the allowable Costs for Participant Support?

Registration fees, travel allowances, manuals and supplies, tuition and stipends may be regarded as participant support costs in this case. The exact categories for each Participant Support Project are found within the award documentation.

3. What are the different types of Participant Support?

Participant Support can be categorized by three types. Each award clearly defines the type of Support and the specific requirement for each award.

Participant Support
REU (Research Experiences for Undergrads)
GRS (Graduate Research Support)

4. Are IDC (F&A) costs included on Participant Support projects?

NO. Remember, Participant Support is for the benefit of the Participant, not the university. Any administrations costs needed for the Participant Support must be clearly stated in the proposal and within the award document.

5. Why is the Participant Support portion of an award have its own project and SpeedType?

Federal regulations state Participant Support must be kept in a separate account and tracked for better internal controls.

6. Who is eligible to be a Participant?

Participants are not required to provide ANY deliverable to the University (including the research project) or a 3rd party. In general, University employees cannot be a Participant.

7. Can Salary be charged to Participant Support?

In general, only stipends may be charged can be charged to Participant Support project. Stipends denote Participant is not an employee of the University.

8. What Job Codes are eligible to be a Participant?

To avoid excluding those university students that are working to support their schooling the opportunity to be a Participant, there are very few exceptions allowed.

- Post-Doctoral (Post-Doc) Trainee (3201) – Appointee must possess a Ph.D. or equivalent. The appointment is viewed as transitional or training, and involves research or training exclusively. No service to the university is expected.
- Pre-Doctoral (Pre-Doc) Trainee (3204) – This refers to graduate students enrolled in a pre-doctoral program and participating on a training grant. No service to the University is expected.
- Student Stipend (3205) – Trainees, who are not graduate students, but enrolled in high school or undergraduate programs and participating on a training grant. No service to the university is expected.
- Participant Stipends (3207) – Participants, who are not employees, related to sponsored projects that are entitled to receive stipends for their participation in the sponsored project protocol. Generally, these stipends are in accordance with the National Science Foundation (NSF) Grants Policy Manual definition of Participant Stipends. No service to the university is expected.

9. What are the ramifications when a CU employee position is charged and has to be changed to stipend?

With regular salary, taxes are being paid, with stipends, no taxes are paid. This creates a great deal of work to correct this and a hardship on the Participant.

10. What are the Account Codes that can be used for Participant Support Charges?

495306 – PARTICIPANT COSTS
495307 – PARTICIPANT FEES
495308 – PARTICIPANT SUBST/STIPEND ALLOWANCE
495309 – PARTICIPANT ROOM AND BOARD
702000 – NON-EMPLOYEE TRAVEL - IN STATE
702100 – NON-EMPLOYEE TRAVEL -OUT OF STATE
702200 – NON-EMPLOYEE TRAVEL –INTERNATIONAL

11. Conferences are allowable Participant Support charges, why can't I charge it to my Participant Support project?

In general conferences can be allowable for Participant Support. However, every award is very specific on what categories the Participant Support dollars can be spent. The awards clearly state that there is no variation in categories without prior approval of the Sponsor. So, if a conference will fulfill the spirit of the Participant Support in the award, then long before any conference, the sponsor must give approval.

12. Why am I being asked for the list of participants?

With every Participant Support the list of participants must be provided with in the documentation of the fiscal files in Spa. This allows retention of documentation which can and are asked for by the sponsoring agency and documentation for audit purposes.