

Model Contract Language for Agreements with State of California Agencies

To reduce inefficiency and to streamline contract negotiations, UCOP, CSU and the State Department of General Services established standardized terms for use in all new research, training or service agreements awarded after January 2016.

What you need to know:

UC must provide the State with a proposal in advance of any award made. Proposals must be submitted through the Office of Contracts and Grants. The [proposal package](#) shall consist of:

A. State/University Proposal [Cover Sheet](#)

B. Scope of work – [Exhibit A](#)

- i. **Schedule of Deliverables (Exhibit A1)** – Include all reports, draft reports for State review, and any other deliverables requested by the State and agreed to the PI. Items listed on the top half of the form will result in copyrights to such deliverables owned by UC. Items listed on the bottom half of the form will result in copyright to such deliverables owned by the State. Use the bottom half of the form if the purpose of the project is to create copyrightable works for use by the State. The State will receive a Non-Exclusive Royalty-Free license to every item listed as a Deliverable.
- ii. **Key Personnel (Exhibit A2)** – List personnel sparingly in this section. Any changes to personnel listed here will require State agency approval.
- iii. **Authorized Representatives and Notices (Exhibit A3)** – List contact details for UC ANR individuals.
- iv. **Use of Preexisting Data, Copyrighted Works and Deliverables (Exhibit A4)** – List pre-existing data, copyrighted works and deliverables owned by UC ANR. (Pre-existing materials owned by the State or a third party will be listed at time of award.) If no third-party or preexisting data or copyrighted works will be used, check “none” in this section.
- v. **Curriculum Vitae (CV)/Resume (Exhibit A5)** – Attach CV/Resume/Biosketch for Key Personnel listed in Exhibit A2.
- vi. **Current & Pending Support (Exhibit A6)**

C. Budget Estimate for Proposed Project Period ([Exhibit B](#))

- **Budget Justification ([Exhibit B1](#))**
- **Indirect (F&A) Costs** – UC rate for State awards *

		On Campus	Off Campus
Now	– 6/30/2017	25%	25%
7/1/2017 – 6/30/2018		30%	25%
7/1/2018 – 6/30/2019		35%	25%
7/1/2019 – 6/30/2020		40%	25%

* These rates do not apply when the state is acting as a pass-through entity of federal funds. The appropriate UC federally negotiated [F&A Rate](#) will apply to State agency awards made with federal funding. Please see 2 CFR § 200.414 and 2 CFR § 200.331.

D. Subcontractor Budgets ([Exhibit B2](#)) (as applicable)

E. Budget tools: [Proposal Budget Workbook](#) (Enter figures on the budget calculator and Exhibit B will auto populate)

If funded, the award will be governed by the **UTC 116 – University Terms and Conditions (Exhibit C)** – The award may contain additional exhibits specific to the individual project.

The Office of Contracts and Grants is happy to discuss any questions regarding these recent changes to UC – State contracting interactions.