# Commonly Used Acronyms

For Sponsored Research

<table>
<thead>
<tr>
<th>Acronym</th>
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<tr>
<td>AAALAC</td>
<td><strong>American Association for Accreditation of Laboratory Animal Care</strong></td>
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| BOG     | State of Florida Board of Governors  
The 17-member governing board that serves as the governing body for the State University System of Florida, which includes all public universities in the state of Florida. |
| CAS     | Cost Accounting Standards  
Founded on principles that costs will be consistently treated as a direct or indirect (F&A) costs. |
| CFR     | Code of Federal Regulations  
An annually updated code to define general and permanent rules published in the Federal Register by the executive departments and agencies of the US federal government. |
| COI     | Conflict of Interest  
UF Conflict of Interest (COI) policy contains a description of what is a COI under the Code of Ethics, which is set forth in the Florida Statutes. The policy discusses how to obtain a COI exemption from the Code for Research and license agreements. |
| Co-PI   | Co-Principal Investigator/Co Investigator  
Key personnel, also responsible for conduct of the project and compliance. |
| DHHS    | U.S. Department of Health & Human Services |
| DSP     | Division of Sponsored Programs, UF, Office of Research  
Reviews, negotiates, executes all sponsored research at UF. Reviews all proposals and agreements related to externally funded sponsored programs. Approves proposed budgets. |
| DUA     | Data Use Agreements  
An agreement required under the Privacy Rule and must be entered into before there is any use of data which contain protected health information (PHI). UF Privacy Office can help with writing and approving a DUA. |
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| EIES    | Engineering & Industrial Experiment Station  
Also known as FLEXStation, this UF programs provides economic impact and  
workforce development to Florida companies, communities and citizens, as well  
as applied research and development services to Florida industry to facilitate  
product and project development and technology commercialization. |
| Export Controls | An “export” occurs whenever controlled technology, technical data, software,  
materials, equipment, technical assistance or defense services are disclosed in  
any medium or manner outside of the United States, or to a foreign person no  
matter where located. Export controls are regulated by US laws. |
| F&A     | Facilities & Administration (F&A) (formerly Indirect Costs)  
The University negotiates F&A rate with the US Department of Health and Human  
Services and reflects the cost of real, auditable expenses incurred in the conduct  
of research. These costs support the operation of facilities and administration and  
are not easily tied to a specific project. These costs support the conduct of  
research regardless of source of funding. |
| FAC     | Florida Administrative Code  
Administrative rules and regulations of Florida state agencies. |
| FAR     | Federal Acquisition Regulation (FAR) is the principal set of rules over government  
procurement. |
| FDP     | Federal Demonstration Partnership is an association of federal agencies,  
academic research institutions with administrative, faculty and technical  
representation, and research policy organizations that work to streamline the  
administration of federally sponsored research. |
| FMC     | Federal Management Circular  
FMC 74-4 specifies the use of predetermined indirect cost rates in grants and  
contracts with State and local governments authorized by law or Comptroller  
General decision, and if the fixed or predetermined indirect cost rate with a  
following year adjustment to reflect actual cost incurred. |
| FOA     | Funding Opportunity Announcement  
A publically available document by which a Federal agency publicizes intent to  
award discretionary grants or cooperative agreements usually within a framework  
of a competition for funds. Also referred to as program announcements; request  
for applications (RFA); notices of funding availability; solicitations. |
| IACUC   | Institutional Animal Care and Use Committee  
A federally mandated committee, qualified through the experience and expertise  
of its members that oversee its institution’s animal program, facilities, and  
procedures. |
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| IDC     | Indirect Costs  
  Also known as F&A Rates – Facilities and Administrative rates. The University negotiates a F&A rate with the US Department of Health and Human Services and reflects the cost of real, auditable expenses incurred in the conduct of research. These costs support the operation of facilities and administration and are not easily identified with a specific project. These costs support the conduct of research regardless of source of funding. |
| Human Subject Research | According to the federal regulations (45 CFR 46 102.f) a Human Subject means a living individual about whom an investigator conducting research obtains:  
  1. Data through intervention or interaction with individual  
  2. Identifiable private information |
| IFAS    | Institute of Food and Agricultural Sciences  
  A federal-state-county partnership dedicated to developing knowledge in agriculture, human and natural resources, and the life sciences, and enhancing and sustaining the quality of human life by making that information accessible. |
| IRB     | Institutional Review Board  
