

### Fringe Benefit Rate Review

Determine if fringe benefit rate (FBR) changes, effective 10/1/15, have directly caused overdraft on award spending. SPA accounting staff will complete the following;

- Prepare automatically FBR review for index/fund during final financial report preparation where:
  - Total expenses are in deficit, **and**
  - Fringe benefit line item is in deficit
- Prepare review based on requests from department when:
  - Extension requests to agency require a formal balance amount, **or**
  - Carryforward requests to agency require a formal balance amount
- Applicable for awards where:
  - Grant/contract period is effective after 10/1/15
  - Proposed fringe benefit rate(s) were submitted with prior year percentage(s)
- An Excel worksheet has been developed to conduct review
- The applicable fringe benefit deficit will be transferred via a journal entry to fund code 116583 using account code 788