  Institutional review for all human subject research. At UF there are 4 Boards: IRB01 oversight for all Health Science Center projects in Gainesville; IRB02 represents oversight to social, behavioral, educational research and other studies that involve survey research; IRB03 represents oversight of Jacksonville Health Science Center; and WIRB for industry sponsored funding. |
| LOI     | Letter of Intent  
  Sponsored research may require a letter in advance of submission of a proposal. The LOI includes the names of PIs, potential partners, the proposed title, and a brief summary of the research. The LOI is not binding. |
| MOU     | Memorandum of Understanding  
  A non-binding formal agreement to establish official partnerships. Details the terms and responsibilities for each party. Although not legally binding, the MOU demonstrates serious intent. |
| MTDC    | Modified Total Direct Costs  
  Is the base to which indirect costs (F&A) are calculated. AT UF, this is the Total Direct Cost (TDC) minus equipment, patient care, tuition, participant support costs, rental costs of off-site facilities, scholarships, fellowships, and the portion of each subaward in excess of $25,000. |
<p>| NIH     | National Institutes of Health |
| NOA     | Notification of Acceptance |</p>
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<td>NSF</td>
<td>National Science Foundation</td>
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<td>OCO</td>
<td>Operating Capital Outlay&lt;br&gt;The appropriation category used to purchase equipment, fixtures, and other tangible personal property of a non-consumable and nonexpendable nature. Examples include equipment, fixtures, and other tangible personal property of a non-consumable nature and has a normal expected life of one year or more.</td>
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<td>OE</td>
<td>Operating Expense&lt;br&gt;Expenses necessary in conducting the research project. May include, salary and fringe benefits, equipment, travel, supplies. These are the direct costs necessary to implement the project.</td>
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<td>OMB</td>
<td>Office of Management and Budget&lt;br&gt;Largest office within the Executive Office of the President of the United States. The OMB oversees the federal government procurement, financial management and regulatory policy. The OMB circular outlines the uniform administrative requirements for grants and other agreements with institutions of higher education, hospitals, etc.</td>
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<td>OPPMAN</td>
<td>Opportunities Manager&lt;br&gt;The UF Office of Research, Division of Research Development search tool to find funding opportunities.</td>
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<tr>
<td>OPS</td>
<td>Other Personal Services&lt;br&gt;UF at-will temporary employment positions.</td>
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<td>OR</td>
<td>Office of Research</td>
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<td>OTL</td>
<td>Office of Technology Licensing&lt;br&gt;Facilitates and administers the licensing of university discoveries to the market.</td>
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<td>PHS</td>
<td>Public Health Service</td>
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<td>PI</td>
<td>Principal Investigator&lt;br&gt;The individual ultimately responsible for the conduct, preparation and administration of the project, contract, or other agreement. This individual is responsible for the project to be compliant with applicable laws, regulations and institutional policy.</td>
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<td>Pivot™</td>
<td>A search tool providing access to a comprehensive listing of funding opportunities globally.</td>
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<td>RCR</td>
<td>Responsible Conduct in Research</td>
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| RFA     | Request for Application  
A notice in which an organization announces that grant funding is available and allows individuals/organizations to present bids on how the funding could be used. The RFA identifies funds set aside by one or more agencies for awarding grants. Specifies the programs eligible for funding under grants. |
| RFP     | Request for Proposal  
Solicits proposals with specified guidelines and a target due date. Competitive. The RFP specifies what the organization is looking for and has an established evaluation criteria for assessing proposals. |
| RFQ     | Request for Quotation  
An invitation to bid for a contract to provide a specific product or service. |
| SUS     | State University System |
| SWF     | Salaries, Wages and Fringe |
| TDC     | Total Direct Costs  
Costs associated with executing the research project. Includes salaries, materials and supplies, travel, etc. |
| UF      | University of Florida |
| UFF     | University of Florida Foundation, Inc.  
Also known as UF Advancement, this is the fundraising and private gift fund management unit for the University of Florida. |
| UFIRST  | University of Florida Integrated Research Support Tool  
Online workflow software to process, track and report on all sponsored research. |
| UFRF    | University of Florida Research Foundation, Inc.  
Established in 1986 to promote, encourage and provide assistance to the research activities of the University faculty, staff, and students. This the not-for-profit organization provides a venue by which discoveries, inventions, processes and work products of the University of Florida faculty, staff and students can be created and transferred from the laboratory to the public. Funds generated by such discoveries are used to enhance research at the University of Florida. |